

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS ANNUAL ORGANIZATION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
January 4, 2021

The Township returned to in-person meetings at the Township Building following the 8:00 AM, January 4, 2021 expiration of the statewide stay-at home order due to the COVID-19 pandemic surge. In addition, the Township continued use of a virtual meeting format to allow Township elected and appointed officials and members of the public to participate remotely in the annual organization meeting of the Board of Supervisors.

Chairman Matt Schumacher called the Annual Board of Supervisors Annual Organization Meeting to order at 5:04 PM.

Those present: Supervisor Matt Schumacher; Supervisor Char Gray; Supervisor James Knight; Township Manager Stacey Kifolo; Solicitor Peter Matson; and Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Debra Sulai (Lewisburg Borough); Eric Scicchitano (Daily Item); Georganna Kresl; Marilyn Murphy; Matt Farrand (Standard Journal); and Tina Prowant.

No members of the public were present at the Township building.

Motion by Supervisor Schumacher and seconded by Supervisor Knight to appoint Supervisor Gray as Temporary Board Chairman.

Schumacher-y; Gray-y; Knight-y; Motion Carried

The meeting was turned over to Temporary Chairman Gray.

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

Schumacher-y; Gray-y; Knight-y; Motion Carried

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

Schumacher-y; Gray-y; Knight-y; Motion Carried

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

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Vice Chairman Knight to accept the following reappointments:

- Township Manager, Stacey Kifolo
- Roadmaster, Steve Mohr
- Assistant Roadmaster, Nate Fisher
- Treasurer, Jolene Helwig
- Open Records Officer, Jolene Helwig
- Animal Enforcement Officer, Wayne Hoover
- Emergency Management Coordinator, Lawson Fetterman
- 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 seconded by Chairman Gray.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Stacey Kifolo as the East Buffalo Township Board of Supervisors Assistant Secretary.

Schumacher-y; Gray-y; Knight-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to appoint Union County to serve as East Buffalo Township Tax Collector for the calendar year 2021.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and seconded by Supervisor Schumacher to appoint Herring, Roll and Solomon, P.C., Certified Public Accountants, as the auditing firm for the 2020 Township Financial Records.

Gray-y; Knight-y; Schumacher-y; Motion Carried

No action taken to appoint a Citizen Representative of the East Buffalo Township Pension Advisory Committee for calendar year 2021.

Motion by Chairman Gray and seconded by Vice Chairman Knight to appoint Stahl Sheaffer Engineering to serve as the East Buffalo Township Planning Commission Primary Engineer for calendar year 2021.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Herbert, Rowland & Grubic, Inc. (HRG) to serve as the East Buffalo Township Planning Commission Secondary Engineer for calendar year 2021.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and seconded by Chairman Gray to appoint Curtis Barrick to serve on the East Buffalo Township Planning Commission for a four-year term expiring December 2024.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Jon Allocca to serve on the East Buffalo Township Planning Commission for a four-year term expiring December 2024.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and seconded by Chairman Gray to appoint David Hall to serve on the East Buffalo Township Zoning Hearing Board for a three-year term.

Gray-y; Knight-y; Schumacher-y; Motion Carried

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

Gray-y; Knight-y; Schumacher-y; Motion Carried

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

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and Supervisor Schumacher to represent East Buffalo Township as the At-Large Commissioner of the Buffalo Valley Regional Police Commission for a one-year term.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Vice Chairman James Knight to represent East Buffalo Township as a Board Member to the Central Susquehanna Fire and Emergency Services Department for a one-year term.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to appoint Supervisor Matt Schumacher to represent East Buffalo Township as the Alternate Board Member of the Central Susquehanna Fire and Emergency Services Department for a one-year term.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to appoint Lawson Fetterman to serve on the Lewisburg Area Joint Sewer Authority for a five-year term.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Jolene Helwig to serve the East Buffalo Township Voting Delegate to the Union County Tax Collection Committee (UCTCC) for the calendar year 2021.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher for Vice Chairman Knight (Township representative) to attend the April 18-21, 2021 PSATs Annual Educational Conference & Trade Show.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher for Vice Chairman Knight to represent East Buffalo Township as the Voting Delegate at the 2021 PSATs Conference, with Resolutions Voting scheduled to take place at a session on Tuesday, April 20, 2021.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray 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 2021.
- Accept the IRS Mileage rate of \$0.56 effective January 1, 2021 for Township authorized travel.
- Accept the 2021 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 2021, with payment to be made quarterly.
- Continue participation in the Animal Enforcement Program with the Borough of Lewisburg and Bucknell University for 2021.
- Continue the Code Enforcement Program with the Central Keystone COG for 2021.
- Authorize the Township Manager and Township Secretary 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 seconded by Vice Chairman Knight.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to establish the Board of Supervisors 2021 Meeting Schedule. Meetings to be held at 5:30 PM in the East Buffalo Township Municipal Building,

589 Fairground Road, Lewisburg, PA, Union County. Meetings will also be available in a virtual format that provides for public viewing and participation. Access to the virtual meeting registration will be available on the Township website (ebtwp.org). If it becomes necessary to conduct a meeting using only the virtual meeting format while the COVID-19 disaster emergency remains in effect, the Township will post notice on its website at ebtwp.org at least 24 hours in advance of the meeting. Meet dates are as follows:

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

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to establish the Board of Supervisors 2021 Meeting Schedule. Meetings to be held at 5:30 PM in the East Buffalo Township Municipal Building, 589 Fairground Road, Lewisburg, PA, Union County. Meetings will also be available in a virtual format that provides for public viewing and participation. Access to the virtual meeting registration will be available on the Township website (ebtwp.org). If it becomes necessary to conduct a meeting using only the virtual meeting format while the COVID-19 disaster emergency remains in effect, the Township will post notice on its website at ebtwp.org at least 24 hours in advance of the meeting. Meet dates are as follows:

- Monday, January 25<sup>th</sup>
- Monday, February 22<sup>nd</sup>
- Monday, March 22<sup>nd</sup>
- Monday, April 27<sup>th</sup>
- Monday, May 24<sup>h</sup>
- Monday, June 28<sup>th</sup>
- Monday, July 26<sup>th</sup>
- Monday, August 23<sup>rd</sup>
- Monday, September 27<sup>th</sup>
- Monday, October 25<sup>th</sup>
- Monday, November 22<sup>nd</sup>
- Monday, December 27<sup>th</sup>

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn the Annual Organizational Meeting at 5:41 PM.

---

Jolene D. Helwig, Secretary

---

Char Gray, Chairman

---

James Knight, Vice Chairman

---

Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
January 4, 2021

The Township returned to in-person meetings at the Township building following the 8:00 AM, January 4, 2021 expiration of the statewide stay-at home order due to the COVID-19 pandemic surge. In addition, the Township continued use of a virtual meeting format to allow Township elected and appointed officials and members of the public to participate remotely in the regular monthly meeting of the Board of Supervisors.

Chairman Gray called the Board of Supervisors Meeting to order at 5:42 PM.

Those present: Chairman Charmaine Gray; Vice Chairman James Knight; Supervisor Matt Schumacher; Township Manager Stacey Kifolo; Solicitor Peter Matson; and Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Debra Sulai (Lewisburg Borough); Eric Scicchitano (Daily Item); Georganna Kresl; Marilyn Murphy; Matt Farrand (Standard Journal); and Tina Prowant.

No members of the public were present at the Township building.

For the first segment of public comment, attendees were asked to limit comments on agenda topics.

Public Comments:

- Marilyn Murphy, EBT resident, asked the supervisors to verify Jack Malloy's status on the Buffalo Valley Regional Police Commission. Supervisors noted that he was appointed in 2019 to a two-year term, which expires December 2021.
- Tina Prowant, EBT resident, asked if Bucknell contributed to Animal Enforcement Officer. Township Manager replied they pay one-third of all cost.

Chairman Gray reported that she drove by the ice rink on way to township to check on the condition. Unfortunately, the warmer temperatures have not aided in the freezing of ice for skating.

Township Manager Kifolo reported that the official letter for the grant extension has been received from the State for the River Road Culvert project is in plan review. We are awaiting State approval for the project plans in order to issue notice to proceed to the contractor. Construction on ARLE & Green Light Go traffic signal grant projects is complete; all that remains is administrative work. There will be future action for the Board once a Highway Occupancy Permit (HOP) is issued by the State for an issue with the roadway resulting from the boring process at the intersection of US15/Moore & Smoketown. Kifolo stated she and Secretary, Jolene Helwig on December 16<sup>th</sup> with representatives from County Conservation, Northcentral Conservancy; and PA Fish and Boat Commission to discuss restoration of the tributary that runs through Fairground Road park, feeding the park pond and Limestone Run. The group will be conducting on-site visits, considering scheduling and project approval. The site is favorable because of the environmental impacts, high visibility, and connection to a section of Limestone Run that has been restored. Kifolo is hopeful that the project can be completed before construction is started on the Phase of the park restoration. Kifolo noted that one new hire started today; one position remains open with applicant still being considered.

Chairman Gray acknowledged that due to the early timing of the meeting, the Board had not yet received the Buffalo Valley Regional Police Department December 2020 report.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) December 2020 report.

Motion by Chairman Gray and second by Vice Chairman Knight authorizing Solicitor Matson to proceed with the draft ordinance amendment for Flood Plain Regulations; and to advertise the same for a public hearing before the Board of Supervisors on February 8, 2021.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the December 28, 2020 work session minutes as distributed.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Township Manager Kifolo noted that during the December 28, 2020 work session the Supervisors unanimously concurred that there would be no payment of 2020 Municipal Real Estate General Fund Tax Relief for those that submitted forms after the defined December 15, 2020 postmark. Kifolo noted that the December 15<sup>th</sup> date was established in order to allow the Township time to assess total rebate funds that would be incurred as expenses for the 2020 fiscal year. As of the meeting it was estimated that of the rebates postmarked between December 16<sup>th</sup> and December 31<sup>st</sup> totaled less than \$1,100. Kifolo asked the Board to reconsider their stance. All members consented to the payments requested in December. It was expressly noted that no payments would be made for any application(s) received or postmarked after December 31, 2020.

