



Work Session Minutes

October 4, 2023

The Potter Township Supervisors held their monthly Work Session on Wednesday October 4, 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

Citizens: Tom Ruff

Anderson Insurance Group: Paul Duff

DISCUSSION ITEMS:

Mr. Duff reviewed Anderson Insurance proposal for the Township's Insurance for 2023-2024. Mr. Czarnecki presented the insurance proposal from HHM Insurance for the Supervisors to compare. Mr. Duff stated that the township should look into a better way of tracking township assets for insurance and maintenance. Mr. Czarnecki will check with QuickBooks to see if that is a service that can be included with the Townships accounting software. The Supervisors selected the proposal from Anderson Insurance. Mr. Czarnecki will follow-up with Mr. Duff to get the documents signed this week.

Mr. Czarnecki presented the Supervisors with a draft of a Hunting Agreement for people to sign who want to hunt at RBNP. He will send a copy to the Township Solicitor for him to review. Ms. Matsco stated that the Township would need to post 2 signs for RBNP with information about hunting on the property. She also stated that Independence Conservancy will be allowing hunting on their property. The Supervisors decided that hunting stands would not be allowed.

Ms. Matsco stated that the colors for the Change House renovation had been selected and work would begin soon. Mr. Czarnecki gave the Supervisors the proposal from Allegheny Construction for the emergency repairs for the Change House that he had received that day and was not on the agenda.

MOTION TO APPROVE ALLEGHENY CONSTRUCTION GROUP PROPOSAL FOR EMERGENCY REPAIRS TO ROCKY BEND NATURE PRESERVE CHANGE COTTAGE IN THE AMOUNT OF \$234,539.00

MOTION: EARL SHAMP

SECOND: AL CWYNAR

MOTION CARRIED



Mr. Czarnecki will put a new Motion on the Agenda for the October 11th Business Meeting with the changes PennDOT requested.

Mr. Czarnecki presented the estimates he had received for the new park on Pleasant Dr and the Splash Pad and improvements to the Municipal Playground. Mr. Czarnecki also stated that he received estimates from Aliquippa Water Authority regarding the cost. The estimate for not recirculating the water based on 2.8 million gallons annual usage would be a tie in fee of between \$55,000 and \$167,000 and the water usage would be approximately \$35,000 per year. Mr. Czarnecki stated that adding a recirculation system would be approximately \$99,000 plus annual cost of maintenance. He will follow up for estimates on those cost.

The Supervisors discussed the purchase of an electric UTV for maintenance at RBNP. An estimate had been received of \$45,000. Mr. Ruff asked if an electric golf cart had been considered. Mr. Shamp said he thought the price was high considering what it would be used for and its limited performance. Ms. Matsco stated the purchase would be look at further and discussed at later meeting.

Mr. Czarnecki presented the Supervisor budget worksheets. The Supervisors reviewed that Revenue sheets and made adjustments. An increase to Real Estate Taxes was made based on expected land dispute settlement with Center Township. Mr. Czarnecki will add an Appendix to the Budget for the Shell Act 57 settlement. Mr. Czarnecki also stated he had spoken to Marie Hartman regarding the water tower project and was told that a decision was not expected on the H2O grant until next month but the water authority was still hoping to start the project next year. Ms. Matsco said that the VFD will need to provide a report on how they spent their annual allocation.

THERE BEING NO FURTHER DISCUSSION THE WORK SESSION ADJOURNED AT 8:20 P.M.

MOTION: Al Cwynar

Second: Earl Shamp

MOTION CARRIED

Respectfully Submitted,

**Mark Czarnecki
Secretary/Treasurer**