

The Potter Township Supervisors held their monthly Work Session on Wednesday, September 7, 2022 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:01 pm.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar.

Interim Secretary: Diane McKay

Visitors: Casey Harrington, Lee Brunner and Lauren Patton

Lee Brunner, 140 Trillium Way, voiced his concerns regarding run off and silt build up in his yard as a result of the new road being constructed for the Montgomery Ridge Subdivision Plan. Ms. Matsco responded saying that she will be happy to contact the Townships Engineering Firm who have been on site doing routine visits to check on progress and to address any issues. She also stated that she would be happy to meet with him one day this week to look at the problem.

Casey Harrington informed the Supervisors about two projects that the Township may be interested in joining. One was the National Bird Count which entails specifics and would be very time consuming. You would gather information on different species which would be published in the Audubon Society’s Publication on Birds. She said there is a grant that would cover this. She also stated that there is a first day hike/Bird count activity. It takes place on New Years Day. The Supervisors said that the hike is something the Recreation Board might be willing to help with but did not think that she should pursue obtaining a grant for the National Publication.

Lauren Patton had nothing to report.

Ms. Matsco stated that they have been fielding many questions from companies regarding the Rocky Bend Bid. She deferred these to the Engineer for answers. They will also meet with a district representative from the DCNR to discuss funding for the change house at Rocky Bend. There is a grant which the Township can apply for that is a 20% match. The Supervisors discussed the need to tarp the change house since the renovations will not be done before spring. They will ask Justin to get prices on tarps of this size.

Ms. Matsco informed the Supervisors that there will be a birthday celebration tomorrow at 7:00pm at the Fire Department for Ruth Summy who is turning 100. If going all were asked to assemble there at 6:30pm.

The Supervisors agreed to vote for Shirl Barnhart for the PSATS UCGT Board of Trustees.

A discussion took place on which Supervisors would be the hall rental contact person for rest of the year.

Discussion on hiring Myers, Patsy & Associates, LLC Certified Public Accountants to perform interim Township Treasurer services.

- **Motion to approve, with amendments, the contract with mpa, Myers, Patsy & Associates, LLC, to provide bookkeeping services to the Township at a cost not to exceed \$350 per week.**
MOTION: Al Cwynar **SECOND:** Earl Shamp **MOTION CARRIED**
- **Motion to provide access to the Township Office and provide the passcode to Quickbooks to designated bookkeeper appointed by mpa.**
MOTION: Earl Shamp **SECOND:** Al Cwynar **MOTION CARRIED**

Ms. Matsco stated that there will be a meeting Wednesday, September 14, 2022, at 5:00pm, with Chad Agnew from J. Martin & Associates, LLC, to discuss having them review the Townships finances and provide audit of books with departure of the Townships Secretary/Treasurer.

Ms. Matsco asked the Interim Secretary to write a letter to The Dunn Agency cancelling the bond on the former Secretary/Treasurer.

Mr. Cwynar stated that they would need to put the Garbage and Recycling out for bid. They asked the Interim Secretary to add this motion to advertise for Garbage and Recycling Bids to the Business Meeting Agenda.

ANNOUNCEMENTS:

SEPTEMBER 14: Monthly Board Meeting, 6:00pm at Township Building and on Zoom

September 21 – Budget Meeting – 6:00pm in the Township Building

October 5 – Work Session – 6:00pm in the Township Building

October 12 – Supervisors Business Meeting – 6:00pm in the Township Building & Zoom

October 18 – Concealed Carry Seminar – 6:00pm in the Township Building

October 26 – Budget Meeting – 6:00pm in the Township Building

October 31 – Trick or Treat – 5:30pm -7:30pm

THERE BEING NO FURTHER DISCUSSION THE WORK SESSION ADJOURNED AT 7:40 PM

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

The Supervisors were holding an Executive Session to discuss a Personnel Issue.

Respectfully Submitted,

Diane McKay, Interim Secretary