Motion by Vice Chairman Knight and seconded by Chairman Gray to approve the expenditures for December 2020 as presented, noting that additional December expenses will be reviewed by the Board in February.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

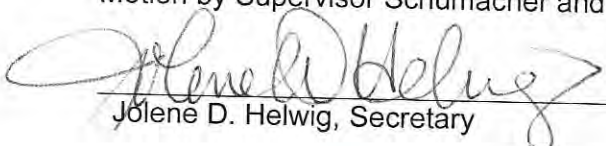
Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the Standard Form Agreement between the Township and McCormick Taylor, Inc. The Open-End Services agreement requires a separate scope for each work order requested by the Township.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

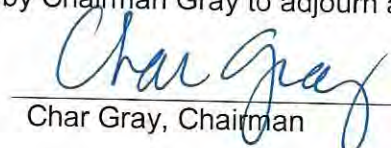
For the second segment of public comment, the attendees were welcomed to comment on matters discussed during the meeting or topics not appearing on the agenda.

Public Comments:

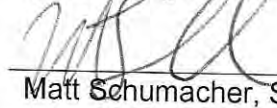
- Tina Prowant, EBT resident, noted that an article appearing in The Daily Item featured the Jackass Brewery event that welcomed people to burn their 2020 calendars in a burn barrel and questioned compliance with the Township Ordinance. The Township noted that the ordinance allows for some burning provided it is contained in a metal or masonry barrel, pit or similar device no more than three feet square or three feet in diameter and located not less 25 from any structure nor less than 10 feet from a property line and recyclable materials are not to be burned.

Motion by Supervisor Schumacher and seconded by Chairman Gray to adjourn at 6:15 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
January 20, 2021

Chairman Gray called the Board of Supervisors Special Meeting to order at 4:40 PM.

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

Members of the public participating via the virtual meeting format: Marilyn Murphy; Matt Farrand (Standard Journal); and Tina Prowant.

No members of the public were present at the Township building.

Chairman Gray announced that an Executive Session was held on Wednesday, January 20, 2021 at 2:30 PM to discuss ongoing litigation.

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the January 4, 2021 Organization minutes as distributed.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the January 4, 2021 meeting minutes as distributed.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept the Borough's proposal for a public meeting on Wednesday, February 10, 2021 at 7:00 PM at the East Buffalo Township building. The township will provide the meeting in-person to the public and via a virtual format using Zoom. The three representatives for East Buffalo Township will be Board Chairman Char Gray; Vice Chairman James Knight; and Township Manager Stacey Kifolo. The township will place \$45,000 in an escrow account held by the Township until such time that terms and conditions of an escrow agreement between the parties can be finalized. The Township shall provided a copy of a draft Intergovernmental Agreement updated since the submission of a draft in December of 2019. The document will be submitted in Microsoft Word format to allow the Borough to track changes and make notes, a copy of which shall be submitted to the Township prior to the February 10<sup>th</sup> meeting.

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

During the For the Good of the Order segment of the meeting, Vice Chairman Knight shared that David Goehring passed away last week Mr. Goehring had served as a member of the East Buffalo Township Planning Commission.

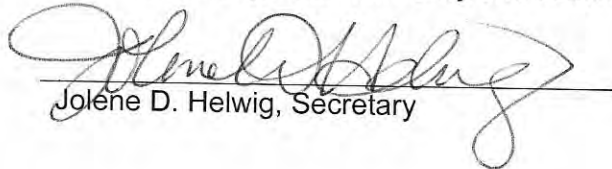
Public Comments:

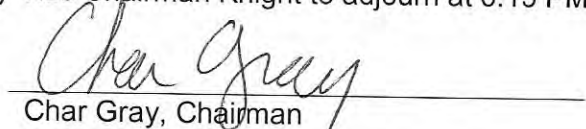
- Tina Prowant, EBT resident, questioned if the steps taken by the Supervisors to meet with the Borough was bypassing the attorneys; if the attorneys thought it was a good idea; if this step would end the lawsuit sooner; if both solicitors would be attending the public meeting with the Borough; and of the Board who would be representing the Borough. Chairman Gray noted that there is a hearing for February 1; regardless of the outcome from the court, we still have to come together and rewrite the intergovernmental cooperation agreement (IGA). This meeting was a starting point with the Borough to revise the agreement. Pete stated he would be attending the meeting but could not speak for

Attorney Lyons. The names from the Borough as to who will be representing the Borough at the meeting have not been provided to the township at this time.

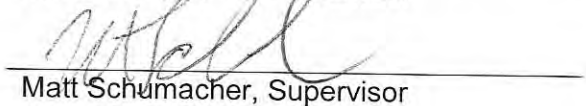
- Marilyn Murphy, EBT resident, reported that the Union County Rail Trail Authority was having a meeting at 9:00 AM on Thursday. They would be talking discussing the Fairground Road crossing. She stated that there is an issue with overgrown brush along Fairground obstructing the view of the rail trail. She asked about the planting of trees on Market Street and the crosswalk that would connect the school to the rail trail. Township Manager Kifolo stated that she would reach out to PennDOT maintenance; if the area is outside the State right-of-way, she would notify the property owner. Kifolo noted that she would also contact the CKCOG about the structures on the property.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 6:15 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
February 8, 2021

Chairman Gray called the Board of Supervisors Meeting to order at 5:35 PM.

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

Members of the public participating via the virtual meeting format: David Hall; Georganna Kresel; Judith Marvin; Kathleen Evans; Kristy Dax; Margaret Marr; Marilyn Murphy; Mary Beth Griffith; Matt Farrand (Standard Journal); Tina Prowant and William Lowthert.

Members of the public participating in-person: Brian Kerstetter.

Chairman Gray announced that an Executive Session was held on Monday, February 8, 2021 at 4:30 PM to discuss on-going litigation.

Chairman Gray called a public hearing to order at 5:37 PM, to consider and act upon an ordinance amending Chapter 27, Zoning, incorporating Part 10, Floodplain Regulations.

Public Comments for Floodplain Regulation Ordinance:

- Margaret Marr, EBT resident, asked the supervisors how can residents secure a copy of the language of the ordinance and proposed amendments. Township Manager answered that the ordinance was advertised in the paper; posted on the township website; available for review at the Township Office Building; and available at the Central Keystone Council of Government (CKCOG) office.

Chairman Gray closed the public hearing at 5:40 PM.

Motion by Supervisor Schumacher and seconded by Vice Chairman Knight to adopt Ordinance 396, amending Chapter 27 requiring all persons, partnerships, businesses, and corporations to obtain a permit for any construction or development: providing for the issuance of such permits; setting forth certain minimum requirement for new construction and development within areas of East Buffalo Township which are subject to flooding; and establishing penalties for any persons who fail, or refuse to comply with, the requirements or provisions of this ordinance.

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

For this segment of public comment, attendees were asked to limit comments on agenda topics.

Public Comments:

- Brian Kerstetter, Kelly Township resident, introduced himself as a candidate for District Judge.
- Tina Prowant, EBT resident, asked if Brian Kerstetter was a Republican or Democrat. Brian Kerstetter replied that he is registered as a Republican but considers himself as a fiscal conservative and civil libertarian.
- Margaret Marr, EBT resident, asked the Supervisors why the Township Manager position was on the agenda. Chairman Gray stated that Township Manager Kifolo's contract is to

expire at the end of the year; therefore, now is the time to post a requisition for the position before the contract runs out.

Chairman Gray reported that the Saint Mary Street ice-skating rink is open to the public, weather permitting. BVRA's goal is to be open from 1:00 PM to 7:00 PM, Monday thru Thursday will be free skating. Gray stated that she spent 4 ½ hours shoveling snow off the ice so residents would be able to skate tonight. They had help from East Buffalo Township Public Works Crew for snow removal from the ice and the parking area. Gray noted that the BVRA Gala is scheduled for March 6<sup>th</sup> at 7:00 PM. The gala is scheduled for one hour via Zoom. Cost of registration for the event includes dinner provided by The Lewisburg Hotel and desserts from Bella's Bliss Bakery. There will be local entertainment and highlights of what is happening with BVRA programs. Please call the BVRA office or visit the BVRA website to purchase ticket(s) or to receive more information about the BVRA Gala.

Vice Chairman Knight reported that the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting scheduled for Thursday, January 28<sup>th</sup> at 6:00 PM was cancelled.

Supervisor Schumacher reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting will be Wednesday, February 10, 2021 at 5:00 PM. Kifolo noted that the link to virtual meeting was posted on the township website.

Township Manager Kifolo reported the 2020 Annual Report was sent to the supervisors for review. She stated that the bidding for the 2014 Kubota was placed on Municibid.com and posted in a local newspaper. Bids will be accepted through Municibid.com until 1:05 PM on April 5, 2021. The bid will be awarded on Monday, April 12, 2021 at 5:30 PM during the regularly scheduled meeting. Kifolo noted the State Department of Environmental Protection cancellation of the 2021 round of Section 902 Recycling Implementation Grants due to a lack of money in the Recycling Fund. The General Assembly redirected \$50 million from the fund to balance the final state budget that was adopted in November. This is the first time in the Recycling Program's 33-year history a round of grants has been canceled; but the fourth time the General Assembly has diverted money from the Recycling Fund to balance the State budget. The total diverted to date is \$84 million. Although we had no plan to enter an application for the round that was recently cancelled, the program has been beneficial to the Township in the past and always viewed as a funding potential to assist in keeping the recycling program cost for the taxpayers low. For example, the bulk of the cost to purchase the leaf vacuum was through the 902-grant program. As was the woodchipper, improvements for the recycling center, the launch of the bi-annual recycling newsletter, and other recycling items. Locals will be holding off on projects, making the next round even more competitive and possibly have less funding available. Recycling wasn't the only impact. Recreation/park funding is also impacted, as are local farmers. The General Assembly took a total of \$201,977,000 from environmental and energy funds to balance the FY 2021-22 state budget. Impacts include, but are not limited to, farmers being left without assistance to save their farms through the farmland preservation program; Brownfield industrial sites will not be cleaned up and made safe; and environmental education efforts will be set back; Clean energy projects will not move forward. Visit [paenvironmentdigest.com](http://paenvironmentdigest.com) if you would like more information.

Secretary Helwig reported that she had received the final December tax collector reports and check in the mail. She would be comparing the tax collector reports to the remaining refund applications and projects that the final refund checks should be released by next week.

Chairman Gray acknowledged acknowledge Board receipt of the December 2020 and January 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledge Board receipt of the Central Keystone Council of Governments (CKCOG) January 2021 report.

Motion by Chairman Gray and second by Vice Chairman Knight to approve the Reiff Subdivision Plan.

