

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, March 13, 2019 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:00 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: Jim Gabel, Casey Harrington, Captain Jon Hall, Mark Czarnecki, Lauren Patton, Billy Winkle  
Mark Summerville, Shannon Debes, George Barnes, Terri Baumgardner, Sue Nash,  
Andy Gullone, Dave Conti, Dino Patton

- Mr. Shamp and Mr. Cwynar met with Central Valley School District Superintendent Dr. Nicholas Perry on February 15<sup>th</sup> to tour the Todd Lane Elementary School.
- Mr. Cwynar attended the Central Valley School District Board Meeting on February 20<sup>st</sup>.
- Ms. Matsco, Mr. Shamp and Mr. Cwynar had a walk through with Shell Pipeline Co regarding the placements of the pipeline in Potter Township on February 22<sup>nd</sup>.
- Ms. Matsco and Mr. Shamp were at the Potter Township Community Coffee on February 27<sup>th</sup>.
- Ms. Matsco attended the 'Preparation for Potential Ethane Cracker Plant' meeting in Wheeling, WV on February 28<sup>th</sup>.
- Mr. Shamp and Mr. Cwynar spent the day cleaning out the old fire department garage and the road department garage on March 1<sup>st</sup>.
- Mr. Shamp met with the electrician on Tuesday, March 5<sup>th</sup> for the generator project.
- Mr. Shamp met with the Pete Sudak on Tuesday, March 5<sup>th</sup> regarding the gas line for the generator project.
- Mr. Shamp met at the Township for Septic System Alarm issues on Saturday, March 9<sup>th</sup>.
- Mr. Shamp met at the Township to repair the Septic System Alarm issue on Monday, March 11<sup>th</sup>.
- Ms. Matsco attended the RECAP meeting at BASF with Casey Harrington on Tuesday, March 12<sup>th</sup>.

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON FEBRUARY 13, 2019.

**CITIZENS:** No comments.

**OLD BUSINESS:**

**MOTION: Earl Shamp**

**SECOND: Al Cwynar**

**MOTION CARRIED**

MOTION TO ACCEPT THE REQUEST FROM SHELL CHEMICAL APPALACHIA FOR A 30 DAY EXTENSION TO RECORD THE CSX TRANSPORTATION/PROPERTY SUBDIVISION-SHELL CHEMICAL APPALACHIA/LOT CONSOLIDATION PLAN #1 APPROVED ON DECEMBER 12, 2018.

**NEW BUSINESS:**

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

MOTION TO PURCHASE 16 BLACK 8' TABLES AND 120 BLACK CHAIRS W/ 2 DOLLIES FOR THE TOWNSHIP HALL AT A COST OF APPROX. \$5,000.

**MOTION: Earl Shamp**

**SECOND: Al Cwynar**

**MOTION CARRIED**

MOTION TO RATIFY APPROVAL OF WIDMER ENGINEERING'S CONSULTING SERVICES FOR LAND DEVELOPMENT DESIGN ON THE TANK FARM NOT TO EXCEED \$45,000.00.

The Motion was made by Earl Shamp and seconded by Al Cwynar on February 22<sup>nd</sup>.

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

MOTION TO PASS RESOLUTION 1-2019, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA APPROVING THE DISPOSITION AND RETENTION SCHEDULE OF CERTAIN MUNICIPAL RECORDS.

This Resolution approves the disposition of 2011 records.

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

MOTION TO PASS RESOLUTION 2-2019, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA TO AMEND THE POTTER TOWNSHIP SUBDIVISION AND LAND DEVELOPMENT ORDINANCE SECTION 185-25(B).

Mr. Jones explained that is a less restrictive Ordinance and will satisfy what the County requires.

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

MOTION TO RATIFY SIGNING THE LANDOWNER-GRANTEE AGREEMENT BETWEEN POTTER TOWNSHIP (LAND OWNER) AND STREAM RESTORATION INCORPORATED (GRANTEE) TO PROTECT AND STABILIZE UP TO 800 FEET OF STREAM BANK ALONG RACCOON CREEK.

The Motion was made by Earl Shamp and seconded by Al Cwynar on March 6th. 500 feet of stream bank was stabilized last year and this new stabilization will continue to the Tank Farm property.

**MOTION: Earl Shamp****SECOND: Al Cwynar****ABSTAINED: Rebecca Matsco****MOTION CARRIED**

MOTION TO RATIFY THE APPROVAL OF HIRING COLIN MATSCO FOR A 'BRAND IDENTITY PROPOSAL' FOR POTTER TOWNSHIP AT A COST OF \$4,110, WITH ONE-HALF TO BE PAID NOW.

