

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, July 8, 2020 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:06 pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Mike Jones

Engineer: Dave Ritsema

Secretary: Linda McCoy

Visitors: Shannon Debes, Lauren Patton, Bill Winkle, Jim Gabel, Bruce McElhaney, Ron Robinson

June 19 – Ms. Matsco met with Mark Hansford/DCNR, Vicky Michaels/IC and Sean Garrigan/SGA regarding the execution of our grant contract and project at Rocky Bend.

July 7 – Ms. Matsco & Mr. Cwynar met with the Solicitor, Mike Jones by phone to discuss Phase III of the Yellow Gates Development at Montgomery Ridge

**MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS HELD ON JUNE 10, 2020.**

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

**CITIZENS:** Bill Winkle thanked the Township for the use of the park and building for the meeting of the Vietnam Veterans Honor Guard this month.

**OLD BUSINESS:**

Ms. Matsco thanked Ms. McCoy for the expanded use of Savvy Citizen for announcements to Township residents.

Ms. Matsco also stated that Shell Pipeline said they are not responsible for the damages to Rocky Bend due to deliveries.

Shell Pipeline has drones keeping an eye on the right of ways.

**NEW BUSINESS:**

There was a discussion between the Solicitor, the Engineer and the Board regarding two items for Montgomery Ridge at Yellow Gate Estates (Preliminary Subdivision & Resolution for a Sewage Planning Module) – see below in Solicitor's Report.

**SOLICITOR'S REPORT**

**Preliminary Subdivision Discussion:**

Ms. Matsco stated that the Planning Commission needs to see an accurate plan to review on July 16<sup>th</sup>.

Mr. McElhaney stated that it is just a Preliminary Subdivision Application needed to solidify investors.

Ms. Patton would like to see the Sewer Maintenance Agreement – Mr. Jones said that is not needed for Preliminary approval.

Mr. McElhaney stated that the Engineer voiced his concerns before the last work session and Rettop gave their answers to those comments to the Board before their meeting with the Solicitor.

Mr. Jones said that a Developers Agreement & Sewer Maintenance Agreement are not needed for a Grading Permit.

Mr. Jones said that the minor changes on the Preliminary Plan were corrected after Mr. Sell's review.

Mr. Jones will attend the Planning Commission meeting on Thursday, July 16<sup>th</sup>.

Mr. Jones stated that the Board can approve the Preliminary Subdivision Application next Wednesday with conditions and obtaining a new grading permit.

Mr. Jones stated that the Developer's Agreement is not for private infrastructure – only for public roads, stormwater and management of facilities.

Mr. Jones stated that the only other item is a License Agreement to cross the road.

**Sewage Planning Module Discussion:**

Mr. Jones read the Engineers comments on the Planning Module and stated that the Maintenance Agreement could be stamped DRAFT and agreed that all comments have been addressed in the Module. (He explained what DEP is looking for and these items were met and/or addressed).

Mr. Jones and Mr. Ritsema reviewed the Planning Module for a Resolution adoption.

Mr. Ritsema stated that Mr. Sell's comments regarding the Module have been met.

**MOTION TO APPROVE RESOLUTION 5-2020, A RESOLUTION FOR THE SEWAGE PLANNING MODULE FOR MONTGOMERY RIDGE AT YELLOW GATE ESTATES.**

**MOTION: Al Cwynar**

**SECOND: Rebecca Matsco**

**ABSTAIN: Earl Shamp**

**MOTION CARRIED**

**Extension of Declaration of Emergency Discussion:**

Mr. Jones stated that the Emergency Declaration opens up a door for monies available in the County related to COVID-19.

**MOTION TO EXTEND THE TOWNSHIP'S DECLARATION OF EMERGENCY.**

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

**ENGINEER'S REPORT:**

Yellow Gate at Montgomery Ridge discussion in Solicitor's Report

**PLANNING COMMISSION:** Ms. Patton stated that the Planning Commission will meet this month regarding a subdivision application from Tom Ruff.

