

The Potter Township Supervisors held their Annual Reorganization Meeting on Monday, January 4, 2021 at the Potter Township Municipal Building.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar
Solicitor: Michael Jones
Engineer: Dan Sell
Secretary: Linda McCoy
Visitors: Bill Winkle ZOOM – Tim Wetzel, Matt & Shannon Book

Ms. Matsco called the meeting to order at 6:05 pm and led the Salute to the flag.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint REBECCA MATSCO as the Chairwoman of the Board of Supervisors for the year 2021.

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To reappoint EARL SHAMP as the Vice-Chairman of the Board of Supervisors for the year 2021.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint LINDA MCCOY as the Secretary/Treasurer for the year 2021, at a rate of \$30.00 per hour and to be bonded at \$5,000,000.00.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To reappoint WIDMER ENGINEERING, INC. as the Township Engineer at the costs as listed on the 2021 Fee Guide, for the year 2021.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To retain WESBANCO as the depository of the Township funds for the year 2021.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
Monthly meetings have been set for the 2nd and 4th Wednesday of each month and work sessions are to be held on the 1st, 3rd and 5th Wednesday of each month as required. All meetings will be held in the Municipal Building, 206 Mowry Road, Monaca, PA. All regular meetings and work sessions are scheduled for 6:00pm. The next regular meeting is scheduled for Wednesday, February 10, 2021.

ROAD DEPARTMENT

MOTION: Al Cwynar SECOND: Rebecca Matsco MOTION CARRIED
To appoint EARL SHAMP as Chairman of the Road Department for the year 2021.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To appoint REBECCA MATSCO as Vice-Chairwoman of the Road Department for the year 2021.

MOTION: Earl Shamp SECOND: Rebecca Matsco MOTION CARRIED
To retain JUSTIN CWYNAR the Road Foreman for the year 2021. All wages to be set at the hourly rates and benefits to be given as specified in the Union contract.

MOTION: Al Cwynar SECOND: Earl Shamp MOTION CARRIED
To hire as part-time road workers for the year 2021, Mark Summerville and Nathan Marksteiner at the rate of \$11.90 per hour.

MOTION: Earl Shamp SECOND: Al Cwynar MOTION CARRIED
To approve Supervisors as Road Master at a rate of \$11.90 per hour subject to approval by the Township Auditors for the year 2021.

REGULAR BUSINESS MEETING

Ms. Matsco called the Regular Business Meeting to order at 6:19 pm.

Ms. Matsco, Mr. Shamp and Mr. Cwynar met with Zac Saunders, an investment advisor with Confluence Financial Partners today regarding the Township's proposed investment portfolio.

TO APPROVE THE MINUTES OF THE REGULAR BUSINESS MEETING HELD ON DECEMBER 9, 2020.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

CITIZENS: No Comments

OLD BUSINESS:

MOTION TO RATIFY THE APPROVAL OF AN EXTENSION OF THE EXCESS MAINTENANCE AGREEMENT WITH SHELL PIPELINE COMPANY LP DATED DECEMBER 27, 2018 FROM 12/31/2020 TO 05/31/2021.

This extension is needed to complete any and all final restoration efforts that may be required on the Falcon Pipeline in the Township. Motion was made by Rebecca Matsco on Dec. 16, 2020 by email and seconded by Earl Shamp on Dec. 16, 2020 by email.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

NEW BUSINESS:

MOTION TO PASS RESOLUTION 1-2021, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA APPROVING THE DISPOSITION AND RETENTION SCHEDULE OF CERTAIN MUNICIPAL RECORDS. This Resolution approves the disposition of 2013 records.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

MOTION TO PASS RESOLUTION NO. 2-2021, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICIALS OF THE TOWNSHIP OF POTTER TO TRANSFER THE WAGE TAX FUND TO THE GENERAL FUND FOR THE GENERAL PURPOSES OF THE TOWNSHIP.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

MOTION TO PASS RESOLUTION NO. 3-2021, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA AUTHORIZING THE PROPER OFFICIALS OF THE TOWNSHIP OF POTTER TO TRANSFER MONEY MARKET FUNDS INTO A FIXED INCOME PORTFOLIO TO ESTABLISH A RESERVE FUND FOR PRESERVATION AND MODEST GROWTH OF CAPITAL

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

MOTION TO PAY INDEPENDENCE CONSERVANCY FOR SIX (6) TREES PLANTED IN THE PARKING LOT ISLANDS AT ROCKY BEND FOR A COST OF \$542.00.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

MOTION TO ADVERTISE ORDINANCE NO. 146 AN ORDINANCE AMENDING ORDINANCE NO. 133 (12/17/2014), CHAPTER 210, ZONING, ARTICLE II, DISTRICT REGULATIONS, SECTION 210-21, LOT AND YARD REQUIREMENTS, TO REVISE THE FRONT YARD SET BACK IN THE MIXED USE DISTRICT AND DIRECTING THAT ALL INCONSISTENT CODE REFERENCES ARE HEREIN REVISED, AND PROVIDING FOR SEVERABILITY AND REPEAL OF PRIOR INCONSISTENT ORDINANCES.

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

ENGINEER: No Report

PLANNING COMMISSION: No Report

FIRE DEPARTMENT: No Report

ROAD DEPARTMENT: No Report

POLICE DEPARTMENT: No Report

TREASURER'S REPORT:

- The balance in the General Fund Account is \$2,776,571.30 Bills for this account totaled \$94,402.97
\$403,025.00 of this is MDIA permit fees
- The balance in the State Liquid Fuels Account is \$9,888.41 There were no bills for this account
- The balance in the Capital Equipment Account is \$52,026.37 There were no bills for this account
- The balance in the Escrow Money Account is \$112,454.74 There were no bills for this account
- The balance in the Wage Tax Account is \$61,411.81 There were no bills for this account
- The balance in the Public Safety Account is \$1,738,195.90 Bills for this account totaled \$9,144.98
- The balance in the DCNR Grant Fund Account is \$75,068.64 There were no bills for this account
- The balance in the Money Market Fund is \$4,172,876.65 There were no bills for this account
- 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 January.

MOTION: Earl Shamp

SECOND: Al Cwynar

MOTION CARRIED

ANNOUNCEMENTS:

The Township Office will be closed on Monday, January 18th in observance of Martin Luther King Day.

The Planning Commission will not meet in January.

The Supervisors will hold a Work Session on Wednesday, February 3, 2021 at 6:00 pm.

The next regular meeting of the Board of Supervisors will be held on February 10, 2021 at 6:00 pm.

ADJOURN:

MOTION: Al Cwynar

SECOND: Earl Shamp

MOTION CARRIED

THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 6:31 pm.

Respectfully Submitted,

Linda McCoy