**SOLICITOR'S REPORT:**

Mr. Jones stated that he and the Board will go into Executive Session later in the meeting for a contract with the Township and the Shell Tax Appeal litigation.

**ENGINEER'S REPORT:**

Township Generator Project - Construction work is in progress and Allegheny City Electric has submitted application for payment no. 1 in the amount of \$2,160.00 - approved by Mr. Sell and forwarded to the Township for payment.

Ms. Matsco thanked Mr. Shamp for being present during the generator project at the Township.

Hall Subdivision Plan No. 1 - The resubmission of the plan is being reviewed and comments will be presented to the Planning Commission at the March meeting next week.

Falcon Pipeline - Mr. Sell is awaiting further direction.

Tank Farm - Park Development - Survey and engineering work are underway. The topographic survey has been completed, a PA One Call inquiry has been submitted and a base map was created. A meeting will be set up with Mr. Sell, Mr. Shamp and Justin Cwynar from the Road Department to determine if there is a need to replace guide rails on the Township roads.

**PLANNING COMMISSION:**

The Planning Commission will meet in March regarding the Hall Subdivision.

**FIRE DEPARTMENT: Jim Gabel**

- The Department has the utility vehicle and the custom trailer for hauling it will be here in approx. 1-2 weeks. The Department is taking online courses on operating safety of the ATV and will have additional hands on training.

**POLICE DEPARTMENT:**

Captain Hall reported that K-9 'Ingo' is retiring to live with his handler, Jason Cindrach and the Department will receive a new dog at the end of May from the Roethlisberger Foundation.

Captain Hall stated that due to increased traffic, the Department has increased presence during the morning and afternoon. The Department is working with PennDOT and Shell to obtain 'Expect Delays - notification signs' in both directions during busy times.

Mr. Cwynar commented that the traffic is moving better on Route 18 since the Shell employee busses are being held up to let traffic flow. Ms. Debes said that the parking lots on Route 18 are peaking to max during the year. She also thanked all residents for their feedback

**ROAD DEPARTMENT:**

The Road Department building/garage has been cleaned out and now has newly constructed stairs for a second floor.

**REAL ESTATE TAX COLLECTOR:**

Vicky Leininger submitted 2018 February Real Estate Tax Report to the Supervisors.

**TREASURER'S REPORT:**

The balance in the	General Fund Account is	\$1,606,555.62	\$527,527.72 of this is MDIA permit fees Bills for this account totaled \$90,221.51
The balance in the	State Liquid Fuels Account is	\$26,065.47	There were no bills for this account
The balance in the	Capital Equipment Account is	\$51,471.01	There were no bills for this account
The balance in the	Escrow Money Account is	\$88,541.58	There were no bills for this account
The balance in the	Wage Tax Account is	\$60,716.67	There were no bills for this account
The balance in the	Public Safety Account is	\$1,837,396.43	There were no bills for this account
The balance in the	DCNR Grant Fund Account is	\$198.08	There were no bills for this account

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

- The Planning Commission will meet on Thursday, March 21<sup>st</sup> 7:00 pm.
- The next Community Coffee will meet at the Township on March 27<sup>th</sup> at 10:00 am. Residents and/or anyone who have stories to share about Potter Township are welcome – with coffee & donuts - Hope to see you there!!!
- The Supervisors will hold a Work Session on Wednesday, April 3<sup>rd</sup> at 6:00 pm.
- The Recreation Board will host a "Family Bunny Breakfast" on April 6<sup>th</sup> at the Township Building. Breakfast is from 9 – 10 am and the Egg Hunt is at 10:15 am. Please call the office (724-495-6220) to reserve your spot by April 2<sup>nd</sup>!!!!
- The next Regular Business Meeting is scheduled for Wednesday, April 10<sup>th</sup> at 6:00 pm.

Mr. Jones and the Board went into Executive Session from 6:26 pm - 7:03 pm.

Falcon Pipeline representatives had a conversation with the Board regarding the restoration and plantings along the pipeline's path.

**MOTION: Al Cwynar****SECOND: Rebecca Matsco****ABSTAINED: Earl Shamp****MOTION CARRIED**

**MOTION TO ALLOW MR. SHAMP TO BE THE SIGN OFF ON ALL WORK ORDERS REGARDING THE HALL REMODEL IN ADDITION TO THE ARCHITECT.**

**MOTION: Earl Shamp****SECOND: Al Cwynar****ABSTAINED: Rebecca Matsco****MOTION CARRIED**

**MOTION TO APPROVE RENTAL OF A ROLL OFF DUMPSTER ON THE TANK FARM FOR THE COLUMBIA GAS CLEAN UP ON MARCH 18TH UP NOT TO EXCEED \$1,000.00.**

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

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

Respectfully Submitted,

Linda McCoy, Secretary