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

Motion by Chairman Gray and second by Supervisor Schumacher authorizing Solicitor Matson to proceed with the preparation of an ordinance to repeal Chapter 8 and advertise for a public hearing during the March 8, 2021 Supervisors meeting.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and second by Chairman Gray to approve Resolution 01-2021 appointing the Central Keystone Council of Government (CKCOG) as Zoning Officer; and the Zoning Officer as the Floodplain Manager/Administrator under the provisions of Chapter 27, Part 10 of the Code of Ordinances of East Buffalo Township.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the January 20, 2021 special meeting minutes as distributed.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the additional expenditures for December 2020 as presented.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for January 2021 as presented.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to accept the Buffalo Valley Regional Police Department (BVRPD) budget following the Commission's action during their January 2021 meeting to have the budget reflect the number of PPUs requested by the Township.

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

Chairman Gray informed the public that in the lawsuit brought by Lewisburg Borough against East Buffalo Township and the Buffalo Valley Regional Police Commission oral arguments were heard by Judge Hudock on Monday, February 1, 2021. No exact date for a decision was provided, the Judge simply noted that a decision would be delivered as soon as possible.

Motion by Chairman Gray and seconded by Vice Chairman Knight to earmark \$106,789 within the Township general fund as a contingency to address any potential financial settlement dictated by the court. This action in no way implies that these funds are owed to BVRPD or that the amount reserved accurately reflects the disputed amount.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution 02-2021 appointing the Union County Treasurer to serve as East Buffalo Township Tax Collector until such time as a person shall be elected as said Tax Collector.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution 03-2021 raising the compensation of the elected tax collector for the Township of Est Buffalo Township to three dollars and fifty cents (\$3.50) for the collection of real estate taxes for each tax bill.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing Solicitor Matson to proceed with the preparation of an ordinance to amend Chapter 1 and advertise for public hearing during the March 8, 2021 Supervisors meeting.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve Resolution 04-2021 adopting regulations necessary and appropriate to implement the provisions of Chapter 20, Part 2 of the code of ordinances of East Buffalo Township and appropriate state and federal laws governing the recycling of Solid Waste.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the agreement with Herr Signal & Lighting, Inc., for the US15 and Moore Avenue/Smoketown Road intersection pavement repair needed as a result of pavement/road base disturbance during traffic signal conduit boring.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve authorizing the Township Manager to sign PennDOT M-950AA, which will authorize McCormick Taylor to apply for a Highway Occupancy Permit (HOP) for the intersection repair of SR0015, Segment 0150/Offset 0860, Segment 0151/Offset 0800, related to the Green Light Go signal project.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to ratify the Municipal Disaster Emergency declared on February 1, 2021, due to a severe winter weather event. Said declaration was effective immediately and expires February 8, 2021.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the submittal of 500 tons of sodium chloride for the 2021-2022 COSTARS sodium chloride (road salt) contract.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to authorize YSM Landscape Architects to include the Steel Truss bridge in the Fairground Road Park bidding.

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

Motion by Supervisor Schumacher and seconded by Vice Chairman Knight authorizing the Township Manager to accept the two-year agreement with TextMyGov for texting technology to communicate with citizens.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher authorizing the Township Manager to put together a package for advertising the Township Manager position to be discussed at the February 22, 2021 Work Session Meeting.

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

For the second segment of public comment, the attendees were welcomed to comment on matters discussed during the meeting or topics not appearing on the agenda.

Public Comments:

- Tina Prowant, EBT resident, noted that there are Zoom issues with the hearing of supervisors; asked if there would be social distancing for the public meeting on Wednesday; asked if the community room would be set up; asked if the supervisors had considered an officer present at the public meeting; asked how many years was the Township Manager contract for; asked if Stacey was considering reapplying; and asked has it been considered those who apply must live in the state of Pennsylvania. Supervisor Schumacher stated the community room is being used for the meeting and chairs are already set up for social distancing. Chairman Gray stated no they don't plan on having an officer on site, stated would hope everyone could be civil. Township Manager Kifolo stated her contract was for 2 ½ years. She declined to answer her employment status. Chairman Gray stated that it would be ideal for obvious reasons for someone to be local.
- Margaret Marr, EBT resident, questioned the reference to a property maintenance issue for failure to remove yard wastes; in her opinion, people should be given a chance to separate materials and have it picked up the next time before any penalty is imposed. In opinion, what is mixed and what is separated is subjective. She asked if there are fees to be associated with it being turned over to property maintenance. In her opinion, people need to be given more than 15 days and if brush and yard waste are separated, the Township should return for collection. In her opinion, there are many other technologies available for brush clean up. She asked if there is an association of city managers that the Township can use to advertise the manager position. She also asked if material provided to the Board prior to the meetings could be made available to the public for review before the meetings so they could ask the supervisors more appropriate questions about the topics that are being discussed. Township Manager referred the question to Solicitor Matson who stated that the documents are not public documents until the supervisors take action. The exception is an ordinance, which is advertised and the text is available for public review prior to the meeting. Chairman Gray and Vice Chairman Knight asked that we give some thought as how to make the information available to the public.
- Matt Farrand (Standard Journal), sent email asking if there will be limited seating at the Township Building for the meeting with the Lewisburg Borough on February 10<sup>th</sup>. Helwig stated there are 21 seats available. Farrand asked Supervisor Schumacher if he is going to be running again for Supervisors, not running again or if he is undecided. Supervisor Schumacher stated he is undecided.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 7:37 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING WITH LEWISBURG BOROUGH  
589 Fairground Road, Lewisburg, PA, 17837  
February 10, 2021

Chairman Gray called the Special Meeting to order at 7:20 PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Township Manager Stacey Kifolo.

Lewisburg Borough representatives: Jordi Comas; Judy Wagner; Michael Derman.

East Buffalo Township personnel: Solicitor Peter Matson; and Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Dan Baumwoll; David Heayn-Menendez; Debra Sulai; Eric Scicchitano (Daily Item); Jacqueline Anders; Judith Marvin; Lana Snyder; Margaret Marr; Marilyn Murphy; Matt Farrand (Standard Journal); Matt Schumacher; Michael Brody; Paul Yost; Tina Prowant; Travis Short; Sue Yohn; and William Lowthert.

Members of the public participating in-person: Samuel Woods.

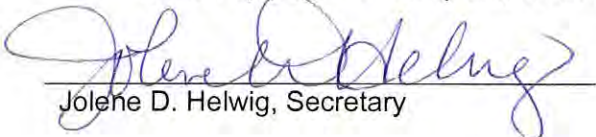
The purpose of the special meeting was to discuss, with Lewisburg Borough representatives, the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on Commission composition and responsibilities. No official action was taken by the Township Board of Supervisors.

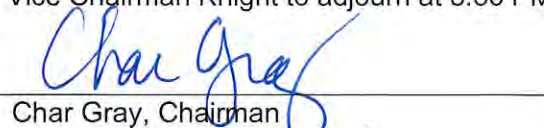
The second committee meeting was scheduled for Thursday, February 18, 2021 at 5:30 PM.

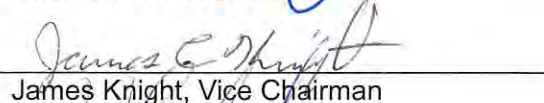
Public Comments:

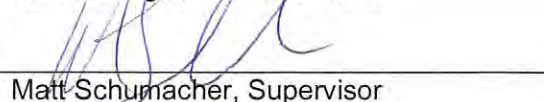
- Tina Prowant, EBT resident, thanked the two municipalities for finally sitting down together to discuss the IGA. She questioned the status on the 50/50 split. Chairman Gray noted that the funding would be a part of a future discussion of the committee.
- Eric Scicchitano (Daily Item) asked for clarification on a tie vote of the Commission. Manager Kifolo noted that a tie vote is essentially the same as a "no" vote.
- Matt Farrand (Standard Journal) asked if a new IGA would be completed by January 2022. He asked for a description of what was agreed on in principle. He also asked if both the borough and township would need to approve the new IGA. It was noted that the intent is to get a new agreement finalized by July, with a start date of the agreement being January 2022. It was also noted that the committee would put forth an agreement to both municipalities for review and approval.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 8:36 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING WITH LEWISBURG BOROUGH  
589 Fairground Road, Lewisburg, PA, 17837  
February 18, 2021

Chairman Gray called the Special Meeting to order at 5:35 PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Township Manager Stacey Kifolo.

Lewisburg Borough representatives: Jordi Comas; Judy Wagner; Michael Derman.

East Buffalo Township representatives: Attorney Jason Brudecki; Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Debra Sulai; Eric Scicchitano (Daily Item); Kathleen Evans; Kristy Dax; Marilyn Murphy; Matt Farrand (Standard Journal); Michael Brody; Paul Yost; Rick Thomas; Sue Yohn; Tina Prowant; and William Lowther.

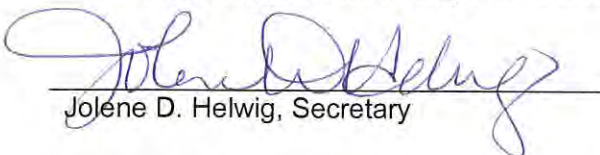
The purpose of the special meeting was to continue the discussion with Lewisburg Borough representatives about the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on the topics of the Commission composition and responsibilities; commission authority; personnel oversight; term of initial agreement and renewal length and process. No official action was taken by the Township Board of Supervisors.

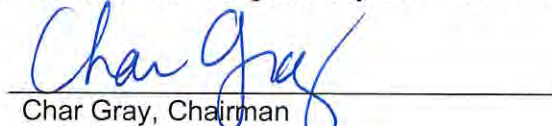
The next three committee meetings were scheduled for Monday, February 22, 2021 at 5:30 PM to take place during a previously scheduled Township work session; Monday, March 1, 2021 at 5:30 PM and Thursday, March 4, 2021 at 5:30 PM.

Public Comments:

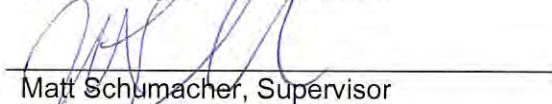
- Tina Prowant, EBT resident, thanked the two municipalities for sitting down together to discuss the IGA. She questioned the status on the 50/50 split. Representatives noted that they were working through the process and would be getting to the funding portion.
- Matt Farrand (Standard Journal) asked for a summary of what was discussed at the meeting. Township Manager Kifolo noted they completed the topics of Commission composition and responsibilities; commission authority; personnel oversight; and terms of the agreement and renewal. She stated they also had some discussion on clarification of terms and conditions.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 6:59 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION and SPECIAL MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
February 22, 2021

Chairman Gray called the Board of Supervisors Work Session and Special Meeting to order at 5:33 PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Supervisor Matt Schumacher; Township Manager Stacey Kifolo; Attorney Jason Brudecki; and Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Debra Sulai; Georganna Kresl; Kathleen Evans; Margaret Marr; Marilyn Murphy; Matt Farrand (Standard Journal); Michael Brody; Paul Yost; Sue Yohn; Tina Prowant and William Lowther.

