The Potter Township Supervisors held their Regular Business Meeting on Wednesday, February 10, 2016 at the Potter Township Municipal Building. Ms. Rebecca Matsco called the meeting to order at 6:05pm and led the Salute to the Flag.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Solicitor: Michael Jones
Engineer: Dan Sell
Secretary: Linda McCoy

Visitors: Chief Vicki Carlton, Bill Winkle, Chris Heitman, Officer Jon Hall, Casey Harrington, Joe

Minnitte, Mark Summerville, Jim Pritchard, Dave Laffey and Bill Puryear

Ms. Matsco and Mr. Shamp met with Percheron, a survey company, and Shell representatives on January 13, 2016 at the Township building to discuss placement of underground piping for Shell in and around the Tank Farm area.

Mr. Cwynar attended the Central Valley School District Long Term Planning meeting on February 9, 2016.

Mrs. Matsco met with Jeremy Honhold from Congressman Keith Rothfus' office at the Township building on February 9, 2016 for an informational meeting.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO CONTINUE THE PUBLIC HEARING ON THE CENTER/POTTER TOWNSHIP LINE TO THE MARCH 9, 2016 REGULAR BUSINESS MEETING.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED TO APPROVE THE MINUTES OF THE JANUARY 4, 2016 ORGANIZATION AND REGULAR BUSINESS MEETING.

CITIZENS:

Billy Winkle wanted an update on the meeting with Percheron and their possible location of underground piping for Shell. Ms. Matsco explained that Shell is looking at routes for one or more pipelines and they could possibly follow the Mark West pipelines, avoiding the Township's concern of landslides.

Casey Harrington asked if anyone knew why Pocket Nurse installed orange glowing street lights on poles in their driveway. She said they throw shadows on her house. Ms. Matsco said she will ask our Zoning Officer to look into the matter.

OLD BUSINESS:

Mr. Cwynar gave an update from his meeting at the Central Valley School District Long Term Planning meeting this month. At the meeting, they met, through Skype, with an architect from Harrisburg and discussed a Feasibility Study for all four schools. The newest elementary school is the most updated and doesn't need much work. The heating system needs replaced in the other three schools. At this time, the district is looking to renovate the schools only, not construct new buildings. No definite plans are being made at this time. They are also looking into adding a new wing for an all-day Kindergarten class. There was also a discussion on creating one campus for all the schools. The information from all the Long Term Planning meetings can be found on the district's website. Ms. Matsco explained that Potter was invited to have a representative at these meetings as any change in real estate taxes for the school district would have an impact on Potter Township.

NEW BUSINESS:

Penn Dot is going to begin road construction on State Route 18 at the end of May from Kennedy Corners to the BASF plant. Ms. Matsco informed the CVSD Superintendent of these plans so the district could plan for student bus routes. Penn Dot anticipates doing most of the work between 7 pm and 6 am.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO PASS RESOLUTION 5-2016, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, COMMONWEALTH OF PENNSYLVANIA APPOINTING DAWN NEELY TO SERVE AS TOWNSHIP AUDITOR FOR A TWO YEAR TERM COMMENCING ON JANUARY 1, 2016.

Christa Lerch, the elected Auditor, submitted a resignation and Dawn Neely received the second highest amount of votes in that same election.

MOTION: Earl Shamp

SECOND: AI Cwynar

MOTION CARRIED
TO PASS RESOLUTION 6-2016, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY,
PENNSYLVANIA SUPPORTING THE 20D RACCOON CREEK REGION CONSERVATION PLAN AND LISTING THE
20D RACCOON CREEK WATERSHED ON THE PENNSYLVANIA RIVERS REGISTRY.

Ms. Matsco explained that the Independence Conservancy has a conservation plan for that area with history, assessment of areas and suggestions for uses.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE AND SIGN THE ANNUAL ESTIMATE FOR SPRAYING SERVICES FROM THE DAVEY TREE CO. FOR 2016.

