



Business Meeting

December 13, 2023

Call to Order:

Salute to Flag:

**MEETINGS:**

On November 9, Ms. Matsco Mr. Cwynar and Mr. Shamp met with Sleighter Design regarding the Change House at RBNP.

On November 9, Ms. Matsco, Mr. Cwynar and Mr. Shamp met with Greenland Construction and SGA regarding the Blending Barn at RBNP.

On November 9, Ms. Matsco, Mr. Shamp and Mr. Cwynar held a meeting with French Engineering regarding Intermodal Transportation.

On November 14, Ms. Matsco attended a virtual RECAP meeting.

On December 5, Ms. Matsco attended a Southwester PA Commission meeting at the Beaver County Courthouse.

On December 6, 2023 Ms. Matsco, Mr. Shamp and Mr. Cwynar held a Work Session at the Municipal Hall.

On December 7, Mr. Cwynar attended a meeting of the Central Valley School Board.

On December 11, 2023 Ms. Matsco, Mr. Shamp and Mr. Cwynar met with Kevin Hinds from play & park structures regarding the proposed playground on Pleasant Dr.

On December 13, 2023 Ms. Matsco and Mr. Shamp held a virtual meeting with Neva Stotler regarding outstanding legal matter.

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

**MOTION:**

**SECOND:**

READING OF THE MINUTES OF THE WORK SESSION MEETING HELD ON DECEMBER 6, 2023.

**MOTION:**

**SECOND:**



**CITIZENS:**

*For any individuals wishing to make public comment tonight, please state your name and identify whether you are a taxpayer of Potter Township.*

*Please limit individual comments to five (5) minutes and direct all comments to the Chairperson. Public comment is not for debate or answering questions, rather it is for "comment on matters of concern, official action or deliberation...prior to taking official action" (PA Sunshine Act, Section 710.1).*

**OLD BUSINESS:**

**MOTION TO APPROVE THE BUDGET FOR FISCAL YEAR 2024, OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA, APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE MUNICIPAL GOVERNMENT, HEREINAFTER SET FORTH, DURING THE FISCAL YEAR 2024.**

**MOTION: SECOND:**

**RESOLUTION NO-8-2022, A RESOLUTION FIXING THE RATE FOR THE YEAR 2024 TO COMPLY WITH THE COUNTY WIDE.**

**MOTION: SECOND:**

**MOTION TO ENACT ORDINANCE 148, AN ORDINANCE OF THE TOWNSHIP OF POTTER, A SECOND-CLASS TOWNSHIP OF BEAVER COUNTY OF THE COMMONWEALTH OF PENNSYLVANIA, RESCINDING ORDINANCE 2016-142 REGARDING THE INTERGOVERNMENTAL COOPERATION AGREEMENT WITH CENTER TOWNSHIP FOR THE ARAR OF JOINT MUNICIPAL JURISDICTION.**

**MOTION: SECOND:**

**NEW BUSINESS:**

**MOTION TO APPOINT REBECCA MATSCO AS CHAIRWOMAN FOR THE ORGANIZATION MEETING ON JANUARY 2, 2024.**

**MOTION: SECOND:**

**MOTION TO APPOINT MARK CZARNECKI AS TEMPORARY SECRETARY FOR THE ORGANIZATION MEETING ON JANUARY 2, 2024.**

**MOTION: SECOND:**



**MOTION TO APPROVE RESOLUTION NO. 7-2023, A RESOLUTION ENTERING INTO AN AGREEMENT WITH THE TOWNSHIP OF RACCOON, AN ADJOINING OR CONVENIENTLY LOCATED TAXING DISTRICT PURSUANT TO THE LOCAL TAX COLLECTION LAW, TO PERMIT THE TOWNSHIP OF POTTER'S DEPUTY TAX COLLECTOR, LINDA MCCOY, THROUGH THE TOWNSHIP OF POTTER'S ELECTED TAX COLLECTOR, VICTORIA LEININGER, TO COLLECT THE REAL ESTATE AND SCHOOL TAXES OF THE TOWNSHIP OF RACCOON, ALONG WITH THE TOWNSHIP OF RACCOON'S FIRE HYDRANT ASSESSMENT FEES, BECAUSE OF THE VACANCY IN THE OFFICE OF THE TAX COLLECTOR IN THE TAXING DISTRICT OF THE TOWNSHIP OF RACCOON.**