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the February 8, 2021 meeting minutes as distributed.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the February 10, 2021 special meeting minutes as distributed.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the February 18, 2021 special meeting minutes as distributed.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the advertising of the Township Manager position for one month using the following outlets: Association for Pennsylvania Municipal Management (APMM), Glassdoor, Indeed, PA CareerLink, PSATS, ZipRecruiter, the East Buffalo Township website and Facebook page. Applications to be accepted through March 31<sup>st</sup>.

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

At 5:49 PM, Lewisburg Borough representatives: Jordi Comas; Judy Wagner; and Michael Derman joined the meeting to continue discussion of the terms of a revised police intergovernmental cooperation agreement.

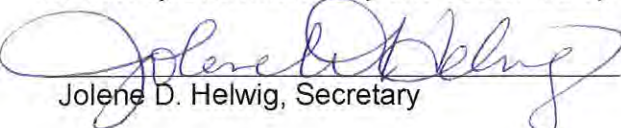
The discussion focused on the organization structure and procedures; reporting; and termination and dissolution. No official action was taken by the Township Board of Supervisors.

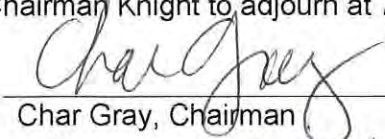
Supervisor Schumacher exited the meeting at 6:18 PM.

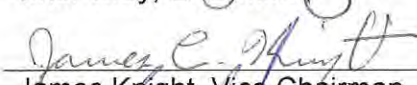
Public Comments:

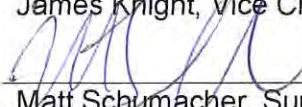
- Tina Prowant, EBT resident, asked if Township Manager job advertisement specified that the manager had to live in Pennsylvania. Chairman Gray noted that it was not.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 7:14 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING WITH LEWISBURG BOROUGH  
589 Fairground Road, Lewisburg, PA, 17837  
March 1, 2021

Chairman Gray called the Special Meeting to order at 5:30PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Township Manager Stacey Kifolo.

Lewisburg Borough representatives: Jordi Comas; Judy Wagner; Michael Derman.

East Buffalo Township representatives: Attorney Jason Brudecki; Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Eric Scicchitano (Daily Item); Kathleen Evans; Matt Farrand (Standard Journal); Paul Yost; Samuel Sulkosky; Sue Yohn; Tina Prowant; and William Lowthert.

The purpose of the special meeting was to continue the discussion with Lewisburg Borough representatives about the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on the topics of the term of initial agreement and renewal length and process; insurance; and service to other municipalities. No official action was taken by the Township Board of Supervisors.

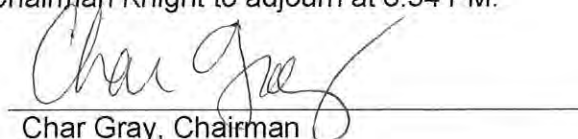
The next committee meetings were scheduled for Thursday, March 4, 2021 at 5:30 PM and Tuesday, March 30, 2021 at 5:30 PM.

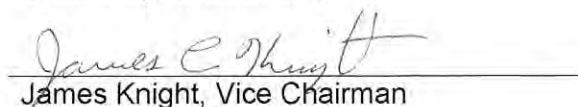
Public Comments:

- Eric Scicchitano (Daily Item) asked for a verification on the next meeting dates and times.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 6:54 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

\_\_\_\_\_  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING WITH LEWISBURG BOROUGH  
589 Fairground Road, Lewisburg, PA, 17837  
March 4, 2021

Chairman Gray called the Special Meeting to order at 5:30PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Township Manager Stacey Kifolo.

Lewisburg Borough representatives: Jordi Comas; Judy Wagner; Michael Derman.

East Buffalo Township representatives: Attorney Jason Brudecki; Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Kathleen Evans; Marilyn Murphy; Matt Farrand (Standard Journal); Paul Yost.

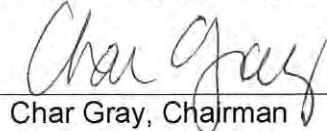
The purpose of the special meeting was to continue the discussion with Lewisburg Borough representatives about the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on the opening background section of the draft, supplemental appropriations, municipal allocations, appropriation and non-appropriation of funds, accounts, bonding, financial audit, ownership of property, dispute resolution; and termination and dissolution. No official action was taken by the Township Board of Supervisors.

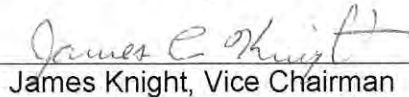
The next committee meeting is scheduled for Tuesday, March 30, 2021 at 5:30 PM.

Public Comments:

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 6:30 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

\_\_\_\_\_  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
March 8, 2021

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

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

Members of the public participating via the virtual meeting format: Adriana Vincenty; Eric Scicchitano (Daily Item); Fred Warren; Judith Marvin; Kathleen Evans; Margaret Marr; Marilyn Murphy; Matt Farrand (Standard Journal); Mary Beth Griffith, Samuel Sulkosky and Tina Prowant.

Members of the public participating in-person: Mike Engleman.

Chairman Gray announced that an Executive Session was held on Monday, March 8, 2021 at 4:30 PM to discuss personnel matters.

Chairman Gray called a public hearing to order at 5:34 PM, to consider amendments to the following ordinances:

- Chapter 1, Part of Code of Ordinances, setting the Tax Collector Compensation at \$3.50 per tax bill and allowing the Board of Supervisors to make changes to the compensation by ordinance or resolution.
- Chapter 8 of Code of Ordinances regarding Floodplain Regulations. The Ordinance adopted in February places floodplain regulation in Chapter 27 of the Code.

Chairman Gray closed the public hearing at 5:37 PM.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adopt Ordinance 397, amending Chapter 1, Part 1 of the Code of Ordinances, setting the Tax Collector Compensation at \$3.50 per tax bill and allowing the Board of Supervisors to make future changes to the compensation by ordinance or resolution and repealing Chapter 8 of the Code of Ordinances regarding Floodplain Regulations as those regulations are now contained in Chapter 27 of the Code of Ordinances.

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

There were no public comments during the segment of the agenda limited to comments on agenda topics.

Chairman Gray reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting will be Wednesday, March 10, 2021 at 5:00 PM. Gray noted that the BVRA Gala took place on Saturday March 6, 2021. The Gala was the kickoff fundraiser to help support the Buffalo Valley Recreational Authority (BVRA) in getting the Saint Mary Street pool open and other BVRA programs for this coming year.

Vice Chairman Knight reported that the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting scheduled for Thursday, February 25th at 6:00 PM was cancelled.

Supervisor Schumacher said he is not changing his vote that he made on the Township Manager position last but wanted everyone to know that the only reason they are in the current situation is because Stacey's contract is expiring. He will continue to take part in interviewing the candidates but disagrees with the facts that we are not renewing her contract. Supervisor Schumacher said

he believes we are spending time and money on looking for a manager when we have a proven system that clearly works. In his opinion the Township already has the best person for the job but understands why others feel different.

Township Manager Kifolo reported that the park project planning is picking up and hopefully there will be bidding information to present to the Board by the April 12<sup>th</sup> meeting so action can be taken on advertising the opening of the bidding process. The meeting for the Fairground Road, Rail Trail and the intersection of State Route 45 was held on February 8<sup>th</sup>. The meeting was held with our engineers, a representative from the Union County Rail Trail Authority, PennDOT and East Buffalo Township. These entities came together to discuss putting together an application grant funding when the window opens. Kifolo stated she and Secretary, Jolene Helwig continue to work with TextMyGov for the implementation of the resident text messaging service. A new Public Works Crew member was hired with a start date of April 1<sup>st</sup>. This will bring the Public Works Crew up to six, in addition to the Public Works Director and Assistant Public Works Director. Kifolo noted that she has a few pension proposals in hand but needs to do a review and get some meetings scheduled so she can get an overview ready to submit to the Board for review. Additional meetings with the Board and potential providers are likely.

Secretary Helwig reported that the final December 2020 tax rebate checks were mailed. She stated that 2,618 tax rebate forms were mailed out to East Buffalo Tax property owners, 1,335 checks were issued which covered a total of 1,549 properties, for a total of \$243,645.99.

Chairman Gray acknowledged Board receipt of the February 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) February 2021 report.

Motion by Chairman Gray and second by Supervisor Schumacher to approve the February 22, 2021 work session minutes as distributed.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and second by Vice Chairman Knight to approve the March 1, 2021 special meeting minutes as distributed.

Gray-y, Knight-y, Schumacher-abstain; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the March 4, 2021 special meeting minutes as distributed.

Gray-y, Knight-y, Schumacher-abstain; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the expenditures for February 2021 as presented.

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

Chairman Gray informed the public that the Township is still awaiting a decision by Judge Hudock following the Monday, February 1, 2021 oral arguments in the lawsuit brought by Lewisburg Borough against East Buffalo Township and the Buffalo Valley Regional Police Commission. Gray noted that four special meetings have been held with representatives from the Lewisburg Borough to discuss the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. She stated that the next meeting was scheduled for Tuesday, March 30, 2021 at 5:30 PM.

Motion by Chairman Gray and seconded by Vice Chairman Knight to transfer \$13,425.24 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 2021 second quarter payments to eligible retirees.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher authorizing the Township Secretary to advertise 2021 road project bids.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to purchase a 2021 Freightliner 108SD Conventional Chassis with a Stainless-Steel Push Off Box under COSTARS with Ecks Garage Inc. for \$181,414.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to purchase a 12' Tenco Snowplow under COSTARS with Bradco Supply Company for \$12,350.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher authorizing Solicitor Matson to proceed with notification to all adjacent property owners, advertising for a public hearing during the April 12<sup>th</sup> Board of Supervisors meeting and drafting the proposed ordinance for the vacating of a portion of Heatherbloom Drive that has remained undeveloped and is preventing access to a buildable parcel.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the non-medical benefits policy revision that reflects changes made by the Bard since the written policy was approved in 2014. The revision to the Township's Non-Medical Benefits policy encompasses, removing Good Friday from the list of holidays that the board took action on in March 2017, modifying the holiday overtime pay that the board took action on in December 2018, and changing the pension eligibility given the information gathered to support continued enrollment of employees in the pension fund. This change would remove the hire date that would make employees hired after 12/1/2014 ineligible for the pension plan.

