

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, June 13, 2018 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:00 pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar  
Solicitor: Mike Jones  
Secretary: Linda McCoy  
Visitors: Casey Harrington, Tim Wetzel, Billy Winkle, Lauren Patton, Captain Jon Hall, Vicky Leininger, Shannon Debes

- Mr. Shamp met with Ron Hall Excavating on May 29th at the Tank Farm regarding moving dirt from the Shell site to the Tank Farm.
- Mr. Shamp met with Ron Hall on May 30th for a driver's safety meeting at the Shell plant regarding moving dirt from the Shell site to the Tank Farm.
- Mr. Cwynar met with Doug Irving from RAND Review magazine on June 5th at the Township Building regarding writing an article on the Shell plant.
- Ms. McCoy, Phil Floyd and Ms. Patton attended the Public Hearing for the Agricultural Security Area Committee on Tuesday, June 5th at the Raccoon Twp. Municipal Building.
- The EOC Drill (Emergency Operations Center) was Tuesday, June 12th at the Township Building. Should a disaster threaten or strike the Township, the EOC gathers its resources to effectively respond to the disaster's affects as soon as possible. Ms. Matsco, Mr. Shamp, Jim Bishop, Jim Harcar, Raccoon, Shippingport and the PTV Fire Department attended.

**MOTION: Al Cwynar**

**SECOND: Earl Shamp**

**MOTION CARRIED**

**TO APPROVE THE MINUTES OF THE MAY 9, 2018 BUSINESS MEETING.**

**CITIZENS:**

Ms. Harrington inquired about the status of Penn Dot's plans on repairing Raccoon Creek Road. Ms. Matsco said that there is no plan at this time. She said the state representatives indicated it is not in the budget - there is no interest in that road.

**OLD BUSINESS:** No old business.

**NEW BUSINESS:**

**MOTION: Earl Shamp**

**SECOND: Al Cwynar**

**MOTION CARRIED**

**TO HIRE KALYN MARKSTEINER FOR PART TIME EMPLOYMENT IN THE TOWNSHIP OFFICE DURING THE SUMMER OF 2018 AT AN HOURLY RATE OF \$13.00 / HOUR - NOT TO EXCEED 30 HOURS PER WEEK.**

Vicky Leininger asked about finding a contact at Shell for real estate tax purposes. Shannon Debes said she will look into the matter.

**SOLICITOR'S REPORT:**

Mr. Jones met with Mark Mustio a few weeks ago regarding the GHRIP agreement. Mr. Mustio gave his concerns to Mr. Jones and he will make those revisions to the agreement. It will be advertised jointly when it is ready.

The Twp. Zoning Officer Dave Hagen will meet with Sean Henry regarding his property on Pleasant Drive and provide a written report (with a timeline for cleaning up the property) to Mr. Jones. As this is a violation of a Township Ordinance(s), the process can include an enforcement notice from the Twp., an appeal with the Zoning Hearing Board and a Complaint from Mr. Jones. Any costs incurred will be passed on to the resident.

**ENGINEER'S REPORT:**

Dan Sell was not present at the meeting. There was a discussion between the Board regarding Castlebrook's development behind the Beaver Valley Mall. The Planning Commission recommends denying any current requests for action until there is more review of the development.

**PLANNING & ZONING:****MOTION: Al Cwynar****SECOND: Earl Shamp****MOTION CARRIED**

TO APPROVE THE ADDITION OF 25 PARCELS TO THE RACCOON/POTTER TOWNSHIPS AGRICULTURAL SECURITY AREA. On June 5th, there was a Public Hearing at Raccoon Township for the Joint (Raccoon/Potter) Agricultural Security Area – all 25 Potter Township parcels were approved.

**FIRE DEPARTMENT:** No report.**ROAD DEPARTMENT:**

There was a discussion between the Board and Mr. Jones regarding the amount of time that Strange Corp. has had to begin the work on the Mowry Road cross drain. It has been almost six months since we accepted their bid. Mr. Jones said that the contract with Strange Corp. did not prevent the Twp. from terminating it - enabling the Twp. to cancel the contract.

