



## Work Session Minutes

September 6, 2023

The Potter Township Supervisors held their monthly Work Session on Wednesday September 6, 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

Confluence Financial: Zach Saunders

Center Township Police Department: Chief Legge

Citizens: Mark Summerville, Lauren Patton, Bob Maier and Tom Ruff

### DISCUSSION ITEMS:

Bob Maier stated that he was having problems with a neighbor maintaining the grass on his side of the privacy fence. He said the fence was put up by the prior resident after they had a survey done of the property. He said that he has a difficult relationship with the current resident and they are not cutting the grass on his side of the fence and he was going to start cutting it himself. He was just letting the township know in case it caused a problem with the neighbor. The Supervisors thanked him for informing them.

Chief Legge began by giving the Supervisors copies of the August calls reports. He informed that of the 515 calls received by the department in August, 74 were for Potter Twp, most of the calls related to traffic issues. He also stated that CTPD had the 4<sup>th</sup> highest call volume in Beaver County for the month of August. The Chief had also informed the Supervisors that the Department had conducted an Active Shooter Drill with Central Valley School District in August and was currently looking to hire 4 new officers as School Resource Officers. The Supervisors commented that they appreciate seeing the patrols in the neighborhood. The Chief also commented that the department was now working with the Independence Conservancy to close the gates on their properties at night. Mr. Shamp mentioned the need for monitoring of Montgomery Dam Rd with the increased traffic from the Montgomery Dam project over the next 10 years. Mr. Shamp asked about possibly moving or removing the light at the Styropek plant entrance. It was decided that Mr. Czarnecki will talk with the Townships solicitor about what would be required to make any changes to the traffic signals.

Mr. Saunders began by reviewing the policy and objectives of the Townships Investments. Mr. Saunders reviewed the investments in the portfolio and how they are should preform over the



long term to provide for the Township's needs. He also reviewed the spending priorities that had previously been discussed with the Supervisors. He stated that short term investments were available as needed for current projects such as the water tower. Ms. Matsco informed him of new projects being considered because of the additional funds coming to the Township due to the Shell Act 57 fines. The Supervisors do not feel any changes were needed to the portfolio to cover those cost. Ms. Matsco stated that the Township should start to receive some of the interest the portfolio is receiving to cover expenses. Mr. Czarnecki stated that the Township might consider receiving monthly distributions of interest from the portfolio.

Ms. Matsco stated that the Township was working with the Independence Conservancy and the State Game Commission to limit hunting at RBNP to archery and flint lock rifles. The Township wanted to require any hunters to sign a registration form similar to what Beaver County does for hunting in county parks. There would also be a processing charge for the registration form. Mr. Ruff stated that the Township should put up signs warning people of hunting on the property and have property markers to indicate when people are leaving Township property. Ms. Matsco said a map should be included with the permission form.

Ms. Matsco stated that after meeting with CWTA, BASF and Economic Development Authority that the Township would not be the agency responsible for applying for grants for the BASF water connection project but the Township would be sending a letter of support for the grant if asked.

Mr. Czarnecki stated he was ready to list the street sweepers on Muncibid but was looking for ownership documents. Mr. Shamp said that they were purchased at auction years ago and did not have ownerships titles. Mr. Czarnecki said he hoped to have the listing posted in the next few days.

Mr. Czarnecki said he had spoken to 2 vendors regarding Splash Pads for the Municipal Park. Both had sent sample projects at different price points for consideration. Mr. Czarnecki stated both would require no more than a 3-inch water line from the street to provide approximately 100 gallons of water per minute. He also stated that both noted they only provide the Splash Pad equipment and based on the design the installation would be approximately 2 to 3 times the cost of the equipment. Mr. Cwynar asked if there was a way to only have parts of the Splash Pad active when that section was being used instead of all of the pad being active at the same time. Ms. Matsco also asked that the Mr. Czarnecki look into how much this would affect the Township's insurance cost and the operating cost. Mr. Czarnecki will follow-up with the Township's insurance company and the vendors about cost.



Mr. Czarnecki mentioned that he had met with a vendor about resurfacing the basketball court but had not heard back from them.

The Supervisors scheduled Budget Meetings for October 4<sup>th</sup> during the regular Work Session and on October 18<sup>th</sup> that will need to be advertised.

A Motion will be placed on next week's Agenda to approve the contract with Sleighter Design for work on the Active Transportation Plan in connection to the Shell Act 57 funds.

**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**