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

Township Manager Kifolo reported she received the resignation for a Planning Commission member on February 19, 2021. A volunteer needs to be appointed by the Board to complete the unexpired term. Expiration is December 31, 2021. The resident who fills the position may be considered for re-appointment to a 4-year term during the January 2022 Board Organization Meeting. There are currently two residents who have expressed interest. Applications to be accepted through April 5<sup>th</sup>. The Board will make an appointment to the position during the April 12<sup>th</sup> meeting.

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the annual insurance renewals with Penn National and Hudson Insurance companies for policies renewing April 1, 2021.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing use of the football field by the Buffalo Valley Youth Rugby two times per week from April 1<sup>st</sup> to mid-May. Providing receipt of a use agreement and proof of insurance naming the Township as an additional insured.

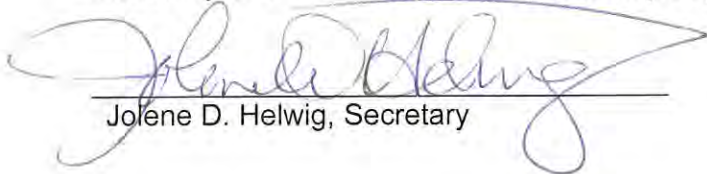
Gray-y, Knight-y, Schumacher-y; Motion Carried

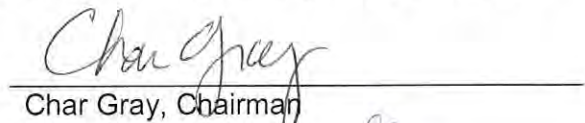
For the second segment of public comment, the attendees were welcomed to comment on matters discussed during the meeting or topics not appearing on the agenda.

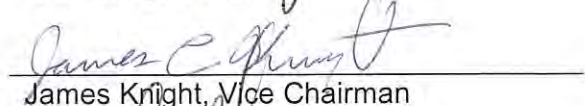
## Public Comments:

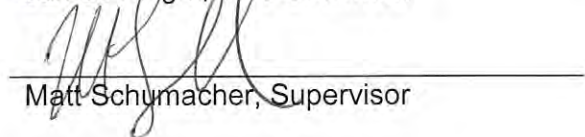
- Eric Scicchitano (Daily Item) asked about the status of the Lewisburg Farmers Market plans. Township manager Kifolo state that the plans were pulled from the agenda by the Zoning Officer. The Planning Commission had requested additional information. The outstanding information was not submitted in a timely manner to allow sufficient time for review. The Zoning Officer will likely present to the Planning Commission again on March 17<sup>th</sup> and bring to the Board of Supervisors at the April meeting.
- Tina Prowant, EBT resident, asked the Board of Supervisors how many applications for the Township Manager position were received and questioned the road work planned for Jefferson Avenue. Chairman Gray noted that EBT does not discuss personnel issues in public meetings, but stated phone interviews will be scheduled this week. Township Manager Kifolo stated that base repairs, paving and seal coating are planned for Jefferson Avenue from 15<sup>th</sup> Street to Stein Lane.
- Judith Marvin, EBT resident, asked if an access road off Hardscrabble was going to be put into place to access the property on Heatherbloom. Further clarification was provided regarding the potential vacating of a portion of Heatherbloom Drive, noting that a road was not going to be add from Hardscrabble to Heatherbloom.
- Matt Farrand (Standard Journal) submitted an email asking about the Lewisburg Farmers Market plans. Township Manager Kifolo restate the status report provided earlier in the meeting.
- Margaret Marr, EBT resident, asked about roads in need of repair, specifically which road Township manager Kifolo noted earlier as having a \$400k repair estimate. In her opinion, Pheasant Ridge Road, with all the heavy truck traffic and hard winter, looks a lot worse than Moore Avenue, she asked that if additional funds could be found to make more road repairs. She asked the Supervisors who resigned from the Planning Commission. Township Manager Kifolo noted that Bull Run Crossing, which is in need of a complete overhaul has an estimated cost of \$400k plus for the roadway from Smoketown Road to the Township Line. Vice Chairman Knight indicated that Pheasant Ridge Road was part of the contingency bidding after the first three bids are awarded. Chairman Gray stated that the individual resigning from the Planning Commission was Ernie Romanini.
- Fred Warren, EBT resident, asked about the work planned for Supplee Mill Road. Township Manager Kifolo stated we will be going from the municipal line to Furnace Road to perform base repairs and seal coating. The other section of Supplee Mill Road to SR 15 had to be postpone due to stormwater issues that need to be addressed first.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 6:48 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING WITH LEWISBURG BOROUGH  
589 Fairground Road, Lewisburg, PA, 17837  
March 30, 2021

Chairman Gray called the Special Meeting to order at 5:38PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Township Manager Stacey Kifolo.

Lewisburg Borough representatives: Jordi Comas; Judy Wagner; Michael Derman.

East Buffalo Township representatives: Attorney Jason Brudecki; Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Debra Sulai; Eric Scicchitano; Kathleen Evans; Marilyn Murphy; Matt Farrand (Standard Journal); Paul Yost; Sue Yohn; Tina Prowant; and William Lowthert.

The purpose of the special meeting was to continue the discussion with Lewisburg Borough representatives about the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on the annual budget, non-budgeted expenditures, municipal allocation, and dispute resolution. No official action was taken by the Township Board of Supervisors.

The next committee meeting is scheduled for Tuesday, April 6, 2021 at 5:30 PM.

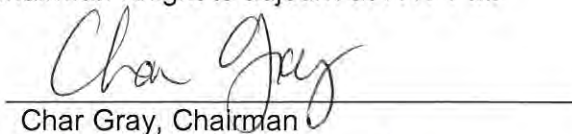
Public Comments:

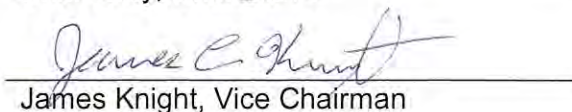
Tina Prowant, EBT resident, questioned the population for the Bucknell students and the Lewisburg Borough, the number of incidents calls in the Lewisburg Borough and East Buffalo Township, and the road miles for the municipalities. Representatives noted they would use the information from the American Community Survey, Union County Geographic Survey (GIS) and the incident calls for the years 2017, 2018 and 2019.


Eric Scicchitano (Daily Item) asked for a verification on the American Community Survey and Union County Geographic Survey (GIS) for the population and road miles, the fines, fees, and permits and asked if the court had made a ruling.

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

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING WITH LEWISBURG BOROUGH  
589 Fairground Road, Lewisburg, PA, 17837  
April 6, 2021

Chairman Gray called the Special Meeting to order at 5:34PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Township Manager Stacey Kifolo.

Lewisburg Borough representatives: Judy Wagner; Michael Derman. Jordi Comas was absent.

East Buffalo Township representatives: Attorney Jason Brudecki; Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Kathleen Evans; Marilyn Murphy; Matt Farrand (Standard Journal); Mike Glazer; Paul Yost; Tina Prowant; and William Lowthert.

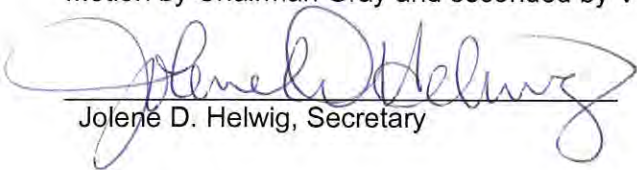
The purpose of the special meeting was to continue the discussion with Lewisburg Borough representatives about the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on the preamble, pension, pension after dissolution, cost allocation, other factors for cost allocation and commission membership for other joining and/or contracting municipalities. No official action was taken by the Township Board of Supervisors.

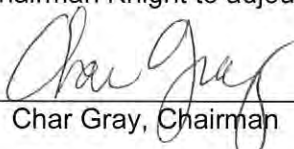
The next committee meeting is scheduled for Thursday, April 22, 2021 at 5:30 PM.

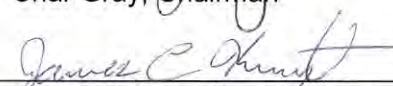
Public Comments:


Tina Prowant, EBT resident, questioned the population and number of calls specific to the Lewisburg Borough and East Buffalo Township. Representatives noted they would use the information from the American Community Survey, Union County Geographic Survey (GIS) and the incident calls for the years of 2017, 2018 and 2019.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 6:56 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

150259

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
April 12, 2021

Chairman Gray called the Board of Supervisors Meeting to order at 5:32 PM.

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

Members of the public participating via the virtual meeting format: Caitlyn Hines; Chris Watts; David Humphrey; Eric Scicchitano (Daily Item); Fred Warren; Judith Marvin; Kathleen Evans; Margaret Marr; Marilyn Murphy; Mary Beth Griffith; Matt Farrand (Standard Journal); Michael Thomas; Mike Glazer; Nancy Steckel; Peter Flanagan; Tina Prowant and Victor Udo.

Members of the public participating in-person: Harold Braasch.

Chairman Gray announced that Executive Session were held on Monday, March 29, 2021 at 5:00 PM and Monday, April 5, 2021 at 4:30 PM to discuss legal matters. Executive Sessions were held on Thursday, March 11, 2021 at 3:45 PM and 4:30 PM; Monday, March 22, 2021 at 3:00 PM and 4:00 PM; Tuesday March 23, 2021 at 3:45 PM; Monday, March 29, 2021 at 4:00 PM and Thursday April 8, 2021 at 4:00 PM and 5:00 PM for personnel matters.

Chairman Gray called a public hearing to order at 5:35 PM, to consider amendments to the following ordinances:

- Amending Chapter 20, Part 2 of Code of Ordinances, regulating the recycling of solid waste in East Buffalo and allowing the Board of Supervisors to implement program changes by ordinance or resolution.
- Vacating a portion of Heatherbloom Drive from the southern right of way of Waterford Place south to the terminus of Heatherbloom Drive in East Buffalo Township.

Public Comments for regulating the recycling and vacating a portion of Heatherbloom Drive:

- Margaret Marr, EBT resident, asked the Supervisors to clarify the change from ordinance to resolution. Solicitor Matson responded that the propose for the proposed ordinance is to simplify the method for changing recycling program requirements. The proposed ordinance amendment will provide for changes to be made by resolution, which can be passed during a public meeting, or by ordinance, which requires advertising and a public hearing during a Board meeting.

