

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
December 7, 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
David Boliek, Public Works Superintendent
Anne Sanger, Admin Secretarial & Zoning Assistant

CALL TO ORDER:

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

PUBLIC COMMENTS:

Resident, Glenn Roth, offered suggestions for the use of a server for administration computer files, as well as other backup options. Karl Eysenbach and Denny Foust will work with Mr. Roth regarding options for backing up computer files.

SPECIAL PRESENTATION:

Bob Myers, Hawbaker Engineering, presented the Component I Planning Module for the Clifton S. Treaster Minor Subdivision. The Planning Commission and SEO Stan Wallace have reviewed this plan.

The Municipal Response Request for Clifton S. Treaster Minor Subdivision will be submitted to Centre County Planning with a notation of requirement of In-Lieu-of Parkland Dedication fee. No comments submitted by Planning Commission. A motion was made by Mr. Tanis to accept the Fee In-Lieu of Parkland Dedication, and was seconded by Mr. Foust. Motion carried unanimously

Chad Stafford, Penn Terra Engineering, presented the Final Land Development Plan for Premier RV Storage on behalf of Scott & Kimberly Burk. Mr. Foust offered a motion to approve the Memorandum of Understanding for payment of all engineering invoices for this project and approve by signing the memorandum. Second by Mr. Tanis. Mr. Tanis offered a motion to sign the final land development. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

CONSENT AGENDA

Mr. Foust made a motion to approve the minutes of the November 16th regular meeting. Mr. Eysenbach seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORTS

- A. Planning Commission – Meeting minutes from November 4th meeting were distributed. Glenn Roth, who is also a Planning Commission member, requested electronic copies of plans be provided to the Planning Commission before the meetings for which they are to be reviewed. Electronic copies will be requested from engineering firms submitting plans for property owners. The Board has asked for electronic copies of plans as well when first submitted by engineers.
- B. Tri-Municipal Park Board – Distributed copy of press release on the opportunity for Penns Valley residents to help restore a natural landscape at the Parks. A disc golf tournament will be held in December and includes over 100 participants.
- C. Penns Valley EMS – UV lights have been installed in ambulances to sanitize the units between runs. The new ambulance is in rotation.

STAFF REPORTS:

Public Works Superintendent – Price quotes are being received for heaters in the equipment garages. New tires were installed on John Deere backhoe. Antiskid delivery of 477 ton. Country Club Park Sewer – Mixer failure due to material build up. A letter will be sent to residents and The Meadows to reiterate that flushable wipes and other materials should not be flushed down toilets.

Mr. Eysenbach commended the Public Works staff and employees for their dedication and flexibility during the COVID-19 pandemic.

Secretary/Treasurer – Coupon books for 2021 monthly public sewer and water payments have been mailed to residents along with ACH Authorization forms.

A request was received from Centre County Election Office for use of Potter Township conference room for May 18 and November 2, 2021 elections. After discussion regarding social distancing and room set-up, the Board approved use of the room for both elections with the request that a representative from Centre County Elections Office discuss the plan of action if Covid-19 pandemic restrictions are still in place.

UNFINISHED BUSINESS:

The requested changes from the October 21st Budget meeting were made and a revised 2021 proposed budget was presented to the Board. After discussion, a proposed budget was generated with no tax increase for real property. Mr. Eysenbach made a motion to advertise the proposed 2021 budget for public inspection. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Resolution R—2020-09 Establishing Tax Rate for Year 2021 was presented for adoption. Total tax will be 3 mil (1 mil General purpose and 2 mil Fire protection) with no tax increase on real property. Mr. Tanis made a motion to approve **Resolution R-2020-09**. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous. 5-0**

RESOLUTION # R-2020-09

**A RESOLUTION OF THE TOWNSHIP OF POTTER, CENTRE COUNTY,
ESTABLISHING THE TAX RATE FOR THE YEAR 2021**

BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Potter, County of Centre, Commonwealth of Pennsylvania, that a tax be and the same is hereby levied on all real property within the Township of Potter subject to taxation for the fiscal year 2021, as follows:

Tax rate for GENERAL purposes, the sum of 1 mill
on each dollar of assessed valuation, or the sum of \$0.100
on each one-hundred dollars of assessed valuation.

Tax rate for FIRE PROTECTION purposes, the sum of 2 mill
on each dollar of assessed valuation, or the sum of \$0.200
on each one-hundred dollars of assessed valuation.

