

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS ANNUAL ORGANIZATION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
January 7, 2019

Chairman Matt Schumacher called the Annual Board of Supervisors Organization Meeting to order at 5:30 PM.

Those present: Supervisor Matt Schumacher; Supervisor Charmaine Gray; Supervisor David Rowe; Township management Consultant Stacey Kifolo; Township Manager Jamie Shrawder; Solicitor Peter Matson; and Secretary/Treasurer Jolene Helwig.

Visitors: See list.

Motion by Supervisor Rowe and seconded by Supervisor Gray to appoint Supervisor Schumacher as Temporary Chairperson.

Schumacher-y, Gray-y; Rowe-y; Motion Carried

The meeting was turned over to Temporary Chairman Schumacher.

Motion by Supervisor Schumacher and seconded by Supervisor Rowe to appoint Jolene Helwig as Township Board Secretary.

Schumacher-y, Gray-y; Rowe-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Supervisor Rowe to appoint Supervisor Gray as the Township Board Chairman.

Schumacher-y, Gray-y; Rowe-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Chairman Gray to appoint Supervisor Rowe as the Township Board Vice-Chairman.

Gray-y; Rowe-y Schumacher-y; Motion Carried

Motion by Chairman Gray to accept the following reappointments:

- Township Manager, Jamie Shrawder
- Roadmaster, Lawson Fetterman
- Assistant Roadmaster, Steve Mohr
- Treasurer, Jolene Helwig
- Open Records Officer, Jolene Helwig
- Animal Enforcement Officer, Wayne Hoover
- Emergency Management Coordinator, Lawson Fetterman
- Pension Advisory Committee, Citizen Representative, Ted Meixell
- Pension Advisory Committee, Employee Representative, Steve Mohr
- Pension Plan Consultant, Jill Shambach, Susquehanna Community Bank
- Sewage Enforcement Officer, James Sanders
- Sewage Enforcement Officer Alternate, Kenneth Young
- Solicitor, Peter L. Matson
- Vacancy Board, Jack Malloy
- Zoning Hearing Board Solicitor, Martin Wilson

Motion was seconded by Vice-Chairman Rowe.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Union County to serve as East Buffalo Township Tax Collector for the calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Jamie Shrawder to serve as the East Buffalo Township Voting Delegate to the Union County Tax Collection Committee (UCTCC) for the calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Jolene Helwig to serve as the East Buffalo Township Alternate Voting Delegate to the Union County Tax Collection Committee (UCTCC) for the calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Herring, Roll and Solomon, P.C., Certified Public Accountants, as the auditing firm for the 2018 Township Financial Records.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint AECOM to serve as the East Buffalo Township Planning Commission Primary Engineer for calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint HRG to serve as the East Buffalo Township Planning Commission Secondary Engineer for calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Supervisor Schumacher to appoint Jim Murphy to serve on the East Buffalo Township Planning Commission for a four-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to reappoint James Knight to serve on the East Buffalo Township Planning Commission for a four-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to appoint Greg Beauseigneur to serve on the Lewisburg Area Joint Sewer Authority for a five-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Vice-Chairman Rowe to appoint Tim Hutchings to serve on the Buffalo Valley Recreation Authority Board for a five-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Vice-Chairman Rowe to appoint Chairman Gray to represent East Buffalo Township as a Commissioner on the Buffalo Valley Regional Police Commission for a two-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint David Rowe to represent East Buffalo Township as an Alternate Member of the Buffalo Valley Regional Police Commission for a one-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to appoint Jack Malloy to represent East Buffalo Township as an At Large Member of the Buffalo Valley Regional Police Commission for a one-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Mark Olaf to represent East Buffalo Township as the Commission Member to the Central Susquehanna Fire and Emergency Services Department for a one-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Vice-Chairman David Rowe to represent East Buffalo Township as the Alternate Representative on the Board of the Central Susquehanna Fire and Emergency Services Department for a one-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to reappoint Dorothy Douglas to serve on the Zoning Hearing Board for a three-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Jamie Shrawder as Township Representatives to attend the April 14-17, 2019 PSATS Annual Educational Conference & Trade Show.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Jamie Shrawder to represent East Buffalo Township as the Voting Delegate at the 2019 PSATS Conference.

Motion by Vice-Chairman Rowe to approve the following matters related to Township operations:

- Authorize the Township Solicitor to represent East Buffalo Township at all Board, Authority, Committee and Planning Commission meetings and hearings.
- Name Susquehanna Community Bank as the depository for 2019.
- Accept the IRS Mileage rate of \$0.545 effective January 1, 2019 for Township authorized travel.
- Accept the 2019 maximum Per Diem Rates published by the U.S. General Services Administration (GSA) for meals as follows: Breakfast \$13; Lunch \$14; Dinner \$23.
- Pay each member of the Planning Commission \$25 per meeting attended in 2019, with payment to be made quarterly.
- Continue participation in the Animal Enforcement Program with the Borough of Lewisburg and Bucknell University for 2019.
- Continue the Code Enforcement Program with the Central Keystone COG for 2019.
- Authorize the Township Manager to receive and publicly open all bids advertised by the Township. All bids to be reported to and acted upon by the Board of Supervisors at a public meeting of the Board.

Motion was seconded by Chairman Gray.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to establish the Board of Supervisors 2019 Meeting Schedule. Meetings to be held at 5:30 PM in the East Buffalo Township Municipal Building, 589 Fairground Road, Lewisburg, PA, Union County, as follows:

- |                                     |                                     |                                      |
|-------------------------------------|-------------------------------------|--------------------------------------|
| • Monday, February 11 <sup>th</sup> | • Monday, June 10 <sup>th</sup>     | • Monday, October 14 <sup>th</sup>   |
| • Monday, March 11 <sup>th</sup>    | • Monday, July 8 <sup>th</sup>      | • Tuesday, November 12 <sup>th</sup> |
| • Monday, April 8 <sup>th</sup>     | • Monday, August 12 <sup>th</sup>   | • Monday, December 9 <sup>th</sup>   |
| • Monday, May 13 <sup>th</sup>      | • Monday, September 9 <sup>th</sup> |                                      |

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to establish the Board of Supervisors 2019 Public Work Session Schedule. Meetings to be held 5:30 PM in the East Buffalo Township Municipal Building, 589 Fairground Road, Lewisburg, PA, Union County, as follows:

- Monday, January 28<sup>th</sup>
- Monday, February 25<sup>th</sup>
- Monday, March 25<sup>th</sup>
- Monday, April 22<sup>nd</sup>
- Tuesday, May 28<sup>th</sup>
- Monday, June 24<sup>th</sup>
- Monday, July 22<sup>nd</sup>
- Monday, August 26<sup>th</sup>
- Monday, September 23<sup>rd</sup>
- Monday, October 28<sup>th</sup>
- Tuesday, November 26<sup>th</sup>
- Monday, December 23<sup>rd</sup>

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to adjourn the Annual Organizational Meeting at 6:28 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
January 7, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 6:30 PM.

Those present: Chairman Char Gray; Vice Chairman David Rowe; Supervisor Matt Schumacher; Township Management Consultant, Stacey Kifolo; Township Manager Jamie Shrawder; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Public Comments:

- Marilyn Murphy asked if the Board of Supervisors had established an agreement with the Lewisburg Borough for Township residents to use the Borough brush drop off site.
- Andrew Stuhl asked the Board how a decision was made for the Buffalo Valley Recreation Authority Board (BVRA) appointment.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department December 2018 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) December 2018 report.

Chairman Gray acknowledge the 2019 Planning Time Change from 7:00 PM to 6:00 PM.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to waive Section 402.6 (Sidewalk Requirements) for the Classic Hills Subdivision Land Development Plan.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the Classic Hills Subdivision Land Development Plan subject to improvements guarantee and stormwater maintenance agreement execution.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the December 10, 2018 meeting minutes as distributed.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the expenditures for December 1 through December 31, 2018 as presented, noting that additional December expenses will be reviewed by the Board in February.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Chairman Gary reported that the BVRA is continuing to do research on the ice rink coils and will begin working on their strategic planning for 2019 at the next BVRA meeting scheduled for Wednesday, January 23, 2019 at 8:00 AM.

Supervisor Schumacher reported that the next Buffalo Valley Regional Police meeting is scheduled for January 9, 2019 at 5:00 PM. He also reported that Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting was cancelled for January.

Township Manager Shrawder reported that she is working with Erin Threet from HRG and Tim Wentz on the St. Mary's Street acquisition. Chris King with Penn Dot has approved the pedestrian crossing signs to be placed on the Fairground Road rail trail. She reported that the Roadmaster stated from November 6, 2018 and ending on January 2, 2019 leaf collection in EBT reflects an increase of 484.5 cubic yards. She reported that she is waiting the construction plans for the Phase I part of the Meadows Stormwater Development Plan.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to select Fairground Road as the priority park development project and authorize the Township Manager to apply for the DCNR C2P@ grant for construction.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to accept the bid from Mid Penn Energy for 89 Octane Gas at a cost of daily rack posting +\$0.17 cents per gallon and for ULSD-B2 Diesel at a cost of daily rack posting + \$0.14.5 cents per gallon.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to adopt Resolution 01-2019 appointing Union County to serve as the East Buffalo Township Tax Collector and execute agreement with Union County for these services.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to authorize Solicitor Matson to proceed with drafting an ordinance amendment for Chapter 13, to change the allowable times for peddling, and to advertise the same for a public hearing before the Board of Supervisors.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the Volunteer Service Tax Credit Program application for Stephen Bolinsky.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to adjourn at 7:45 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
February 11, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman David Rowe; Supervisor Matt Schumacher; Township Management Consultant, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Chairman Gray announced that an Executive Session was held on January 16, 2019 at 12:30 PM and February 1, 2019 at 11:30 AM to discuss personnel matters.

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to accept Jamie Shrawder's resignation from the Township Manager position effective February 8, 2019.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Brian Auman, a resident of East Buffalo Township, provided a 30-minute presentation of his personal plan for watershed restoration of the Fairground Road park.