**FIRE DEPARTMENT:** Mr. Gabel reported that Mr. Conti from Shell Pipeline walked the Department through both sides of Mowry Road where there will be mile makers for the pipeline. He also stated that the upcoming fundraisers could result in cancellation as of COVID-19. They are currently still training in house.

**ROAD DEPARTMENT:**

The Board discussed pinning one half of the gate at Rocky Bend to prevent large vehicles from entering. They also discussed the advantages of having a high-speed trailer or permanently posted sign in the Township for speeders. Ms. Matsco will ask Justin Cwynar to contact Penn Dot regarding using poles on state roads for adhering the signs. Mr. Shamp stated that the exposed tar on Township roads is more from heat than truck traffic. The Board will speak with Dave Conti regarding paving all the way to the Shell parking lot on Route 18.

**POLICE DEPARTMENT:**

The Board stated that the CTPD reported a rise in calls in Potter Township in the past six months. The Board will begin to identify components of a potential police contract at their next meeting, Wed. July 15th as the current one is expired.

**TREASURER'S REPORT:**

- |                      |                               |                |   |
|----------------------|-------------------------------|----------------|---|
| • The balance in the | General Fund Account is       | \$2,323,885.14 | Bills for this account totaled \$115,764.62 |
| • The balance in the | State Liquid Fuels Account is | \$26,927.93    | There were no bills for this account        |
| • The balance in the | Capital Equipment Account is  | \$51,967.14    | There were no bills for this account        |
| • The balance in the | Escrow Money Account is       | \$101,533.24   | There were no bills for this account        |
| • The balance in the | Wage Tax Account is           | \$61,341.89    | There were no bills for this account        |
| • The balance in the | Public Safety Account is      | \$1,791,041.08 | Bills for this account totaled \$9,144.98   |
| • The balance in the | DCNR Grant Fund Account is    | \$1.00         | There were no bills for this account        |
| • The balance in the | Money Market Fund is          | \$4,534,903.60 | There were no bills for this account        |
|                      |                               |                | \$770,061.00 of this is MDIA permit fees    |
| • The balance in the | Recreation Board Account      | \$646.29       | There were no bills for this account        |

**MOTION TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF JULY.****MOTION: Earl Shamp****SECOND: Al Cwynar****MOTION CARRIED**

Mr. Cwynar asked Ms. McCoy to get investment rates from WesBanco every Wednesday. Ms. McCoy offered to assist Mr. Cwynar with understanding, reviewing and approving Township bank account monthly reconciliations.

**ANNOUNCEMENTS:**

- Independence Twp. will hold an Independence Day Celebration on Saturday, July 11<sup>th</sup> with food and fireworks
- The Supervisors will hold a Work Session on Wednesday, July 15<sup>th</sup> at 6:00 pm.
- The Planning Commission will meet on Thursday, July 16<sup>th</sup> at 7:00 pm.
- The Rec Board has scheduled 'MOVIE IN THE PARK' for Thursday, July 23<sup>rd</sup> at dusk. Please bring your own chairs, snacks & beverages (while social distancing) and enjoy the movie with neighbors! MOVIE TBA
- Due to the COVID-19 restrictions – the Rec Board has scheduled an 'ICE CREAM & MUSIC PARTY' on Saturday, August 1<sup>st</sup> in place of the ANNUAL PICNIC. Please bring your own chairs, snacks & beverages to the Park to enjoy Bruster's Ice Cream and Music from 7pm – 9pm with FIREWORKS following at dusk! All Township residents are invited!!!
- The Supervisors will hold a Work Session on Wednesday, August 5<sup>th</sup> at 6:00 pm.
- The Supervisors will hold a regular Business Meeting on Wednesday, August 12<sup>th</sup> at 6:00 pm.
- The Fire Department has rescheduled 'Night at the Races' for August 15<sup>th</sup> at Center Stage – doors open at 5pm, dinner at 6pm and races starting at 7pm. Please contact the Department for tickets (\$30).

**THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:37 PM.****MOTION: Al Cwynar****SECOND: Earl Shamp****MOTION CARRIED**

Respectfully Submitted,

Linda McCoy, Secretary