

**PORTER TOWNSHIP SUPERVISORS SPECIAL MEETING  
AUGUST 4<sup>th</sup> 2025 5:30PM**

Attendance was Supervisors Phil Courter, Keith Yearick, secretary / treasurer Carol Colucci, Solicitor Houser and 2 members of the public. Supervisor Ryan Gates was not present.

Courter announced this is a special advertised meeting to make a decision on the community building lease extension proposal.

The meeting was called to order by Chairman Courter at 5:30PM. following the Pledge of Allegiance.

Solicitor Houser reported e-mails have been received from the USDA Realty lease Specialist, Heather Schmitt to extend a 5-year lease for USDA. The lease was expired April 30<sup>th</sup>, 2025 and they want to enter into a new lease extension from April 30<sup>th</sup> 2025 until April 30<sup>th</sup> 2030.

The USDA Realty Lease Specialist proposal was presented for market averages at \$29.00 - \$33.00 / RSF, rentable square feet (broken out into \$19 - \$23 / RSF shell and \$10 / RSF operating costs), up through a maximum of \$18 shell and \$12 operating costs.

The square footage is noted by USDA at 6343 square feet that was adjusted from an amendment in 2016. The differences were discussed about footage from township records and the current paid footage of \$23.00 per square feet to the maximum of \$30.00 per square feet.

USDA stated that the township will be paid back pay from the expired lease April 30<sup>th</sup> 2025 in the approved increase difference from the current monthly total of \$12,157.41 until to date of the new increased total. This expired lease was not renewable as is.

Solicitor Houser recommended to the Supervisors to use the square footage from USDA of 6343 RSF, rentable square feet and propose the maximum of \$30.00 per square foot. This would be an annual fee of \$190,290.00 at a monthly fee of \$15,857.50. This would be \$3,700 increase over the current \$12,157.41. On a 1<sup>st</sup> motion by Courter and a 2<sup>nd</sup> by Yearick motion passed to approve the proposed totals to USDA for the extended 5-year lease agreement until April 30<sup>th</sup> 2030. Houser will draft a letter tomorrow for approval of the increased totals for a renewed lease.

Old business was the update on the Midland road project. The job is completed and the bill for \$194,382.65 was reviewed and approved to pay from the state account and the balance from the general account for the next meeting August 11<sup>th</sup>.

The water authority board letter approved at the last meeting was reviewed and signed to e-mail out to the board for their next meeting to discuss providing adequate contact information.

New business was a discussion on the new garage doors on the new bay does not follow the contour of the raised roof. Chairman Courter suggested to get it the brackets raised now. That would be a charge from Keystone doors.

Treasurer Carol presented checks that are due before next meeting. Checks were approved and signed to send out. On a 1<sup>st</sup> motion by Yearick and a 2<sup>nd</sup> by Courter motion passed to adjourn at 6:13PM.

Porter Township Supervisors

Chairman Phil Courter

A handwritten signature in black ink, appearing to read "Phil Courter". The signature is fluid and cursive, with the first name "Phil" and last name "Courter" clearly distinguishable.

Porter Township Secretary / Treasurer

Carol Colucci

A handwritten signature in black ink, appearing to read "Carol Colucci". The signature is cursive and fluid, with the first name "Carol" and last name "Colucci" clearly distinguishable.