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The Potter Township Supervisors held their monthly Business Meeting on Wednesday, August 11, 2021 at the Potter Township Municipal Bldg. & on Zoom. Ms. Matsco called the meeting to order at 6:00 pm & led the Pledge of Allegiance.

### In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Garen Fedeles Engineer: Dan Sell Secretary: Linda McCoy

Visitors: Bill Winkle, Shannon Debes, Jim Gabel, Lauren Patton, Mark Summerville, Captain Jon Hall, Mark Czarnecki

**MEETINGS**: No Meetings

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON JULY 14, 2021.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED

**CITIZENS:** no comments

# **OLD BUSINESS:**

MOTION TO ACCEPT THE EXTENSION OF THE EXCESS MAINTENANCE AGREEMENT WITH PERCHERON FOR THE SHELL PIPELINE FROM AUGUST 31, 2021 TO DECEMBER 31, 2021 TO COMPLETE ANY AND ALL FINAL RESTORATION.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

### **NEW BUSINESS:**

MOTION TO MOVE TWO (2) MILLION DOLLARS FROM THE GENERAL FUND TO CD'S OR A MONEY MARKET FUND.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

**SOLICITOR'S REPORT:** no report

**ENGINEER'S REPORT**: no report

**PLANNING COMMISSION:** no report

## **ROCKY BEND:**

MOTION TO APPROVE SGA WORK ORDER FOR LEAD PAINT TESTING ON BLENDING BARNS 1 & 2 AT A COST NOT TO EXCEED \$2,250.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED

The bid package from SGA will go to Atty. Fedeles for review soon. The contractor(s) will be selected before the end of the year through the bid process

- As the barns will eventually be used by the public, SGA will be looking for any lead-based paint in the barns but does not expect to find any.
- The restrooms are ADA compliant with angled parking and path lighting from the restrooms
- The electrical plan is completed

Independence Conservancy will write a grant for Potter Township for free trees through the Tree Vitalize Program

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### FIRE DEPARTMENT: Jim Gabel

- •The Bourbon & BBQ fundraiser went very well the Fire Dept. thanks the Board for the use of the Township Park
- •The building paint and restoration is completed
- •The parking lot was resealed
- •The Night at the Races fundraiser was cancelled due to low ticket sales
- •The Fire Dept. would like to know if the Board would consider giving them an allocation of 1% of the 2021 EIT collected from Shell as they did last year
- •Sue Nash is available if the Township Board and employees want training on the newly installed AED Unit in the Township building Ms. Matsco said yes possibly during a work session

### **ROAD DEPARTMENT:**

MOTION TO APPROVE THE PURCHASE OF KUBOTA RTV FROM PHIL'S SALES & SERVICE FOR \$20,326.00. The Township

received three quotes

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED

MOTION TO APPROVE THE PURCHASE OF A HYDRAULIC UNIT AND BROOM FROM PHIL'S SALES & SERVICE FOR THE RTV FOR

\$9,947.00.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED

### **POLICE DEPARTMENT:**

Captain Hall reported that the CTPD is addressing the issue of aggressive driving out of the Shell parking lots during 4:30 pm & 5:30 pm. The CTPD is struggling with personnel and are in the process of hiring.

#### SHELL:

- Ms. Debes stated that Shell doesn't tolerate the aggressive driving out of their parking lots and are grateful to the CTPD for handling this issue. She will make recommendations to Shell leadership to discuss this at meetings and address it with employees – she will check back in with CTPD.
- Shell will be masking again and there will not be an ice cream social this year due to COVID
- Shell will hold a Virtual Community Meeting in the fall
- There are currently ongoing steam blows at the plant
- The project is about 80% complete and will be operational next year

### **REAL ESTATE TAX COLLECTOR:**

Vicky Leininger submitted the 2021 July Real Estate Tax Report to the Supervisors.

# **TREASURER'S REPORT:**

The balance in the	General Fund Account is	\$5,728,413.18	Bills for this account totaled \$55,386.91
			\$187,394.00 of this is MDIA permit fees
The balance in the	State Liquid Fuels Account is	\$22,444.96	Bills for this account totaled \$433.98
The balance in the	<b>Capital Equipment Account is</b>	\$52,069.08	There were no bills for this account
The balance in the	<b>Escrow Money Account is</b>	\$111,493.24	There were no bills for this account
The balance in the	Public Safety Account is	\$1,675,592.45	Bills for this account totaled \$9,144.98
The balance in the	DCNR Grant Fund Account is	\$75,130.26	There were no bills for this account
The balance in the	<b>Recreation Board Account</b>	\$446.48	There were no bills for this account
A motion is needed to approve the Treasurer's Report and pay the bills for the month of August.			

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED

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### **ANNOUNCEMENTS:**

- The Municipal Office will be closed Monday & Tuesday August 16<sup>th</sup> & 17<sup>th</sup>.
- SEPTEMBER 1 WORK SESSION 6:00 PM IN THE TWP BUILDING
- SEPTEMBER 6 the Municipal Office will be closed for Labor Day
- SEPTEMBER 8 SUPERVISORS BUSINESS MEETING 6:00 PM IN THE TWP BUILDING & ZOOM

Mr. Cwynar thanked the Rec Board, Fire Department and Carl Farrow for their part in making this year's annual ice cream and music event successful. He also commented on how nice the Minnesota Unlimited trucks (with Shell) are using the Township roads.

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT  $6:31\ PM$ 

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED

Respectfully Submitted,

Linda McCoy, Secretary