

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, April 11, 2018 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:01 pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar
Solicitor: Mike Jones
Engineer: Dan Sell
Secretary: Linda McCoy
Visitors: Casey Harrington, Lauren Patton, Captain Jon Hall, Terri Baumgardner, Mark Summerville, Jim Gabel, Billy Winkle, Emily Palmer, Ron Robinson, Chris Heitman

Ms. Matsco met with Larry Dorsch at Elder Vogel's office on Monday, April 2nd.

Mr. Shamp met with Pete Sudak on Monday, April 9th at the Township building regarding the proposed generator.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
TO APPROVE THE MINUTES OF THE MARCH 14, 2018 BUSINESS MEETING.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
TO APPROVE THE MINUTES OF THE MARCH 28, 2018 BUSINESS MEETING.

CITIZENS: No Comments

NEW BUSINESS:

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
TO APPROVE COTTRILL, ARBUTINA & ASSOCIATES TO DO AN AUDIT OF THE REAL ESTATE TAX COLLECTOR FOR 2017 AT A COST OF \$2,020.00.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
MOTION TO APPROVE ADVERTISING FOR BIDS FOR A SEPTIC SYSTEM AT THE TANK FARM. MR. SELL WILL CREATE THE BIDDING DOCUMENTS NEEDED FOR ADVERTISING. THE BID OPENING WILL AT THE MAY 9TH BUSINESS MEETING.

OLD BUSINESS:

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
TO APPROVE THE 2017 POTTER TOWNSHIP ANNUAL AUDIT COMPLETED BY COTTRILL, ARBUTINA & ASSOCIATES. THE AUDIT SHOWED NO DEFICIENCIES IN ACCOUNTING.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
MOTION TO ADOPT RESOLUTION 4-2018 FOR PLAN REVISION FOR NEW DEVELOPMENT TO ADOPT AND SUBMIT TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR ITS APPROVAL AS A REVISION TO THE "OFFICIAL SEWAGE FACILITIES PLAN" PROPOSED BY THE CENTER TOWNSHIP SEWER AUTHORITY AND CASTLEBROOK DEVELOPMENT GROUP LLC FOR DEVELOPMENTS IDENTIFIED AS MARKEY'S RUN/MOON RUN SEWERSHED IMPROVEMENTS AND THE BLUFFS AT GLADE PATH.

This Resolution does not constitute and shall not be construed as an approval of these proposed developments by Potter Township for any purpose other than as a revision to the "Official Sewage Facilities Plan." Presently, both proposed developments will require zoning and land development approval by Potter Township.

SOLICITOR'S REPORT:

- Mr. Jones will speak with Mark Mustio of HHM Insurers to continue finalizing the agreement with GHRIP regarding sharing of equipment and employees along with worker's compensation concerns.
- Mr. Jones attended a conference regarding petrochemicals where Don Glass, Managing Counsel for Shell was a speaker. Mr. Jones said that future underground storage at the Shell site will need to be addressed.
- Mr. Jones stated that the Township may be contacted by the Environmental Integrity Project – they want municipalities to adopt an ordinance for underground pipelines. Ms. Matsco asked Mr. Jones to look into any state and/or federal legislation/bills on this subject.
- Mr. Jones stated that he will file a complaint in the Court of Common Pleas regarding Sean Henry's property on Pleasant Drive regarding non-compliance with Township ordinances. Mr. Henry will have 20 days to file an answer and if not – the Township can enter the property to clean it up.

- Mr. Jones stated that the PTVFD hearing (regarding a former member who did not return equipment) will be held on April 24th at the local magistrate's office.

ENGINEER'S REPORT:

- The planning module for Bluffs at Glade Path/Eagles Landing has been reviewed and comments provided to the Supervisors for their consideration as they review this submission.
- Mr. Sell brought copies of an updated AJMJ map – they were prepared using the info available to date via the County's GIS system.

PLANNING COMMISSION:

Ms. Patton stated that the Planning Commission will attend a meeting on April 23rd at Raccoon Township for the Joint Agricultural Security Area between Potter and Raccoon Townships. Potter now has 609 acres in the Ag Sec Area. The Board has asked the Planning Commission to look at our ordinances to make sure they are being enforced, i.e. nuisance, trash, etc.