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

**TO TERMINATE THE CONTRACT WITH STRANGE CORP. PENDING A CALL TO MARTINO, INC. TO CONFIRM THAT THEIR PREVIOUS BID IS STILL GOOD.**

**TANK FARM:**

The Board invited everyone to a public meeting on June 26th to hear the Steering Committee plans regarding the Tank Farm.

The Board and Ms. Patton had a conversation regarding the recent soil delivery from the Shell site to the Tank Farm. The soil is very rocky - Mr. Shamp said that maybe it can be sieved or they could possibly generate good soil from another site on the Tank Farm, replacing that soil with the bad soil.

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

**TO INCREASE THE DOLLAR AMOUNT PER LOAD OF SOIL DELIVERY BY RON HALL FROM \$80 TO \$100.**

**POLICE DEPARTMENT:**

Captain Hall met with Shell today regarding traffic issues on Route 18. Ms. Harrington told him that there is not enough officers near the parking lot. Ms. Matsco said that the vehicles are not stopping at the stop sign when exiting the parking lot.

**REAL ESTATE TAX COLLECTOR:**

Vicky Leininger did not submit a Real Estate Tax Report to the Supervisors.

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

**MOTION TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF JUNE.**

The balance in the	General Fund Account is	\$580,068.70	Bills for this account totaled \$51,068.20
The balance in the	State Liquid Fuels Account is	\$23,951.96	Bills for this account totaled \$528.92
The balance in the	Capital Equipment Account is	\$60,104.27	There were no bills for this account
The balance in the	Escrow Money Account is	\$549,520.08	There were no bills for this account
The balance in the	Wage Tax Account is	\$60,371.35	There were no bills for this account
The balance in the	Public Safety Account is	\$1,825,756.28	There were no bills for this account
The balance in the	DCNR Grant Fund Account is	\$7,388.32	Bills for this account totaled \$5,901.25

**ANNOUNCEMENTS:**

- The Supervisors will hold a Work Session on Wednesday, June 20th to discuss Castlebrook development.
- The Planning Commission will not meet on Thursday, June 21<sup>st</sup> at 7:00 pm.
- The Board met with SGA for a Tank Farm report on Tuesday, June 26th at 6:00 pm.
- The Potter Township Municipal Building will be closed July 4<sup>th</sup> for Independence Day.
- The Supervisors will not hold a Work Session on Wednesday, July 4<sup>th</sup> at 6:00 pm.
- The next Regular Business Meeting is scheduled for Wednesday, July 11<sup>th</sup> at 6:00 pm.
- Potter Township Day Camp is scheduled for July 10<sup>th</sup> through the 12<sup>th</sup> from 9am – Noon. *(It concludes with 'Movie in the Park' at dusk!)* The Day Camp is open to campers from kindergarten to sixth grade. Please call the Township office to reserve a space for your camper.
- The Recreation Board will present a 'Movie in the Park' on July 12<sup>th</sup> at dusk. This year's movie is "Sherlock Gnomes". Bring the entire family and friends to enjoy a movie in the Township Park!!
- The Raccoon Twp. Firemen's Fair is this week – Tuesday June 12, 2018 thru Saturday June 16, 2018 - hours are from 6:00 till 10:00 Tuesday thru Friday and Saturday till 11:00
- The B.F. Jones Memorial Library will host 'Story Time' at the Potter Township Municipal Building starting June 18, 2018 from 11:00 am - 11:45 am this summer for kids ages Kindergarten to 3rd grade.
- A reminder that this year's Potter Township Annual Family Picnic is scheduled for Saturday, August 4<sup>th</sup>.

**MOTION: Earl Shamp****SECOND: Al Cwynar****MOTION CARRIED****THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:40 PM.**

Respectfully Submitted,

Linda McCoy, Secretary