Chairman Gray closed the public hearing at 5:45 PM.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adopt Ordinance 398, amending Chapter 20, Part 2 of the Code of Ordinances, regulating the recycling of solid waste in East Buffalo and allowing the Board of Supervisors to make changes by ordinance or resolution. Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to adopt Ordinance 399, vacating a portion of Heatherbloom Drive from the southern right of way of Waterford Place south to the terminus of Heatherbloom Drive in East Buffalo Township. Gray-y, Knight-y, Schumacher-y; Motion Carried

For this segment of public comment, attendees were asked to limit comments on agenda topics.

Public Comments:

- Margaret Marr, EBT resident, wants more transparency for the temporary sign ordinance amendment recommended by the Planning Commission. In her opinion, the difference in allowable size for particular zoning districts needs to be changed so that the size of the sign is a function of speed on a roadway. For instance, residential areas along Route 15 would be limited to a 6 square foot sign under the current proposal and people traveling on Route 15 won't be able to see the sign. She is concerned that the size limitation is a violation of free speech rights. In her opinion she is still concerned about the brush and yard waste policies and thinks that the Township should have machines and abilities to do more, allow for drop-off and provide more collects per year. Chairman Gray stated that the township does pick up longer in the spring and fall because of the piles. She noted that there are other projects that the public works crew has to maintain for the township. She commented that she would like to see EBT have their own place for residents to take brush.
- Victor Udo, EBT resident, thanked the Board Members, Public Work Crew and the Planning Commission for their service they do for the township residents.
- Tina Prowant, EBT resident, thanked the township for their service and questioned the temporary sign ordinance.
- Harold Braasch, EBT resident, questioned the Supervisors about the plans for improving the stormwater and roadway of Oxford Drive.

Chairman Gray reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting will be Wednesday, April 14, 2021 at 5:00 PM. Gray noted that the BVRA financials are still a concern. She stated BVRA plans to open the Saint Mary Street pool and plan to have summer camps.

Vice Chairman Knight reported that the Central Susquehanna Fire and Emergency Services Department (CSFESD) Board meeting scheduled for April was cancelled. He stated at the March 25<sup>th</sup> meeting that William Cameron Engine Company raised some concerns about their facility. The CSFES Board members asked that they make a list of their issues so they can be discussed at the May meeting.

Supervisor Schumacher stated owning property is not a privilege it's a right.

Township Manager Kifolo reported that the Other Post Retirement Benefits (OPEB) actuarial study as of January 1, 2020 was sent to the Board on March 22nd. The retirement "promise" was made in the 1980s and the Township had just been using "pay as you go". In 2013, the first actuarial study was completed, revealing a \$3.3M completely unfunded liability. In 2013, a sub-account was established in the Reserve account to begin building for investing (2013 = \$50k, 2014 = \$130k, 2015 = \$170k, and 2016 = \$50k). In 2016, the Township worked to get a reduction in the BVRPD health care premiums and secured a loan with a \$500k loan at an interest rate of 2.18% for five years. The \$900k was invested in September 2016. The balance on that account as of March 31<sup>st</sup> was \$1,636,837. Kifolo expressed that the OPEB account will be able to fund the expenses moving forward without putting a strain on the general fund budget or creating a need to increase taxes or foregoing other needed projects in order to meet this obligation. Kifolo stated that the resident text messaging service through TextMyGov is now operational. Residents can text "Hi" to 570-701-9007 to get alerts and additional information is available on the website. Kifolo noted pension proposals have been received and a review has begun. She announced that next week a meeting for the River Road Culvert project is planned. She received notification from PennDOT for seal coating projects on Old Schoolhouse Road – from Furnace Road to Smoketown Road and Salem Church Road – from Furnace Road to SR45. The roughly 4.5 miles of State roadways will be completed between July and September. She reminded everyone that it was Local Government week.

Secretary Helwig reported that the first round of brush and yard waste collection started today. She stated that she has been in contact with the auditors regarding the 2020 Municipal Annual Audit and Financial Reports deadline extension.

Chairman Gray acknowledged Board receipt of the March 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) March 2021 report.

Motion by Chairman Gray and seconded by Vice Chairman Knight to grant waivers to Chapter 22, Section 402.2.A.5 (Traffic Impact Study), Section 402.7.C.5.c (Limited Number of Driveways), Section 402.7.C.6.b.15 (Curbing Between Driveways) supervisors asked that railroad ties be installed on the northside grass areas, 705.B.2 (Line Stripping) and approve the Lewisburg Farmers Market Land Development Plan.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to grant a waiver for Section 502 (Stormwater Maintenance Ordinance) and approved the ER Bucknell Solar plans contingent upon fully signed legal documents.

Gray-y, Knight-abstain, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing Solicitor Matson to proceed with the advertising for a public hearing during the May 10, 2021 Board of Supervisors Business Meeting for the proposed amendment of Chapter 27, Part 2, Section 201 and Part 5, Section 504 of the Code of Ordinances regulating the utilization of non-permanent signs.

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

Motion by Chairman Gray and second by Supervisor Schumacher to approve the March 8, 2021 business meeting minutes as distributed.

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

Motion by Chairman Gray and second by Vice Chairman Knight to approve the March 30, 2021 special meeting minutes as distributed.

Gray-y, Knight-y, Schumacher-abstain; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the April 6, 2021 special meeting minutes as distributed.

Gray-y, Knight-y, Schumacher-abstain; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for March 2021 as presented.

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

Chairman Gray informed the public that the Township is still awaiting a decision by Judge Hudock following the Monday, February 1, 2021 oral arguments in the lawsuit brought by Lewisburg Borough against East Buffalo Township and the Buffalo Valley Regional Police Commission. Gray noted that the representatives from the Lewisburg Borough continue to meet with East Buffalo Township representatives to discuss the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. She stated that the next meeting was scheduled for Thursday, April 22, 2021 at 5:30 PM.

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept the highest bid of \$20,200 from Kevin Dehoff for the 2014 Kubota F3680 tractor with broom, snow blower and mower attachments. Should Mr. Dehoff not make payment within 10 days, the Township Manager is authorized to offer the equipment to the second highest bidder in the amount of 20,100.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and seconded by Chairman Gray to accept the bid from New Enterprise Stone & Lime Company, Inc. for paving of Moore Avenue from South 7<sup>th</sup> Street to US15 with the initial anticipated cost of \$115,222.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept the bid from Umbriac Trucking, LLC for the 2021 paving project with the initial anticipated cost of \$72,004.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to accept the bid from Russell Standard for the Seal Coat Base Bid and Alternate Bid with the initial total anticipated cost of \$236,217.86.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Township Secretary to advertise for the 2021 Pheasant Ridge Road paving and seal coating project bids with contract award during the May 10<sup>th</sup> Board meeting.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to appoint Mary Beth Griffith to the East Buffalo Township Planning Commission until December 31, 2021.  
Gray-y, Knight-y, Schumacher-n; Motion Carried

Township Manager noted the American Rescue Plan Act (ARPA) enacted on March 11, 2021 includes funding for local government. According to PSATS, East Buffalo Township has been allocated \$685,946, but Kifolo noted that this is an unofficial amount. The deadline to spend the funds is December 31, 2024. There are some questions about how funds can be spent. As is typical with this type of funding, clarification is needed before we can start the real planning. Until then, an account within the General Fund will be created specifically for the funding.

Motion by Vice Chairman Knight and seconded by Chairman Gray to proceed with fuel island canopy engineering by Stahl Sheaffer Engineering at a maximum cost of \$10,600.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Chairman Gray to purchase a 2022 Ford F-600 Chassis, 4x4 Super Duty, Regular Cab, 193" Wheelbase, Dual Rear Wheel, XLT, with upfitting utilizing the COSTARS program with Sunbury Motors Ford for \$138,050.58  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Chairman Gray to proceed with the stormwater and roadway engineering for Oxford Drive by Stahl Sheaffer Engineering at a maximum cost of \$29,850, with the additional \$7,860 for FDR decided at a later date.  
Gray -y, Knight-y, Schumacher-y; Motion Carried


Public Comments:

- Tina Prowant, EBT resident, asked the Board of Supervisors for clarification on the Temporary Sign Ordinance and when Solicitor Matson will advertise for public notice.

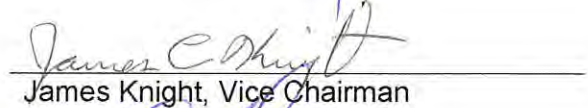
Chairman Gray reiterated the sign ordinance and stated that Solicitor Matson will proceed with advertising for a public hearing during the May 10, 2021 Board of Supervisors Business Meeting.

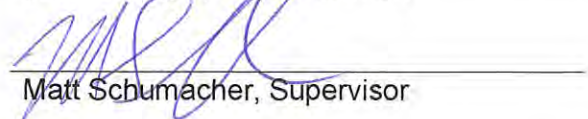
- Nancy Steckel, EBT resident, questioned the supervisors about the advertising of Township Manager position given Kifolo's track record. Chairman Gray noted that Kifolo has done an excellent job during her contract and the advertising has nothing to do with her work ethics or performance, but rather because her contract is going to expire.
- Kathleen Evan, EBT resident, asked the supervisors about instituting a personnel committee to interview the candidates for the Township Manager position and for their timeline. Chairman Gray stated three supervisors are responsible for filling the position and they intent to have someone hired by September to allow time for Stacey to train them.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 8:27 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

**EAST BUFFALO TOWNSHIP  
ABSTENTION MEMORANDUM**

TO: East Buffalo Township Board of Supervisors

FROM: James C. Knight  
Name of Supervisor

DATE: April 12, 2021

Pursuant to the Pennsylvania State Ethics Law, Section 1103(j) I hereby declare that I am required to abstain regarding the following

**Issue and/or Motion:** ER Bison Solar stormwater waiver and land development plans.

---

---

---

---

**My conflict / reason(s) for abstaining is as follows:** Employment at Bucknell University

---

---

---

---

I understand I am required to disclose the reason for my abstaining from this issue / vote and must file a written memorandum that discloses the conflict.

  
Signature of Board Member

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING WITH LEWISBURG BOROUGH  
589 Fairground Road, Lewisburg, PA, 17837  
April 22, 2021

Chairman Gray called the Special Meeting to order at 5:39 PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Township Manager Stacey Kifolo.

Lewisburg Borough representatives: Jordi Comas; Michael Derman; Judy Wagner (exited meeting at 6:02 PM).

East Buffalo Township representatives: Attorney Jason Brudecki; Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Sue Yohn; Kathleen Evans; Tina Prowant; and William Lowthert.

