

The Potter Township Supervisors held their monthly Business Meeting on Wednesday, February 9, 2022 at the Potter Township Municipal Bldg. & on Zoom. Ms. Matsco called the meeting to order at 6:02 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: Shannon Debes, Mark Summerville, Lauren Patton, Casey Harrington, Captain Jon Hall, Mark & Caroline Czarnecki

**MEETINGS:**

01/20/2022 – Mr. Cwynar attended the Central Valley School District Board Meeting

01/24/2022 – Ms. Matsco, Mr. Shamp & Mr. Cwynar attended a meeting with Justin Cwynar

02/09/2022 – Ms. Matsco, Mr. Shamp & Mr. Cwynar had a virtual meeting with PennDOT regarding the Frankfort Road bridge replacement project

02/09/2022 – Ms. Matsco, Mr. Shamp & Mr. Cwynar met for an informational session with DCNR regarding the Rocky Bend blending barn project

**MOTION TO APPROVE THE MINUTES OF THE REORGANIZATION AND REGULAR BUSINESS MEETING HELD ON JANUARY 3, 2022.**

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

**MOTION TO APPROVE THE MINUTES OF THE WORK SESSION HELD ON FEBRUARY 2, 2022.**

**MOTION: Earl Shamp**

**SECOND: Al Cwynar**

**MOTION CARRIED**

**CITIZENS:**

Casey Harrington stated she likes the Rocky Bend park trail but has seen some trees being choked out by vines. Ms. Matsco said she will make note of it and mention it to Justin Cwynar. They also discussed the river bank being blocked off. Ms. Matsco stated that there will be tree plantings there this Spring. She also stated that the restrooms at Rocky Bend are open and heated. The port a john will be removed and the park will close at dusk but the gates will remain closed for now.

**OLD BUSINESS:**

**MOTION TO ACCEPT THE EXTENSION OF THE EXCESS MAINTENANCE AGREEMENT WITH PERCHERON FOR THE SHELL PIPELINE FROM DECEMBER 31, 2021 TO JUNE 30, 2022 TO COMPLETE ANY AND ALL FINAL RESTORATION.**

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

**MOTION TO APPROVE BID DOCUMENTS AND PROJECT MANAGEMENT FOR LEAD BASED PAINT REMEDIATION FOR BLENDING BARN 1 & 2 AT ROCKY BEND WITH STROMBERG, GARRIGAN & ASSOCIATES NOT TO EXCEED \$12,210.00.**

**MOTION: Earl Shamp**

**SECOND: Al Cwynar**

**MOTION CARRIED**

**MOTION TO APPROVE THE PURCHASE OF GRAPPLE HOOKS FOR THE ROAD DEPARTMENT SKID STEER NOT TO EXCEED \$5,000.00.**

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

**NEW BUSINESS:**

**MOTION TO APPROVE PAYMENT OF THE TOWNSHIP'S VISA FIRST CARD ACCOUNT ONLINE EACH MONTH.**

**MOTION: Earl Shamp**

**SECOND: Al Cwynar**

**MOTION CARRIED**

There has not been enough turn around time from when the invoice arrives to make payment to avoid late fees.

**MOTION TO APPROVE A ONE YEAR CONTRACT WITH J. MARTIN & ASSOCIATES FOR THE 2021 TOWNSHIP AUDIT AT A COST OF \$6,615.00.****MOTION:** Al Cwynar**SECOND:** Earl Shamp**MOTION CARRIED****MOTION TO APPOINT CASEY HARRINGTON TO THE ZONING HEARING BOARD FOR A TERM OF THREE YEARS, TERM TO EXPIRE DECEMBER 2024.****MOTION:** Earl Shamp**SECOND:** Al Cwynar**MOTION CARRIED**

The Township recently lost Tom Podnar creating a vacancy on the Zoning Hearing Board. Tom was also an associate member of the Fire Department and volunteered his time helping the Township with computer and technical issues along with hosting the website. The Board thanks Casey for accepting this appointment.

**SOLICITOR'S REPORT:**

Atty. Fedeles discussed the Certification of Title for Rocky Bend required for the DCNR Grant. He stated that older documents given to him by Ms. McCoy may assist him in avoiding a title search.

A discussion was had by the Board, Dan Sell and Atty. Fedeles regarding fees for cell tower modifications. Ms. McCoy explained the application process and a PA statute that regulates the fees that can be charged to the applicant. It was decided that the Township determine an administration fee along with engineering and zoning fees required for the permit.

**MOTION TO PASS RESOLUTION 2-2022, A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA, AMENDING THE FEES FOR ZONING PERMITS ISSUED FOR ANTENNAS TO BE IN COMPLIANCE WITH THE WIRELESS BROADBAND COLLOCATION ACT****MOTION:** Al Cwynar**SECOND:** Earl Shamp**MOTION CARRIED****ENGINEER'S REPORT:**

The Board asked Mr. Sell if he could produce an 'overlay' map for the AJMJ zone between the 1958 and current County tax map for that area. Atty. Fedeles said he would work with Mr. Sell on the project.

**PLANNING COMMISSION:** No report**FIRE DEPARTMENT:**

The Fire Department has several fund raisers happening this Spring. They have training this weekend.

The Board discussed their virtual meeting with PennDOT today regarding the Frankfort Road bridge replacement to begin the summer of 2023. It is being proposed to build the new bridge downstream, straightening Frankfort Road, with no abutment in midstream and no trusswork overtop and would include a sidewalk and bike lane. This proposal would result in minimal road closures.

**ROAD DEPARTMENT:**

The Board stated that salt supplies are limited all over, but Potter Township is fine with the roads in good shape this winter. Mark Czarnecki asked whether the closure on Raccoon Creek Road would be addressed before the bridge project. The Board stated that PennDOT doesn't plan to address it at this time.

**POLICE DEPARTMENT:** No report**REAL ESTATE TAX COLLECTOR:**

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

**TREASURER'S REPORT:**

The balance in the General Fund Account is	\$6,081,784.35	Bills for this account totaled \$209,237.55 \$163,096.00 of this is MDIA permit fees
The balance in the State Liquid Fuels Account is	\$10,125.47	Bills for this account totaled \$437.76
The balance in the Capital Equipment Account is	\$52,095.33	There were no bills for this account
The balance in the Escrow Money Account is	\$111,493.24	There were no bills for this account
The balance in the Public Safety Account is	\$1,639,909.26	There were no bills for this account
The balance in the DCNR Grant Fund Account is	\$75,168.14	There were no bills for this account
The balance in the Recreation Board Account	\$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 February.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

**ANNOUNCEMENTS:**

- The Planning Commission will not meet in February unless needed.
- The Township Office will be closed Monday, February 21<sup>st</sup> for Presidents' Day.
- The Supervisors will hold a Work Session on Wednesday, March 2<sup>nd</sup> at 6:00 pm.
- The Supervisors' next Business Meeting will be held Wednesday, March 9<sup>th</sup> at 6:00pm.

**THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:49 PM**

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Respectfully Submitted,

Linda McCoy, Secretary