Public Comments:

- Billy Allred, Union Township Supervisor, introduced himself as a Republican Candidates running for the Union County Commissioner position. He also, thanked the Board for including Union Township in the Green Light Go Grant.
- Jeff Reber, a Mifflinburg resident, introduced himself as a Republican Candidates running for the Union County Commissioner position.
- Eric Nyerges, the new District Manager for the Union County Conservation District introduced himself to the board. He noted that he was also in attendance to hear the watershed restoration plan presentation by Brian Auman.
- Tina Prowant asked the Board of Supervisors who will serve as the East Buffalo Township's Temporary Manager until a new candidate is hired.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department January 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) January 2019 report.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the Brown Family Farms Stormwater maintenance agreement and improvements guarantee.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray to approve the 45 West Brewery land development plan, conditional on execution of the applicable stormwater maintenance agreement and improvements guarantee, receipt of the PennDOT Highway Occupancy Permit (HOP).  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Chairman Rowe to approve the January 7, 2019 Organizational meeting minutes as distributed.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve the January 7, 2019 Business meeting minutes as distributed.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray to approve the additional expenditures for December 2018 as presented.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve the expenditures for January 2019 as presented.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Chairman Gary reported that the BVRA ice rink is open to the public and every day the BVRA website is updated to let the public know if the rink will or will not be open for that day. Gray also noted that someone donated hockey sticks and pucks to be used at the ice rink. She reported that BVRA and the Union County Trail Authority has not completed the transfer of the Buffalo Valley Rail Trail to date, but the legal process is proceeding, and transfer is estimated to be April 1. There has been no update on the BVRA request for funds from the Union County Trail Authority. She noted she would look into Vice Chairman Rowe's question regarding a written funding agreement will ask at the next meeting about the agreement with the Lewisburg Borough, especially in light of the EBT agreement clause which has BVRA accepting the term of disallowing reduced program fees for residents from municipalities that do not have a written funding agreement with the Authority. The next BVRA meeting is scheduled for Wednesday, February 27, 2019 at 5:00 PM.

Supervisor Schumacher reported that the next Buffalo Valley Regional Police meeting is scheduled for February 13, 2019 at 5:00 PM. He also reported that Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting will be meeting on Thursday, February 28, 2019 at 6:00 PM.

Secretary Helwig reported that Kenneth Klingerman, Contract Management Engineer for PennDOT, contacted the Township to provide notice that on February 14, 2019 the Department will be opening bids on the milling and resurfacing of SR2007 (Fairground Road) from the intersection with Smoketown Road to SR 192 (Buffalo Road). Work will begin June 17, 2019 and end August 2, 2019 providing no weather interruptions. Construction will be done during the hours of 9:00 PM and 6:00 AM. Patrick Gillott, Department of the Auditor General, has requested information to begin the Township's January 1, 2015 to December 31, 2018 audit. Volunteer applications are needed to fill two vacancy positions for the remainder of the 2019 year. The open positions are Central Keystone Council of Governments and the Auditors Board. The advertisement for the Public Works Laborer position concluded on February 8, 2019; fifteen applications were received. The advertisement for the Township Manager position was posted online, in the Daily Item and on ZipRecruiter.com. To date ten resumes have been received. The Christmas Tree collection and clean up from the first major snowstorm in November has concluded. The Public Works Crew collected 459 trees compared to the 455 collected in 2018. They picked up 179 piles of storm damage branches compared to nothing in 2018. That is 399 cubic yards of material collected versus 42.49 cubic yards for 2018.

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve advertising for public bidding of the Meadows Stormwater Project.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve Resolution Number 02-2019, authorizing and directing the Chairman to sign the Automated Red-Light



Enforcement (ARLE) Program Project Funding Agreement Number 034706 with the Pennsylvania Department of Transportation for the Route 45 critical Corridor Project.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to proceed with required public bidding for the Automated Red-Light Enforcement (ARLE) Program Project Number 034706.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe authorizing the Township Secretary to apply for the DCNR C2P@grant for construction of the Fairground Road Township park.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Discussion on the Buffalo Valley Regional Police Department IGA was tabled.

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to accept Jamie Shrawder's resignation from the Township Manager position effective February 8, 2019.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to remove Jamie Shrawder as the East Buffalo Township Voting Delegate to the Union County Tax Collection Committee (UCTCC) and appoint Jolene Helwig for the remainder of calendar year 2019.

Township Management Consultant Kifolo informed the Board of Supervisors that the Township is eligible for the current open round of the 902 Recycling Grant. The Township could request funding to help support the ongoing direct mailer newsletter but would only advise including this request with a larger project application. She had a brief discussion with members of the public works crew regarding the replacement of the recycling shed. This is still all in development stage, but there should be sufficient time to get Board approval for submission at the March meeting, once we have projected costs and the 10% matching funds level has been determined.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the submittal of 500 tons of sodium chloride for the 2019-2020 COSTARS sodium chloride (road salt) contract.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

The Board tabled action on the selection of a vendor for lawn care services. Additional information will be obtained prior to the March meeting.

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve payment of \$890.98 for East Buffalo Township's one-quarter share of the solicitor's fees for the CSFES.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher authorizing Solicitor Matson to proceed with drafting an ordinance amendment for Chapter 1, Part 101, Compensation of Tax Collector, to change commission of the elected tax collector to \$1.00 for each bill collected; allow for the reimbursement of expenditures as specified in the Local Tax Collection Law; amend/correct to ensure ordinance compliance with all other provisions of the Local Tax Collection Law; and to advertise the same for a public hearing before the Board of Supervisors in March 2019.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the proclamation recognizing the month of April 2019 as "Pennsylvania 811 Safe Digging Month".  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

A letter from Bucknell University agreeing to pay 50% of the Green Light Go grant match for the traffic signal at US15 and Moore Avenue was shared with the Board.

Chairman Gray announced that an Executive session will be held on February 12, 2019 at 11:00 AM to discuss personnel matters.

Motion by Vice Chairman Rowe and seconded by Chairman Gray to adjourn at 7:56 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
March 11, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman David Rowe; Supervisor Matt Schumacher; Township Management Consultant, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Chairman Gray announced that Executive Sessions were held as follows: February 12, 2019 at 11:00 AM for personnel matters; February 14, 2019 at 10:00 AM for Township Manager candidate interviews; February 28, 2019 at 9:00 AM for potential litigation; and March 1, 2019 at 10:00 AM for Township Manager candidate interviews. An information session with Chief Yost on March 1, 2019 at 1:00PM.

Chairman Gray called a public hearing to order at 5:31 PM to consider amendments to the following ordinances:

- Chapter 1, Part 1, Section 101 Compensation of Tax Collector: Proposed \$1.00 for each bill collected; allow for the reimbursement of expenditures as specified in the Local Tax Collection Law; amend/correct to ensure ordinance compliance with all other provisions of the Local Tax Collection Law.
- Chapter 13, Part 2, Transient Retail Merchants: Proposed allowable times for peddling from 9:00 AM to 10:00 PM to new times from 9:00 AM to 8:00 PM and increase cost of the transient permit fee from \$2.00 for permit fee and \$1.00 for each additional day to new cost of \$25.00 for permit fee and \$15.00 for each additional day.

The hearing was closed at 5:43 PM.

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to adopt Ordinance 393, amending Chapter 1, Part 101, of the Code of Ordinance for the Compensation of Tax Collector by changing the commission of the elected tax collector to \$1.00 for each bill collected; allow for the reimbursement of expenditures as specified in the Local Tax Collection Law and amend/correct to ensure ordinance compliance with all other provisions of the Local Tax Collection Law.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Supervisor Schumacher to adopt Ordinance 394, amending Chapter 13, of the Code of Ordinance for the Transient Permit to change the allowable times for peddling from 9:00 AM to 10:00 PM to new times from 9:00 AM to 8:00 PM and increase cost of the transient permit fee from \$2.00 for permit fee and \$1.00 for each additional day to new cost of \$25.00 for permit fee and no additional cost for each day.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Public Comments:

- Marilyn Murphy asked about the cost of the two empty rooms for rent in the Township building and their availability for renting was posted. She also requested that EBT calendar be made public to become a community bulletin board of activities. She added a complaint for dump trucks on Old Schoolhouse Road.
- Greg Chamra voiced his concern about the truck traffic on Pheasant Ridge Road and Old Schoolhouse Road. He questioned all the dumping of fill on the Brown Farm and wanted to know when it was going to end and if proper permits were obtained.

- Susan Auman wanted to know how the Fairground Road Park plan was modified after the Watershed presentation in February. She asked if the public was going to be able to view the DCNR application before it was submitted, who was writing the application. She asked how much money was allocated in the 2019 budget to cover the 50/50 grant match. She asked why the Board was proceeding with the application instead of waiting until next year.
- Tim Hutchings stated that since the last meeting the funding agreement with BVRA and the EBT agreement clause that would call for discontinuing the Lewisburg Borough resident reduced rates was being reviewed by the BVRA Solicitor. He also stated that he is recording EBT meetings and the BVRA meetings and will post them on a Sound Cloud account for reviewing recorded meeting.
- Jim Buck asked what analysis was performed that led the Township to decide that 50% of the PPU's from the BVRPD was enough to meet the needs of the EBT residents.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department February 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) February 2019 report.

