



Work Session Minutes

November 1, 2023

The Potter Township Supervisors held their monthly Work Session on Wednesday November 1, 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

Potter Twp VFD: Sue Nash and Vicky Carlton

DISCUSSION ITEMS:

Mr. Czarnecki informed the Supervisors that he had submitted the first three ACT 57 grant applications to DEP regarding RBNP barbed wire removal, the electric maintenance equipment and electric UTV and the Pleasant Dr Playground. DEP should take about a week to review then the Treasury Dept will take about a month for a final decision.

Ms. Carlton asked if a new roof for the fire hall could be included in the grant applications. She stated that the current roof has no insulation, and the current roof is over 20 years old. Ms. Matsco said that the current round of applications is already set but they could definitely be included in the next round. Mr. Czarnecki will ask Allegheny Construction to work up a bid for the new roof addition to the current bid projects they are working on.

Ms. Matsco asked for an update on the new Brush Truck for the fire department. Ms. Carlton said it is still at Kush Kustoms and they are discussing the final items of lights and signage.

Ms. Carlton also stated that there is a new ambulance service in the area called RESQRS. She said they are working on a 5-year plan, and it includes the possibility of adding a station at the Potter Twp VFD an additional bay to the building and another ambulance to the service. They are conducting a membership drive in the communities they primarily service.

The Supervisor then discussed the Township providing ambulance service memberships to all residents. A budget item of \$24,000 will be added to the 2024 budget. Mr. Czarnecki will follow up with the Township Solicitor to see if this service would require putting it out to bid.

A Motion will be put on the agenda for next week's meeting to advertise the repeal of the AJMJ Ordinance with Center Twp.



A motion will be placed on next weeks Agenda to accept Independence Conservancy's bid for invasive plant control and spraying at RBNP for 2024 not to exceed \$15,000.

The Supervisors reviewed the landscape design plan for RBNP submitted by Sleighter Design. The plan includes walking trails, pavilions, a park office and a front gate design. Allegheny Construction is working on a price estimate for the project. Sleighter Design and Allegheny Construction will be at RBNP next week to review the plan and work on the Change House.

The Supervisor reviewed the 2024 budget projects. They chose to add a budget item for a Facility Coordinator Position to the budget at \$24,000. The position would be seasonal and would handle maintenance at RBNP as well as coordinating pavilion rentals and educational programs at RBNP. A motion will be put on next week's agenda to advertise the budget. The county has still not provided a final reassessment figure for the new township millage to be set at for the 2024 tax year. Mr. Czarnecki requested that the township start withdrawing \$20,000 per month from the Confluence Investment account to General Fund to cover the installment payments for the proposed water tower. A motion will be placed on next week's agenda to approve the transfers. Mr. Czarnecki will coordinate with Confluence to set up the transfers.

THERE BEING NO FURTHER DISCUSSION THE WORK SESSION ADJOURNED AT 7:33 P.M.

MOTION: Earl Shamp

Second: Al Cwynar

MOTION CARRIED

Respectfully Submitted,

**Mark Czarnecki
Secretary/Treasurer**