

The Potter Township Supervisors held a Regular Business Meeting on Wednesday, September 23, 2020 at the Potter Township Municipal Building and through ZOOM. Ms. Rebecca Matsco called the meeting to order at 6:05 pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor:

Engineer: Dan Sell

Secretary: Linda McCoy

Visitors: Lauren Patton, Bill Winkle, Ron Robinson, Steve Saunders, Mark Summerville, Captain Jon Hall, Shannon Debes

MEETINGS:

8/31 – Mr. Shamp met with Shields Paving regarding the 2020 Paving Program

9/15 – Ms. Matsco met with SGA & Independence Conservancy regarding the renovation of Blending Barn #1 at the Tank Farm

9/16 – Mr. Cwynar, Mr. Shamp & Ms. Matsco met to interview for a Park Ranger

MOTION TO APPROVE THE MINUTES OF THE REGULAR BUSINESS HELD ON AUGUST 26, 2020.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

CITIZENS: No comments.

OLD BUSINESS:

MOTION TO PASS RESOLUTION 7-2020, A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, A SECOND CLASS TOWNSHIP UNDER THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA, APPROVING WITH CONDITIONS THE PRELIMINARY SUBDIVISION AND LAND DEVELOPMENT PLAN FOR MONTGOMERY RIDGE AT YELLOW GATE ESTATES IN ACCORDANCE WITH POTTER TOWNSHIP'S SUBDIVISION & LAND DEVELOPMENT ORDINANCE (SALDO) AND ZONING ORDINANCE

MOTION: Al Cwynar

SECOND: Rebecca Matsco

ABSTAIN: Earl Shamp

MOTION CARRIED

Mr. Robinson stated that the next steps are land clearing and grading.

Mr. Shamp stated that Rettop is giving Notice of Commencement for construction at Montgomery Ridge at Yellow Gate Estates.

MOTION TO HIRE HEIDI KRIGAR AS A PART-TIME PARK RANGER FOR ROCKY BEND AT A COMPENSATION OF \$625.00 PER WEEK FOR A MINIMUM OF 24 HOURS EACH WEEK, NOT TO EXCEED 30 HOURS A WEEK, BEGINNING OCTOBER 5, 2020 THROUGH DECEMBER 31, 2020.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

Ms. Krigar will use her personal cell phone and vehicle during her employment with the Township. The Township will seek reimbursement for the costs associated with the Park Ranger position through Cares Act Funding related to the heavy traffic at Rocky Bend due to COVID.

NEW BUSINESS:

MOTION TO ALLOCATE ONE PERCENT (1%) OF THE COLLECTED TOWNSHIP EARNED INCOME TAXES FROM THE SHELL CONSTRUCTION PROJECT THROUGH BERKHEIMER FROM NON-RESIDENTS IN 2020 TO THE POTTER TOWNSHIP VOLUNTEER FIRE DEPARTMENT.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

MOTION TO PURCHASE AUDIO EQUIPMENT (SPEAKER / AMPLIFIER / SERVER) FOR THE TOWNSHIP HALL AT A COST OF \$11,285.00 FROM AUDIO VISUAL INNOVATIONS, INC.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

MOTION TO PURCHASE AUDIO INTEGRATION SERVICES (HARDWARE / ENGINEERING / SUPPORT) FOR THE TOWNSHIP HALL AT A COST OF \$11,284.68 FROM AUDIO VISUAL INNOVATIONS, INC.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

MOTION TO ADVERTISE IN THE BEAVER COUNTY TIMES FOR A TOWNSHIP SOLICITOR. Ms. Matsco would like to add one Pittsburgh newspaper – Post Gazette.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

ENGINEER'S REPORT:

Page 30

- WEI provided a fourth review letter on 9/16/20: Comment #18 – engineer adjusted grades at or below 4% – addressed / Comment #19 – engineer revised plans from 2-T intersections to a 4-way intersection – addressed / Comment # 21 – engineer revised plans for site distance and vertical curves – addressed

- US Army Corps of Engineers – Work at Montgomery Lock and Dam - Mr. Sell spoke with John Rusnak of the Corps about their upcoming project which involves building a concrete batch plant next to the lock for upcoming rehabilitation of the lock.

