



Work Session Minutes

February 7, 2024

The Potter Township Supervisors held their monthly Work Session on Wednesday February 7, 2024 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:00 P.M.

In attendance were:

Supervisors: Rebecca Matsco, Tom Ruff and Al Cwynar

Secretary/Treasurer: Mark Czarnecki

Center Twp Police: Jason Cindric

RESQRS: Vicky Carlton

Citizens: Lauren Patton and Earl Shamp

DISCUSSION ITEMS:

Officer Jason Cindric introduce himself to the Board. He said he was the new Captain for Potter Twp. He mentioned the trouble they are having closing the gates on the Independence Conservancy's property. They will remain closed until they can be repaired later this spring. The Board also mentioned the new playground on Pleasant Dr and the need to do a traffic study and monitor people's speeding on Pleasant Dr.

Ms. Carlton spoke about the ambulance services that RESQRS provides to other communities in the county. She provided a copy of the Resolution that was passed in Georgetown Borough and how that works with County Emergency Dispatch. She provided an estimate for what a membership program would cost for the Township and what would be covered by the memberships. The Board decided to pass a Resolution at the next week's meeting but would wait until membership renewals are up in the fall to make a decision on a Township wide membership.

Ms. Patton said the auditors are working on the completing the Annual Inventory Audit and hope to present it to the Board at the next Work Session or Business Meeting. Ms. Patton mentioned that they are looking to change the audit process by simplifying the process. Ms. Matsco mention talking to Greene Twp about their process.

The Board will meet in Executive Session regarding the Indemnification with Center Township covering Cade Dr. The Board will work with the Road A Motion will be put on next week's Agenda.

Mr. Czarnecki mentioned that he had received calls from residents on Cade Dr. regarding recycling cans and garbage collection. The Supervisors will work with the Road Dept to get residents their new recycling can and a welcome letter.

Mr. Czarnecki stated that representatives from Gordian and Clark Construction are schedule to come to the Township on Monday February 12, 2024 at 10 AM to discuss the various projects that are planned for the ACT 57 funds. They can review and give bids on all the projects the Township is considering and would use the Keystone Purchasing Network to ensure state approved pricing. He also stated that Rain Drop, the company that gave us a bid on the splash pad, is backed up with orders and would not be able to complete the installation until after Labor Day this year.

Mr. Ruff stated he had received a bid from Shoup Engineering Inc for \$1,300 to survey the property for the new Pleasant Dr playground.

The Board reviewed the proposal from General Code for \$13,995 to codify the Townships Municipal Code. A motion will be put on next week's agenda to approve the proposal.

A motion will be put on next week's agenda to nominate Earl Shamp to the Vacancy Board for a 1-year term.

Mr. Czarnecki stated he received a letter from George Patterson resigning as Solicitor of the Zoning Hearing Board. The Board will make a decision after talking with Mr. Fedeles.

Mr. Czarnecki stated that after attending a PSATS training class the township needs to make changes to how Resolutions and Motions are done at the Organization Meeting. He would be putting several Resolutions on the agenda for next week's meeting.

THERE BEING NO FURTHER DISCUSSION THE WORK SESSION ADJOURNED AT 7:54 P.M.

MOTION: Al Cwynar

Second: Tom Ruff

MOTION

CARRIED

Respectfully Submitted,

Mark Czarnecki
Secretary/Treasurer