FIRE DEPARTMENT: Jim Gabel

- The new tanker was delivered last Saturday. The Department is removing equipment from the old tanker and installing it on the new tanker. The Department will have training with Keystone on driving and pump operation. The old tanker lasted over 30 years.
- Last Wednesday, the Department received a successful bid of \$7,100 for the old tanker.
- Fund Raisers: May 12th Wine Trip / Paint & Sip in June / Raccoon Fair in June / Raffle Ticket in May / a late afternoon Car Cruise in Raccoon in September.

ROAD DEPARTMENT:**MOTION: Al Cwynar****SECOND: Earl Shamp****MOTION CARRIED****TO APPROVE AND SIGN THE 2018 SPRING COMMODITIES CONTRACTS WITH MIDLAND ASPHALT MATERIALS AND MCCLYMONDS SUPPLY & TRANSPORT COMPANY THROUGH THE BEAVER COUNTY REGIONAL COG.**

The request for bids for fuel oil will be put out again – no bidders at this time.

MOTION: Earl Shamp**SECOND: Al Cwynar****MOTION CARRIED****MOTION TO CHOOSE CENTER ELECTRICAL SERVICE TO INSTALL THE LED LIGHTING IN THE TOWNSHIP ROAD DEPARTMENT GARAGE AT A COST OF \$4,590.00.**

As Center Electrical Service was not the lowest bidder – a discussion was had by the Board and Mr. Jones. It was decided that Center Electrical Service was a local company, well known for its work and could be chosen for this work.

TANK FARM:

The Township will solicit phone bids for well drilling on the Tank Farm. Mr. Shamp reminded the Board that there is a salt water vein in that area that will need to be considered.

Ms. Matsco said that the 'Spring Peeping' at the Tank Farm was a success with over 35 visitors.

POLICE DEPARTMENT:

Captain Hall said that calls in the Township are up and that we should start seeing more patrol cars in the area.

Ms. Harrington asked Captain Hall if they can hold the busses up from leaving the Shell parking area on Route 18 until all traffic is gone.

Captain Hall said that they are citing cars that are exiting the wrong way on Route 18.

The Board asked Mr. Heitman when Shell will operate 24/7 – and until then, can they turn off the lights at night. Mr. Heitman stated that they are continuing to work on the dirt on Route 18.

REAL ESTATE TAX COLLECTOR:**MOTION: Al Cwynar****SECOND: Earl Shamp****MOTION CARRIED****MOTION TO EXONERATE CHRISTIE FLOYD-GABEL & VICKY LEININGER FROM THE COLLECTION OF DELINQUENT REAL ESTATE TAXES FOR THE YEAR 2017 IN THE AMOUNT OF \$2,520.21.**

TREASURER'S REPORT:

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

MOTION TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF APRIL.

The balance in the	General Fund Account is	\$364,654.60	Bills for this account totaled \$64,950.47
The balance in the	State Liquid Fuels Account is	\$25,059.92	Bills for this account totaled \$530.34
The balance in the	Capital Equipment Account is	\$85,005.02	There were no bills for this account
The balance in the	Escrow Money Account is	\$558,396.58	Bills for this account totaled \$32,644.00
The balance in the	Wage Tax Account is	\$60,285.68	There were no bills for this account
The balance in the	Public Safety Account is	\$1,823,165.46	There were no bills for this account
The balance in the	DCNR Grant Fund Account is	\$5,120.00	Bills for this account totaled \$1,178.25

ANNOUNCEMENTS:

- There will be a Joint Public Meeting with Center Township Supervisors on Monday, April 23rd at 10:30 am in the Potter Township municipal building.
- The Planning Commission will not meet on Thursday, April 19th, but will meet on Monday, April 23rd at 7:00pm in the Raccoon Township municipal building regarding the Potter/Raccoon Agricultural Security Area.
- The Potter/Raccoon Township Agricultural Security Area Advisory Committee will meet on Monday, April 23rd after the 7:00 pm Planning Commission meeting in the Raccoon Township municipal building.
- The Supervisors will hold a Work Session on Wednesday, May 2th at 6:00 pm.
- The next Regular Business Meeting is scheduled for Wednesday, May 9th at 6:00 pm.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:03 PM.

Respectfully Submitted,

Linda McCoy, Secretary