The purpose of the special meeting was to continue the discussion with Lewisburg Borough representatives about the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on distribution of staff in the event of dissolution, allocation of pension assets in the event of dissolution, arbitration in the event of an IGA dispute between the municipalities, payment apportionment between municipalities, and payment method (e.g., budget versus actual). The committee agreed that it was time to completely update the draft IGA for both municipalities to review. No official action was taken by the Township Board of Supervisors.

The committee did not establish a future meeting date but noted that a meeting may be necessary.

Public Comments:

Tina Prowant, EBT resident, questioned the use of population as a factor for determining the cost-sharing in light of the time spent by the BVRPD in the Borough. Mr. Comas noted that time spent is a function of policing. Chairman Gray noted that in the future the goal is to promote one unified department and allow the officers to go where they are needed without the need for time tracking.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 7:11 PM.

\_\_\_\_\_  
Stacey Kifolo, Assistant Secretary

\_\_\_\_\_  
Char Gray, Chairman

\_\_\_\_\_  
James Knight, Vice Chairman

\_\_\_\_\_  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS PUBLIC WORK SESSION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
April 26, 2021

Chairman Gray called the Board of Supervisors Meeting to order at 5:33 PM.

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

Members of the public participating via the virtual meeting format: Kathleen Evans; Marilyn Murphy; and Matt Farrand (Standard Journal).

No members of the public were present at the Township building.

Chairman Gray announced that an Executive Session was held on Thursday, April 22, 2021 at 4:00 PM to discuss legal matters. Executive Sessions were held on Thursday, April 15, 2021 at 3:15 PM and on Friday, April 16, 2021 at 1:00 PM for personnel matters.

For the first segment of public comment, attendees were asked to limit comments to matters on the agenda. There were no public comments.

Motion by Supervisor Schumacher and seconded by Vice Chairman Knight to approve the April 12, 2021 business meeting minutes as distributed.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

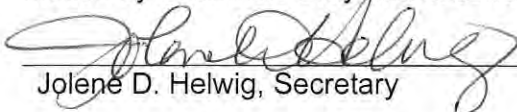
Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the April 22, 2021 special meeting minutes as distributed.  
Gray-y, Knight-y, Schumacher-abstain; Motion Carried

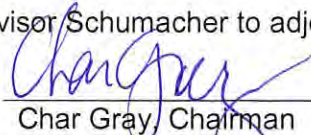
Motion by Chairman Gray and seconded by Vice Chairman Knight to authorize the submission of a PA Department of Environmental Protection General Permit application for the Fairground Road Park stream restoration.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the PA Department of Environmental Landowner/Grantee Agreement for the Fairground Road Park stream restoration.  
Gray-y, Knight-y, Schumacher-y; Motion Carried

For the second segment of public comment, attendees were welcomed to comment on matters that were discussed during the meeting or topics not appearing on the agenda. There were no public comments.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 5:48 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
May 10, 2021

Chairman Gray called the Board of Supervisors Meeting to order at 5:34 PM.

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

Members of the public participating via the virtual meeting format: Adam Burgos; Ashley Shay; Cara Glazer; Christine Buffinton; David Lightman; Eric Scicchitano (Daily Item); Geoff Goodenow; Heather Haynos; Joan Moreau; Judith Marvin; Kathleen Evans; Kathleen Lincoln; Kristy Dax; Margaret Marr; Marilyn Murphy; Mary Beth Griffith; Matt Farrand (Standard Journal); Nancy Steckel; Sue Ellen Feuerstein; and Tina Prowant.

Members of the public participating in-person: Meghan Beck and Lenaire Ahlum.

Chairman Gray announced that an Executive Session was held on Monday, May 10<sup>th</sup> at 4:45 PM to discuss legal matters. Executive Sessions were held on Wednesday, May 5<sup>th</sup> at 2:30 PM and 3:15 PM and Monday, May 10<sup>th</sup> at 4:30 PM for personnel matters.

Chairman Gray called a public hearing to order at 5:36 PM to consider and act upon an ordinance amending Chapter 27, Part 2, Section 201 and Part 5, Section 504 of the Code of Ordinances, regulating the utilization of non-permanent signs in East Buffalo Township.

Public Comments for regulating the utilization of non-permanent signs:

- Kathleen Evans, EBT resident, asked for clarification on whom determines the difference between political and general statement of personal philosophy, such as "Be Kind", "Black Live Matter" and "Vote". She asked if a sign with just a person name was allowed. She commented on the proposed twenty-five (25') feet between signs and the ten (10') feet from a boundary line and street right-of-way line. She also questioned the cost of the violation if the signs were not removed. Chairman Gray replied that a political sign is identified by a year but if it just had a name, it was not a political sign. Supervisor Schumacher stated that it was allowed since it didn't have a year. Supervisor Schumacher replied that the twenty-five (25') was for a competitor. They can't put a sign in front of yours to sign stack, but they still need to be ten (10') feet from boundary line and street right-of-way. Zoning Officer, Makenzie Stover stated common sense enforcement would be observed, working with the community and residents. She mentioned that enforcement could include a summary charge after a notification process and fines could be upward to \$500.00 plus court cost.
- Sue Ellen Feuerstein, EBT resident, asked if the supervisors were trying to make revisions that would make the ordinance more restrictive than the current ordinance. She questioned what constitutes a political sign and asked if the supervisor's reference to a year was written in the proposed ordinance. Vice Chairman Knight stated that in his opinion the proposed ordinance is less restrictive. Manager Kifolo noted that the intent was to have a sign ordinance that content neutral; instead of providing different regulations for different content-based signs, as the current ordinance provides. This action was also to bring the ordinance into compliance with the 2015 Supreme Court decision handed down in Reed v. Town of Gilbert. Makenzie Stover noted that the current ordinance has too much gray and the proposed ordinance is more enforceable.

- Joan Moreau, EBT resident, asked if this ordinance is taking care of current problems the sign placement distance from a street right-of-way, and the limit to the number of signs in a yard. Chairman Gray stated that it is simplifying and clarifying making things a lot clearer as to what signs fall into this non-permanent category.
- Margaret Marr, EBT resident, expressed her concerns and wants more transparency for the temporary sign ordinance amendment. She is concerned that the size limitation is a violation of free speech rights.
- Tina Prowant, EBT resident, concerned about the yard sales signs that the residents have on telephone poles. She questioned the supervisors if her political sign from last year could still be in her yard if she covered the year or stuck it in her house window. It was noted that the current ordinance does not permit the placement of signs on utility poles or street signs. Zoning Officer Stover noted that the ordinance would take effect five (5) days after adoption. The zoning officer will be the person to enforce the violation. Chairman Gray acknowledge that if the year was covered the sign could remain outside but if not, she was allowed to place inside her house in window.
- David Lightman, EBT resident, asked for clarification on Section 2, F Non-Permanent sign shall not be placed within twenty-five (25') feet of a sign previously placed.

Chairman Gray closed the public hearing at 6:39 PM.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adopt Ordinance 400, amending Chapter 27, Part 2, Section 201 and Part 5, Section 504 of the Code of Ordinances, regulating the utilization of non-permanent signs in East Buffalo Township with the following amendments to the draft: the definition of Sign, Non-Permanent shall include "political election campaign signs" and "No Non-Permanent sign shall be placed within ten (10') feet of a sign previously placed in the Low Density Residential (R-1), Medium Density Residential (R-2) and Residential Urban (R-U) Zoning Districts to (10') feet in Section 2:C Gray-y, Knight-y, Schumacher-y; Motion Carried

Representatives Meghan Beck, President and Dr. Lenaire Ahlum, Executive Director from the Susquehanna Valley Community Education Project (SVCEP) made a presentation to the supervisors and public to gather support for a 10-year county commitment for the proposed regional community college that will partner with a university. The partner university will be announced on Friday May 14<sup>th</sup>. It was noted that the Central Workforce Investment Area is the only one in Pennsylvania that is not served by a community college. The SVCEP will serve Snyder, Union, Montour and Northumberland Counties with the main campus location in Northumberland County. The proposed college would offer certificates, industry certification and associate's degrees. SVCEP fields of study could arrange from agriculture, business, liberal arts, nursing, a variety of sciences and other skill trades.

#### Public Comments:

- Tina Prowant, EBT resident, questioned the cost to the township or to the residents and if a site was considered for the Lewisburg area. Dr. Ahlum responded that for ten (10) years it would be the same sponsorship amount for each county. Meghan Beck acknowledge that the location for the site would be based in an area where the population wouldn't have the advantage of going to a four-year college.

For this segment of public comment, attendees were asked to limit comments on agenda topics.

#### Public Comments:

- Tina Prowant, EBT resident, questioned the status on the Township Manager position. Chairman Gray stated that we are done with the first round of interviews.
- Geoff Goodenow, EBT resident, emailed supervisors since his audio wasn't working. He asked that the Township emphasize the use of native trees, shrubs and other plants for

the Fairground Park. He noted that the Linn Conservancy installed a native plant garden on the township grounds as a measure to diversify and beautify the site and to promote native landscaping to both homeowners and managers of public property. Use of native plants supports our native birds, butterflies, bees and other pollinators and insects. School children learn about native plants and pollinators so I see this as well as having educational value to folks of all ages.

Chairman Gray reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting will be Wednesday, May 12, 2021 at 5:00 PM. Gray stated that the calls for service has increased since last year. Gray noted that the BVRA financials are still a concern. She announced that BVRA plans to open the Saint Mary Street pool on June 5<sup>th</sup> with a free public swim, music and food trucks in the park and they plan to have summer camps.

Township Manager Kifolo reported that the project for the Fairground Road traffic signals at the Route 45 and Union County Rail Trail Crossing is in engineering, needs study, concept design study, and cost estimating is in process. She noted that this Friday, May 14<sup>th</sup> PSATS will be holding a webinar on how to provide guidance on how to handle the American Rescue Plan Act.

Secretary Helwig reported that the second round of brush and yard waste collection started today.

Chairman Gray acknowledged Board receipt of the April 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) April 2021 report.

Motion by Chairman Gray and second by Vice Chairman Knight to approve the April 26, 2021 work session meeting minutes as distributed.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for April 2021 as presented.

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

Chairman Gray informed the public that oral arguments in the lawsuit brought by Lewisburg Borough against East Buffalo Township and the Buffalo Valley Regional Police Commission is still awaiting a decision by Judge Hudock following the Monday, February 1, 2021. Gray noted that representatives from Lewisburg Borough and East Buffalo Township finished the first draft of a renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. She stated that there are a few items that need to be clarified, therefore, we will be reaching out to the Lewisburg Borough to schedule a special meeting. The goal is move this on to the attorneys.