Motion by Supervisor Schumacher and seconded by Vice Chairman Rowe to approve the Bucknell Freeman College Land Development plans contingent upon receipt of the Sewage Planning Module Waiver and Stormwater Maintenance Agreement.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the Gulden Subdivision Plan waiver Chapter 22, Section 402.5.C.1, which limits a private street to five (5) lots and a Non-Building Waiver.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the Gulden Subdivision Plan as presented.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray to approve the February 11, 2019 meeting minutes as distributed.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the expenditures for February 2019 as presented.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Chairman Gary reported that the BVRA and the Union County Trail Authority have not completed the transfer of the Buffalo Valley Rail Trail, but the legal process is proceeding, and transfer is estimated to be April 1, 2019. There will be no funds transfer to the BVRA from the Union County Trail Authority. Chairman Gray questioned the need for a written funding agreement between the Borough and BVRA, given the language in the EBT/BVRA funding agreement language which states that any municipality which provides reduced fees for residents must have a written funding agreement. The BVRA Solicitor is reviewing the language and will provide guidance at the next BVRA meeting. BVRA is looking to hire about 75 people this summer for summer camp programs and pool lifeguards. BVRA is looking into either replacing the tent structure with a spare that is available through Playworld for \$15,000 but comes with no warranty or the possibility of rebuilding the whole structure with a solid roof structure. The next BVRA meeting is scheduled for Wednesday, March 27, 2019 at 5:00 PM.

Vice Chairman Rowe reported that CSFESD Board met on February 20, 2019 @ 6:00 PM. Mike Derman from the Lewisburg Borough was voted the Board Chairman and David Hassenplug from Kelly Township was voted the Board Vice Chairman. Buffalo Township will not be pulling out of the IGA. They continue to work on the terms of the IGA agreement. Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting will be meeting on Thursday, March 28, 2019 at 6:00 PM.

Supervisor Schumacher reported that the next Buffalo Valley Regional Police meeting is scheduled for March 13, 2019 at 5:00 PM

Secretary Helwig reported that the Township received the approved 2018 Liquid Fuel State Audit that was done on January 30, 2019 by Vicki Baker. The advertisement for the Public Works Laborer position concluded on February 8, 2019; fifteen applications were received; three have been interviewed. The advertisement for Township Manager was posted online, in the Daily Item and on ZipRecruiter.com, with a deadline of March 8, 2019; twenty-seven applications were received; five candidates have been interviewed. The advertisement for the Township Public Works Director position was posted online and in the Daily Item; this ad will conclude on March 22, 2019; three applications have been received to date.

Township Management Consultant Kifolo informed the Board of Supervisors that the Township is eligible for the current round of the DEP 902 Recycling Grant. The Township could request funding to help support the ongoing direct mailer newsletter but would only advise including this request with a larger project application. She discussed the replacement of the recycling shed with members of the public works department. A meeting was held with the DEP regional advisor to review the grant proposal. He indicated that the cost to replace the shed would only be considered matching funds for the grant. Based on that feedback and considering that the Township would not be eligible for the following grant round, she advised the Township not submit an application with a deadline of 3/22/19; but instead would recommend that the Township incorporate these items with a larger application, to also include a replacement of the recycling woodchipper, in the grant round set to open in the Fall of 2019.

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve Resolution #03-2019 for the DCNR C2P2 application Grant Agreement Signature page for the Fairground Road Township Park – Phase I.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the Lawn Care Service work by Hillyard for 2019.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to accept Lawson Fetterman's notice of retirement as Township Public Works Director effective March 31, 2019.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to transfer \$12,748.23 from the East Buffalo Township Non-Uniformed Pension VOYA Account, in accordance with the current fund contribution percentages to the Susquehanna Community Bank pension account for 2019 second quarter payment to eligible retirees.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve Resolution #04-2019 for the UGI Utilities, Inc. program entitled GET Gas for the extension of natural gas lines on Madison Avenue from 19<sup>th</sup> Street to 22<sup>nd</sup> Street, South 20<sup>th</sup> Street from Smoketown Road to

Madison Avenue; South 21<sup>st</sup> Street from Smoketown Road, across Madison Avenue to Jefferson Avenue; South 22<sup>nd</sup> Street from Smoketown Road, across Madison Avenue to road terminus.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe authorizing Township Secretary Helwig to proceed with the insurance renewals for Penn National and Hudson Insurance Company as presented by Meixell-Diehl Insurance.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray authorizing the Township Secretary to advertise for 2019 road projects.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve Resolution #05-2019 accepting the lands of Saint Mary Street between Farley Circle and lands owned by the township, for recreational purposes.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to proceed with approving the road closure on March 31, 2019 from 8:00 AM to 4:00 PM for portions of Reitz Blvd and Farley Circle, conditioned on the following: Written verification that Buffalo Township and Brookpark Farms have approved; written approval/acknowledgement from Heritage Springs; a valid Certificate of Insurance, specifically naming the Township as an additional insured; written verification that persons directing traffic are trained/authorized; written verification that County Communications has been notified of the road closure.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve Resolution #06-2019 to Amend and Restate the Articles of Incorporation for the Lewisburg Area Joint Sewer Authority.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

The Board tabled action on the property discussion of the intersection of Stein Lane and Jean Boulevard. Additional information will be obtained.

Motion by Vice Chairman Rowe and seconded by Chairman Gray to enter into Executive Session at 8:08 PM to discuss personnel matters and potential litigation.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to exit the Executive Session at 9:20 PM.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 9:22 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS PUBLIC WORK SESSION  
589 Fairground Road, Lewisburg, PA, 17837  
March 25, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:36 PM.

Those present: Chairman Char Gray; Vice Chairman David Rowe; Township Management Consultant, Stacey Kifolo; and Secretary/Treasurer, Jolene Helwig. Supervisor Schumacher and Solicitor Peter Matson were absent.

Visitors: See list

Chairman Gray announced that Executive Sessions were held as follows: March 18, 2019 at 12:00 PM for potential litigation; March 18, 2019 at 2:00 PM for Township Manager candidate interview; March 22, 2019 at 8:30 AM for Public Works Director candidate interviews; and March 22, 2019 at 10:30 AM for potential litigation.

Public Comments:

- Jim Buck asked the Supervisors to revisit the negotiations on the police IGA with Lewisburg Borough.
- Joan Morgan echoed Jim Buck's support for police IGA negotiations.
- Tina Prowant asked about the interviews for the Township Manager position and the Public Works Director position.
- Sandy Field requested that EBT revisit the police IGA Agreement with the Borough.
- Margaret Marr voiced her position that EBT should pay the two percent (2%) the Lewisburg Borough is claiming that EBT owes to the Police Commission.
- Mary Kay also voiced her support for EBT paying the two percent (2%) to the Police Commission and maintain the fifty-two percent (52%) cost going forward.
- David Lightman asked why EBT was reducing their share of the funding.
- Jordan Fetzer showed support for renegotiations in 2017 and continues to feel that EBT should pay the fifty percent (50%). He thanked the Supervisors and Public Works Department for their support to the Borough during the holiday season.
- Henry Baylor expressed his opinion that EBT should fund the fifty-two percent (52%) of the police IGA that was created in 2011.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the March 11, 2019 meeting minutes as distributed.

Gray-y, Rowe-y, Schumacher-absent; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray to authorize Solicitor Matson to proceed with sending Attorney Brian Gabriel, who is representing Lewisburg Borough, a written response, which shall formally present a proposal to meet with Borough designated representatives to discuss revisions to the Police Intergovernmental Cooperation Agreement.

Gray-y, Rowe-y, Schumacher-absent; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman to adjourn at 7:17 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
April 08, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman David Rowe; Supervisor Matt Schumacher; Township Management Consultant, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Chairman Gray announced that Executive Sessions were held as follows: March 29, 2019 at 2:00 PM for Public Works Director candidate interview; April 5, 2019 at 9:00 AM for Public Works Director candidate interview; and April 5, 2019 at 9:45 AM for personnel matters.

Public Comments:

- Cheryl Kahl introduced herself. She has been the Acting Treasurer for Union County since January 2018. She is running for election for the same post.
- Tina Prowant asked if we were still interviewing for the Township Managers position; how many were interviewed; how many are still in the running; and when a final decision would be made. She also asked if they were still interviewing for the Public Works Director position and if a candidate had been picked.
- Jim Buck noted that a lot of people in his neighborhood were excited about the spring brush pickup and he was thankful for the service. He wanted to hear what the board had to say about the Borough and the EBT talks regarding the regional police IGA.
- Brian Auman asked about the status of the DCNR Park Grant application that is due Wednesday. He asked when it would be available to be reviewed by the public.
- Sue Auman added that she too feels that the public should have a chance to review the proposed application.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department March 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) March 2019 report.

Motion by Vice Chairman Rowe and seconded by Chairman Gray to approve the March 25, 2019 meeting minutes as distributed.

Gray-y, Rowe-y, Schumacher-abstained from vote; Motion Carried

Motion by Supervisor Schumacher and seconded by Vice Chairman Rowe to approve the expenditures for March 2019 as presented.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Chairman Gray reported that the BVRA Solicitor advised that the contract between BVRA and the Lewisburg Borough for the pool should be rewritten since it expired in 2012. BVRA Solicitor also stated that BVRA contract with the Lewisburg Borough for a funding agreement; a suggestion was made to model it after the agreement between EBT and BVRA. She reported that she did not receive a status update from Union County Trail Authority or from BVRA regarding the transfer of the Buffalo Valley Rail Trail. *(Note: We weren't sure if it transferred. As it turns out, it did, but still pending some of the documents).* A skate group made an appearance at the last BVRA meeting and acknowledged that the BVRA Park was the best park in the area to skate. The



Pension Committee met on March 13, 2019. There were no formal recommendations made by the Committee for investment changes.

Supervisor Schumacher reported that the next Buffalo Valley Regional Police meeting is scheduled for April 10, 2019 at 5:00 PM. He also reported that Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting for March was canceled; the next meeting will be on Thursday, April 25, 2019 at 6:00 PM.

Secretary Helwig reported that the Lewisburg American Legion will hold their annual Easter Egg Hunt on the football field April 13, 2019. The annual audit due to DCED every year by March 31<sup>st</sup>, was delayed due to the transition of accounting processes to the accrual method during the 2018 fiscal year. Our auditors of Herring Roll and Solomon have received a deadline extension from DCED for the 2018 audit. They are scheduled to be in the office the week of April 22, 2019 to review invoices.

