



## Business Meeting Agenda

JUNE 12, 2024

Call to Order:  
Salute to Flag:

### **MEETINGS:**

On May 16, 2024 Mr. Cwynar attended the Central Valley School Board meeting.  
On June 5, 2024 Ms. Matsco, Mr. Cwynar and Mr. Ruff met with play & park Structures regarding the proposed playground for Pleasant Dr.  
On June 5, 2024 Ms. Matsco, Mr. Cwynar and Mr. Ruff held a Work Session at the Municipal Hall.  
On June 7, 2024 Mr. Ruff and Mr. Cwynar met virtually with play & park Structures, Clark Construction, Gordian and EADS regarding the proposed playground for Pleasant Dr.

READING OF THE MINUTES OF THE TOWNSHIP BUSINESS MEETING HELD ON MAY 8, 2024.

**MOTION:**                                  **SECOND:**

READING OF THE MINUTES OF THE WORK SESSION MEETING HELD ON JUNE 5, 2024.

**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:**

**NEW BUSINESS:**

**MOTION TO PURCHASE COMPUTER EQUIPMENT FOR THE MUNICIPAL OFFICE FROM FORD OFFICE EQUIPMENT IN THE AMOUNT OF \$1,914.47**

**MOTION:                                  SECOND:**

**MOTION TO PURCHASE A NEW HVAC FOR THE ROAD DEPARTMENT BUILDING IN THE AMOUNT NOT TO EXCEED \$8,000.**

**MOTION:                                  SECOND:**

**MOTION TO STOP MONTHLY TRANSFERS FROM RAYMOND JAMES ACCOUNT TO WESBANCO GENERAL FUND ACCOUNT IN THE AMOUNT OF \$20,000.**

**MOTION:                                  SECOND:**

**MOTION TO HIRE COVERALL TO STRIP AND RESEAL THE FLOORS IN THE MUNICIPAL HALL FOR THE AMOUNT OF \$1,200.**

**Tax Collectors commission.**

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

**ENGINEER'S REPORT:**

Mr. Sell submitted a report to the Supervisors. They are working with the Road Dept to schedule the installation of the monuments of Cade Dr. He has not received any update from PennDot regarding the Signal Plan for Shell plant entrance No.2. The HOP permit for 327 Pleasant Dr. was issued by PennDot on May 30<sup>th</sup>.

**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 May 2024 Real Estate Tax Report to the Supervisors.

**TREASURER'S REPORT:**

| <b>Account</b>                          | <b>Balance</b>         | <b>Total Bills per account</b>                     |
|---|------------------------|--|
| <b>General Fund Account</b>             | <b>\$3,279,290.05</b>  | <b>Bills for this account totaled \$230,706.94</b> |
| <b>State Liquid Fuels Account</b>       | <b>\$29,286.80</b>     | <b>Bills in this account totaled \$1,343.55</b>    |
| <b>Capital Equipment Account</b>        | <b>\$30,055.39</b>     | <b>No bills.</b>                                   |
| <b>Escrow Money Account</b>             | <b>\$47,662.78</b>     | <b>No Bills.</b>                                   |
| <b>Public Safety Account</b>            | <b>\$1,393,430.15</b>  | <b>Bills for this account totaled \$16,250.00</b>  |
| <b>Raymond James Investment Account</b> | <b>\$15,532,689.96</b> | <b>Bills for this account totaled \$40,000.00</b>  |
| <b>Recreation Board Account</b>         | <b>\$71.55</b>         | <b>Bills for this account totaled \$293.08</b>     |

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

**MOTION:                      SECOND:**

**ANNOUNCEMENTS:**

- The Planning Commission will not meet in June unless needed.
- The Municipal Office will be closed on June 21<sup>st</sup>.
- The Municipal Office will be closed on July 4<sup>th</sup> for the Independence Day Holiday.
- The Municipal Office will be closed on July 26<sup>th</sup>.
- The Supervisors will hold their next Work Session on Wednesday, July 3rd at 6:00 PM at the Municipal Building.
- The Supervisors will hold the next Township Business Meeting Wednesday, July 10th at 6:00 PM at the Municipal Hall.

**MEETING ADJOURNED:**

**MOTION:                      SECOND:**