



Work Session Minutes

August 2, 2023

The Potter Township Supervisors held their monthly Work Session on Wednesday August 2, 2023 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:00 P.M.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Secretary/Treasurer: Mark Czarnecki

LLSE: Ned Mitrovich, Marie Hartman

BASF: Ron Hull

Citizens: Mark Summerville, Lauren Patton

DISCUSSION ITEMS:

Mr. Mitrovich informed the Board that LLSE had been hired to work with BASF on a new water main connection to the Center Township Water Dept main located on Route 18 across from BASF's property. They are also looking to add a 24-foot-tall water tower behind a 12-foot-tall retaining wall. The water tower is necessary for storage to meet BASF's emergency needs. BASF will also be constructing a new pump house next to the water tower to house the necessary pumps. They have until August of 2024 to complete the project. BASF is looking to apply for a grant to help cover the cost of the project but will need Potter Township to sponsor the grant application. Ms. Matsco agreed to sponsor the grant but said the township would need a percentage of the funds to cover administrative cost. Ms. Matsco stated that the Board will talk with the townships solicitor next week to discuss how the township would apply for and administer the grants. LLSE will begin work on getting the necessary permits that need to be submitted to the township.

Mr. Czarnecki informed the board that Widmer Engineering had completed the MS4 waiver and provided the board with copies.

MOTION TO APPROVE SUBMISSION OF THE MS4 APPLICATION:

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

Mr. Czarnecki informed the board that he had spoken to Justin Cwynar and the other members of GHRIP regarding the sale of the 2 street sweepers and all except Raccoon Twp had agreed to sell both on Municibid. Raccoon Twp wished to purchase the S3212. Mr. Shamp stated that the township had spent over \$3,500 in maintenance last year on the 2 sweepers and the township needed to recover those cost. A motion will be placed on next week's agenda to



approve the sale of both sweepers on municibid.

Mr. Czarnecki informed the board that he had spoken with Mike McGilbra from Vortex International about the proposed Splash Pad. Mr. Czarnecki stated that Vortex is building the Splash Pad in Chippewa and he used that as a comparison. The Chippewa splash pad is approximately 2,100 square feet and cost \$250,000. Installation would require running a 6-inch supply line from the street and a 12-inch waste line for disposal of the water. Mr. Czarnecki stated that Chippewa was estimating \$5,000 a year for operations because they are not planning to recirculate the water. If the township added a recirculation system it would almost double the cost of equipment and add maintenance cost for chemical and trained staff to operate the splash pad. The Supervisors are also meeting with several property owners regarding land acquisition for a new playground on Pleasant Dr. Ms. Matsco informed the citizens present that the funds for the splash pad and Pleasant Dr. Park are part of the funds available to the township from the Shell Act 57 penalties and fall within the limited use of the funds for parks and air quality projects.

Mr. Czarnecki stated that he had spoken with Justin regarding the basketball court resurfacing and they were waiting on the paver availability to schedule a time. Mr. Shamp and Mr. Summerville suggested he call JJ Stefanic to get a quote. Mr. Shamp stated that Justin had gone with the Road Dept from Greene Twp to look at a new paver today and had agreed to a GHRIP purchase of the new paver for \$59,000. A motion will be placed on next week's agenda to approve the GHRIP purchase of the new paver for a township share of up to \$65,000.

Mr. Czarnecki stated that the blood drive was scheduled for August 16th at the Municipal Hall. He received that informational material from vitalant and will post it on the Township's social media sites. He is hoping for another drive in November and if they are successful vitalant would schedule monthly blood drives next year at the Municipal Hall.

Mr. Czarnecki informed the Board that the new police chief had stopped by to introduce himself and said he was planning on attending regular meetings and providing updated reports to the community. Ms. Matsco stated that she had also spoken to the new chief and he was looking for ways to work with the board and the community.

Mr. Czarnecki informed the Board that he had received a request from Shell to close the Monuments Escrow account since the Monuments work had been completed and approved. The initial deposit into the escrow account was \$9,000 minus legal and engineering fees a remaining balance of \$5,990 remains in the account. A motion will be put on next week's agenda to distribute the funds.



Ms. Matsco informed the Board that she had recently met with Shell Pipeline to discuss their plans for plantings along the 90 plus miles of their pipeline including plants to control erosion and subsidence. Shell Polymers will also be sending a letter to the Township to sign off on their plantings in accordance with the conditional use permit landscape requirement.

Mr. Cwynar informed the Board he had recently met with Shell regarding historic preservation around the township including RBNP and the Poor House.

The Board has received names of 3 companies from SGA to make the DCNR sign for RBNP Blending Barn project. Mr. Shamp stated that he had recently work with Aaron Miller to repair a window lintel at RBNP. He requested reimbursement for the parts and \$30 to pay Arron Miller for his time. The Board agreed to reimburse him for the parts and to pay Mr. Miller from petty cash.

Ms. Matsco informed the Board that she had received inquiries from residents on Raccoon Creek Rd regarding winter road maintenance. They are residents of Raccoon Twp and have been cut off from the township since the landslide several years ago. PennDot does not plow down to their residents during the winter. Ms. Matsco discussed the process to annex the properties into Potter Twp which would take years and would include the residents changing school districts and postal address.

Ms. Matsco informed the Board that Ms. Stotler has requested a meeting with the Board before next week's Business Meeting regarding outstanding litigation.

THERE BEING NO FURTHER DISCUSSION THE WORK SESSION ADJOURNED AT 7:40 P.M.

MOTION: Al Cwynar

Second: Earl Shamp

MOTION CARRIED

Respectfully Submitted,

**Mark Czarnecki
Secretary/Treasurer**