

March 8, 2023

Business Meeting Minutes

The Potter Township Supervisors held their monthly Business Meeting on Wednesday March 8, 2023 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:05 P.M.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Secretary/Treasurer: Mark Czarnecki

Solicitor: Garen Fedeles

Engineer: Dan Sell

play&park structures: Kevin Hides

Citizens: Caroline Czarnecki, Pam Petrella, Lauren Patton, Ron Lyle, Terrie Baumgardner, Thaddeus Popovich, Dominick Treemarchi, Donna Treemarchi, Alison Anderson, Sara Beth Miller, Mark Summerville and Dawn Neely

Meetings:

On February 8 and 22 and March 8, 2023 Ms. Matsco, Mr. Shamp and Mr. Cwynar held telephone meetings with SGA and Independence Conservancy regarding Rocky Bend Nature Preserve Barn Renovation.

On February 17, 2023, Ms. Matsco, Mr. Shamp and Mr. Cwynar met with Kevin Hides from play&park structures regarding playground renovations.

On February 28, 2023, Ms. Matsco, Mr. Shamp and Mr. Cwynar met with Allegheny Construction regarding possible Rocky Bend Change House renovation.

On March 1, 2023, Ms. Matsco, Mr. Shamp and Mr. Cwynar held a Work Session at the Municipal Building.

On March 8, 2023, Ms. Matsco, Mr. Shamp and Mr. Cwynar met in Executive Session regarding a legal matter.

READING OF THE MINUTES OF THE TOWNSHIP BUSINESS MEETING HELD ON February 8, 2023.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

READING OF THE MINUTES OF THE WORK SESSION MEETING HELD ON March 1, 2023.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

CITIZENS:

Terrie Baumgardner from Clean Air Council asked if the Township had any updates from Shell regarding the Lighting Study. Ms. Matsco informed her the township had not heard from Shell directly. Mr. Fedeles said he had spoken to Shell's attorney and was going to follow-up with them soon.

Dominick Treemarchi spoke regarding the skylare from the flaring at Shell. He stated he could see it from several miles away and it lights up the interior of their house on Cade Dr. He also stated his concern about the trains at the plant running at night and blowing their horns between 10 PM and 6 AM. Donna Treemarchi stated that the train noise keeps her up at night. She also raised her concerns about people parking at the end of their street to view the plant and noted that Shell had been bringing tours in minibuses up to their street and at times have been blocking the road. Mr. Shamp and Ms. Matsco stated the township would look into putting up NO PARKING or STOPPING signs. Mr. Shamp said the Township would also look into getting a noise study done.

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Terrie Baumgardner asked how the glow from the flaring at the Shell plant does not violate the Township's Lighting ordinance and if the Township plans to do anything about it. Mr. Shamp stated the flaring is an emergency action taken at the plant to keep both the township and the plant safe and stop any potential explosions at the plant. Mr. Fedeles reiterated that the flaring is due to the startup of the plant and should only happen very rarely once the plant is fully operation. He also noted that the ordinance is clearly meant for lighting fixtures and therefore the flaring does not qualify as a violation. Ms. Matsco stated that the Board will continue to follow-up with Shell regarding the flaring but it is not within the Township's authority and is covered by the DEP and EPA.

OLD BUSINESS:

MOTION TO CONTRACT WITH GOVUNITY FOR REDESIGN AND HOSTING OF THE TOWNSHIP'S WEBSITE IN THE AMOUNT OF \$2,310 FOR THE FIRST TWO YEARS AND \$360 FOR WEBSITE HOSTING IN SUBSEQUENT YEARS.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

NEW BUSINESS:

MOTION TO RELEASE ESCROW FUNDS IN THE AMOUNT OF \$33,416.66 TO PERCHERON RELATED TO THE CONSTRUCTION OF THE SHELL PIPELINE.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

MOTION TO APPROVE A CONTRACT WITH PYROTECNICO TO PROVIDE FIREWORKS FOR THE 2023 ANNUAL PICNIC ON AUGUST 5, 2023 AT A COST OF \$8,400.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Ms. Matsco introduced the Township auditors and asked them to review what was included in their audit. Dawn Neely stated that every year they go thru the municipal building and count all the assets and materials in the buildings. She also noted that they also audit the Township's accounting books each month.