**MOTION: SECOND:**

**MOTION TO MAKE FINAL PAYMENT TO GREENLAND CONSTRUCTION IN THE AMOUNT OF \$38,311.16 FOR COMPLETION OF WORK ON THE BLENDING BARN AT RBNP.**

**MOTION: SECOND:**

**MOTION TO LIST THE LEE BOY 8500 PAVER ON MUNICIBID AT A RESERVE PRICE OF \$4,000.**

**MOTION: SECOND:**

**MOTION TO ACCEPT THE BID FROM FARELLI CONSULTING GROUP FOR INSTALLATION OF SECURITY CAMERAS AT RBNP FOR THE AMOUNT OF \$2,528.99.**

**MOTION: SECOND:**

**MOTION TO APPROVE AND SIGN THE 2024 BEAVER COUNTY HUMANE SOCIETY CONTRACT AT THE COST OF \$3,500.04 FOR THE FISCAL YEAR 2024.**

**MOTION: SECOND**

**SOLICITOR'S REPORT: No Written Report Submitted**

**ENGINEER'S REPORT: No Written Report Submitted**

**PLANNING COMMISSION: No Written Report Submitted**

**FIRE DEPARTMENT: No Written Report Submitted**



**RECREATION BOARD:** No Written Report Submitted

**ROAD DEPARTMENT:** No Written Report Submitted

**POLICE DEPARTMENT:** No Written Report Submitted

**REAL ESTATE TAX COLLECTOR:**

Victoria Leininger submitted the November 2023 Real Estate Tax Report to the Supervisors

**TREASURER'S REPORT:**

| Account                    | Balance        | Total Bills per account                     |
|----------------------------|----------------|---|
| General Fund Account       | \$1,219,491.28 | Bills for this account totaled \$312,921.92 |
| State Liquid Fuels Account | \$16,354.26    | Bill for this account totaled \$475.66      |
| Capital Equipment Account  | \$29,756.45    | Bills for this account totaled \$750.00     |
| Escrow Money Account       | \$47,662.78    | No Bills                                    |
| Public Safety Account      | \$1,501,229.35 | Bills for this account totaled \$15,416.67  |
| DCNR Grant Fund Account    | \$1,745.63     | Bills for this account totaled \$75,000.00  |
| Recreation Board Account   | \$960.71       | Bills for this account totaled \$1,151.01   |

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

**MOTION:                      SECOND:**

**ANNOUNCEMENTS:**

- The Planning Commission will not meet in December unless needed.
- The Municipal Office will be closed December 22<sup>nd</sup> and 25<sup>th</sup> for the Christmas Holiday.
- The Municipal Office will be closed December 29<sup>th</sup> for the New Years Holiday.



- The Supervisor’s Organization Meeting will be held Tuesday January 2, 2024 at 6:00 PM with the Regular Business meeting to follow.
- The Township Office will be closed on Monday, January 15<sup>th</sup> in observance of Martin Luther King Jr. Day.
- The Supervisors will hold their next Work Session on Wednesday, February 7<sup>th</sup> at 6:00 PM at the Municipal Building.
- The Golden 50s Dinner will be held on February 9<sup>th</sup> at the Municipal Hall at 6:00 PM.
- The Supervisors will hold the next Township Business Meeting Wednesday, February 13<sup>th</sup> at the Municipal Hall.
- The Municipal Office will be closed on Monday, February 19<sup>th</sup> for Presidents Day.

**MEETING ADJOURNED:**

**MOTION:                    SECOND:**