

Regular Business Meeting Minutes

December 14, 2022

The Potter Township Supervisors held their monthly Business Meeting on Wednesday, December 14, 2022 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:35 pm & led the Pledge of Allegiance.

In Attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Garen Fedeles

Engineer: Dan Sell

Secretary/Treasurer: Mark Czarnecki

Aliquippa Water Authority: Marie Hartman, Bob Bible

Center Police Department: John Hall

Citizens: Tom Ruff, Steve Saunders, Pam Petrella, Jim Gabel, Mark Summerville, Bryce McElhaney, Tim Robinson, Lauren Patton, Justin Cwynar, Caroline Czarnecki, Adam Kotun

MEETINGS:

Ms. Matsco, Mr. Shamp and Mr. Cwynar attended an Executive Session on December 12, 2022 regarding a Legal Issue.

Ms. Matsco, Mr. Shamp and Mr. Cwynar attended an Executive Session on December 14, 2022 regarding a Legal Issue.

READING OF THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON NOVEMBER 9, 2022.

MOTION: Al Cwynar

SECOND: Earl Shamp

Motion Carried

READING OF THE MINUTES OF THE WORK SESSION HELD ON DECEMBER 7, 2022.

MOTION: Earl Shamp

SECOND: Al Cwynar

Motion Carried

CITIZENS:

Presentation by Marie Hartman and Bob Bible from Aliquippa Water Authority regarding a proposed water tower in the township.

Ms. Hartman started the presentation by stating that the Water Authority began researching a new tank because of the concerns from Pocket Nurse regarding the rate of fire water flow for Pocket Nurse and in the township.

The Water Authority considered 3 possible solutions.

Consideration was given between a site owned by the Authority in Raccoon and the site behind Pocket Nurse.

Potter Township previously offered land behind Pocket Nurse and a drill study was conducted by the Authority.

Based on the favorable drill study the Water Authority studied tank size requirements.

A 750,000 gallon 220 foot Composite Elevated Tank was considered the best option.

The new tank is part of several Capital improvements underway by the Authority.

The Authority is applying for a PA H2O Grant that would practically cover the cost and is currently asking the Township for a letter of support for the Grant application.

The Township has offered to contribute \$1,200,000 towards the cost of the tank because of the added benefits to the Township.

Benefits to the Township include, up to 3 days of supply in case of a water main brake, increased fire flow and increased domestic pressure for residence.

Ms. Hartman stated that the Authority would also apply for additional grants and if received these grants would be used to offset the Township's cost.

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Ms. Matsco requested that a tap be placed at the tank for the Fire Department to fill tankers.
Mr. Shamp asked if the current system was sufficient for continued development of the Township.
Mr. Bible stated that the current system was at it's limits and this and other projects were being undertaken to update the entire system.
Mr. Cwynar stated he believed it was a good time for this project because of the benefits of additional supply and fire protection.
Resident Ms. Czarnecki asked if the different tanks had different life spans.
Ms. Hartman stated that all 3 had similiar life expectancy.
Resident Mr. Summerville asked about locking in the price of the tank.
Mr. Bible stated that the price could not be locked in until it was submitted for bids which would be in about 18 months.
Fire Department member Mr. Gabel said that the current system is at its limits for the needs of the Fire Department and the new tank would be beneficial. He requested that the Authority design include access for the Fire Department to allow multiple tankers to access the Water Tower at the same time including a turn around.
Resident Mr. Ruff requested that the Authority look in to placing an emergency tap closer to Pleasant Dr.
Mr. Bible stated that this was under review by the Authority and Monaca Water Authority.
The Supervisors and the Authority agreed to begin discussion to complete an agreement for the placement of the tank and a financial contribution by the Township of \$1,200,000 and donation of enough land to meet the Authority's needs for the tank.

Motion to place the signing of the Letter of Support for the PA H2O Grant on the agenda.
MOTION: Al Cwynar SECOND: Earl Shamp Motion Carried

Motion for the Supervisors to sign the Letter of Support for the PA H2O Grant.
MOTION: Earl Shamp SECOND: Al Cwynar Motion Carried

OLD BUSINESS:

Discussion regarding the replacement for traffic light controller at Frankfort Rd and Styropek. The Township pursued 3 estimates but only 2 of the companies provided them. The estimate from Traffic Systems and Service was \$18,900 and a second estimate from Bronder Technical Services was for \$21,790.07. Ms. Matsco will contact StyroPek to inform them of the need for repairs and payment.

NEW BUSINESS:

RESOLUTION NO. 14-2022, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA LEVYING A TAX FOR THE YEAR OF 2023 ON EACH DOLLAR OF ASSESSED VALUATION OF TAXABLE REAL PROPERTY AND SETTING DISCOUNTS AND PENALTIES ON COLLECTION THEREOF.

