



Business Meeting Minutes

April 10, 2024

The Potter Township Supervisors held their Regular Business Meeting on April 10, 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, Al Cwynar and Tom Ruff

Secretary/Treasurer: Mark Czarnecki

Solicitor: Garen Fedeles

Engineer: Dan Sell

Center Twp Police Dept: Dennis Fleming

Potter Twp VFD: Vicki Carlton

Citizens: Earl Shamp, Caroline Czarnecki and Lauren Patton

MEETINGS:

On March 21, 2024 Mr. Cwynar attended the Central Valley School District Board meeting.

On March 21, 2024 Mr. Ruff attended the Potter Twp Planning Commission meeting.

On March 27, 2024 Ms. Matsco attend the Shell Community Advisory Panel meeting.

On April 2, 2024 Ms. Matsco, Mr. Ruff and Mr. Cwynar met with Gordian and Clark Construction regarding projects related to the Act 57 funds.

On April 3, 2024 Ms. Matsco, Mr. Cwynar and Mr. Ruff held a Work Session.

On April 3, 2024 Ms. Matsco, Mr. Ruff and Mr. Cwynar met with Shell regarding the Lighting Study.

READING OF THE MINUTES OF THE TOWNSHIP BUSINESS MEETING HELD ON MARCH 13, 2024.

MOTION: AL CWYNAR SECOND: TOM RUFF MOTION CARRIED

READING OF THE MINUTES OF THE WORK SESSION MEETING HELD ON APRIL 3, 2024.

MOTION: TOM RUFF SECOND: AL CWYNAR MOTION CARRIED

CITIZENS:

No Comments

OLD BUSINESS:

MOTION TO ACCEPT THE PLANNING COMMISSIONS APPROVAL OF THE LOT CONSOLIDATION FOR 327 PLEASANT DR.

MOTION: AL CWYNAR SECOND: TOM RUFF MOTION CARRIED

NEW BUSINESS:

MOTION TO PUBLISH THE 2023 TOWNSHIP FINANCIAL STATEMENTS.

MOTION: TOM RUFF SECOND: AL CWYNAR MOTION CARRIED

MOTION TO ACCEPT THE 2023 TOWNSHIP AUDIT PREPARED BY J. MARTIN & ASSOCIATES.

MOTION: AL CWYNAR SECOND: TOM RUFF MOTION CARRIED

SOLICITOR'S REPORT:

Mr. Fedeles stated he had spoken with Center Twp's Solicitor regarding the Indemnification Agreement. They are scheduled to meet next week to discuss changes to the language. Center Twp. will also be recording the engineers map with the county Recorder of Deeds.

Mr. Fedeles said he also spoken with Shell's attorney and hoped to have the proposed lighting study in the next couple of weeks. They are also waiting to hear back from the PA Department of Revenue regarding the Lot Consolidation and its effects on the KOZ.

ENGINEER'S REPORT:

Mr. Sell said the Widmer Engineering has the disc for the Potter Twp. Center Twp. Boundary markers and was coordinating with the Road Dept. installation.

Mr. Sell also stated that they have submitted the proposals for the Shell Driveway No. 2. He recently heard from PennDOT that they are reviewing the proposal.

Mr. Sell also said the HOP for the new playground at 327 Pleasant Dr. was sent to PennDOT and they are waiting for a reply.

PLANNING COMMISSION:

Mr. Ruff said the Planning Commission met on March 21st and held their Reorganization Meeting and also voted to recommend

FIRE DEPARTMENT:

Ms. Carlton said the new Brush Truck should be picked up this week. The VFD has also purchased a large trailer from Monroeville FD for use with large animal rescues.

Ms. Matsco asked about the recent fire on Raccoon Creek Rd. Ms. Carlton did not have an update on the resident's condition. Ms. Matsco also asked about the debris from the fire and the fire last year. Mr. Fedeles said if the township can send letters inquiring about the owners plans for cleaning the properties and after a year can take further action.

Ms. Carlton also stated that the VFD is having problems with water authority when they use the hydrants for training. After training, the water authority is sending them letters about the amount of water usage. Mr. Fedeles recommended sending the water authority a notice when they are going to do training in the future.

RECREATION BOARD: No Written Report Submitted

ROAD DEPARTMENT:

Mr. Ruff stated that the Road Dept. had finished with street sweeping and was starting to take care of the catch basins.

POLICE DEPARTMENT:

Officer Fleming gave a written report to the Supervisors.

REAL ESTATE TAX COLLECTOR:

Victoria Leininger submitted the March 2024 Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT:

Account	Balance	Total Bills per account
General Fund Account	\$2,606,413.85	Bills for this account totaled \$69,146.86
State Liquid Fuels Account	\$31,301.65	Bills in this account totaled \$550.69
Capital Equipment Account	\$29,955.46	No bills.
Escrow Money Account	\$47,662.78	No Bills.
Public Safety Account	\$1,483,671.85	No Bills.
Raymond James Investment Account	\$15,669,262.89	Bills in this account totaled \$20,000.00
Recreation Board Account	\$484.32	No Bills

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

MOTION: TOM RUFF

SECOND: AL CWYNAR

MOTION CARRIED

THERE BEING NO FURTHER DISCUSSION THE WORK SESSION ADJOURNED AT 6:40 P.M.

MOTION: AL CWYNAR

SECOND: TOM RUFF

MOTION CARRIED