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to accept the bid from Fairchild Brothers Inc. for Phase I of the Meadows Development Stormwater Improvements Project, in the amount of \$199,971.15, contingent upon receipt of required bonds and insurance information.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to proceed with public bidding on the Phase II of the Meadows Development Stormwater Improvements Project.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray to accept the bid from New Enterprise Stone & Lime Co. for the 2019 base repairs and street paving, with the initial anticipated cost of \$163,705.17.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to accept the bid from Midland Asphalt Materials Inc. for seal coating with the initial anticipated cost of \$119,991.05.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Chairman Gray reported that she met with Lewisburg Borough Council President Kathy Morris to discuss the BVRPD IGA. Both agreed that they would go back to their respective governing bodies with the idea to sit down in a small group, with three (3) participants from each municipality. They discussed the possibility of using a mediator for the discussion. Chairman Gray shared that she reached out to multiple groups, including the Department of Community and Economic Development (DCED) which helped guide the Buffalo Valley department's creation, DCED doesn't offer mediation services. She contacted the Central Susquehanna Valley Mediation Center and was told that while outside its norms, they would consider taking on the role. Chairman Gray also reported reaching out to the State College area regional police chief. He is not interested the role of mediation but did explain how his department was organized and funded. The Police force is a department of State College Borough. They provide contract police services for the surrounding municipalities, which buy hours per year based on factors such as crime, investigation, traffic, and community services.

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to appoint Stephen Mohr as the Township Roadmaster effective immediately at a salary of \$70,000.00 per year.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray authorizing the Chairman to sign the Dirt, Gravel and Low Volume Road Maintenance Project Agreement with Union County

Conservation in the amount of \$20,621.00 for a stormwater replacement located within a township easement on 234 Maplewood Drive.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe authorizing the Chairman to sign the Dirt, Gravel and Low Volume Road Maintenance Project Agreement with Union County Conservation in the amount of \$67,310.00 for a road improvement project for Turtle Creek Road and authorizing the Township staff to proceed with public bidding of the project.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray authorizing Township staff to initiate renewal proceedings for the Service Electric Franchise, so that a new agreement can be approved by the Board within agreement guidelines.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Chairman Gray to appoint Colin Urie to the CKCOG Board of Representatives for East Buffalo Township for the remainder of 2019.

Gray-y, Rowe-abstained, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray to conditionally approve the Girls on the Run 5K Race for Sunday, May 5, 2019 from 2:00 PM to 3:30 PM, provided written verification of the following are received by Friday, May 3, 2019: approval of Buffalo Township; approval/acknowledgement from Heritage Springs; persons directing traffic are trained County Communications has been notified.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Township Management Consultant Kifolo informed the Board of Supervisors that the Township Pension Audit for 2015 -2018 has been completed. There were no findings to report.

Motion by Vice Chairman Rowe and seconded by Chairman Gray to adjourn at 6:55 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
May 13, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:31 PM.

Those present: Chairman Char Gray; Vice Chairman David Rowe; Supervisor Matt Schumacher; Township Management Consultant, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Chairman Gray announced that Executive Sessions were held as follows: April 11, 2019 at 1:00 PM for personnel matters; April 19, 2019 at 1:00 PM to discuss potential litigation; and April 25, 2019 at 7:15 AM for personnel matters.

Public Comments:

- Marilyn Murphy asked the Board of Supervisors to have a public discussion of proposed changes to the floodplain map and to educate the township.
- Tina Prowant asked if we were paying health insurance for Stacey who is working part time living in Florida and asked if it was part of the original package.
- Rand Ludwig presented an estimated bill from Shaffer Landscaping to replace trees and shrubbery that were damage by the snow plow in a 2017 snowstorm.
- Tim Hutchings asked if there was any update on the Miller Center tax exempt status and how the township could avoid another situation like this in the future.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department April 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) April 2019 report.

Motion by Supervisor Schumacher and seconded by Vice Chairman Rowe to approve the April 8, 2019 meeting minutes as distributed.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve the expenditures for April 2019 as presented.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Chairman Gray reported that the last BVRA meeting was held on April 24, 2019 and noted the following: There was tornado damaged to one tree in the park. The pool was drained for repairs, including the zero entrance for the baby pool. Projected open date is Saturday, May 25<sup>th</sup>. The new shade canopy in the park was bought at cost for \$15,000 from Playworld and installed by Willow Playworks at no charge. The only cost was \$140 for the rental of a lift to install the shade canopy. The BVRA Rail Trail should have been closed at the end of April, but at the time of the meeting the trail transfer was not completed because of a few outstanding documents that need to be notarized and submitted over to the County Rail Authority. BVRA Executive Director Stacey Summerfield resigned and will be relocating to Pittsburgh for a new job offer, her last day was to be May 24, 2019, but now the date was extended. BVRA posted the job position, seeking a replacement.

Vice Chairman Rowe reported that Buffalo Valley Regional Police Department (BVRPD) met on Wednesday, May 8<sup>th</sup>. Due to a difference in interpretation by the municipalities, the Borough has threatened to file a lawsuit against the Police Commission Department and the Township. The commission acted on Article XIV of the IGA, which states, that all differences arising out of interpretation of the agreement or between the municipalities shall be resolved by the Commission. The Commission passed a motion to affirm that municipalities may request Police Protection Units (PPU) in advanced of the fiscal year, as there is no outlined or referenced agreement terms that support an allocation on a percentage basis, only a requesting of PPUs by municipality.

Supervisor Schumacher reported that the next Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting will be on Thursday, May 23, 2019 at 6:00 PM. The board will be discussing adjustments to streamline the agreement but retain the original intent of having the commission responsible for financial oversight. There has been discussion on the transfer of assets that was included in the IGA, which must have gotten there by copying another IGA. There are also some issues with the proposed transfer of assets. It seems pointless to make a transfer of assets and then include a statement that if the entity dissolves all assets will remain with the fire company, resulting in added fees for asset transfer and name change.

Secretary Helwig reported that Monday was the start of brush and yard waste pick up but delayed a day due to weather. She asked the public to make sure they had their piles out and separated otherwise the Public Works Crew would not pick them up.

Discussion on the Meadow Stormwater Phase II project plan was tabled.

Discussion on the Buffalo Valley Regional Police Department IGA was held for an executive session to be called later in the meeting so that the Board could confer with the Solicitor on potential litigation.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to accept the bid from Fairchild Brothers Inc. for the Turtle Creek Road Dirt, Gravel and Low Volume Road Maintenance projection the amount of \$76,892.05 contingent upon the Vegetation Restoration pricing being completed and included in the bid pricing; should an adjustment need to be made and the bond pricing exceeded the total amount provided by G & R Charles price of \$78,245.60, the contract is to be awarded to G & R Charles.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to accept the Dirt, Gravel and Low Volume Road Maintenance grant agreement amendment to included additional funding in the amount of \$13,462, making the total grant amount \$80,772.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to appoint Nathan Fisher as the Assistant Roadmaster effective June 24, 2019.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher to approve Resolution # 07-2019, appointing Union County as the Lead Agent Authority to coordinate National Bridge Inspections with PennDOT Engineering District 3.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to provide Marco Technologies LLC with a letter for termination of Sharp MS-2640N copier services effective immediately and to enter into a new service agreement with Doing Better Business.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Chairman Gray to enter into an Executive Session at 6:18 PM.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to exit the Executive Session at 7:29 PM.

Motion by Chairman Gray and second by Vice Chairman Rowe to appoint Stacey Kifolo as the Township Manager effective immediately and authorize the Chairman to execute the employment contract.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Rowe and seconded by Supervisor Schumacher adjourn at 7:35 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
June 10, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman David Rowe; Supervisor Matt Schumacher; Township Manager, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Bud Schenck, Vice President, Mid-Penn Engineering, presented an overview of the engineering applications submitted to the Federal Emergency Management Agency (FEMA) regarding the remapping of the flood plain using current conditions for the area of Penn House Commons and the extensions a few hundred feet east of Route 15, into the Lewisburg Borough, and a few hundred feet to the west of North 15<sup>th</sup> Street in EBT. A total of twelve (12) properties in EBT are impacted by the remapping using current conditions, as the flood plain has either widened or narrowed, or both, on nearby properties. Schenck stated that if Mid-Penn Engineering had not pursued remapping, FEMA would be updating the maps likely within the next two years. The first phase of Penn House Common was constructed in 2014-2015; the second phase was for the Miller Center and approved in 2017. The third phase is under engineering development for a proposed hotel. This project would utilize three of the remaining 10+/- acres of the Penn House Commons development. Maps and letters were submitted to FEMA on June 5, 2019, it could up to 90 days for FEMA to review the application.

Public Comments:

- Rand Ludwig asked the Board of Supervisors if a decision had been determined concerning an estimated bill from Shaffer Landscaping to replace trees and shrubbery that were damaged by a snowplow in 2017.
- Eric Scicchitano asked the Board of Supervisors if they were aware of the lawsuit filed by the Lewisburg Borough. Chairman Gray noted that the Township was awaiting being served the official court documents.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department May 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) May 2019 report.

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the May 13, 2019 meeting minutes as distributed.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to approve the expenditures for May 2019 as presented.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Chairman Gray reported that the last BVRA meeting was held on May 22, 2019 and noted the following: The BVRA Rail Trail should have been closed at the end of today. All outstanding documents that needed to be notarized and submitted were turned over to the Union County Rail Authority. Thirty-eight (38) applications have been received for the BVRA Executive Director

position. A hiring committee has narrowed the list to about six (6) candidates for interviews. Gray reported that the Lewisburg Pool is open, and all summer camp programs are in operation.

Supervisor Schumacher reported that the next Buffalo Valley Regional Police Commission (BVRPC) Board meeting will be on Wednesday, June 12, 2019 at 5:00 PM and the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting will be on Thursday, June 27, 2019 at 6:00 PM.