MOTION: Al Cwynar SECOND: Earl Shamp Motion Carried

Motion to approve the Budget for Fiscal Year 2023, of The Township of Potter, Beaver County, Commonwealth of Pennsylvania, Appropriating Specific Sums Estimated to be Required for The Specific Purposes of The Municipal Government, Hereinafter Set Forth, During the Fiscal Year 2023.

Motion: Earl Shamp Second: Al Cwynar Motion Carried

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RESOLUTION NO. 13-2022, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA TO ENTER INTO AGREEMENT WITH THE COMMONWEALTH OF PENNSYLVANIA FOR SIDEWALK MAINTENANCE ON THE REPLACEMENT OF THE FRANKFORT ROAD BRIDGE AGREEMENT #11A105.

MOTION: Al Cwynar SECOND: Earl Shamp Motion Carried

Motion to appoint Rebecca Matsco as Chairwoman for the Organization Meeting on January 3, 2023.

MOTION: Earl Shamp SECOND: Al Cwynar Ms. Matsco Abstained Motion Carried

Motion to appoint Mark Czarnecki as temporary Secretary for the Organization Meeting on January 3, 2023.

MOTION: Al Cwynar SECOND: Earl Shamp Motion Carried

Motion to Purchase Microsoft 365 Software Package For \$23 Per License Per Month for up to 5 Licenses

MOTION: Earl Shamp SECOND: Al Cwynar Motion Carried

Motion to approve the purchase of snow plow for Kubota side by side not to exceed \$5,000.

Motion: Al Cwynar Second: Earl Shamp Motion Carried

Motion to approve the release of remaining escrow funds related to 165 Mowry Rd.

MOTION: Earl Shamp SECOND: Al Cwynar Motion Carried

SOLICITOR'S REPORT:

Mr. Fedeles informed the Supervisors that an agreement with Center Township Police Department on a 3-year service contract has been reached with a few noted changes and he is just waiting on a final copy.

ENGINEER'S REPORT:

Mr. Sell informed the Supervisors that there has been no progress with Shell regarding the monuments.

PLANNING COMMISSION:

No report.

FIRE DEPARTMENT:

The Supervisors thanked the Fire Department for the assistance with the Santa ride through the township and their excellent work on the Halloween Decorating Contest.

Mr. Gabel informed the Supervisors that the Fire Department is finishing off the upstairs at the Fire Hall and they will be donating any out-of-date equipment to Firefighters Without Borders.

Mr. Gabel inquired about the possible Blood Drive with vitalant. Mr. Czarnecki informed him that there is a planning meeting with vitalant on 1/10/23 to discuss the 3/24/23 event at the Municipal Building and based on the number of blood donations that are received vitalant will make a donation to the Fire Department accordingly.

ROAD DEPARTMENT:

Mr. Justin Cwynar informed the Supervisor that the department has been preparing for the winter months. He reminded residents to keep their trash cans off the roads and not to park in the street.

Mr. Cwynar also informed the Supervisors that the speed cart has been repaired and was placed on Mowry Rd.

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POLICE DEPARTMENT:

Officer Hall informed the Supervisors that he spoke to Chief Kramer and the final draft of the agreement had been finished and will be sent to them soon.

REAL ESTATE TAX COLLECTOR:

Vicky Leininger submitted the 2022 December Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT:

The balance in the General Fund Account is	\$2,453,720.22	Bills for this account totaled \$155,858.46 \$146,096.00 of this is MDIA permit fees
The balance in the State Liquid Fuels Account is	\$12,144.61	Bills for this account totaled \$4,044.25
The balance in the Capital Equipment Account is	\$52,224.34	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	\$1,643,970.23	There were no bills for this account
The balance in the DCNR Grant Fund Account is	\$75,354.28	There were no bills for this account
The balance in the Recreation Board Account	\$1,289.71	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 December.

MOTION: Al Cwynar

SECOND: Earl Shamp

Motion Carried

ANNOUNCEMENTS:

- The Planning Commission will not meet in December unless needed.
- The Township Office will be closed on December 23, December 26, December 30, 2022 and January 2, 2023 for the holidays.
- The Supervisors' Organization Meeting will be held Tuesday, January 3, 2023 at 6:00pm with a Regular Business Meeting to follow.
- The Township Municipal Office will be closed Monday, January 16th in observance of Martin Luther King Jr. Day.
- The Supervisors Work Session will be on Wednesday, February 1st at 6:00 pm.
- The Supervisors' Business Meeting will be held Wednesday, February 8th at 6:00pm.

There Being No Further Business the Meeting Adjourned at 7:40pm.

Motion: Earl Shamp

Second: Al Cwynar

Motion Carried

Respectfully Submitted

Mark Czarnecki
Secretary/Treasurer

MERRY CHRISTMAS AND HAPPY NEW YEAR EVERYONE!