



## Work Session Minutes

July 5, 2023

The Potter Township Supervisors held their monthly Work Session on Wednesday July 5, 2023 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:01 P.M.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Secretary/Treasurer: Mark Czarnecki

Citizens: Jim Gabel

### DISCUSSION ITEMS:

Mr. Gabel informed the Board that the new Brush Truck had arrived at the dealership and he would be signing the sales contract later this month. The purchase price would be around \$53,470 plus tax, title and fees. He would notify the board when he would need the check for the purchase. After the contracts are signed the dealership will transport the truck to Kush Kustoms in Greensburg for installation of the required equipment.

Mr. Czarnecki informed the Board that he believed the traffic light equipment from the Shell plant entrance 3 was being installed at the Styropek plant entrance. A motion will be placed on the agenda for next week to approve the expenditure. The cost is estimated to be \$6,500.

Mr. Czarnecki informed the Board that he was still waiting for the drawings of the proposed Salt Shed before awarding the bid on PennBid. Mr. Shamp stated that the drawings were needed to know how the tie beam needed to be poured. The Supervisors agreed to award the bid on PennBid and sign the contracts while awaiting the drawings.

There were no updates on the proposed work at the RBNP Change House. The Supervisors did agree to pay the last pay request from Allegheny Construction and will hold a retainer pending the completion of the landscaping, repairs to the broken lighting fixture and installation of base covers on the lighting fixtures. Allegheny Construction is not charging for the repairs and light covers.

Mr. Czarnecki informed that the members of GHRIP had agreed to sell one of the street sweepers and retain the other for parts.

Mr. Czarnecki informed that the majority of the playground equipment had been installed but



we are waiting on a couple missing hand grip for the climbing walls and one piece of railing. The pieces should arrive in the next couple days and the installer will return to complete the installation. Justin is will remove the remaining pee gravel after the installation of the new sidewalk. Mr. Shamp will call contractors to get estimates on the cost of the new sidewalk. Ms. Matsco recommended that the township have a ribbon cutting for the new playground at the community picnic in August.

The Supervisors agreed to have Justin move ahead with scheduling the resurfacing of the basketball court. Mr. Czarnecki will check the cost of getting new basketball hoops.

Mr. Czarnecki informed the board that vitalant had contacted him about hosting another Blood Drive in August or September and then again later in the year. Ms. Matsco suggested the week of August 7<sup>th</sup> thru the 12<sup>th</sup> and then again in October. The Blood Drive could be advertised at the Community Picnic. Mr. Czarnecki will follow up with vitalant.

Ms. Matsco stated that Mr. Fedeles had reviewed the ordinance requirements for Rettops escrowed road bond and stated there was not an issue returning the funds.

**MOTION TO RETURN RETTOP'S ROAD BOND FUNDS IN THE AMOUNT OF \$11,040.**

**MOTION: Al Cwynar SECOND: Rebecca Matsco Abstain: Earl Shamp Motion Carried**

Mr. Czarnecki shared a letter he had received from DEP regarding additional funds available to the township related to additional fines Shell had incurred. The township will be eligible to 25% of the funds as well as the prior funds from the ACT 57 settlement. The Supervisors will continue to discuss additional projects around the township. Ms. Matsco will try to arrange a meeting with DEP in the next couple weeks to discuss various projects. Mr. Czarnecki brought up how these funds will affect next year's budget and would need to be included in the budget projections for next year. Mr. Shamp also brought up the county property reassessment. He said final projections will not be available until almost the end of the year and the township needs time to advertise the budget and any milage adjustments.

Mr. Czarnecki stated that the emergency repairs to the Municipal Hall air conditioner unit had been completed. Ms. Matsco said that the repairs should be mentioned in the Agenda for next week's meeting. Mr. Czarnecki said that during the repairs to the a/c unit the repair crew mentioned that the leaking roof had been getting water into the unit and could cause problems in the future. The Supervisors will look into using Shell Act 57 funds for roof repairs or replacement.



Mr. Czarnecki stated that there is a bill in the State Assembly to raise the pay for the elected auditors. The Supervisor will review the bill and take action depending on the final bill.

Mr. Czarnecki stated that PennDot had completed the Montgomery Dam Rd speed study. He gave the Supervisors the letter from PennDot recommending a speed limit of 40 mph on the road.

**THERE BEING NO FURTHER DISCUSSION THE WORK SESSION ADJOURNED AT 7:45 P.M.**

**MOTION: Earl Shamp**

**Second: Al Cwynar**

**MOTION CARRIED**

**Respectfully Submitted,**

**Mark Czarnecki  
Secretary/Treasurer**