



## Business Meeting Minutes

MARCH 13, 2024

The Potter Township Supervisors held their Regular Business Meeting on March 13, 2024 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:04 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

Citizens: Earl Shamp, Ron Lyle, Caroline Czarnecki and Lauren Patton

### **MEETINGS:**

On February 16, 2024 Ms. Matsco, Mr. Cwynar and Mr. Ruff met with Shell regarding outstanding issues.

On February 22, 2024 Ms. Matsco attended the Delegates Meeting for BCRCOG.

On February 22, 2024 Mr. Cwynar attended the Central Valley School District Board meeting.

On February 26, 2024 Ms. Matsco, Mr. Ruff and Mr. Cwynar met with Jacobs Engineering and PennDot regarding the traffic light at the Shell plant entrance.

On February 27, 2024 Ms. Matsco and Mr. Cwynar toured Center Grange Elementary School with Dr. Nick Perry.

On March 5, 2024 Ms. Matsco, Mr. Ruff and Mr. Cwynar met with Allegheny Construction at RBNP to review Change House outstanding items.

On March 6, 2024 Ms. Matsco, Mr. Cwynar and Mr. Ruff held a Work Session.

On March 12, 2024 Ms. Matsco attended a RECAP meeting and tour at Beaver Valley Power Station.

On March 12, 2024 Mr. Cwynar attending the meeting of the Potter Twp Volunteer Fire Department.

READING OF THE MINUTES OF THE TOWNSHIP BUSINESS MEETING HELD ON FEBRUARY 14, 2024.

**MOTION: AL CWYNAR**

**SECOND: TOM RUFF**

**MOTION CARRIED**

READING OF THE MINUTES OF THE WORK SESSION MEETING HELD ON MARCH 6, 2024.

**MOTION: TOM RUFF**

**SECOND: AL CWYNAR**

**MOTION CARRIED**

**CITIZENS:**

**No Comments**

**OLD BUSINESS:**

Motion to approve the Indemnification Agreement with Center Twp was tabled for later. Mr. Fedeles is waiting on a response from Center Twp Solicitor regarding the Supervisors concerns.

**NEW BUSINESS:**

**MOTION TO APPROVE THE LISTING FOR SALE OF THE GHRIP 1984 S-3013 REX ROLLER AND THE 1974 S-3155 BROS PNEUMATIC TIRE ROLLER.**

**MOTION: AL CWYNAR            SECOND: TOM RUFF            MOTION CARRIED**

**MOTION TO APPROVE THE PURCHASE OF HOUSE NUMBER SIGNS FOR THE RESIDENCES ON CADE DR. AND TRILLIUM WAY FOR AN AMOUNT NOT TO EXCEED \$4,000.**

**MOTION: TOM RUFF            SECOND: AL CWYNAR            MOTION CARRIED**

**MOTION TO CONTRACT WITH PYROTECNICO TO PROVIDE A FIREWORKS DISPLAY FOR THE AUGUST 3<sup>RD</sup> COMMUNITY PICNIC WITH A BACKUP DATE OF AUGUST 17<sup>TH</sup> FOR THE AMOUNT OF \$8,650.**

**MOTION: AL CWYNAR            SECOND: TOM RUFF            MOTION CARRIED**

**SOLICITOR'S REPORT:**

Mr. Fedeles said the documents from the survey company will be presented to the Planning Commission for the lot consolidation for the new playground on Pleasant Dr.

Mr. Fedeles also said he had spoken to Shell's attorney they will be doing a lot consolidation instead of pursuing a variance. He also said they hope to complete the Lighting Study by the end of the month and will invite the Supervisors to the plant for a tour and to see the changes they have made.

**ENGINEER'S REPORT:**

Mr. Sell said the Widmer Engineering is ready to place pre-cast aluminum markers for the Potter Twp Center Twp boundary markers. The aluminum markers will be placed in concrete on the boundary. The Road Department will purchase the materials and install the markers.

Mr. Sell will forward to PennDot the Supervisors feedback regarding the Signal Lights at Shell Driveway No. 2.

Mr. Sell stated he has completed the Highway Occupancy Permit for the new playground on Pleasant Dr. Ms. Matsco asked for a Motion to approve the submission of the HOP.

**MOTION TO APPROVE THE HIGHWAY OCCUPANCY PERMIT FOR 327 PLEASANT DR.**

**MOTION: AL CWYNAR**

**SECOND: TOM RUFF**

**MOTION CARRIED**

**PLANNING COMMISSION:**

The Planning Commission will need to meet to approve the Lot Consolidation for 327 Pleasant Dr.

**FIRE DEPARTMENT:**

Mr. Cwynar stated he had attended the Potter VFD meeting. He said they are getting new gear in April. The Fire Dept had received a call from Pocket Nurse had requested a control burn of shipping pallets they have accumulated on their property. He also stated that they will be taking delivery of the new brush truck any day. Mr. Cwynar said that the Vistra is the new owner of the Shippingport nuclear power plant. They will be removing the sirens in the township because they have not functioned for some time. The VFD has also applied for a \$13,000 FEMA grant and are going to look at a trailer to help with large animal rescues. He also mentioned the VFD would be looking into purchasing a new fire truck within the next few years and it would take about 5 years for delivery.

Ms. Matsco has recently met with Shippingport's Emergency Operations Coordinator and training is planned for this summer. She said because Raccoon Twp did not currently have an EOC we could not coordinate with Shippingport. She will follow up with Raccoon Twp Supervisors to inquire about plans to fill the vacancy.

**RECREATION BOARD: No Written Report Submitted**

**ROAD DEPARTMENT:**

The Road Department has been working with the other GHRIP member on street sweeping this week and should be finished by end of the month. They are working on getting a new HVAC system for their office. The Township received a quote from BVSM as part of the Shell Act 57 funds.

Mr. Ruff said he requested the Road Dept. order 4 “No Littering” signs for Pleasant Dr.

**POLICE DEPARTMENT:**

Officer Fleming had nothing to report.

**REAL ESTATE TAX COLLECTOR:**

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

Ms. Matsco said the Township will be paying any property taxes for the property at 327 Pleasant Dr. for tax year 2024. Mr. Fedels will be filing an exemption in June for the property.

**TREASURER'S REPORT:**

<b>Account</b>	<b>Balance</b>	<b>Total Bills per account</b>
<b>General Fund Account</b>	<b>\$2,519,187.70</b>	<b>Bill in this account totaled \$143,217.99</b>
<b>State Liquid Fuels Account</b>	<b>\$8,270.29</b>	<b>Bills in this account totaled \$2,530.28</b>
<b>Capital Equipment Account</b>	<b>\$29,904.80</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>\$1,479,911.42</b>	<b>Bill in this account totaled \$16,250.00.</b>
<b>Raymond James Investment Account</b>	<b>\$15,618,141.68</b>	<b>Bills in this account totaled \$20,000.00</b>
<b>Recreation Board Account</b>	<b>\$484.32</b>	<b>Bill in this account totaled \$940.99</b>

**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 6:33 P.M.**  
**MOTION: AL CWYNAR                      SECOND: TOM RUFF                      MOTION CARRIED**

**Respectfully Submitted,**

**Mark Czarnecki**  
**Secretary/Treasurer**