

The Potter Township Supervisors held their monthly Business Meeting on Wednesday, March 9, 2016 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:02 pm and led the Pledge of Allegiance.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar
Solicitor: Michael B. Jones, Esq.
Engineer: Dan Sell
Secretary: Linda McCoy
Visitors: Chief Vicki Carlton, Tim Wetzel Bill Winkle, Christie Floyd-Gabel, Jim Gabel, Casey Harrington, Lois Podnar, Alison Anderson, Elyse Davis, Dawn Neely, George Barnes, Lois Podnar and Joe Minnitte.

A Public Hearing was held to enact Ordinance 142, an Ordinance of the Township of Potter, Beaver County, Commonwealth of Pennsylvania, approving and authorizing an Intergovernmental Cooperation Agreement with Center Township, for a Joint Municipal Jurisdiction Agreement between Potter and Center Townships.

Mr. Jones made changes to the original Agreement and re-advertised this Ordinance on February 29, 2016 in the Beaver County Times. Center Township has already approved the same Agreement with a separate Ordinance. Exhibit A to the Agreement originally showed 22 parcels involved, but was corrected by Lennon, Smith, Souleret Engineering, Inc. to accurately confirm there are only 20 parcels involved. Mike explained that the reason for this Agreement stemmed from FEMA and Penn DOT maps showing inaccuracies with county assessment maps in ownership of the parcels. He presented the new map showing the affected parcels.

Points in the Agreement:

1. Each municipality will retain its tax parcel number for the 20 parcels.
2. All tax revenues, including real estate, earned income and local services will be shared equally by the municipalities for the 20 parcels.
3. Developers were required in the past to go to both municipalities for approval if the parcel was divided between the two municipalities, but now will only have to have approval from the municipality's whose parcel number that development is in - but they will be required to notify the other municipality for any comments they may have.
4. Each municipality will be required to report tax revenues collected quarterly to the other municipality.
5. Mercantile Tax will not be affected in the 20 parcels.
6. Any increase in millage will be shared by both municipalities.

Christie Floyd-Gable asked about the parcels affected by real estate tax. Mr. Jones stated that the real estate tax collectors will have to work together. He stated that 9 parcels are in Potter, 10 are in Center and one has yet to get a parcel number. The Potter Supervisors will establish a process for collecting, remitting and reporting the real estate taxes collected for the parcels.

Mr. Shamp thanked all those involved with this Ordinance for their efforts, including the Potter Supervisors, Center Supervisors, and Mr. Jones.

Mr. Gabel inquired about the effect this Agreement would have on the Potter Planning Commission and Mr. Jones said that all development planning would take place in the municipality that had the tax parcel number for that area.

Mr. Jones said that the pending litigation with Beaver County assessments will not change the Agreement.

Casey Harrington requested a copy of the map for the Planning Commission and Mr. Jones will provide copies for them and the Township. Ms. Harrington asked about current developments in progress in these parcels, and Mr. Jones explained that the Agreement will only affect developments going forward.

Chief Carlton asked how this would affect 911 as they go by the tax map and Mr. Jones explained that this will not change or impact service responders.

MOTION: Al Cwynar **SECOND: Earl Shamp** **MOTION CARRIED**
TO ENACT ORDINANCE 142, AN ORDINANCE OF POTTER TOWNSHIP, A SECOND CLASS TOWNSHIP UNDER THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA, APPROVING AND AUTHORIZING AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH CENTER TOWNSHIP, A SECOND CLASS TOWNSHIP UNDER THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA, FOR THE PURPOSE OF DEFINING AND DECLARING A CERTAIN AREA OF JOINT MUNICIPAL JURISDICTION BETWEEN POTTER AND CENTER AND ESTABLISHING OTHER RIGHTS AND RESPONSIBILITIES RELATIVE THERETO BETWEEN THESE RESPECTIVE TOWNSHIPS.

THE REGULAR BUSINESS MEETING WAS CALLED TO ORDER AFTER THE PUBLIC HEARING.

Mr. Shamp met with Beaver Valley Remodeling on February 27th at the Tank Farm regarding siding and roofing estimates for the blending barn.

Ms. Matsco met with Mark Patrick and Vicky Michaels on March 2nd at the Township Building regarding a DCNR Grant Application.

MOTION: Earl Shamp **SECOND: Al Cwynar** **MOTION CARRIED**
TO APPROVE THE MINUTES OF THE FEBRUARY 10, 2016 REGULAR BUSINESS MEETING.

CITIZENS:

George Barnes asked about the timber lying on the ground on the backside of the Tank Farm. He said it is good timber that the township residents could use and would be willing to discuss cleaning it up. Ms. Matsco said that the timber is a result of Duquesne Light clear cutting that area and welcomes Mr. Barnes to attend a work session to discuss clearing that area of the timber on the ground.

OLD BUSINESS:

MOTION: Al Cwynar **SECOND: Earl Shamp** **MOTION CARRIED**
TO APPROVE THE PURCHASE OF A CATERPILLAR SKID STEER FOR THE ROAD DEPARTMENT WITH AN ANGLE BROOM AND BRUSH CUTTER ATTACHMENTS FOR A COST OF \$56,154.00 AND A TOWING TRAILER FOR A COST OF \$5,866.00 FROM CLEVELAND BROTHERS.

NEW BUSINESS:

MOTION: Earl Shamp **SECOND: Al Cwynar** **MOTION CARRIED**
TO APPROVE THE BID FROM BROBECK SYSTEMS FOR \$5,860.00 FOR INSTALLATION OF A SECURITY DOOR ACCESS SYSTEM FOR EXTERIOR AND INTERIOR DOORS AT THE TOWNSHIP BUILDING.