That any resolution, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

The same being summarized in tabular form, as follows:

	Mills on Each Dollar of Assessed Valuation	Dollars and Cents on Each One-Hundred Dollars of Assessed Valuation
Tax Rate for General Purposes	1 Mill	\$0.100
Tax Rate for Fire Protection	2 Mill	\$0.200
TOTAL	<u>3 Mill</u>	<u>\$0.300</u>

Resolution R—2020-10 To Make Additions to the Agricultural Security Area was presented for adoption. Mr. Tanis made a motion to approve **Resolution R-2020-10** which adds Parcel 20-006-,034-,0000, located at 406 Upper Georges Valley Road as an Agricultural Security Area. The property is 76.19 acres and is owned by Mark & Amy Sharer. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous. 5-0**

RESOLUTION R-2020-10

**RESOLUTION OF THE POTTER TOWNSHIP BOARD OF SUPERVISORS TO MAKE
ADDITIONS TO THE AGRICULTURAL SECURITY AREA**

WHEREAS, the Potter Township Supervisors adopted Resolution 8-2010 to create on Agricultural Security Area (ASA); and

WHEREAS, the Resolution requires additions to the Agricultural Security Area to be adopted by Resolution and filed with the Recorder of Deeds' Office; and

WHEREAS, the Potter Township Supervisors have received a request for an addition from landowners to be included in the Agricultural Security Area which have not been acted upon by Potter Township; and

WHEREAS, the Agricultural Security Area Law (Act of June 30, 1981, P.L. 128, No. 43) (3 P.S. Section 901-915), Section 908 (a) states in part that "The governing body shall act to adopt or reject the proposal, or any modification, no later than 180 days from the date the proposal was originally submitted. Failure by the governing body to act within this 180 day period shall be deemed adoption of the proposal without modification; and

WHEREAS, the Proposal to add a parcel to the Agricultural Security Area includes the parcels, names, acreages, and locations within Potter Township, Centre County and is attached hereto.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved that the parcel listed in Exhibit "A" attached to this Resolution shall be added to the Agricultural Security Area of Potter Township.

IN WITNESS WHEREOF, the present Resolution has been duly adopted by a majority vote of the Potter Township Board of Supervisors in public session duly convened this 7th day of **December, 2020**.

NEW BUSINESS:

Mr. Tanis inquired with Scott Burk about the possibility of leasing land at Potter Athletic Complex for a nursery. Mr. Burk presented at the meeting to decline the offer due to the soil being unsuitable for nursery field production.

Nittany Engineering has submitted an Agreement/Proposal for the preparation of 2020 Chapter 94 Report for Bloom Road Sewer, Country Club Park Sewer and Potters Mills Sewer. The cost to prepare and complete the PA DEP required reports is estimated not to exceed \$500.00 for each report. Mr. Foust offered a motion to accept the Agreement/Proposal for the preparation of 2020 Chapter 94 Report for Bloom Road Sewer, Country Club Park Sewer and Potters Mills Sewer. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

The 2021 meeting dates for Board of Supervisors, Elected Auditors, Planning Commission, and the Parks and Recreation Board were reviewed. The dates were approved. Mr. Foust offered a motion to approve the meeting dates and advertise said dates following the Second Class Township Code advertising requirements. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

MEETING DATES FOR 2021

Board of Supervisors – Jan. 4th (re-organization) & Jan. 18; Feb. 1 & 15; March 1 & 15; April 5 & 19; May 3 & 17; June 7 & 21; July 19; Aug. 2 & 16; Sept. 7 & 20; Oct. 4 & 18; Nov. 1 & 15; Dec. 6 & 20

Planning Commission - Jan. 12 & 26; Feb. 9 & 23; Mar. 9 & 23; Apr. 13 & 27; May 11 & 25; Jun.8 & 22; July 13 & 27; Aug. 10 & 24; Sept. 14 & 28; Oct. 12 & 26; Nov. 9 & 23; Dec. 14 & 28.

Parks & Recreation Board – Jan. 13; Feb. 10; Mar. 10; Apr. 14; May 12; Jun. 9; Jul. 14; Aug. 11; Sept. 8; Oct. 13; Nov. 10; Dec. 8.

A list of vacancies for seats on Authorities, Boards and Commission for 2021 was presented. There are seats available on the Planning Commission, Zoning Hearing Board, Parks and Recreation Board, Tri-Municipal Park, Inc. Board of Directors, Spring Creek Watershed Commission, Vacancy Board, Centre Hall-Potter Sewer Authority, and Penns Valley Regional Planning Commission. Residents are encouraged to submit a Volunteer Application which can be found at www.pottertownship.org. Appointments will be made at the Reorganization meeting on January 4, 2021.

Nittany Engineering has submitted for approval the Sippel Development Payment Application #3 in the amount of \$21,931.89 for the Bloom Road public sewer project. Nittany Engineering has also submitted for approval Payment Application #3 for Dave Kronenwetter in the amount of \$14,969.50 for the Bloom Road public sewer project. A motion was made by Mr. Eysenbach to approve the request. Seconded by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Chair Decker made a motion to recess the meeting at 9:10 p.m. to begin an Executive Session regarding personnel matters. Mr. Tanis seconded the motion. **Vote in favor was unanimous.** Mr. Foust made the motion to close the Executive Session and reopen the regular meeting.

ADJOURNMENT:

Mr. Foust made a motion to adjourn the regular meeting at 9:45 p.m. Motion seconded by Mr. Tanis. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner

Lisa A. Kroner, Township Secretary
For the Board of Supervisors