

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, September 12, 2018 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: Captain Jon Hall, Terri Baumgardner, Chris Heitman, Shannon Debes, George Barnes, Mark Czarnecki

Mr. Shamp met with Shell representatives about the Shell plant main entrance traffic signal permitting process at the Township building on August 17th.

Ms. Matsco met with Jenn Baka from Penn State at the Township building on August 24th. Ms. Baka is doing research on the economic impact of the cracker plant.

Mr. Shamp met with Patton Excavating on August 27th at the Tank Farm to discuss the sand mound installation.

Ms. Matsco met with the Shell Technical Service Team on August 30th - supervising the team when they added a fresh coat of stain to the Township Park fence.

Mr. Shamp met with Jim Gable of the Potter Township Fire Department to discuss the possibility of a Shell team's construction of a roof over the fire department's generator on August 31st.

MOTION: Al Cwynar **SECOND: Earl Shamp** **MOTION CARRIED**
TO APPROVE THE MINUTES OF THE AUGUST 8, 2018 REGULAR BUSINESS MEETING.

MOTION: Earl Shamp **SECOND: Al Cwynar** **MOTION CARRIED**
TO APPROVE THE MINUTES OF THE AUGUST 22, 2018 REGULAR BUSINESS MEETING.

CITIZENS:

No comments.

OLD BUSINESS:

No old business.

NEW BUSINESS:

MOTION: Al Cwynar **SECOND: Earl Shamp** **MOTION CARRIED**
MOTION TO REMOVE CHRISTIE FLOYD-BABEL WITH OUR THANKS FROM THE POTTER TOWNSHIP RECREATION BOARD.

Christie retired after several years on the Recreation Board.

MOTION: Earl Shamp **SECOND: Al Cwynar** **MOTION CARRIED**
MOTION TO APPOINT AMBER TONYA TO THE POTTER TOWNSHIP RECREATION BOARD TO REPLACE CHRISTIE FLOYD-GABEL'S TERM, TO EXPIRE JANUARY 2020.

MOTION: Al Cwynar **SECOND: Earl Shamp** **MOTION CARRIED**
MOTION TO HIRE ALISON ANDERSON AS THE TOWNSHIP BUILDING CUSTODIAN AT THE RATE OF \$13.77 PER HOUR AT AN AVERAGE OF FIFTEEN HOURS PER MONTH.

The Township is seeking an Emergency Operations Coordinator (EOC). Jim Bishop has retired after several years as the Township's EOC. This is an appointed volunteer position that requires 4 meetings a year and an emergency preparedness drill every 2 years. The EOC is not required to be a resident of the Township. This position is also on call in case of a disaster and/or emergency and is overseen by the Beaver County 911 Center, PEMA & FEMA. Potter Township currently partners with Raccoon Township & Shippingport Borough.

Ms. Matsco stated that the cost of salt for this winter and the transportation has gone through the roof, with costs almost doubling this year. The BCRCOG usually receives 3-4 bidders for winter commodities, but only received 1 this year.

SOLICITOR'S REPORT:

Mr. Jones filed another Assessment Appeal regarding the Shell properties on September 4th.

Mr. Jones is putting the final touches on the GHRIP Agreement and is waiting for consensus from the other municipalities.

ENGINEER'S REPORT: Mr. Sell

1) The application for the Potter Farms Plan was reviewed and found to be incomplete. There has been no response to the review letter that was sent to the applicant on August 13, 2018. 2) The parking long slide near Home II Hotel is not part of the AJMJ Agreement. 3) A site field view meeting for the Township generator bid package will be held on September 18, 2018 at 10 am. Bids are due 12:00 pm, Wednesday, October 3, 2018 and will be opened that night at 6 pm. 4) Mr. Sell is working on the application for the Township's MS4 Waiver that is due to DEP by 12/19/18. 5) Mr. Sell met with Neva Stotler to discuss the Bluffs at Glade Path to review comments from Dave Laffey regarding another 30 day extension. 6) Mr. Sell is reviewing plans for modifications to the Crown Castle Cell Tower.

PLANNING AND ZONING:**MOTION: Earl Shamp****SECOND: Al Cwynar****MOTION CARRIED****MOTION TO APPROVE THE MILLER SUBDIVISION.**

The Zoning Officer has granted the Henry property an additional two weeks to complete the 90 day inspection - final inspection to be September 18th due to the holiday weekend.

FIRE DEPARTMENT:

The Board has decided to table the discussion on material for constructing a roof over the Fire Department's generator.

ROAD DEPARTMENT:

The cross drain is finished on lower E. Mowry Road with Justin Cwynar reporting that it has held up after the rains. Tar & chipping in the Township is completed for this year.

POLICE DEPARTMENT:

Chief Kramer's report stated that there is an increase in calls this year mostly due to traffic issues. There was a discussion regarding the traffic situation at the Shell parking lot entrances. Mr. Shamp stated that the exiting parking lot traffic does not stop for Route 18 traffic - Mr. Heitman said he will look into this matter. The Board asked Captain Hall if the Police Department can place a speed control trailer on Mowry Road in the 15 MPH zone.

REAL ESTATE TAX COLLECTOR:

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

TREASURER'S REPORT:

The balance in the	General Fund Account is	\$799,932.49	Bills for this account totaled \$74,481.70
The balance in the	State Liquid Fuels Account is	\$9,404.20	Bills for this account totaled \$10,424.49
The balance in the	Capital Equipment Account is	\$51,254.58	There were no bills for this account
The balance in the	Escrow Money Account is	\$530,668.58	Bills for this account totaled \$4,086.50
The balance in the	Wage Tax Account is	\$60,500.79	There were no bills for this account
The balance in the	Public Safety Account is	\$1,829,670.70	There were no bills for this account
The balance in the	DCNR Grant Fund Account is	\$1,829.80	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 SEPTEMBER.****ANNOUNCEMENTS:**

- The Planning Commission will not meet on Thursday, September 20th.
- The Supervisors will hold a Budget Work Session & regular Work Session on Wednesday, October 3rd at 6:00 pm.
- The Township office will be closed on Monday, October 8th for Columbus Day.
- The next Regular Business Meeting is scheduled for Wednesday, October 10th at 6:00 pm.

MOTION: Earl Shamp**SECOND: Al Cwynar****MOTION CARRIED****THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:00 PM.**

Respectfully Submitted,

Linda McCoy, Secretary