Township Manager Kifolo reported that we received the GASB 75 report for the Actuarial Valuation for Other Post-Retirement Benefits (OPEB) and the GASB 68 report for the Actuarial Reporting for Pension Accounting. The 902-recycling grant project audit was completed by Herring Roll and Solomon and submitted to DEP on May 14<sup>th</sup>. The Non-Uniform Pension Plan audit was completed by the Office of the Auditor General. No compliance issues were found, and the plan is strong. Contractors for the paving and seal coating road projects are delayed due to weather, along with some of the Public Work Crews projects. The Meadows Stormwater Project is underway; however, the contractor has already submitted two change orders to HRG. HRG is working to get the bids out for the Phase II project they are planning to have them due the first week in August, so the board will have them to review for their August 12<sup>th</sup> meeting. There have been three (3) road races approve since the last meeting: 1) June 15<sup>th</sup> Relay for Life 5K; 2) the Annual Lewisburg Sprint Triathlon for Kids & Adults is August 9<sup>th</sup> & 10<sup>th</sup> and 3) unPAve Bike Race scheduled for October 13<sup>th</sup>.

Secretary Helwig reported that Monday was the start of brush and yard waste pick up but delayed a day due to weather. Crews will make one pass through the township. Once this round is complete, the next collection will begin on September 9<sup>th</sup>. PennDOT construction is to begin on William Penn Drive this week. This the same project coming through EBT on Fairground Road. All work is scheduled to occur at night between the hours of 9:00 PM and 6:00 AM. There should not be any conflicts accessing the Township recycling center.

Discussion on the Buffalo Valley Regional Police Department IGA was tabled for an executive session to be called later in the meeting so that the Board could confer with the Solicitor on potential litigation.

Motion by Vice Chairman Rowe and seconded by Chairman Gray to transfer \$12,748.23 from the East Buffalo Township Non-Uniformed Pension VOYA Account, in accordance with the current fund contribution percentages to the Susquehanna Community Bank pension account for 2019 third quarter payment to eligible retirees.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Supervisor Rowe and seconded by Vice Chairman Gray to grant the Lewisburg Area Relay for Life a temporary permit, which shall allow the organization to provide music at the Pawling Athletic Complex for Friday, June 14, 2019 from 10 PM to 12 AM. This temporary permit is being issued in accordance with the East Buffalo Township Code of Ordinances.

Gray-y, Rowe-y, Schumacher-y; Motion Carried

Discussion on the Green Light Go Engineering was tabled because of not receiving written engineering proposal from McCormack Taylor Engineering.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to enter an Executive Session at 6:29 PM.

Motion by Chairman Gray and seconded by Vice Chairman Rowe to exit the Executive Session at 8:06 PM.

Motion by Vice Chairman Rowe and second by Supervisor Schumacher to retain Attorney's McNees Wallace and Nurick as special legal counsel for EBT's legal defense for the Lewisburg Borough lawsuit against EBT and the BVRP commission.  
Gray-y, Rowe-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Rowe to adjourn at 8:08 PM.

Submitted by Jolene D. Helwig, Secretary



EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
June 24, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman Matt Schumacher; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Public Comments:

- Marilyn Murphy, EBT resident, asked about the process for applying for a vacant Township Supervisor position.
- Jim Knight asked how many candidates have applied for the vacant Supervisor position and about the criteria being used to make an appointment for a candidate.

Chairman Gray reported that the BVRA Rail Trail was officially transferred to the Union County Rail Authority on June 20, 2019. The Union County Rail Authority has retained Larson Design Group to complete an extensive review of trail maintenance needs. Thirty-eight (38) applications have been received for the BVRA Executive Director position. A hiring committee has narrowed the list to about six (6) candidates for interviews.

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the June 10, 2019 meeting minutes as distributed.  
Gray-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to accept the resignation of David Rowe as East Buffalo Township Supervisor effective June 24, 2019. Following his nomination for the Pennsylvania 85<sup>th</sup> legislative district. Rowe announced that he would be leaving the Supervisor Board at a date to be announced.  
Gray-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to accept the resignation of David Rowe as East Buffalo Township's Buffalo Valley Regional Police Commission Alternate and the Central Susquehanna Fire and Emergency Services Board Alternate effective June 24, 2019.  
Gray-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Supervisor Matt Schumacher as East Buffalo Township Board of Supervisors Vice Chairman.  
Gray-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to appoint Jim Murphy as East Buffalo Township Board Supervisor to fill a Board vacancy and complete the unexpired term of David Rowe. Supervisor Murphy's term shall expire on January 5, 2020.  
Gray-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to enter an Executive Session at 5:55 PM.

Motion by Vice Chairman Schumacher and seconded by Supervisor Murphy to exit the Executive Session at 7:05 PM.

Motion by Chairman Gray and seconded by Supervisor Murphy to retain Mette, Evans & Woodside as special legal counsel for EBT's defense for the Lewisburg Borough's Complaint for Declaratory Judgement naming EBT and the BVRP Commission as defendants.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy authorizing Solicitor Matson to proceed with appropriate action in the Township's response to the Lewisburg Borough's Complaint for Declaratory Judgement naming EBT and the BVRP Commission as defendants.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to adjourn at 7:16 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
July 8, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; Solicitor Peter Matson; and Secretary/Treasurer, Jolene Helwig. Vice Chairman Matt Schumacher was absent.

Visitors: See list

Public Comments:

- Rand Ludwig asked the Board of Supervisors if a decision had been made concerning his estimate bill from Shaffer Landscaping to replace trees and shrubbery on his property that he claims were damaged by a snowplow. Photos were provided to the Board. Mr. Ludwig asked for the topic to be tabled after Board members noted concerns with the matter and a reluctance to consent to payment.
- Marilyn Murphy asked how much money the township has paid in attorney fees for the special legal counsel for EBT's defense for the Lewisburg Borough's Complaint for Declaratory Judgement regarding the regional police department naming EBT and the BVRP Commission as defendants.
- Eric Scicchitano asked the Board of Supervisors about the hourly fees for the special legal counsel for EBT's defense.
- Tim Hutchings asked if there was an update on the Miller Center tax exempt status.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department June 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) June 2019 report.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the June 24, 2019 meeting minutes as distributed.

Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the expenditures for June 2019 as presented.

Gray-y, Murphy-y; Motion Carried

Chairman Gray reported that the Lewisburg Community Pool annual membership passes are now half price. The BVRA hiring committee has narrowed applications down to two (2) candidates for the Executive Director position. On July 10<sup>th</sup>, they will hold a public session with the candidates to have them do a presentation followed by a question and answer session. The BVRA Rail Trail transfer is completed and has officially been turned over to the Union County Rail Authority. Next month the assets of the Rail Trail will be removed from the BVRA balance sheet. Chairman Gray reported that the next Buffalo Valley Regional Police meeting is scheduled for July 10, 2019 at 5:00PM. She reported receiving the chief's report and reported that between the Operation and Reserve Fund the police department is looking healthy, with \$578,000 in combined funds available as of the end of May.

Township Manager Kifolo reported that auditors of Herring Roll and Solomon are nearing completion of the 2018 annual audit. The process was delayed due to the transition of accounting

processes to the accrual method during the 2018 fiscal year. Parts for the leaf vacuum truck came in last week and repairs are being completed.

Chairman Gray reported that Attorney Ronald L. Fink of Mette, Evans, and Woodside provided the Township's response to the complaint to the Union County Prothonotary on July 2, 2019. The BVRP Commission has not filed a response to date. Lewisburg Borough will have 20 days to provide a response.

Motion by Chairman Gray and seconded by Supervisor Murphy to accept the resignation of Roger Hepner from the LAJSA Board.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to appoint Jim Murphy to represent East Buffalo Township as an Alternate Member of the Buffalo Valley Regional Police Commission until January 5, 2020.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve Resolution #08-2019 authorizing and directing the Chairman to sign the PennDOT Agility Program Agreement.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to accept the McCormick Taylor scope of work and pricing proposal for the ARLE grant project.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to accept the scope of work and pricing proposal for the Green Light Go grant being completed in conjunction with Union Township.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve Resolution #09-2019 to accept Conrad Siegel Actuaries' recommended assumption change of the Mortality Table from the IRS 2017 Static Combined Table to the SOA Public Plan Mortality Table for General Workers.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the long line pavement painting quotation from DE Gemmill at costs per linear foot as follows: Double Yellow – \$0.110; Single White, Center Turning Lane Yellow Solid and Dash - \$0.055.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the crosswalk painting quotation from DE Gemmill at costs per linear foot of \$3.38.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the traffic signal pavement markings from Alpha Space control as follows: \$400.00 for "ONLY" legend; \$195 for each Left Turn Arrow; \$390 for each Left/Through Combination Arrow; \$12.00 per linear foot for Stop Bars; and \$11.00 per crosswalk line.  
Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve Resolution #10-2019 to grant a 90 day extension, beginning July 8, 2019, for the Steven Brown Stormwater Management Plan entitled Manure Storage Facility Stormwater which was originally approved by the Board on February 11, 2019.

Gray-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to adjourn at 6:22 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
August 12, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman Matt Schumacher; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; and Secretary/Treasurer, Jolene Helwig. Solicitor Peter Matson was absent.

Visitors: See list

Chairman Gray announced that an Executive Session was held on July 24, 2019 at 4:00 PM to discuss legal matters.

Public Comments:

- Jim Buck asked the Township Board to keep the best interest of Township residents in mind and to work to find a way to end the police funding dispute.
- Marilyn Murphy inquired about the township budget, specifically township manager salary and the solicitor expense.
- Shirley Brough introduced herself as the new BVRA Executive Director.
- Tim Hutchings thanked the Township Manager for having construction equipment relocated during the recent Meadows Development stormwater project.
- Stacey Richards introduced herself as a candidate running for Union County Commissioner.

Chairman Gray offered condolences to Chief Yost and his family due to the unexpected loss of his wife. The July monthly Board report for the Buffalo Valley Regional Police Department was not available at meeting time.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) July 2019 report.