- 2020 Paving Program – preconstruction meeting was held on 8/31/20 & work is scheduled to start 10/5/20. WEI will be performing part-time construction observation on a spot basis for the Township. WEI was asked to be onsite every 3rd day at a minimum to answer questions or address items as they arise. Shields Paving will have a single lane closure and flaggers.

RECAP MEETING: Mr. Cwynar reported on the recent Recap Meeting he attended virtually – The Raccoon Creek Bridge project is a replacement, not a repair. They may use overhead trusses and may be moving the walkway to the other side. They will build the new bridge next to the old bridge and move it into place when finished.

RECREATION BOARD: All 2020 fall and winter events have been cancelled due to COVID. The Recreation Board is looking forward to 2021. Township Trick or Treat is scheduled for October 31st from 5pm – 7pm.

ROAD DEPARTMENT: The Township 2020 Paving Project is scheduled to start October 5, 2020.

POLICE DEPARTMENT: Captain Hall gave the Supervisors the latest call report – the majority is traffic related. Chief Kramer wanted to know if the Board received his offer of rolling the current police services contract over for another year. The Board received it and agreed to the roll-over for a year. Captain Hall spoke about the latest human trafficking events at local hotels in Center Township (mostly drugs and prostitution) – he stated they are working jointly with the DA and FBI and there is no major organization involved in the human trafficking. Mr. Shamp thanked the police department for doing a great job with the Shell traffic.

SHELL: Ms. Debes stated that there are roughly 6,000 workers on the Shell construction site at this time. She also stated that they have had only one active case of COVID that day.

REAL ESTATE TAX COLLECTOR: Vicky Leininger submitted the 2020 August Real Estate Tax Report to the Supervisors.

TREASURER'S REPORT:

- | | | | |
|----------------------|-------------------------------|----------------|----------------------------------------------|
| • The balance in the | General Fund Account is | \$2,484,130.34 | Bills for this account totaled \$200,985.51 |
| • The balance in the | State Liquid Fuels Account is | \$11,606.87 | Bills for this account totaled \$14,892.34 |
| • The balance in the | Capital Equipment Account is | \$51,991.70 | There were no bills for this account |
| • The balance in the | Escrow Money Account is | \$101,414.74 | There were no bills for this account |
| • The balance in the | Wage Tax Account is | \$61,370.89 | There were no bills for this account |
| • The balance in the | Public Safety Account is | \$1,773,598.62 | Bills for this account totaled \$9,144.98 |
| • The balance in the | DCNR Grant Fund Account is | \$75,002.23 | There were no bills for this account |
| • The balance in the | Money Market Fund is | \$4,345,199.64 | Transfers for this acct totaled \$125,309.00 |
| | | | \$578,222.00 of this is MDIA permit fees |
| • The balance in the | Recreation Board Account | \$446.48 | There were no bills for this account |

A motion is needed to approve the Treasurer's Report and pay the bills for the month of September.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

ANNOUNCEMENTS:

- The Planning Commission will not meet in September.
- The Supervisors will hold a Regular and Budget Work Session on Wednesday, October 7th at 6:00 pm in person and through ZOOM. The current maximum capacity for indoor gatherings in the Commonwealth is 25 people.
- The Municipal Office will be closed Monday, October 12th in observance of Columbus Day.
- The Supervisors will hold a regular Business Meeting on Wednesday, October 14th at 6:00 pm in person and through ZOOM. The current maximum capacity for indoor gatherings in the Commonwealth is 25 people.

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:53 PM.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

Respectfully Submitted,

Linda McCoy, Secretary