The estimate given this year was \$3.138.00. This is a Ninety-Two Dollar (\$92) increase over last year.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED TO APPROVE THE FINAL TOWNSHIP EARNED INCOME TAX COLLECTOR AUDIT COMPLETED BY COTTRILL, ARBUTINA AND ASSOCIATES ON JANUARY 12, 2016.

The Audit showed no deficiencies in accounting.

The Potter Township Municipal Building kitchen passed its yearly inspection on January 4, 2016 from the PA Department of Agriculture with a designation of 'In-Compliance'.

SOLICITOR:

Mr. Jones is going to advertise the Center/Potter Line Agreement, with Potter's approved changes, for both Potter and Center Townships. Center Township is going to adopt it at their March 7th Board meeting and Potter will adopt it at their March Board meeting.

Mr. Jones completed the corrections for Linda McCoy's Secretary/Treasurer contract with the Township.

ENGINEER:

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO PASS RESOLUTION 7-2016, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, PENNSYLVANIA APPROVING THE LINCOLN LEARNING CENTER MINOR SUBDIVISION AND LAND DEVELOPMENT PLAN CONTINGENT ON SATISFYING DAN SELL'S REQUIREMENTS BEFORE EITHER OF THE PLANS CAN BE RECORDED.

Jim Pritchard stated that they want the Subdivision recorded first and Mr. Sell said that would be fine.

Mr. Sell informed the Board that Penn Dot will conduct a speed limit study for Raccoon Creek Road.

Mr. Sell informed the Board that the Community Development Block Grant Applications are due March 18, 2016. He said the Supervisors must approve the projects. Ms. Matsco thought a septic system and well for the Tank Farm would be a good project and Mr. Shamp mentioned that a generator for the Township building would be good as Potter is an emergency center for 3 communities.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED TO APPROVE A SEPTIC SYSTEM AND WELL FOR THE TANK FARM AND A GENERATOR FOR THE TOWNSHIP BUILDING AS PROJECTS FOR THE CDBG GRANT APPLICATIONS.

Mr. Sell inquired about the Tank Farm septic system progress and Mr. Shamp told him that Ron Andrasko is in the process of designing the system. Ms. Matsco explained that monies from the Rivers of Steel Grant will be used for the septic system.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO PASS RESOLUTION 8-2016, A RESOLUTION OF THE TOWNSHIP OF POTTER, BEAVER COUNTY, PENNSYLVANIA APPROVING THE SHELL/DUQUESNE POTTER SUBSTATION SUBDIVISION PLAN NO. 1, CONTINGENT THAT ANY EASEMENT OR RIGHT-OF-WAY FOR THE SUBDIVISION BE RECORDED FIRST.

Mr. Jones explained that Shell has 90 days from today to have the Subdivision Plan recorded with the County.

PLANNING COMMISSION:

Casey Harrington stated that she found Ordinances for fencing and swimming pools in the 2014 Ordinances. Ms. Matsco stated that the Board will look at them and decide if they are sufficient to add to the current Ordinances. Ms. Harrington stated that the Planning Commission will not meet next week.

FIRE DEPARTMENT:

Chief Vicki Carlton reported the following:

- 1. The Fire Department purchased a natural gas generator for \$1,500 at auction. It is being rebuilt for single phase and will be placed on a concrete pad. It can run their entire building and will have a residential muffler system. It should be ready by this summer and the Fire Department building can be used as a 'warming center' in the future.
- 2. The 'junk' training car on the Department's lot is going to be removed.
- 3. The Department received monies from the State Wildland.
- 4. The Department received the insurance money for the accident involving the tanker. Chief Carlton stated that the long wait for the money was due to an error in double claims sent in by Center Twp. & Potter Twp. A discussion was had on how to avoid that issue in the future.
- 5. Chief Carlton stated that the Department is sharing training experience at the Bucks County Training Academy with four other departments. Ms. Matsco asked Chief Carlton if she would like to share that info with PSATS regarding an upcoming article they are going to issue regarding joint participation among municipalities. Chief Carlton said she would.
- 6. The Department is approved for another debt reduction grant of approximately \$12,000 \$13,000 in May or June. Their current and final loan will be paid off soon.
- 7. The Department will have another Soup/Bake Sale on Election Day this Spring. They will also have Raffle Tickets coming up and will conduct another Wine Tour in June.

