



Business Meeting

February 14, 2024

Call to Order:
Salute to Flag:

MEETINGS:

On January 25, 2024 Ms. Matsco and Mr. Ruff attended the Beaver County Regional Council of Governments Meeting.

On February 7, 2024 Ms. Matsco, Mr. Cwynar and Mr. Ruff held a Work Session.

On February 12, 2024 Ms. Matsco, Mr. Ruff and Mr. Cwynar met with Gordian and Clark Construction regarding projects related to the Act 57 funds.

On February 14, 2024 Ms. Matsco, Mr. Cwynar and Mr. Ruff met in Executive Session regarding a legal matter.

READING OF THE MINUTES OF THE TOWNSHIP ORGANIZATION MEETING HELD ON JANUARY 2, 2024.

MOTION: **SECOND:**

READING OF THE MINUTES OF THE TOWNSHIP BUSINESS MEETING HELD ON JANUARY 2, 2024.

MOTION: **SECOND:**

READING OF THE MINUTES OF THE WORK SESSION MEETING HELD ON FEBRUARY 7, 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 INDEMNIFICATION AGREEMENT WITH CENTER TOWNSHIP REGARDING THE SUBDIVISION AND STORMWATER DETENTION FACILITIES IN THE SUBDIVISION KNOW AS "THE BLUFFS AT GLADE PATH".

MOTION: SECOND:

NEW BUSINESS:

MOTION TO APPROVE THE TOWNSHIPS HOLIDAY SCHEDULE FOR 2024 (ATTACHED).

MOTION: SECOND:

MOTION TO HIRE GENERAL eCODE TO CODIFY THE TOWNSHIPS MUNICIPAL CODE AT A COST OF \$13,995.00 PLUS \$250.00 FOR ANY ADDITIONAL PRINTED COPIES.

MOTION: SECOND:

MOTION TO APPROVE THE FOLLOWING RESOLUTIONS;

RESOLUTION 03-2024	APPROVAL OF PAYMENT OF ROUTINE OBLIGATIONS
RESOLUTION 04-2024	DESIGNATION OF TOWNSHIP DEPOSITORIES
RESOLUTION 05-2024	DETERMINATION OF 2024 MILEAGE COMPENSATION
RESOLUTION 06-2024	APPOINTMENT OF INDEPENDENT AUDITOR FOR 2023 AUDIT
RESOLUTION 07-2024	APPOINTMENT OF EMERGENCY SERVICES
RESOLUTION 08-2024	APPOINTMENT TO ZONING HEARING BOARD
RESOLUTION 09-2024	ACT 44 DISCLOSURE STATEMENT AND 2024 MMO
RESOLUTION 10-2024	ESTABLISHMENT OF FEE SCHEDULE FOR REGULATED ACTIVITIES

MOTION TO APPOINT EARL SHAMP TO THE VACANCY BOARD FOR A 1 YEAR TERM.

MOTION: SECOND:

Township Auditors to present results of 2023 Annual Inventory Audit.

SOLICITOR'S REPORT: No Written Report Submitted

ENGINEER'S REPORT:

ENGINEER TO PRESENT INFORMATION REGARDING SHELL PLANS FOR INTERSECTION AT PLANT ENTRANCE NUMBER 2.

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 December 2023 and January 2024 Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT:

Account	Balance	Total Bills per account
General Fund Account	\$2,289,050.91	Bills for this account totaled \$94,839.28
State Liquid Fuels Account	\$8,728.61	Bills in this account totaled \$480.31
Capital Equipment Account	\$29,857.49	No bills.
Escrow Money Account	\$47,662.78	No Bills.
Public Safety Account	\$1,476,374.03	Bills for this account totaled \$16,250.00.
Raymond James Investment Account	\$15,669,262.89	Bills in this account totaled \$36,036.91
Recreation Board Account	\$525.31	No Bills

Motion to accept the Treasurer's Report and pay the bills for the month of February 2024.

MOTION: SECOND:

ANNOUNCEMENTS:

- The Planning Commission will not meet in February unless needed.
- The Township Office will be closed on Monday, February 19 in observance of Presidents Day.
- The Supervisors will hold their next Work Session on Wednesday, March 6 at 6:00 PM at the Municipal Building.
- The Supervisors will hold the next Township Business Meeting Wednesday, March 14 at the Municipal Hall.

MEETING ADJOURNED:

MOTION: SECOND:

Potter Township, Beaver County
2024 – Holiday Schedule

Monday	Jan. 1	New Years Day
Monday	Jan. 15	MLK Jr. Day
Monday	Feb. 19	Presidents Day
Friday	March 29	Good Friday
Monday	May 27	Memorial Day
Thursday	July 4	Independence Day
Monday	Sept. 2	Labor Day
Monday	Oct. 14	Columbus Day
Monday	Nov. 11	Veterans Day
Thursday	Nov. 28	Thanksgiving Day
Wednesday	Dec. 25	Christmas Day