

The Potter Township Supervisors held their monthly Business Meeting on Wednesday, August 10, 2022 at the Potter Township Municipal Bldg. & on Zoom. Ms. Matsco called the meeting to order at 6:14 pm & led the Pledge of Allegiance.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Garen Fedeles

Engineer: Dan Sell

Interim Secretary: Diane McKay

Visitors: Captain Jon Hall, Bill Winkle, Pam Petrella, Mark Summerville, Lauren Patton, Ron Lyle, Mark Czarnecki

MEETINGS:

On **August 3**, Ms. Matsco, Mr. Shamp and Mr. Cwynar met in Executive Session for a personnel issue.

On **August 8**, Ms. Matsco, Mr. Shamp and Mr. Cwynar met with Dan Sell and Attorney Neva Stotler at Widmer Engineering for an Executive Session regarding the Boundary Line Litigation.

On **August 10**, Ms. Matsco, Mr. Shamp and Mr. Cwynar met in Executive Session with Solicitor Fedeles regarding contract Negotiations.

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON JULY 13, 2022.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON JULY 27, 2022.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

MOTION TO APPROVE THE MINUTES OF THE WORK SESSION HELD ON AUGUST 3, 2022.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

CITIZENS: No comments

OLD BUSINESS: No Old Business.

NEW BUSINESS:

Motion to ratify approval of Work Authorization #8, Rocky Bend Blending Barn #1 ADA accessibility area front-end Bid Documents at a price not to exceed \$2,830.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

Motion to ratify approval of Work Authorization #9, Rocky Bend Blending Barn #1 Architectural Renovation Additional Services-Bidding and Negotiation Assistance at a price not to exceed \$4,060.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Motion to ratify advertising of the rebid of the Rocky Bend Barn Renovation.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

Motion to accept the quote from Comcast for service extension to RBNP, which will include service to 16 residents, at a cost of \$27,428, and thereafter a monthly service charge of \$119.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Mr. Shamp explained that this service would permit for Security devices to be installed at Rocky Bend. No comments or questions from visitors.

Discussion on hall rental key return policy. Ms. Matsco stated that the Agreement which renters sign does not include anything about cashing the deposit check in the event that the key is not returned. It does state that if there is damage to the facility it will be cashed.

Motion to have language added to Hall Rental Agreement stating that if the hall key is not returned within thirty (30) days of the rental date then the deposit check will be cashed.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

SOLICITOR'S REPORT:

Discussion on COW's, Cell on Wheels. Solicitor Fedeles stated that he is not familiar with this. He said that if it becomes an issue then it can be addressed then.

Solicitor Fedeles had nothing else to report.

ENGINEER'S REPORT:

Engineer Sell had nothing to report.

PLANNING COMMISSION: No report

FIRE DEPARTMENT:

Ms. Matsco spoke on behalf of the Fire Department. She said that they are purchasing new rescue equipment and it is coming in two months early. They wondered if the Township could help them out with this payment. She said she informed them that when they get reimbursement from the county for radios that the Township could help them out. Solicitor Fedeles said that this monies was not coming available until the end of the year.

RECREATION DEPARTMENT:

Motion to accept the resignations of Alison Anderson and Amber Tonya from the Recreation Board.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Ms. Matsco commented that the Fireworks Night turned out great and the display was wonderful.

Mr. Cwynar wanted to thank Mr. Farrow for permitting the Township to put the fireworks off on his property.

ROAD DEPARTMENT:

Mr. Shamp had nothing to report.

POLICE DEPARTMENT:

Captain Jon Hall submitted a written report to the Supervisors

He also wanted to remind residents to keep their vehicle doors locked. There have been a few neighborhoods hit with robberies in both Center Township and Chippewa.

REAL ESTATE TAX COLLECTOR:

Victoria Leininger submitted the 2022 July Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT: Submitted by Linda McCoy – Read by Diane McKay, Interim Secretary

The balance in the General Fund Account is	\$9,348,505.16	Bills for this account totaled \$196,895.02 \$146,096.00 of this is MDIA permit fees
The balance in the State Liquid Fuels Account is	\$28,700.26	Bills for this account totaled \$342.04
The balance in the Capital Equipment Account is	\$52,117.32	There were no bills for this account
The balance in the Escrow Money Account is	\$99,936.44	There were no bills for this account.
The balance in the Public Safety Account is	\$1,640,601.27	There were no bills for this account
The balance in the DCNR Grant Fund Account is	\$75,199.86	There were no bills for this account
The balance in the Recreation Board Account	\$446.48	There were no bills for this account

Motion to accept the Treasurer's Report and pay the bills for the month of August 2022.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

ANNOUNCEMENTS:

- The Planning Commission will not meet in August unless needed
- The Township office will be closed on Monday, September 5th for Labor Day.
- The Supervisors will hold a Work Session on Wednesday, September 7th at 6:00 pm.
- The Supervisors' next Business Meeting will be held Wednesday, September 14th at 6:00pm.
- The Supervisors will hold Budget Meetings on September 21st, October 5th and October 26th at 6:00pm.

Mr. Shamp thanked Shell for giving the Township forty (40) picnic tables and two (2) desks which will be used by the Road Department.

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:37 PM

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Respectfully Submitted,

Diane R. McKay, Interim Secretary