

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, February 13, 2019 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
 Engineer: Dan Sell
 Secretary: Linda McCoy
 Visitors: Kerry Trent, Dawn Neely, Jim Gable, Casey Harrington, Captain Jon Hall, Mark Czarnecki, Sara Beth Miller, Lauren Patton, Mark Summerville, Dave Hagen, Shannon Debes

- Ms. Matsco, Mr. Shamp and Mr. Cwynar held a work session on January 16th.
- Ms. Matsco, Mr. Shamp and Mr. Cwynar had a discussion at the Township building on January 18th regarding a new addition to the hall.
- Mr. Cwynar attended the Central Valley School District Board Meeting on January 18th.
- Ms. Matsco attended a Recreation Board meeting on January 21st.
- Mr. Shamp met with Greg Merges (architect) on January 22nd regarding the new addition to the hall.
- Ms. Matsco attended a meeting with DEP at the Township on January 23rd to discuss septic for Rettop Development.
- Mr. Shamp attended the Potter Township Community Coffee gathering at the Township on January 23rd.
- Mr. Shamp met with Clyde Volk and John Balsler from MDIA at the Township on January 24th.
- Ms. Matsco and Mr. Shamp met with Chief Barry Kramer and Beaver County District Attorney David Lozier at the Township building on January 23rd.
- Ms. Matsco and Mr. Shamp met with Larry Dorsch at Weavertown on January 28th.
- Ms. Matsco, Mr. Shamp and Mr. Cwynar met with Colin Matsco on February 11th for an information session on branding the Township and Raccoon Creek Greenway.

MOTION: Al Cwynar **SECOND: Earl Shamp** **MOTION CARRIED**
TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON DECEMBER 12, 2018.

MOTION: Earl Shamp **SECOND: Al Cwynar** **MOTION CARRIED**
TO APPROVE THE MINUTES OF THE ORGANIZATION MEETING HELD ON JANUARY 7, 2019.

CITIZENS: No comments.

OLD BUSINESS:

MOTION: Al Cwynar **SECOND: Earl Shamp** **MOTION CARRIED**
MOTION TO RATIFY WAIVER OF COMMENT 14 IN DAN SELL'S REVIEW LETTER DATED JANUARY 17, 2019 REGARDING THE HALL SUBDIVISION PLAN NO. 1 ALLOWING THE 115 FEET BETWEEN GEORGE LANE AND THE PROPOSED PRIVATE STREET ON THE PLAN.

The Motion was made by Al Cwynar and seconded by Earl Shamp at the February 6th public work session.

NEW BUSINESS:

MOTION: Earl Shamp **SECOND: Al Cwynar** **MOTION CARRIED**
MOTION TO RATIFY THE APPROVAL OF PLANS FROM THE ARCHITECT, GREG MERGES FOR THE ADDITION TO THE TOWNSHIP HALL - NOT TO EXCEED \$12,000.

The Motion was made by Al Cwynar and seconded by Earl Shamp at the February 6th public work session.

Mr. Shamp explained that the addition could be used as an additional conference room. The addition would have a 16' opening and would be on a 6" rise with a custom-made seating area that could be used by hall renter as a bridal table.

MOTION: Al Cwynar SECOND: Earl Shamp ABSTAINED: Rebecca Matsco MOTION CARRIED
MOTION TO RATIFY THE APPROVAL OF HIRING COLIN MATSCO FOR A BRAND IDENTITY PROPOSAL' FOR THE TANK FARM AT A COST OF \$4,110 - WITH ONE-HALF TO BE PAID NOW.

The Motion was made by Al Cwynar and seconded by Earl Shamp at the February 6th public work session. Ms. Matsco explained that the proposal includes a new logo for the Greenway and Potter Township that would be consistent and improve signage in the Township.

MOTION: Al Cwynar SECOND: Rebecca Matsco ABSTAINED: Earl Shamp MOTION CARRIED
MOTION TO APPROVE A-TEAM PROPERTY MAINTENANCE INC. TO BUILD A NEW STORAGE ROOM IN THE OLD GARAGE AT A COST OF \$8,630.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
MOTION TO APPOINT TRACEY FRIEL TO THE RECREATION BOARD FOR A TERM OF FOUR YEARS, TERM TO EXPIRE DECEMBER 2022.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
MOTION TO APPOINT ALISON ANDERSON TO THE RECREATION BOARD FOR A TERM OF FOUR YEARS, TERM TO EXPIRE DECEMBER 2022.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
MOTION TO APPOINT NICOLE PFLUG TO THE RECREATION BOARD FOR A TERM OF FOUR YEARS, TERM TO EXPIRE DECEMBER 2022. Ms. Matsco gave a 'SHOUTOUT' to the Recreation Board for great ideas for 2019!

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
MOTION TO APPOINT JAMES HARCAR AS THE EMERGENCY OPERATIONS COORDINATOR (EOC) FOR POTTER TOWNSHIP. The Board thanked Jim Harcar for accepting this position as a volunteer with the EOC - jointly with Raccoon and Shippingport for potential emergencies in our area. Mr. Shamp stated that the new generator for the Township would be installed in a few weeks.

SOLICITOR'S REPORT:

Mr. Jones stated that an agreement for a small flow treatment facility in Yellow Gate is almost finalized. There will be an installation and maintenance agreement, approval from DEP and land development approval. This system is a combo septic/sewer system and is the first of its kind in western PA. It is a stream discharge / hybrid system.

ENGINEER'S REPORT:

Township Generator Project - Allegheny City Electric reports that the generator is set to ship at the end of February and requests that the Township complete their gas line work in advance of installation of the generator.

MS4 Waiver Application to DEP - DEP approved the waiver application on 2/5/19 - the waiver is good for 5 years.

Hall Subdivision Plan No. 1 - The plan was reviewed and comments were presented to the Planning Commission at their January meeting.

Falcon Pipeline - Mr. Sell will be available for a site visit on February 22nd to review new plans for the steep slope areas.

Tank Farm - Park Development - An engineering scope of work has been submitted for review. There will be construction inspection/survey before another meeting to discuss road and transformer location.

TOWNSHIP AUDITORS:

Ms. Neely reported that the Inventory Audit of the Township, Road Department and Fire Department is complete and all is well. The report was presented to the Board for review.

PLANNING COMMISSION:

Ms. Patton mentioned that the County no longer requires mylars for recording but the Township's Ordinance still states that a mylar is required. Mr. Jones will handle amending that Ordinance in March.

