

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
December 21, 2020
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: Dick Decker, Chair
Jake Tanis, Vice-Chair
Dennis Foust
Karl Eysenbach
Melvin Dutrow

STAFF: Lisa Kroner, Township Secretary/Treasurer
Anne Sanger, Admin. Secretarial & Zoning Assistant
David Boliek, Public Works Superintendent
Robert Rayman, Solicitor

CALL TO ORDER:

Chair Decker called to order the December 21, 2020, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENTS:

No public comments.

SPECIAL PRESENTATION:

The Department of Environmental Protection (DEP) is requiring the Philip & Kathleen Bosak subdivision plans within Centre Hall Borough obtain DEP planning approval from Potter Township for the portion of sewer line located within Potter Township. The Bosak subdivision is proposing public sewer service. Centre Hall-Potter Sewer Authority has confirmed the capacity to accommodate the additional 4 EDU's and no overload exists or is projected to exist within the next five years. Mr. Dutrow offered a motion to approve DEP planning for public sewer for this subdivision. Mr. Tanis seconded the motion. **Vote in favor was unanimous. 5-0**

CONSENT AGENDA

Mr. Tanis made a motion to approve the November 2020 Financial Report. Mr. Foust seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORTS

Parks & Recreation Board – Meeting minutes from October 14th & November 11th were submitted and reviewed. The Parks & Rec Board will discuss the possibility of a forest management plan for the township owned land on Sinking Creek Road and possibilities for additional recreation activities at the site.

SOLICITOR REPORT

Solicitor Rayman reiterated the importance of not using personal e-mails for any township related business. Employees, elected officials and members of authorities, boards and commissions should either use a Township e-mail or not get emails for township related business on personal

email. Mr. Foust made a motion to change email accounts to @gmail.com accounts in an effort to reduce monthly fees. Mr. Eysenbach seconded the motion. **Vote in favor was unanimous. 5-0**

STAFF REPORTS:

Public Works Superintendent –

The new restroom building at Way Lane is 65% completed.

Current construction activities include Bloom Road culvert and swale improvements, installation of snow fences and PAC (Potter Athletic Complex) grass improvement project.

Deliveries include road signs and posts, John Deere Tractor and Tiger Mower, and hand-operated post pounder.

First snowfall of season accumulated 14” – 16”. The 2002 International plow truck suffered complete alternator failure during snow storm.

Country Club Park Sewer – Collecting replacement and repair costs for comminutor.

Country Club Park Water – Operating normally.

Potters Mills Sewer – Control panel displays UV intensity.

Bloom Road Sewer – Commissioning with Orenco completed. Backup propane – propane connection rescheduled due to weather.

Quotes for the shop heaters have been received. Mr. Dutrow offered a motion to purchase two gas heaters for the shop from Harry’s Lawn & Garden Center in the amount of \$6,878.17, with the stipulation that the agreement states that Potter Township will not assist with installation or provide a lift for installation. Motion seconded by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Secretary/Treasurer – Presented thank you card from Centre Hall-Potter Food Pantry for designation of CARES grant funds to the food pantry.

UNFINISHED BUSINESS:

The Agreement for the sale and purchase of an Agricultural Conservation Easement for Donald & Teresa Grove has been executed and closing is scheduled for the end of the year. Centre County Planning and Community Development is requesting Potter Township’s \$5,000.00 contribution towards the easement for closing. Mr. Foust moved to release the \$5,000.00 committed for the Donald & Teresa Grove Agricultural Conservation Easement for closing of this sale and purchase. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

NEW BUSINESS:

Request for Per Capita Removal for 2021 and Exonerations for 2020, that were misclassified (i.e., moved, deceased, double assessed). Mr. Foust made the motion to approve the list for Per Capita Removal for 2021 and Exonerations for 2020 as presented by Tax Collector Wendy Nolf.

Mr. Tanis seconded the motion. **Vote in favor was unanimous. 5-0.**

Centre County Mapping and Addressing submitted a road name request for the Clifton Treaster Subdivision which contains a shared driveway. The driveway will serve existing 272 Mountain Back Rd (parcel #20-009-,005) and proposed lot 2R. Lot 2R is a large acre piece, and heavily wooded, making future construction not visible from the main road. Both of these principles meet criteria for naming and 911 addressing has tentatively approved pending Potter Township final approval. After review of the request, Mr. Tanis made a motion to approve the name Clifford Lane. Mr. Eysenbach seconded the motion. **Vote in favor was unanimous. 5-0.**

Mr. Decker announced the Board of Supervisors met in Executive Session regarding personnel matters beginning at 6:15pm this evening.

Mr. Tanis made a motion to approve a 1.5% increase in the employee wages for 2021, in accordance with the proposed 2021 budget. Increase effective January 1, 2021. Second by Mr. Dutrow. **Vote in favor was 4-0. Mr. Decker recused himself from voting.**

Fee Schedule for 2020 reviewed for discussion on any changes to be made for 2021. The 2021 Fee Schedule will be finalized and adopted at the Reorganization meeting on January 4, 2021.

A Special Meeting for Budget Adoption will be held on December 30, 2020 at 7:00 P.M. and has been advertised as required by law.

The Traffic Study on SR 322, as requested by Alan Bigatel, was submitted to PennDOT District 2. The Department completed a speed study along S.R. 322 (Twenty Eighth Division Highway) between Potters Mills and Harris Township, in Potter Township, Centre County. The study indicated that the current posted speed limit of 55 mph is proper based on their review of traffic conditions, crash data, 85th percentile speed, and compliance with state and federal regulations. To improve safety awareness, the Department will deploy a speed display board in this study area in the Summer of 2021.

Mr. Eysenbach made a motion to approve for the Secretary/Treasurer to pay all invoices due through December 31, 2020, conduct all business, and continue all appointments through January 4, 2021 reorganization meeting. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0**

A letter from resident, Linda Eysenbach, was shared conveying her appreciation for the township's investment in Colyer Lake Park. Many people of all ages are engaging in wholesome and healthy activities at the lake.

BOARD / STAFF OTHER MATTERS (Informational – Review and/or Action, as Needed)
Centre Hall-Potter Sewer Authority – October 14th Meeting Minutes were distributed. No comments or questions from Board.

Centre County Office of Emergency Services and Centre County Planning & Community Development is in the process of updating the Centre County Hazard Mitigation Plan. This plan serves as a blueprint for reducing property damage and saving lives from the impacts of natural and human-made hazards. This Plan is necessary for the County and municipalities to be eligible to receive certain types of state and federal disaster and mitigation funding after a disaster occurs. A Draft Plan Review Meeting open to the public to review information contained in the draft Centre County HMP is scheduled for January 7, 2021. The project website is www.pensylvaniiahmp.com/centre-hmp. A public survey is now available to complete on this website asking residents to share information about their understanding of hazard risk.

ADJOURNMENT:

Mr. Tanis made a motion to adjourn the regular meeting at 8:15 p.m. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner

Lisa Kroner, Township Secretary
For the Board of Supervisors