

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
June 7, 2021
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: Dick Decker, Chair
Karl Eysenbach
Dennis Foust
Melvin Dutrow

STAFF: Lisa Kroner, Township Secretary/Treasurer
David Boliek, Road Superintendent

CALL TO ORDER:

Chair Decker called to order the June 7, 2021, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT:

No public comments offered.

SPECIAL PRESENTATION:

Denise Sticha, Executive Director of Centre Co. Library & Historical Museum, discussed the Needs Assessment process being used to determine the direction of library services in the greater Penns Valley Region.

Mark Ralston reported the formal Wetland Delineation and Impact Assessment required by the Army Corp of Engineers has been completed for the construction of footbridges at Colyer Lake Trail. The DEP application is administratively complete. Anticipated completion date of installation is October.

CONSENT AGENDA

Mr. Foust made a motion to approve the minutes of the May 17, 2021 Regular Meeting. Mr. Dutrow seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORTS

- A. Planning Commission
 - Meeting Minutes from May 11, 2021, were distributed.
- B. Tri-Municipal Park Inc.
 - The first bench in the park was installed. The sale of memorial benches is being planned as a fundraiser.
- C. Penns Valley EMS
 - No report.
- D. Parks and Recreation
 - Potter Run Park has been mulched and flowers have been planted (both items donated)

- Upcoming activities include several book readings, yoga at Colyer Lake, baseball tournaments
- Discussion on constructing a walking trail around the property on Sinking Creek Road. The Board of Supervisors encouraged the Park Board to move ahead with a plan.
- Request for funding of hardscape around Potter Athletic Complex sign recognizing Lance and Ellen Shaner. Mr. Dutrow made a motion to approve up to \$3,500.00 from the Fee In-Lieu-Of Parkland Dedication fund. Motion seconded by Mr. Foust. **Vote in favor was unanimous.**

Mr. Dutrow offered a motion to approve purchase of a 4' x 8' sign to be placed along SR 322 at the entrance to the Potter Athletic Complex at 150 Summer Lane, in the amount of \$960.82. Mr. Foust seconded the motion. **Vote in favor was unanimous.**

STAFF REPORTS:

Public Works Superintendent –

- Discussion on paving, tar & chipping, and Fibermat projects on various roads.
- Potter Run Park Restroom – Final construction inspection is scheduled for June 15, 2021.
- Crack sealing project has been completed.
- Country Club Park Sewer Facilities- Maintenance labor hours continue to be reduced to 2 hours daily as requested by Board of Supervisors

Secretary / Treasurer

- Training scheduled for use of website platform.

OLD BUSINESS

A draft of latest proposed revision to the sign ordinance was provided by Solicitor Rayman. Mr. Eysenbach requested changes regarding digital signs and on-premise digital signs. Mr. Decker made a motion to approve advertisement of a public hearing on July 19, 2021 regarding the amendment to the sign ordinance. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous.**

The SR 144 Wall Study has been finalized. There are opportunities for financial assistance available through grant funding for intermodal projects. Representatives from CROG and McCormick Taylor will attend June 21st meeting to provide an overview of the study and answer questions

NEW BUSINESS

An inquiry was made by a party interested in purchasing the township property at 150 Summer Lane. After a very brief discussion, the Board unanimously agreed that the property is not for sale and they do not wish to entertain any discussion regarding a potential sale.

Options for a new phone system have been researched. A Verizon “One Talk” phone system (VOIP platform) will provide the same functions as the Comcast system currently being utilized. The switch to Verizon will provide a savings of \$3,600.00 annually. Mr. Foust announced a motion to approve use of the Verizon “One Talk” phone system and cancel the service with Comcast. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous.**

First National Bank offers a Municipal Credit Card Program that does not require a personal guarantor. Mr. Decker wishes to be removed a guarantor on the current credit card account through JSSB. After review of the FNB Municipal Credit Card service, Mr. Foust offered a motion to approve applying for a credit card with a credit limit set at \$10,000.00 total (\$5,000 per cardholder) with David Boliek and Lisa Kroner as cardholders. Motion was seconded by Mr. Eysenbach. **Vote in favor was unanimous.**

First National Bank offers e-Gov Enterprise Payment Solutions which allows municipalities to accept credit cards and e-check payments online, by telephone and at the counter. Customers will incur a 2.5% user fee. After discussion about the service, Mr. Decker presented a motion to approve enrolling in the eGov Enterprise Payment Solution services. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous.**

BOARD / STAFF OTHER MATTERS (Informational – Review and/or Action, as Needed)

- None

ADJOURNMENT:

Mr. Foust made a motion to adjourn the regular meeting at 8:55 p.m. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner

Lisa A. Kroner, Township Secretary
Potter Township Board of Supervisors