

**SUPERVISORS MEETING MINUTES OF PORTER TOWNSHIP  
JULY 12TH 2021 TOWNSHIP BUILDING 7:00PM.**

Attendance: Chairman Kevin Frank, Mike Champion, Phil Courter, Secretary Carol Colucci, Property Manager/Zoning Officer Rich Brungard and 4 members of the public.

The meeting was called to order by Chairman Frank at 7:00PM following the Pledge of Allegiance. On a 1<sup>st</sup> motion by Courter and a 2<sup>nd</sup> by Champion motion passed to approve the May and June meeting minutes.

Chairman Frank reported an executive session was held Wednesday July 7<sup>th</sup> at the work session for the Solar ordinance by Solicitor Houser for legal matters.

Public Comments were from Sue Heltman. Sue presented information on Dunns Gap Lane in 1996. She is requesting the name of Sink Run Lane to be changed and would like to see the old Pike school sign repaired to last another generation. The Supervisors replied the school is on private property of Shawn Moore. There is nothing the township could do and suggested to discuss it with the property owner the Moore's.

Lloyd Stoltzfus was present to discuss a property that he is proposing to buy on Nittany Valley Drive to open a store. He has already agreed to continue the health food store. John Dotterer bought the farm and subdivided 10 acres off to Lloyd Stoltzfus which he is inquiring about changing the zoning to commercial.

PTAC Porter Township Activity Committee needs to confirm if they plan on starting again with the Farmers breakfast the first Saturdays of each month.

Chairman Frank reported there was a Recreation Board meeting earlier tonight. The Recreation Board is requesting approval to order the flags kits of their own for the park just like the borrowed flags from the Rotary Club. Roughly it would cost \$40.00 for each kit. They would like to order 10 flag kits to use on special occasions, and the holidays Memorial Day, 4<sup>th</sup> of July etc. On a 1<sup>st</sup> motion by Champion and a 2<sup>nd</sup> by Courter motion passed to approve the purchase from the park fund Act 13.

Stones are needed for the pollinator garden. Cathy is requesting the township to purchase colored stone for the path. The cost would be less than \$1,000. On a 1<sup>st</sup> motion by Champion and a 2<sup>nd</sup> by Courter motion passed to purchase the stones up to the approve total.

Rich is working on a quote for the electric line for the light to shine on the flag. It was discussed to run the line to all the pavilions while they were already in process. The final decision was to wait on the electric project due to cost of materials. And for now to just get a solar light. It has been reported the outside water faucet in the park has been left on running without anyone around for many hours. The loss of water will definitely increase the bill. It will need to be kept locked at all times.

Old business was the pipe crossing bids were tabled at the last meeting and there was no decision made. One of the bids was only good for (30) days. And the other bidder would not stand behind the price they gave at that time due to raising cost of materials. On a 1<sup>st</sup> motion by Champion and a 2<sup>nd</sup> by

Courter motion passed to reject both bids and not be awarded to anyone. Browns Hills crossing needs fixed soon. Rich will get quotes for 3 crossings. Bids will not be necessary for it will not exceed the total for quote requirements.

The Penn Dot land request was discussed. It was suggested for Rich to have Solicitor Houser review the agreement again to clarify. The township may be giving up the right to make money.

USDA replied to the inquiry of concerns they may have about the library reopening to the public. The hallway connecting the library area to the rest of the building will be blocked off by the library staff tables and signs to ensure the public does not enter the USDA office hallway. The library staff and public will use the restroom in the kitchen next to the multi-purpose room. The decision was made to stay closed until we get it worked out.

The community building improvements were discussed to get floor quotes. It was suggested to confirm with township Solicitor Houser about the lease with USDA requesting improvements. Solicitor Welch reviewed the lease in the past. It is confirmed that building improvements are required in a timely manner according to the lease.

Solicitor Houser reviewed the Comcast cable franchise agreement for Porter. A final letter was received from Comcast that the franchise agreement has been renewed for (5) five years from January 2, 2022 through January 1, 2027. There have not been any changes made. The township does not receive any franchise income from Comcast.

A revision was made to the employee policy hand book. The employee handbook did not specifically state if a holiday falls on a weekend do employees receive holiday pay on the following week day? After discussing, the Supervisors agreed to incorporate the addition into the handbook that when a holiday falls on a weekend all employees will be off and paid holiday the following week day. On a 1<sup>st</sup> motion by Champion and a 2<sup>nd</sup> by Frank motion passed.

New business was a waiver is requested by the township Attorney's office Coploff, Ryan and Houser for the Ralph Dotterer subdivision due to both attorneys are in the same office. The waiver was approved and signed.

Chairman Frank reported it has been brought to his attention the hedges at the corner of Heltman Road and Nittany Valley Drive need trimmed back. It is hard to see around to pull out. Brungard will talk to Judy Briggs about getting them cut back.

Road manager Brungard is waiting for patch work quotes for Dotterer Road, Fox Hollow & Strouse.

Brungard explained when he is called out for traffic light operations on 64 from the Com Center there is problems. The fire companies are dispatched before he is to provide traffic control without being able to control the traffic lights in the locked box. He is requesting approval to give the fire company a key for

the control box to open sooner and prevent them from standing in the dangerous traffic lanes by operating the lights. After a discussion of if it will be found when needed and kept available when needed was the matter but decided to give them a key to see what happens.

There was a Planning Board meeting held June 29th. The proposed Solar Ordinance was reviewed. Many different options were discussed. Zoning Officer Brungard suggested planning board members to attend the Supervisors work session scheduled for July 7<sup>th</sup> 7:00PM.

Permits for the month of June was \$1,796.00. There were 2 new houses, 3 driveways, 1 new structure, 1 carport and 2 subdivisions. Brungard reported the Funk subdivision with surveyor Rob Ohl was rejected due to there was to many revisions needed. It was brought to his attention by LVS Builders that 2 homes in Stone House Development have wrong setbacks. Brungard replied a variance is needed with the Zoning Hearing Board.

Secretary report was the American Rescue Covid fund 1<sup>st</sup> payment was deposited to the general checking account \$78,815.92. A Resolution needs signed for the adjustment to the current budget. Resolution#07-12-21 was signed. JSSB rates still have no change and will be reviewed again August 7<sup>th</sup>.

The finance report was the Money Market account balance is \$285,828.47. Act 13 account balance is \$23,041.37. State account balance is \$99,237.26 there were no transactions on those accounts.

The general checking has a beginning balance of \$509,273.55 beginning check# 3168 ending check #3197 with an ending balance of \$660,304.30. Total revenue for the month of June is \$195,121.90. Total expenses were \$7,481.54 that's a net income of \$187,640.36. On a 1<sup>st</sup> motion by Courter and a 2<sup>nd</sup> by Champion motion passed to pay the bills.

On a 1<sup>st</sup> motion by Frank and a 2<sup>nd</sup> by Courter motion passed to adjourn 8:27PM. The next meeting is scheduled for August 9<sup>th</sup> 7:00PM

Supervisor Chairman  
Kevin Frank



Township Secretary / Treasurer  
Carol Colucci