Discussion on the Lewisburg Area School District Wetland Project was tabled.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the July 8, 2019 meeting minutes as distributed.

Gray-y, Schumacher-abstained, Murphy-y; Motion Carried.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the expenditures for July 2019 as presented.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Chairman Gray reported that the BVRA has a new organization structure with the hiring of Shirley Brough as Executive Director and Tony Stafford as Outdoor Recreation Director. Lewisburg Community Pool has had a good year so far, with revenue increased compared to last year. The triathlon was last weekend with, 141 participants this year. All BVRA meetings going forward will be held at 6:00 PM.

Vice Chairman Schumacher reported that the next Buffalo Valley Regional Police Commission (BVRPC) Board meeting will be on Wednesday, August 14, 2019 at 5:00 PM and the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting will be on Thursday, August 22, 2019 at 6:00 PM.

Township Manager Kifolo reported that auditors of Herring Roll and Solomon are nearing completion of the 2018 annual audit. All contracted paving projects have been completed for this year. Seal coating is complete with the exception of fog seal coat to be done in Golfview and Indianwoods. The Maplewood stormwater project is complete; 57% of the total project was covered by a Dirt and Gravel and Low Volume Roads grant administered through Union County Conservation. The Turtle Creek project excavating started today. Those living on Turtle Creek will have to access either from Stein Lane or from Pheasant Ridge Road but there will be no through traffic. The Public Works crew will be completing a stormwater pipe replacement project on Smoketown Road between the east intersection of Hilltop Road and the west intersection of Hilltop Road. This is a continuation of a project started last summer. Smoketown Road will be closed to through traffic, but local residents will have access. The Costars salt contract for 2019-2020 has been awarded; the price per ton is \$68.06 per ton. This is up 3.9% from last year.

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to accept the bid from Fairchild Brothers, Inc. for Phase II of the Meadows Development Stormwater Improvements Project, in the amount of \$156,102, contingent upon receipt of required bonds and insurance.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to appoint Lawson Fetterman to serve on the Lewisburg Area Joint Sewer Authority until January 3, 2021.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Vice Chairman Schumacher and seconded by Chairman Gray to appoint Jim Murphy to represent East Buffalo Township as an Alternate Member of the Central Susquehanna Fire and Emergency Services Department until January 5, 2020.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

An appointment to fill an open seat on the Township Board of Auditors was tabled.

Chairman Gray noted that we have received one invoice from Mette, Evans & Woodside for services rendered in June 2019 in the amount of \$2,464.50 for legal services to the Township in its defense of the Lewisburg Borough lawsuit regarding the Buffalo Valley Regional Police Department IGA. She also reported that the EBT response to the Borough's Request for Admission, Interrogatories, and Request for Production of Documents was due Monday, August 12, 2019.

Motion by Vice Chairman Schumacher and seconded by Supervisors Murphy to proceed with the advertising and hiring of a Public Works Laborer.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to authorize Solicitor Matson to proceed with the petition to the Court of Common Pleas to take such action that would provide the Township with full legal title of the property at the corner of Jean Blvd and Stein Lane.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to proceed with the purchase from Medico Industries, Inc. of a 2019 621F XT Wheel Loader with a final purchase price not to exceed \$95,611.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman to proceed with selling the 2014 621F XT Wheel Loader to another municipality for not less than \$100,000. Should a resale agreement

not be possible before delivery of the 2019 loader, EBT will proceed with the trade-in as offered by Medico Industries.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Township Manager Kifolo provided the Board with information regarding the Buffalo Valley Rail Trail for Consideration as the Township moves toward budgeting for 2020. The Union County Trail Authority (UCTA) will be realizing a reduction in available grant funding for the trail than what was reported by BVRA as a fund balance. UCTA has also performed an engineering review that has revealed needed repairs in excess of \$60,000. The funding agreement between the township and BVRA contains a clause that would allow the Township to consider reducing funding as a result of the transfer of the Buffalo Valley Rail Trail to the UCTA. The Board will need to make a determination for 2020 funding of BVRA; as they too are moving into budgeting for next year.

Chairman Gray requested that the Board consider a \$1,000 donation to Union County Veterans 4<sup>th</sup> of July Parade Committee. Vice Chairman Schumacher acknowledged that EBT provides access to office space and use of meeting space at no cost to the Committee, something that they would otherwise have as an operating expense. The consensus from the Board was that an official motion would not be made at this time.

Announcement was made concerning a report from the Pennsylvania Department of Environmental Protection Vector Management regarding one mosquito sample testing positive for West Nile Virus in East Buffalo Township, Union County.

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to enter an Executive Session at 6:53 PM.

Motion by Vice Chairman Schumacher and seconded by Chairman Gray to exit the Executive Session at 7:50 PM.

Motion by Vice Chairman Schumacher and seconded by Chairman Gray to adjourn at 7:51 PM.

Submitted by Jolene D. Helwig, Secretary



EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
September 9, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman Matt Schumacher; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Public Comments:

- Marilyn Murphy asked why the Board had the BVRA 2020 contribution as a topic on the agenda before the BVRA Board approved their 2020 budget. Chairman Gray noted that the process is consistent with the direct funding agreement with BVRA.
- Tina Prowant asked how long the township was going to train Jolene Helwig for the manager position; how long they were planning to pay Stacey Kifolo to work in Florida; and if the township was still doing or could we do a shredding service for the community.
- Jim Buck asked if there was any update on how much money the township has paid in attorney fees to Bill Kerr for the Miller Center tax exempt status appeal. Township Manager Kifolo noted that invoices received and paid to date totaled \$10,266.60.
- Tim Hutchings asked if there was any update on how the Miller Center status as far as the property being classified as tax exempt and impact on taxation with the change in ownership.
- Rand Ludwig asked why Supervisor Gray did not call him so he could show her the damage to his property even though he heard that she stopped by to look at the property herself. He also asked if the township manager took an actual look at the property damage or if she was making a decision base on the photos that he provided to the township.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department (BVRPD) August 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) August 2019 report.

Motion by Chairman Gray and seconded by Supervisor Murphy authorizing the Chairman to execute the Maintenance Agreement with the Lewisburg Area School District for the Washington Avenue wetlands.

Motion by Vice Chairman Schumacher and seconded by Supervisor Murphy to approve the August 12, 2019 meeting minutes as distributed.

Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Supervisor Murphy and seconded by Vice Chairman to approve the expenditures for August 2019 as presented.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Chairman Gray reported that the 2019 BVRA revenue has increased for the Community Pool and the gymnastic center in comparison to last year. Shirley Brough the new BVRA Executive Director is working on the 2020 budget. Gray also reported that Kelly Township has requested that they be removed from the BVRA board. Solicitor Matson addressed the BVRA Articles of Incorporation

and the issue with Kelly Township being unable to exit the Authority has debt. Solicitor Matson reported that he has been in communication with the BVRA solicitor, Bob Kravitz.

Vice Chairman Schumacher reported that the next Buffalo Valley Regional Police Commission (BVRPC) Board meeting will be on Wednesday, September 11, 2019 at 5:00 PM and the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting will be on Thursday, September 26, 2019 at 6:00 PM.

Township Manager Kifolo reported that auditors of Herring Roll and Solomon are nearing completion of the 2018 annual audit. The River Road culvert repair, being partially funded with grant funds, is projected get underway in late October or early November. Interviewing candidates for the Public Work Laborer position is in process. Phase II of The Meadows project is under-way this week with projection of being completed by October. Brush collection began today for the township; however, manpower assistance from the Federal Bureau of Prisons has decreased to one instead of four for the current round.

Secretary Helwig reported that vacuum truck was functional for the first day of brush collection, but staffing issues prevented us from getting on the streets. Residents of East Buffalo Township should have received their Fall 2019 Township newsletter in the mail by Friday; and noted that copies were available in the office. Helwig reported the two high school seniors are doing a food collection for under privilege kids that need a little extra help. They are with the Kelly Elementary School PSA and have asked the township to be a collection site for non-perishable foods, Bins will be available at the Township building for those wishing to contribute.

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to approve the transfer of \$12,748.23 from the East Buffalo Township Non-Uniformed Pension VOYA Account, in accordance with the current funds' contribution percentages, to the Susquehanna Community Bank Pension account for 2019 fourth quarter payments to eligible retirees.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve Resolution 10-2019, the East Buffalo Township Non-Uniform Employees' Pension Plan 2020 Minimum Municipal Obligation of \$29,155.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to approve the annual janitorial contract with Community Integrated Employment Services for bi-weekly services. Agreements runs September 17, 2019 to September 16, 2020 with a charge of \$62.34 per service.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Chairman Gray announced that an information session with Chief Yost took place on August 29, 2019 at 3:00PM to obtain information relevant to the Township's request of PPU for 2020. The information session was essential in the process to obtain and review relevant information and a recommendation from Chief Yost for the Township's calendar year 2020 PPU request. During the session, Chief Yost had indicated that BVRPD will have 50.25 PPUs available for calendar year 2020 and that he was allocating 25.12 PPUs for services directly for East Buffalo Township. However, it is important to note that the 25.12 PPU allocation did not include a PPU allowance for potential mutual aid provided during the year.

Motion by Chairman Gray and seconded by Supervisors Murphy as follows: Pursuant to Article V of the Intergovernmental Cooperation Agreement (IGA) between the Township and Lewisburg Borough establishing the regional police department, and in accordance with Exhibit C of the said agreement, East Buffalo Township requests 25.51 Police Protection Units (PPUs) for calendar year 2020 from the Regional Police Department.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to approve the Buffalo Valley Recreation Authority 2020 contribution at \$120,719, a 2% increase from 2019.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to pay off the OPEB loan form Susquehanna Community Bank, no later than Friday, September 13, 2019 in the amount of \$206,593.32.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Vice Chairman Schumacher and seconded by Supervisor Murphy to approve all proposed budget revisions for the General Fund Revenue totaling a decrease of \$294,689 and all budget revisions for the General Fund Expenses totaling a decrease of \$49,621.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Vice Chairman Schumacher and seconded by Chairman Gray to transfer \$200,000 from the General Fund to the Reserve Account. Reserve account allocations are as follows: Equipment \$25,000; Streets/Bridges \$75,000; and Parks & Recreation \$100,000.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to enter an Executive Session at 7:12 PM.

