

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, June 10, 2020 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:03 pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar  
Solicitor: Mike Jones  
Engineer: Dan Sell  
Secretary: Linda McCoy  
Visitors: Shannon Debes, Lauren Patton, Chris Heitman, Captain Jon Hall, Bill Winkle, Dave Conti, Nicole Cwynar and Jim Gabel

May 15 – Ms. Matsco & Mr. Cwynar met with Shell Pipeline by phone

May 22 – Ms. Matsco & Mr. Shamp met with State Rep. Josh Kail by phone

June 3 – Ms. Matsco, Mr. Shamp and Mr. Cwynar met with J.J. Stefanik & Tony Sedaka of Widmer Eng. at Rocky Bend

June 5 – Ms. Matsco, Mr. Shamp & Mr. Cwynar met by conference call with Shell for project updates

**MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ELECTRONICALLY THROUGH ZOOM ON MAY 13, 2020.**

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

**CITIZENS:** No comments

**OLD BUSINESS:**

**MOTION TO OPEN THE TOWNSHIP MUNICIPAL OFFICE AND LIFT RESTRICTIONS.**

The Township will clean high touch surfaces, sanitize the playground and after meetings in the building.

**MOTION: Earl Shamp**

**SECOND: Al Cwynar**

**MOTION CARRIED**

**MOTION TO AMEND THE JANUARY 22, 2020 SHELL PIPELINE COMPANY, LP (“SHELL”) GRADING AND TIMBER HARVESTING PERMITS TO APPROVE SHELL’S MAY 13, 2020 REVISED GEOTECHNICAL RECOMMENDATIONS FOR SLOPE STABILIZATION TO MEET FACTOR OF 1.3 CONDITIONED UPON COMPLIANCE WITH ALL OTHER REQUIREMENTS OF THE JANUARY 22, 2020 PERMIT APPROVALS AND THE GARVIN BOWARD BEITKO PEER REVIEW/COMMENT LETTER DATED JUNE 1, 2020.**

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

Mr. Conti spoke about the project: the factor of safety has been increased, the number of micro piles has increased / construction (tree clearing is done) has started, equipment has been delivered to the site (equipment will stay on site to lower traffic) hydro test for noise is completed. Mr. Cwynar thanked Mr. Conti for addressing traffic issues.

**MOTION TO APPROVE THE DANIEL AND JULIA KUNZMANN PLAN OF LOTS SUBDIVISION.**

A Motion was by the Potter Township Planning Commission on May 21, 2020 to approve the subdivision pending submission of the septic tank drawings to Widmer Engineering.

A letter dated May 26, 2020 was received from Widmer Engineering stating that all submissions and comments for the subdivision have been addressed.

**MOTION: Earl Shamp**

**SECOND: Al Cwynar**

**MOTION CARRIED**

**MOTION TO RATIFY THE APPROVAL OF THE CHANGE ORDER FROM STEFANIK’S NEXT GENERATION CONTRACTING CO. FOR \$28,000.00 TO UNDERCUT ISLANDS IN THE PARKING LOT AREA & INSTALL FRENCH DRAINS AND EXTEND THE POND AT ROCKY BEND.** The Motion was made by Earl Shamp and seconded by Al Cwynar on June 4<sup>th</sup>.

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

**NEW BUSINESS:** No new Business

**SOLICITOR’S REPORT**

The Board asked Mr. Jones for updates on COVID-19. He stated that there are issues regarding the power of the State legislature and the Governor over the Resolution to end the Declaration of Emergency and it may go to the Supreme Court. Employer / Employee guidelines remain the same right now.

**ENGINEER'S REPORT:** Mr. Sell's report:

- All plan review comments on the Kunzmann Plan of Lots Subdivision have been addressed.
- Mr. Sell met with the Township Planning Commission on May 21<sup>st</sup> to review the land development and sewage planning module for Montgomery Ridge at Yellow Gate Estates.
- A tabulation of the 2020 Paving Program bids opened on June 3<sup>rd</sup> was provided to the Board:

Shields Asphalt Paving - \$491,723.39      Youngblood Paving - \$607,826.82      Protech Asphalt - \$608,596.22

Mr. Sell will send the contract docs to the winning bidder for execution. Mr. Shamp stated that dates should be inserted for the start of paving in the fall.

**RECREATION BOARD:** Ms. Cwynar stated that the Rec Board does not think a regular annual picnic community event is in the best interest of the residents given the state of COVID-19 right now. They have come up with some other ideas such as fireworks along with Bruster's Ice Cream and a band in lieu of the picnic – along with social distancing. The Rec Board is still discussing the possibility of continuing with the remainder of their events in 2020.

**PLANNING COMMISSION:** Ms. Patton stated that the Planning Commission will meet this month.

**FIRE DEPARTMENT:** Mr. Gabel reported that all is quiet as training has been shut down except for in house training only.

**ROAD DEPARTMENT:****MOTION TO APPROVE THE BID FROM SHIELDS ASPHALT PAVING, INC. FOR \$491,723.39 TO COMPLETE THE TOWNSHIP PAVING PROGRAM.****MOTION: Earl Shamp****SECOND: Al Cwynar****MOTION CARRIED**

Mr. Cwynar is looking into solar powered flashing speed limit signs and/or radar trailers for the Township to reduce speeding.

**POLICE DEPARTMENT:**

Capt. Hall reported that things have been slow during the quarantine and all protests have been peaceful. He stated that the Governor's extension for vehicle inspections is ending on June 30<sup>th</sup>.

**REAL ESTATE TAX COLLECTOR:** Vicky Leininger submitted the 2020 May Real Estate Tax Report to the Supervisors.

**TREASURER'S REPORT:**

- |                      |                               |                |  |
|----------------------|-------------------------------|----------------|--|
| • The balance in the | General Fund Account is       | \$2,355,875.91 | Bills for this account totaled \$30,022.76 |
| • The balance in the | State Liquid Fuels Account is | \$26,921.24    | Bills for this account totaled \$443.57    |
| • The balance in the | Capital Equipment Account is  | \$51,954.36    | 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           | \$61,326.81    | There were no bills for this account       |
| • The balance in the | Public Safety Account is      | \$1,799,742.40 | 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          | \$4,551,083.47 | There were no bills for this account       |
|                      |                               |                | \$787,489.00 of this is MDIA permit fees   |
| • The balance in the | Recreation Board Account      | \$646.29       | 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 June.

**MOTION: Al Cwynar****SECOND: Earl Shamp****MOTION CARRIED****ANNOUNCEMENTS:**

- Join the 'United We Stand' rally on Saturday, June 13<sup>th</sup> from 1pm – 3pm at the courthouse – please wear a mask.
- The Planning Commission will meet on Thursday, June 18<sup>th</sup> at 7:00 pm.
- The Supervisors will hold a Work Session on Wednesday, July 1<sup>st</sup> at 6:00 pm.
- The next Regular Business Meeting is scheduled for Wednesday, July 10<sup>th</sup> at 6:00 pm.
- The Potter Township Rec Board has cancelled Movie in the Park on June 25<sup>th</sup>.

**THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:09 PM.**

**MOTION: Earl Shamp****SECOND: Al Cwynar****MOTION CARRIED**

Respectfully Submitted,

Linda McCoy, Secretary