MINUTES
Potter Township Business Meeting
September 9 ,2026

The September 9, 2026 meeting of the Potter Township Board of Supervisors was called to order at the Potter Township Municipal Building by Township Chairman Susan Harcar at 7:00PM with a flag salute.

In attendance:
Supervisors: Susan Harcar, Mark Summerville, Al Cwynar
Solicitor: Garen Fedeles
Engineer: Dan Sell
Secretary: Jaime Albertson
CTPD: Chief Aldo Legge
VFD: Vicki Carlton, Eric Klingensmith
Residents: Lauren Patton, Butch Shamp, Casey Harington, Bill Winkle, Carl Farrow

The following meetings were noted:

8/17 Meeting with Royce Karpy from Redwood Development
8/20 COG Conference
8/20 School Board meeting
9/1 Pre-bid meeting for interior remodel with Steve Paxton
9/2 Worksession
9/8 VFD meeting
9/9 PennDot
9/9 Bid opening for interior project

MOTION TO APPROVE MINUTES OF THE BOARD MEETING OF AUGUST 12, 2026.
ACWYNAR/MSUMMERVILLE

MOTION TO APPROVE THE MINUTES OF THE TOWNSHIP WORK SESSION OF SEPTEMBER 2, 2026.
MSUMMERVILLE/ ACWYNAR

CITIZENS

Great job on the newsletter completed by Sophia Rosati!

NEW BUSINESS:

MOTION TO APPROVE THE INVESTMENT POLICY STATEMENT (IPS) FOR POTTER TOWNSHIP. THE PURPOSE OF THE IPS IS TO PROVIDE GUIDELINES TO ASSIST POTTER TOWNSHIP AND ITS SUPERVISORS IN EFFECTIVELY SUPERVISING, MONITORING AND EVALUATING ITS INVESTMENT PORTFOLIO.
ACWYNAR/MSUMMERVILLE

MOTION TO APPROVE JEFFREY WINKLE AS THE TOWNSHIP CODE ENFORCEMENT OFFICER IN THE AMOUNT OF $75 AN HOUR FOR THE REMAINDER OF 2026.
MSUMMERVILLE/ ACWYNAR

MOTION TO APPROVE THE CONSULTING AGREEMENT WITH ANUNDSON & O'BARTO, CONSULTING FORESTERS FOR PROPERTY OWNED BY POTTER TOWNSHIP.
ACWYNAR/MSUMMERVILLE

MOTION TO APPROVE LOWERING THE PROBATIONARY PERIOD FOR LOGAN NEELY FROM 180 DAYS TO 90 DAYS.
MSUMMERVILLE/ ACWYNAR

SOLICITOR'S REPORT:

Solicitor Fedeles opened sealed bids for the removal and disposal of garbage and recycling for Potter township. The township received 2 bids and it will be awarded at the board meeting on September 23, 2026 . Bids received were from J Young Refuse and Valley Waste. The amounts are listed below:

		J Young Refuse	Valley Waste
	2027	$59,691.96	$75,000.00
	2028	$60,612.48	$77,250.00
	2029	$61,587.00	$79,800.00
optional year 1	2030	$65,619.12	$82,980.00
optional year 2	2031	$66,712.00	$86,280.00

ENGINEERING: Report submitted to supervisors at meeting by Dan Sell. Stefanik's Next Generation Contracting is waiting for the materials to arrive to start the municipal park parking area. Materials are estimated in the 3rd week of October. It should take approximately 3 weeks to complete with an estimated completion date in early November. Tony Sadaka suggested the township adds Stefanik to the contract for the sidewalk to avoid having to bid this again.

POLICE DEPARTMENT

The Department submitted a written report to the Supervisors. Chief Legge stated a new part time officer has been hired and two more will be soon.

POTTER TWP VFD

Moffet Run Rd road issues were discussed. Beaver County's America 250parade is Saturday, September 19 in Beaver at 10am. Potter Twp engine is registered and participating. Safety Day is Oct 4 at Rocky Bend.

TREASURER'S REPORT (included in handout}

MOTION TO ACCEPT THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF AUGUST 2026.
ACWYNAR /MSUMMERVILLE

ANNOUNCEMENTS:

- The Planning Commission will not meet in September unless needed.
- The Board of Supervisors will hold a Work Session on October 7 at 7 PM in the Municipal Building.
- The Board of Supervisors will hold a Business Meeting on September 23 at 7 PM in the Municipal Building to award the bids for the interior project and garbage and recycling pick up
- The Board of Supervisors will hold a Business Meeting on October 14 at 7 PM in the Municipal Building.
- Potter Township is looking for an Emergency Operations Coordinator (EOC)
- The Monaca library is having Storytime @ Potter Twp on Sep 23, Oct 21, and Nov 18 at 10am
- The Route 18 bridge will be closed from Sept 28-Oct 9

MSA TO ADJOURN AT 7:36 PM: ACWYNAR/MSUMMERVILLE

Respectfully submitted,

Jaime Albertson

Jaime Albertson,
Secretary