Motion by Chairman Gray and seconded by Supervisor Murphy to exit the Executive Session at 8:04 PM.

Motion by Vice Chairman Schumacher and seconded by Chairman Gray to adjourn at 8:05 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
October 14, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman Matt Schumacher; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Chairman Gray announced that an Executive Session was held on Wednesday, September 11, 2019 at 3:00 PM and Wednesday, October 2, 2019 at 3:00 PM to discuss legal matters.

Visitors: See list

Public Comments:

- Marilyn Murphy voiced her concerns with the Blaise Alexander Ford project; particularly that it was built in the flood plan; the lighting, even though it meets code; loudspeaker noise; no sidewalks; and especially the shrubs that were planted as a buffer along Fairground Road. Makenzie Stover, CKCOG, reviewed the screening requirements in the code and the fact that the dealership had actually exceeded the requirement and noted that the plans were approved by the Planning Commission and the Board of Supervisors. Chairman Gray questioned if the Ordinance superseded the approved plans. Solicitor Matson confirmed that the Ordinance did. As such, Blaise Alexander will be replanting plants that meet the Ordinance by October 18<sup>th</sup>.
- Jim Knight, a member of the EBT Planning Commission, noted that the same mistakes regarding buffer plantings was made with the CVS & Route 15 project.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) September 2019 report.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department (BVRPD) September 2019 report.

Motion by Supervisor Murphy and seconded by Vice Chairman Schumacher to approve the True Story, LLC waiver: of Chapter, 26 (Stormwater), Part 3, Section 303.C: "The minimum pipe size shall have a waterway opening of 1.23 square feet (15" diameter or equivalent arch pipe)." The plan provides for the use of a 10" pipe to connect building downspouts to inlet I-133.

Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the True Story, LLC land development plan, conditional on execution of the Letter of Credit and the NPDES Permit.

Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the September 9, 2019 meeting minutes as distributed.

Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to approve the expenditures for September 2019 as presented.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Chairman Gray reported that Sandra Cook has resigned from the BVRA Board effective October 31, 2019. Several of the board members plan to meet with Shirley Brough, BVRA Executive Director, to develop the preliminary 2020 budget. The budget will then be presented to the BVRA board at their next meeting. She noted that the 2001 Articles of Incorporation states that the BVRA board will consist of four (4) members from the Borough of Lewisburg, four (4) from East Buffalo Township and four (4) from Kelly Township. In order for the board to pass motions there has to be a quorum, which means that seven (7) members must be present. Getting a quorum has been difficult due to lack of Board member participation. In an effort to improve attendance, all meetings have been moved to 6:00 PM. Kelly Township is working on trying to find individuals who can attend the meetings more regularly. Gray noted that Kelly Township can't simply exit the Articles of Incorporation because of Authority debt, specifically a ten (10) year loan with both Borough and EBT and the current gym and office leases which have a payout clause for early termination.

Vice Chairman Schumacher reported that the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting will be on Thursday, October 24, 2019 at 6:00 PM upstairs in the small meeting room. He then read an Editorial from The Daily Item posted in the October 3<sup>rd</sup> newspaper. The article titled "Meet, resolve police funding dispute".

Township Manager Kifolo reported that auditors of Herring Roll and Solomon have completed the 2018 annual audit. Girls on the Run will be holding another 5K race on November 17<sup>th</sup>. Phase I of The Meadows stormwater replacement project work is complete. Due to unforeseen issues encountered during construction, change orders resulted in a 14.27% overage, with the final price \$228,506.63. Phase II of The Meadows project work is complete. Township is waiting final inspection and actual costs for few minor change orders. Final reimbursement from Union County Conservation District has been received for the Turtle Creek Road project. The actual expenses came in under the original bid with the final project cost being \$71,081.90, which was 100% funded by a grant obtain through the Dirt and Gravel & Low Volume Roads program. The 2019 PSATs wage and salary survey information has been shared with the supervisors. Interviewing for the Public Work Laborer position, with a hire expected by the end of the year.

Secretary Helwig reported that the last round of 2019 brush and yard waste pick up was underway. Next cycle will begin in April of 2020. Collection of leaves begins with the current round and will continue until the week of December 3<sup>rd</sup>. If snow should fall between now and then the Public Works Crew will be around after the snow melts. Crew members are warning residents when they see problems with piles. They are also relaying information back to the office in case a resident call about a pile that is not collected.

The Board tabled the Buffalo Valley Regional Police Commission IGA for the executive session.

Motion by Chairman Gray and seconded by Supervisor Murphy to accept the resignation of Sandra Cook from the Buffalo Valley Recreation Authority Board effective October 31, 2019. Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Chairman Gray to appoint Marilyn Murphy to the Buffalo Valley Recreation Authority Board until December 31, 2021. Motion died due to a lack of second. Action was tabled. The Supervisors agreed to Friday, October 25, 2019 as the deadline for volunteer applications to be submitted at the township office. The Board will consider action during the planned Monday, October 28, 2019 Work Session.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the December 1, 2019 through November 30, 2020 Capital Blue Cross group plans for medical, prescription and vision insurance.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the AmFirst GAP insurance renewal for December 1, 2019 through November 30, 2020.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the Delta Dental insurance renewal for December 1, 2019 through November 30, 2020.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray to maintain the employee contribution for all benefits (medical, vision, dental and gap) at 6% for calendar year 2020. Motion died due to a lack of second. Action was tabled. The Board will consider action during the Monday, October 28, 2019 Work Session.

Motion by Supervisor Murphy and seconded by Vice Chairman Schumacher to not participate in the 2019 PSATS Unemployment Compensation Group Trust Trustee Ballot for Election.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to establish Halloween Trick or Treat hours in East Buffalo Township for Thursday, October 31, 2019 from 5:30PM to 9:00PM.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the 2020 budget presented by the Buffalo Valley Regional Police Commission.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to adopt Resolution # 11-2019 authorizing and directing the Township manager to submit the Green Light Go Traffic Signal Project related TE-160, Application for Signal Approval, to PennDOT for the traffic signal located at the intersection of U.S. 15 and Moore Avenue/Smoketown Road, for which the Township is the permittee.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to adopt Resolution # 12-2019 authorizing and directing the Township manager to submit the Automated Red Light Enforcement (ARLE) Traffic Signal Project related TE-160, Application for Signal Approval, to PennDOT for the traffic signal located on S.R.45 and S.R. 2007 (Fairground Road), for which the Township is the permittee.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to adopt Resolution # 13-2019 authorizing and directing the Township manager to submit the Automated Red Light Enforcement (ARLE) Traffic Signal Project related TE-160, Application for Signal Approval, to PennDOT for the traffic signal located on S.R.45 for the school reduced speed zone signs, for which the Township is the permittee.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher authorizing the Township manager to cancel uniform service with Cintas and contract with Paris Uniform Services.

Motion by Chairman Gray and seconded by Supervisor Murphy to enter an Executive Session at 7:19 PM.

Motion by Supervisor Murphy and seconded by Chairman Gray to exit the Executive Session at 8:31 PM.

Motion by Chairman Gray and seconded by Supervisor Murphy to adjourn at 8:32 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS PUBLIC WORK SESSION  
589 Fairground Road, Lewisburg, PA, 17837  
October 28, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman Matt Schumacher; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Public Comments:

- Tina Prowant asked the board about fund balance; the cost of legal fees related to the lawsuit brought by Lewisburg Borough over the BVRPD IGA.
- Jim Buck asked about the type of bank account used for the reserve; and the reasoning as to why supervisors changed the funding for the BVRPD.
- Lana Snyder introduced herself as one of the candidates that applied for the BVRA Board position.
- Mike Glazer introduced himself as one of the candidates that applied for the BVRA Board position.
- Marilyn Murphy asked the Supervisors if they could make arrangements for the Township Manager to be seen during township meeting; if the manager had visited the township this year; inquired about Township representation at the Union County Convention; and commented on the Blaise Alexander Ford property.

Motion by Supervisor Murphy and seconded by Chairman Gray to approve the October 14, 2019 meeting minutes as distributed.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Vice Chairman Schumacher reported that the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting was held on Thursday, October 24, 2019 at 6:00 PM. The CSFESD Board formally ratified the terms of the financial agreement with the William Cameron Engine Company (WCEC) Board. He noted that the Intergovernmental Agreement (IGA) between the municipalities needs to be revised. The revised IGA will consist of the Borough of Lewisburg, East Buffalo Township and Kelly Township; Buffalo Township has dropped out. Schumacher reported that each municipality will have a chance to look over the IGA to make any final changes by the next scheduled meeting dated for Thursday, November 21, 2019 at 6:00 PM. The intention is to get the revised IGA passed by each governing body by the end of the year. Schumacher reported that each municipality will pay approximately \$27.00 per capita based on current population figures.

Chairman Gray reported that the BVRA Board meeting was held on Wednesday, October 23, 2019 at 6:00 PM. Gray noted the BVRA Board reviewed the 2020 budget line by line and is expecting to be about \$1.16 million. The BVRA Board has been tasked with further review of the budget before their meeting in November, in anticipation of passing that budget at that time.

Township Manager Kifolo reported that Milton Borough has reached out to make a request to borrow our walk behind leaf vacuum. Kifolo noted that we already have an agreement with our neighboring municipalities for equipment sharing and that agreement would be a model for preparing an agreement with Milton Borough. Supervisors voiced their support in assisting our neighbors.



Secretary Helwig reported that the last round of 2019 brush and was completed last week, however, the leaf vacuum truck will continue with the leave pick until the week of December 3<sup>rd</sup>. Crew members are alerting residents when they notice issues with piles that will prevent collection.