MOTION TO RECEIVE AS COMPLETE THE 2022 TOWNSHIP INVENTORY AUDIT FROM THE TOWNSHIP AUDITORS, ALISON ANDERSON, DAWN NEELY AND SARABETH MILLER

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

Kevin Hinds from play&park structures presented the proposals for the municipal playground renovations. He stated that the equipment in each proposal is designed for the needs of different age groups and the design of each piece of equipment is picked to engage the children. Ms. Matsco stated that the Township was reviewing plans to renovate the Municipal Park because it has become clear that the current equipment has become worn out and was starting to become a safety concern. Several citizens inquired about the play surface of the playground including rubber mulch and turf. Mr. Hinds stated that the proposals included the use of engineered mulch. Ms. Matsco invited citizens to attend the Work Session on April 5th to give input into the design and stated the Township was hoping to move quickly on the project to avoid future price increase and any safety issues with the current equipment. Ms. Matsco also stated that the new playground would be moved to the west and up the hill and would also include a walkway. She also stated that the Township was looking into resurfacing the basketball court to include Pickleball Courts.

SOLICITOR'S REPORT:

Mr. Fedeles stated that the Beaver County was going to be sending out new assessments to all 92,000 properties in the county this month. The assessments are based on visits to each property that a contractor hired by the county had been conducting over the last couple years. Once the assessments are received property owners will have 6 months to appeal their new assessment but all initial appeals must be completed by October 2023 so the county can send each municipality their valuations for 2024.

ENGINEER'S REPORT:

Mr. Sell said he had received confirmation from PennDot that they would be conducting the speed study on Montgomery Dam Rd., as the Township requested, and it would take 6 to 8 weeks.

PLANNING COMMISSION: No Written Report Submitted

FIRE DEPARTMENT: No Written Report Submitted

RECREATION BOARD:

The Recreation Board had sent out their list of events for the year in the newsletter that just went out.

ROAD DEPARTMENT:

Mr. Shamp informed the Board that bids for this years commodities was going out and BCCOG was going to use PennBid for the first time.

POLICE DEPARTMENT: No Written Report Submitted

REAL ESTATE TAX COLLECTOR:

Victoria Leininger submitted the 2023 February Real Estate Tax Report to the Supervisors
Victoria Leininger submitted the 2022 Return of Uncollected Real Estate Taxes Report to the Supervisors.

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TREASURER'S REPORT:

Account	Balance	Total Bills per account
General Fund Account	\$2,326,721.10	Bills for this account totaled \$94,647.32 \$94,690.38 is earmarked for MDIA permit fees
State Liquid Fuels Account	\$695.62	Bills in this account totaled \$2,988.11
Capital Equipment Account	\$52,433.09	No bills.
Escrow Money Account	\$94,690.44	No Bills.
Public Safety Account	\$1,597,656.28	Bills for this account totaled \$46,313.95.
DCNR Grant Fund Account	\$75,655.48	No bills
Recreation Board Account	\$343.04	No Bills

Motion to accept the Treasurer's Report and pay the bills for the month of March 2023.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Ms. Matsco introduce Resolution No. 03-2023 that had been left off the Agenda because of time.

RESOLUTION NO. 03-2023, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA TO ENTER INTO AGREEMENT WITH THE COMMONWEALTH OF PENNSYLVANIA FOR SIDEWALK MAINTENANCE ON THE REPLACEMENT OF THE FRANKFORT ROAD BRIDGE AGREEMENT #11A105.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

THERE BEING NO FURTHER DISCUSSION THE WORK SESSION ADJOURNED AT 7:15 P.M.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

Respectfully Submitted,

**Mark Czarnecki
Secretary/Treasurer**