Ms. Matsco explained that the Township building is being used more often and this system would make for easier access for residents, the Planning Commission, the police department and any others wishing to use the building.

MOTION: Al Cwynar **SECOND: Earl Shamp** **MOTION CARRIED**
RESOLUTION 9- 2016, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA, EMPOWERING AND DIRECTING THE BOARD OF SUPERVISORS TO SUBMIT A JOINT APPLICATION GRANT WITH INDEPENDENCE CONSERVANCY FOR A TANK FARM/ROCKY BOTTOM MASTER SITE PLAN.

Ms. Matsco explained that the Tank Farm is contiguous to other properties and the master plan will have one idea in mind for all of those properties. She also said that public/private partnerships are more favorable for grants and the state recognizes this as a high-value area. The grant will be submitted soon and notification of grants awarded will be early this summer.

MOTION: Earl Shamp **SECOND: Al Cwynar** **MOTION CARRIED**
TO APPROVE ADVERTISING AN ORDINANCE FOR A 35 MPH SPEED LIMIT FOR RACCOON CREEK ROAD.

Establishing a speed limited is necessary for the Township to relocate the entrance to the Tank Farm with help from Shell.

SOLICITOR:

Mr. Jones and the Board of Supervisors met in Executive Session.

ENGINEER:

Dan Sell's Report...

TANK FARM:

Penn DOT has completed the speed limit study for Raccoon Creek Road - to be 35 MPH. Brush needs to be cleared at the site and the signs posted for submittal to Penn DOT for a Permit. Mr. Shamp will ask our Road Dept. to clear the brush. Mr. Shamp asked Mr. Sell to start on a design for the new entrance to be put out for bid.

CDBG GRANT:

Mr. Sell is finalizing the grant which is due March 18, 2016. The grant is for a well on the Tank Farm (bid received by Dillon Well Drilling for \$7,637), a septic system for the Tank Farm for approx. \$25,000 and a Township building natural gas generator for approx. \$40,000. Ms. Matsco explained that other grants such as this, can be a match for the master site plan grant with Independence Conservancy.

SHELL SUBDIVISION/LOT CONSOLIDATION PLAN NO. 1:

Mr. Sell is currently reviewing this plan and his comments will be presented to the Planning Commission next week.

Ms. Matsco asked Mr. Sell if the Center Sewer Authority has adequately sized their new station for future growth in the Route 18 corridor. Mr. Sell explained that it has been sized for Shell's peak construction and usage will only be 1/10 of that after completion. Mr. Sell agreed with Ms. Matsco that although it is better at the onset to go bigger, it is not easy to predict industry usage in the future. He also stated that the cost of upgrading, if needed in the future for industry, will fall on the developer, not on the Township.

AUDITORS REPORT:

Alison Anderson stated that the Auditors have completed their Audit, finding everything to be good standing. They also audited the contents inside the Township Building and have asked Ms. McCoy to create an excel spreadsheet of all items for future Audits. Ms. Matsco thanked the Auditors for their work in the Township with our yearly Audit.

PLANNING COMMISSION:

Casey Harrington said the Planning Commission will meet on Thursday, March 17th.

FIRE DEPARTMENT:

Chief Carlton reported on a conference call with Columbia Gas and with Mr. Gabel, regarding their training facility, their upcoming open house and a request for a testimonial. They also watched a video regarding their training.

The Fire Department will be notified this month if they have been awarded a grant through FEMA.

The Fire Department purchased new gear with the insurance money they received from the tanker accident last fall.

Chief Carlton requested a meeting with the Board and Mr. Jones regarding issues the Department is having with the IRS in their efforts to get a non-profit status.

ROAD DEPARTMENT:

Spring is here and street sweeping will start soon. The new skid steer for the Road Department will arrive in about two weeks.

POLICE DEPARTMENT:

Mr. Cwynar reported that Officer Hill told him that the police will be controlling traffic on the Route 18 ramp from Pittsburgh in the Shippingport area.

REAL ESTATE TAX COLLECTOR:

Christie Floyd-Gabel had no report for March.

CITIZENS:

Chief Carlton brought up the signs in place on I376 regarding ramp closures on March 18th. Ms. Matsco also stated that she was informed of northbound Route 18 being closed to one lane next week from Pleasant Drive to the Beaver Valley Mall. Mr. Minnitte stated that Shell would be talking to Penn DOT on Friday and he will inform the Township of any upcoming closures and time frames.

TREASURER'S REPORT:**MOTION: Al Cwynar****SECOND: Earl Shamp****MOTION CARRIED**

TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF MARCH. THE BALANCE IN THE GENERAL FUND BEING \$279,541.66, THE STATE LIQUID FUELS FUND BEING \$23,737.04, THE CAPITAL FUND BEING \$146,180.55, THE ESCROW FUND BEING \$49,493.25 AND THE WAGE TAX FUND BEING \$59,828.07. BILLS FOR THE MONTH OF MARCH FOR ALL ACCOUNTS TOTALED \$76,806.78.

MOTION: Earl Shamp**SECOND: Al Cwynar****MOTION CARRIED**

TO APPROVE POTTER TOWNSHIP TO PETITION TO INTERVENE REGARDING THE CURRENT COUNTY ASSESSMENT LITIGATION.

Mr. Jones explained that this is so that Potter can be aware of the litigation.

ANNOUNCEMENTS:

The Planning Commission will hold its monthly meeting on Thursday, March 17th at 7:00 pm.

The Supervisors will be conducting a Work Session on Wednesday, April 6 at 6:00 pm.

The next Regular Business Meeting of the Supervisors is scheduled for Wednesday, April 13, at 6:00 pm.

MOTION: Al Cwynar**SECOND: Earl Shamp****MOTION CARRIED**

THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED AT 7:25PM.

Respectfully submitted,

Linda McCoy, Secretary