Motion by Supervisor Murphy and seconded by Chairman Gray to maintain the employee contribution for all benefits (medical, vision and dental) at 6% for the December 1, 2019 through November 30, 2020.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Supervisor Murphy and seconded by Vice Chairman Schumacher to appoint Mike Glazer to the Buffalo Valley Recreation Authority Board. Glazer term shall expire on December 31, 2021.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

A rough draft of the 2020 Township budget was reviewed and discussed by the Board.

Motion by Supervisor Murphy and seconded by Chairman Gray to adjourn at 7:04 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
November 12, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman Matt Schumacher; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Chairman Gray announced that an Executive Session was held on Monday October 28, 2019 at 7:08 PM and Monday, November 12, 2019 at 5:00 PM to discuss legal matters.

Visitors: See list

Public Comments:

- Paulette Onestak voiced her concerns to the Board of Supervisors about the condition of Rural Avenue. She provided pictures of the road condition after a rainstorm; along with twenty-four (24) signatures from residents who live along Rural Avenue who would like to see the road properly repaired. Township Manager Kifolo noted that Rural Avenue is on the project plan for 2020 road maintenance projects and that current conditions will be reviewed by the public works department to determine what can be done to improve conditions before winter.
- Marilyn Murphy asked if arrangements were being considered for the public to see – not just hear the Township Manager during public meetings.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department (BVRPD) October 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) October 2019 report.

Motion by Vice Chairman Schumacher and seconded by Supervisor Murphy to approve the October 28, 2019 Work Session meeting minutes as distributed.

Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the expenditures for October 2019 as presented.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Chairman Gray reported that the BVRA board members reviewed the preliminary 2020 budget and some changes were made to bring the projected budget to about \$1M. The revised budget will be presented to the BVRA board at their next meeting. She noted that the gymnastic center is a major contributor to the budget. Gray reported that a ribbon cutting ceremony was held at the Warming House to celebrate the expansion of the Nature Preschool and Evangelical Community Hospital's donation of an AED, AED Pads, storage and other first-aid supplies.

Vice Chairman Schumacher reported that the Buffalo Valley Regional Police Commission (BVRPC) Board meeting will be on Wednesday, November 13, 2019 at 5:00 PM and the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting will be on Thursday, November 21, 2019 at 6:00 PM upstairs in the small meeting room.

Township Manager Kifolo reported that Phase II of The Meadows stormwater replacement project work is complete. The final cost was 3.4% under the original bid cost, with the final price \$150,796.34. Kifolo noted that the entire stormwater project for The Meadows was complete without borrowing money or raising taxes. Kifolo shared that she has been in contact with our Regional DCNR representative and we should expect an announcement on the park grant application in the near future. Kifolo reported that the township has a buyer for the wheel loader.

Secretary Helwig reported that leaf collection is still in process and will continue until the week of December 3<sup>rd</sup>.

Motion by Chairman Gray and seconded by Supervisor Murphy to acknowledge the Volunteer Service Application for Stephen M. Bolinsky.

Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Vice Chairman Schumacher and seconded by Supervisor Murphy to approve the first reading of the proposed 2020 draft budget with General Fund millage of 4.0; Fire Fund millage of 0.45; Street Light millage of 0.07; Fire Hydrant millage of 0.08. The Board expects revenues to be \$4,409,132 and expenditures of \$4,689,144 for 2020.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to adjourn at 6:22 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS SPECIAL MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
December 13, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 3:30 PM.

Those present: Chairman Char Gray; Vice Chairman Matt Schumacher; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; Jason Brudecki from Solicitor Peter Matson Office and Secretary/Treasurer, Jolene Helwig.

Chairman Gray announced that an Executive Session was held on Tuesday, December 3, 2019 at 3:30 PM to discuss legal matters.

Visitors: See list

Motion by Supervisor Murphy and seconded by Vice Chairman Schumacher to approve the November 12, 2019 Supervisor meeting minutes as distributed.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the Community Contribution Agreement between East Buffalo Township and The Miller Center for Recreation and Wellness.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried.

Motion by Chairman Gray and seconded by Supervisor Murphy to enter an Executive Session at 3:38 PM.

Motion by Chairman Gray and seconded by Supervisor Murphy to exit the Executive Session at 4:20 PM.

Motion by Chairman Gray and seconded by Supervisor Murphy to adjourn at 4:20 PM.

Submitted by Jolene D. Helwig, Secretary

Motion by Chairman Gray and seconded by Supervisor Murphy to adjourn at 8:32 PM.

Submitted by Jolene D. Helwig, Secretary

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
December 16, 2019

Chairman Gray called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman Char Gray; Vice Chairman Matt Schumacher; Supervisor Jim Murphy; Township Manager, Stacey Kifolo; Solicitor Peter Matson and Secretary/Treasurer, Jolene Helwig.

Visitors: See list

Public Comments:

- Brian Schultz, engineer from AECOM, introduced himself as the replacement for Curtis Barrick, who is now working for PA DEP.
- Ryan Frenya from Penn Core Consulting introduced himself, noting that, he has submitted a proposal to the township for engineer services in 2020.
- John Rowe thanked Supervisor Jim Murphy for his service to the township.
- Chairman Char Gray also offered complimentary statements for Supervisor Jim Murphy's performance.

Chairman Gray acknowledged Board receipt of the Buffalo Valley Regional Police Department (BVRPD) November 2019 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) November 2019 report.

Motion by Supervisor Murphy and seconded by Chairman Gray to approve the Laura A. Bell minor Add-on Subdivision Plan approved by the Planning Commission on November 13, 2019.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Makenzie Stover, CKCOG, informed the Board that on December 11, 2019, the EBT Planning Commission recommended a draft ordinance amendment be forwarded to the Union County Planning Commission and then to the Board of Supervisors for review. Given the timeline for County review and timing of EBT Supervisor meetings, this item will likely be on the February Board agenda, at which time the Board may authorize the solicitor to advertise for the public hearing of the ordinance amendment during the March Board meeting.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the December 13, 2019 Supervisor special meeting minutes as distributed.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to approve the expenditures for November 2019 as presented.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Chairman Gray reported that the BVRA approved their 2020 budget just a little over \$1 Million. She stated that the gym is a big contributor to the revenue. The BVRA board is renewing the office and gym lease. The current triple net lease for the gym will be replaced with rate cap. The proposed lease would be for ten (10) years, which raised discussion regarding Kelly Township's inability to exit the Articles of Incorporation while the Authority holds debt. Next meeting of the BVRA Board is scheduled for Wednesday, December 18<sup>th</sup> at 6:00 PM.

Vice Chairman Schumacher thanked Supervisor Jim Murphy for his service on the township board. He also reported that Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting is scheduled for Wednesday, December 18<sup>th</sup> at 6:00 PM.

Township Manager Kifolo reported that as of the November financials, the budget revenue is at 99.4% of projected and the expenses are at 84.4% of projected. She also expressed her thanks to Supervisor Jim Murphy for his service to the township.

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the Volunteer Service Tax Credit Certificate for Stephen M. Bolinsky for the tax year 2019.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Vice Chairman Schumacher and seconded by Chairman Gray to adopt Resolution 15-2019 for the 2020 Budget. General Fund Revenues are \$4,406,089 General Fund Expenses are \$4,727,806. General Fund tax rate is 4.00 mills for all non-exempt properties, resulting in a \$4.00 tax per \$1,000 of assessed value. Streetlights tax remains at 0.07 mills for all non-exempt properties, resulting in a \$0.07 tax per \$1,000 of assessed value. Fire Protection tax rate is 0.45 mills for all non-exempt properties, resulting in a \$0.45 tax per \$1000 of assessed value. Fire Hydrants tax rate remains at 0.08 mills for all non-exempt properties within 780 feet of a hydrant, resulting in a \$0.08 tax per \$1,000 of assessed value.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to accept the bid from Mid-Penn Energy for the 89 Octane Gas at a cost of daily rack posting plus \$0.18 cents per gallon; and for ULSD-B2 Diesel at a cost of daily rack posting plus \$0.15 cents per gallon and \$0.08 per gallon for winterization.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to accept the aggregate/asphalt bid from New Enterprise Stone & Lime Co., Inc. for items 1, 3, 4, 5, 7, 9 and 10, subject to availability and quality.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to accept the aggregate bid from Hanson Aggregates Pennsylvania, LLC., for items 2, 6 and 8, subject to availability and quality.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to accept the asphalt bid from HRI, Inc., for items 11 through 13, subject to availability and quality.  
Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to transfer \$13,077.42 from the East Buffalo Township Non-Uniformed Pension VOYA Account, in accordance with the current funds' contribution percentages, to the Susquehanna Community Bank pension account for 2020 first quarter payments to eligible retirees.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to place an advertisement in a local newspaper announcing the Board's Monday, January 6, 2020 organization meeting to begin at 5:30 PM. The January monthly business meeting will commence immediately following the organization meeting. The Township Auditors must meet at the Township building on Tuesday, January 7, 2020 at 6 PM.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to approve the agreement with Clair and Sharon Brown for the land lease of property utilized by the Township for the mandated recycling program.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Schumacher to accept the Point Township, Northumberland County offer of \$105,000 for purchase of the 2014 621F XT Wheel Loader.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Supervisor Murphy and seconded by Chairman Gray to send a letter of support for the Union County Housing Authority application for \$500,000 DCED grant for the Union County Rehabilitation Home Investment Partnership Program.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve Resolution 16-2019 the amended and restated Intergovernmental Cooperation Agreement between East Buffalo Township, Kelly Township and Lewisburg Borough forming the Central Susquehanna Fire and Emergency Services.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to approve the amended and restated Financial Agreement between East Buffalo Township and William Cameron Engine Company.

Gray-y, Schumacher-y, Murphy-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Murphy to adjourn at 6:49 PM.

Submitted by Jolene D. Helwig, Secretary