

The Potter Township Supervisors held their monthly Business Meeting on Wednesday, October 13, 2021 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: Bill Winkle, Sue Nash, Jim Gabel, Captain Jon Hall, Lauren Patton, Shannon Debes

MEETINGS:

Sept 16 – Mr. Cwynar attended the Central Valley School District Board Meeting

Sept 20 – Mr. Shamp met with the Army Corp of Engineers regarding using Township water for their dam project

Oct 12 – Ms. Matsco & Justin Cwynar attended a landscape seminar

Oct 13 – Ms. Matsco along with Widmer Engineering and the Township Road Dept. walked the Old Frankfort Rd Trail from Trillium to Raccoon Ck Rd to see what the surveying looks like from the ground

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON SEPTEMBER 8, 2021.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON SEPTEMBER 22, 2021.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

CITIZENS:

Ms. Debes will share a Shell project update later in the meeting.

OLD BUSINESS:

MOTION TO ADOPT RESOLUTION 6-2021, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA, AMENDING RESOLUTION NUMBER 3-2021 AUTHORIZING THE UPDATED INVESTMENT POLICY STATEMENT BE APPROVED THAT ESTABLISHES A MINIMUM OF \$500,000 TO BE INVESTED IN SECURITIES THAT PROVIDE SHORT-TERM LIQUIDITY NEEDS.

This is to maintain a cushion for short term needs for the Township.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

SOLICITOR'S REPORT:

Atty. Fedeles talked about a 'Quality of Life' Ordinance (nuisance ordinance) he is working on for the Township that would include violations such as debris on a property, health and safety issues along with fines associated with violations. This will be discussed later at work sessions with the Board. Atty. Fedeles also gave an update on the outcome of the boundary lawsuit with Center Township – there is no change in the boundary line and there may be more of Cade Drive in Potter Township.

ENGINEER'S REPORT:

Mr. Sell reported that he reviewed the CTWA Act 537 Sewage Facilities Plan Special Study and will meet with the Planning Commission on Oct. 21st for discussion with a report back to the Board. The Study includes plans to address a current capacity deficiency in the interceptor and pump station and expanding the capacity of the wastewater treatment plant as a proactive improvement.

Mr. Sell reported on his review of 'Old Frankfort Road' and his thoughts on determining the road right-of-way through a survey.

MOTION TO APPROVE WIDMER ENGINEERING TO SURVEY THE RIGHT-OF-WAY ON OLD FRANKFORT ROAD AT AN APPROXIMATE COST OF \$5,000.00.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

PLANNING COMMISSION: No Report

FIRE DEPARTMENT: Jim Gabel

- The Department has a few trainings the end of October and November
- There will be a Soup & Bake Sale on election day
- The Department will be driving the trucks on the roads during Halloween
- Upcoming fundraisers – Wine & Food Pairing Tasting (limited number of tickets) / Chinese Auction for items left over from the cancelled Night at the Races
- Mr. Gabel asked the Board again to consider allocating 1% of the EIT from the Shell project employees collected in 2021 to the Fire Department as they did last year. The money would be allotted for new radios. There was a discussion with Ms. Matsco who suggested a purchase of radios mutually with other departments – Mr. Gabel stated that each department is on their own – they are also applying for grants, which he said could be hit or miss. Mr. Cwynar suggested that the funds be taken from the Township's Public Safety Fund and Ms. Matsco's preference is to work directly with the Fire Department on the cost of the radios with both wanting the costs to come from the General Fund. Mr. Shamp said he is in favor of allocating 1% of the EIT to the Department – letting them manage the funds themselves.
- There was a discussion on attendance at recent fire department workshops and consolidations with a county wide study coming soon.

ROCKY BEND:

The Board had a discussion on the progress at Rocky Bend: the application to refurbish blending barn #1 is in the works with MDIA / there is a new play area near the parking lot & rest rooms with river rock and boulders.

SHELL:

Ms. Debes reported that the Shell construction project is 90% complete with the second phase of steam blows coming soon. There are currently approx. 8,000 workers at the site.

ROAD DEPARTMENT:

MOTION TO STRIPE THE TOWNSHIP ROADS THIS YEAR AT A COST NOT TO EXCEED \$3,000.00.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

POLICE DEPARTMENT:

Captain Hall reported that the Department had firearm and swat training in the past few weeks.

REAL ESTATE TAX COLLECTOR:

Vicky Leininger submitted the 2021 September Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT:

The balance in the General Fund Account is	\$4,270,810.62	Bills for this account totaled \$3,050,638.94 \$180,964.00 of this is MDIA permit fees
The balance in the State Liquid Fuels Account is	\$13,455.60	Bills for this account totaled \$433.98
The balance in the Capital Equipment Account is	\$52,077.78	There were no bills for this account
The balance in the Escrow Money Account is	\$129,618.24	There were no bills for this account
The balance in the Public Safety Account is	\$1,657,582.71	Bills for this account totaled \$9,144.98
The balance in the DCNR Grant Fund Account is	\$75,142.82	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 October.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

ANNOUNCEMENTS:

- OCTOBER 21 – THE PLANNING COMMISSION WILL MEET AT 7:00 PM IN THE TWP BUILDING
- OCTOBER 27 – BUDGET WORK SESSION – 6:00 PM IN THE TWP BUILDING
- OCTOBER 31 – TRICK OR TREAT – 5:30 PM – 7:30 PM
- NOVEMBER 2 – ELECTION DAY – 7AM – 8 PM – POTTER TWP MUNICIPAL BUILDING
- NOVEMBER 3 – WORK SESSION – 6:00 PM IN THE TWP BUILDING
- NOVEMBER 10 – SUPERVISORS BUSINESS MEETING - 6:00 PM IN THE TWP BUILDING & ZOOM
- NOVEMBER 11 – THE MUNICIPAL OFFICE WILL BE CLOSED FOR VETERANS DAY
- NOVEMBER 25 – THE MUNICIPAL OFFICE WILL BE CLOSED FOR THANKSGIVING

The Board went into Executive Session with Atty. Fedeles from 6:52 PM – 7:08 PM.

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:08 PM

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Respectfully Submitted,

Linda McCoy, Secretary