POLICE DEPARTMENT:

Officer Jon Hall stated that a resident of Yellow Gate Estates reported issues with vehicles doing 'donuts' in the cul-desac. The police will ramp up their presence in late evening.

REAL ESTATE TAX COLLECTOR:

Christie Floyd-Gabel submitted the December 2015 and January 2016 Real Estate Tax Reports to the Supervisors.

CITIZENS:

Bill Puryear from Walsh Equipment Co. presented a bid for a skid steer and trailer to the Board explaining that their skid steer made by JCV Equipment has one of the highest safety ratings due to its entrance into the cab and hydraulic system. He also stated that it is equipped with air conditioning and a heater and comes with a two year warranty. There is a 60 day lead time after purchase. The Board stated they would look at the bid at their next work session in March.

The Supervisors met in Executive Session with Mr. Jones and Officer Hall regarding a police matter from 7:05 pm - 7:15 pm.

Ms. Harrington reported that the male and female bald eagles are back. A solar light camera for viewing the nest will not work in that area, but there is an electrical line nearby and if a sponsor is found, a camera can be placed there for about \$30 a month. This will help cut down on traffic slowing to view the nest. Ms. Harrington asked the Board who owns the property that the nest is on and the Supervisors stated that they believe it is Nova's property.

Mr. Cwynar stated that residents are placing their garbage cans out too far in advance of garbage pickup day because they have constructed bins to hold the cans, violating the Township's Ordinance. On windy days, the garbage gets blown onto other resident's property. The Supervisors will ask our Zoning Officer to look into the matter as well as placing a notice in the upcoming Township newsletter.

The Board will also ask our Zoning Officer about looking into a demolition permit from Nova for the AES plant.

SHELL APPALACHIA REPORT:

Chris Heitman reported the following:

- 1. The heavy haul bridge over Route 18 is now open there was a Shell ribbon cutting to dedicate the bridge which has a 345' span, is 34' above the road grade and can hold 355 tons. The bridge took approximately eight months to construct.
- 2. A cofferdam is being constructed on the river for the barges off the shoreline and the intake structure maintenance.
- 3. A lag bolted wall is being constructed across the river from Beaver Borough.
- 4. I376 blasting demolition for soil caused movement of earth onto the road and resulted in closures on that ramp until Penn Dot could review the road.
- 5. There have been complaints about the bump on Route 18 just past Pleasant Drive and Shell is looking into it with Penn Dot.
- 6. The traffic signal at Pleasant Drive is going to be removed, but the entrance onto Shell property will still be used. There will be no more heavy hall trucks crossing from the other side of that entrance. It will be barricaded.

TREASURER'S REPORT:

MOTION: Earl Shamp

SECOND: AI Cwynar

MOTION CARRIED
TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTHS OF JANUARY AND
FEBRUARY. THE BALANCE IN THE GENERAL FUND BEING \$233,012.85, THE STATE LIQUID FUELS FUND
BEING \$881.01, THE CAPITAL FUND BEING \$146152.58 AND ESCROW MONIES BEING \$80,305.60. GENERAL
FUND BILLS FOR THE MONTH OF JANUARY TOTALED \$11,372.75 AND GENERAL FUND BILLS FOR THE
MONTH OF FEBRUARY TOTALED \$29,885.06.

ANNOUNCEMENTS:

The Township Office will be closed on Monday, February 15 in observance of Presidents' Day.

The Planning Commission will hold a monthly meeting on Thursday, February 18 at 7:00pm if needed.

The Supervisors will be conducting a Work Session on Wednesday, March 2 at 6pm.

The next Regular Business Meeting is scheduled for Wednesday, March 9 at 6pm.

MOTION: AI Cwynar SECOND: Earl Shamp
THERE BEING NO FURTHER BUSINESS THE MEETING ADJOURNED AT 7:35pm.

MOTION CARRIED

Respectfully Submitted,

Linda McCoy, Secretary