Motion by Chairman Gray and seconded by Vice Chairman Knight to proceed with the submission of the plans for the Fairground Road Park rehabilitation project to CKCOG for review.

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

Motion by Vice Chairman Knight and seconded by Supervisor Schumacher to accept the bid from Umbriac Trucking, LLC for the 2021 base repairs for Pheasant Ridge Road (Country Road to Stein Lane) and Supplee Mill Road (Furnace Road to US15) with the initial anticipated cost of \$78,850.

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

Motion by Vice Chairman and seconded by Supervisor Schumacher to accept the bid from Russell Standard for the bituminous fiber reinforced seal coat and bituminous fog seal for Pheasant Ridge Road (Country Road to Stein Lane) and Supplee Mill Road (Furnace Road to US15) with the initial total anticipated cost of \$63,823.37.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to transfer \$166,292 from the General Fund to the Parks & Recreation Reserve account.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing Solicitor Matson to proceed with the advertising of a public hearing on June 14<sup>th</sup> to consider an amendment to the Township Code of Ordinances to incorporate the provisions of the Fire Insurance Escrow Act 92 of 1994.

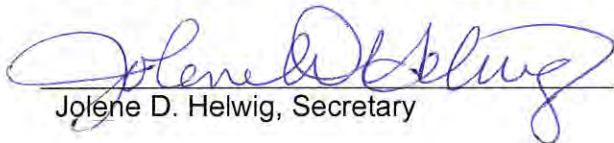
Gray-y, Knight-y, Schumacher-y; Motion Carried

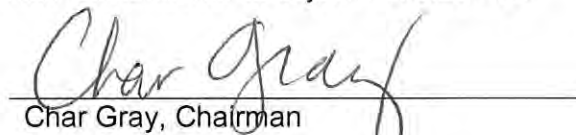
The Board of Supervisors agreed that the township and the Lewisburg Borough need to sit down together to discuss the financial responsibilities for the Buffalo Valley Recreation Authority.

Public Comments:

- Tina Prowant, EBT resident, asked the Board of Supervisors to consider selling the green space lot on Stein Lane and Jean Boulevard so the township doesn't have to continue to pay to keep it mowed since it cannot be used for any parks. She questioned when the next BVRA meeting is scheduled. Chairman Gray stated that the township didn't need the money, therefore, selling the property was not an option at this time. Chairman Gray noted that the next BVRA meeting is scheduled for Wednesday, May 26<sup>th</sup>.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 8:29 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

\_\_\_\_\_  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION and SPECIAL MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
May 24, 2021

Chairman Gray called the Board of Supervisors Work Session and Special Meeting to order at 5:35 PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Supervisor Matt Schumacher; Township Manager Stacey Kifolo; and Secretary/Treasurer Jolene Helwig.

Lewisburg Borough representatives: Jordi Comas; Judy Wagner; and Michael Derman.

Members of the public participating via the virtual meeting format: Kathleen Evans; Marilyn Murphy; Matt Farrand (Standard Journal); Meghan Beck; and Paul Yost.

Members of the public participating in-person: Stephen Everson.

Chairman Gray announced that an Executive Session was held on Thursday, May 20, 2021 at 6:00 PM to discuss personnel matters.

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the May 10, 2021 meeting minutes as distributed.

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

The purpose of the special meeting was to continue the discussion with Lewisburg Borough representatives about the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on Commission member composition; Commission legal and financial administration; Commission actions that require additional municipal approvals; a review of the municipal allocation; the method of payments by the municipalities; the allocation of pension assets in the event of dissolution; and dispute resolution. The committee agreed that the completely updated draft of the IGA was ready for both municipalities to review. No official action was taken by the Township Board of Supervisors.


The committee did not establish a future meeting date but noted that a July 31, 2021 deadline for terminating the Intergovernmental Cooperation Agreement between East Buffalo Township and the Borough of Lewisburg was still pending.


Public Comments:

- Stephen Everson, EBT resident, asked if the township had more information on the paving and seal coat postcards mailed to the residents. Township Manager Kifolo stated that she would post the information to the website. She stated the timeframe is anywhere from now to mid-July for the paving and mid-July to September for the seal coating work.
- Meghan Beck, Susquehanna Valley Community Education Project, asked the supervisors if there were any follow up questions from the presentation during the Monday, May 10<sup>th</sup> meeting. Chairman Gray noted that she had some questions about the revenue projections for the area and stated that she would call Meghan to talk in more detail.

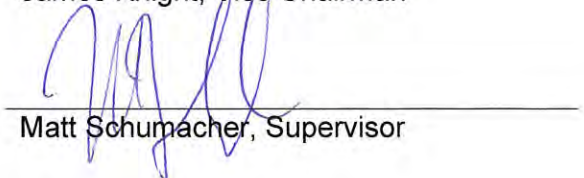
- Matt Farrand (Standard Journal) emailed asking for verification on what was agreed to regarding funding of the police department. Chairman Gray stated that for the first two years of the contract they would bill based on budget, year three they would bill based on actual expenses. Gray stated that there is a split of cost of 52% to East Buffalo Township and 48% to the Lewisburg Borough. Vice Chairman Knight stated that the funding formula would be based on population for future growth.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 7:24 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
June 14, 2021

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

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

Members of the public participating via the virtual meeting format: Christine Buffinton; Christine Shabanowitz; Judith Marvin; Kathleen Evans; Margaret Marr; Marilyn Murphy; and Meghan Beck.

Members of the public participating in-person: Mike Glazer and Tina Prowant.

Chairman Gray called a public hearing to order at 5:32 PM to consider and act upon an ordinance adding Chapter 7, Part 4, to the Code of Ordinances of East Buffalo Township providing that in certain fire losses, the insurance company, association or exchange shall transfer insurance proceeds to a designated officer of the township as a portion of the insurance proceeds to be held as security against the total cost of removing, repairing, or securing the damaged building, providing for fees, providing for penalties for violation and setting forth procedures and requirements pertaining to such insurance proceeds and to the implementation of said legislation.

Public Comments for Chapter 7, Part 4:

- Tina Prowant, EBT resident, asked the supervisors if there were concerns in the Township that prompted the change. Solicitor Matson noted the change is consistent with other township codes and provides the Township with financial security if needed.

Chairman Gray closed the public hearing at 5:35 PM.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adopt Ordinance 401, amending Chapter 7, Part 4, to the Code of Ordinances of East Buffalo Township adding provisions that in certain fire losses, the insurance company, association or exchange shall transfer insurance proceeds to a designated officer of the township as a portion of the insurance proceeds to be held as security against the total cost of removing, repairing, or securing the damaged building, providing for fees, providing for penalties for violation and setting forth procedures and requirements pertaining to such insurance proceeds and to the implementation of said legislation.

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

For this segment of public comment, attendees were asked to limit comments on agenda topics.

Public Comments:

- Meghan Beck, Susquehanna Valley Community Education Project, asked the supervisors if there were any follow up questions from the presentation during the May 10<sup>th</sup> meeting. Chairman Gray noted that she had contacted Ms. Beck directly to have her questions answered and stated the topic was on the agenda.
- Tina Prowant, EBT resident, questioned the status on the Township Manager position, the final percentage of the Police IGA Agreement, and the enforcement of the Sign Ordinance. Chairman Gray stated they would like to have a Township Manager in place by September 1<sup>st</sup>. She noted that the draft police IGA percentage has East Buffalo Township paying 52%

and Lewisburg Borough 48%. Gray stated that Planning and Zoning Director, Makenzie Stover, will use her best judgement as to when to enforce the ordinance. Township Manager Kifolo noted that Stover is not making trips around the Township targeting signage.

Chairman Gray reported that the Saint Mary Street pool is open; the opening day was June 5<sup>th</sup>. She announced the pool will be open during the day starting Thursday, June 17<sup>th</sup>. Gray stated that the Buffalo Valley Regional Police Commission (BVRPC) held its meeting Wednesday, June 9<sup>th</sup> at 5:00 PM. Gray commented that the calls for service continue to increase, with incidents consistent with pre-COVID levels.

Vice Chairman Knight reported that the Central Susquehanna Fire Emergency Service (CSFES) held its meeting on May 27<sup>th</sup>. He stated they had a long discussion on the extent of repairs and upgrades needed to both the fire station and training center/office building. He provided the Board of Supervisors with a list of issues that were found.

Township Manager Kifolo reported that the Moore Street paving started today, was expected to be completed on Tuesday, with the street remaining closed overnight. She noted that all other paving work in the township will in the next couple week weather permitting. The River Road Culvert repair has been scheduled. River Road will be closed Wednesday, June 23<sup>rd</sup> through Tuesday, June 29<sup>th</sup>. Saint Mary Street will be closed from 15<sup>th</sup> Street to Hardwood on Saturday, July 10<sup>th</sup> for the BVRA Christmas in July event. This year's Triathlon has been scheduled for Friday, August 13<sup>th</sup> and Saturday, August 14<sup>th</sup>.

Secretary Helwig reported that the June round of brush and yard waste collection started today. She noted that she was waiting on additional direction from Herring Roll & Solomon regarding additional information needs to complete the 2020 audit.

Chairman Gray acknowledged Board receipt of the May 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) May 2021 report.

Motion by Chairman Gray and second by Vice Chairman Knight to approve the May 24, 2021, work session meeting minutes as distributed.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for May 2021 as presented.

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

Chairman Gray informed the public that oral arguments in the lawsuit brought by Lewisburg Borough against East Buffalo Township and the Buffalo Valley Regional Police Commission is still pending a decision by Judge Hudock. Gray noted that representatives from Lewisburg Borough and East Buffalo Township finished the draft of a renewal Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. She stated that the draft of the IGA has been distributed to the Board of Supervisors and the Solicitor for review.

The Board of Supervisors agreed to review the language and the contribution formula for the Buffalo Valley Recreation Authority.

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the written East Buffalo Township Accounting Policies manual.

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

Motion by Vice Chairman Knight and seconded by Vice Chairman Knight authorizing the Chairman to sign the Federal Funding Accountability and Transparency Act Sub-Recipient Data Sheet (FFATA) included in the American Rescue Plan application and authorizing Treasurer Helwig to proceed with submission of the application.

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

The Board of Supervisors authorized Township Manager Kifolo to contact Lewisburg Area Joint Sewer Authority (LAJSA) to discussed potential upgrades or expansion of wastewater line for which American Rescue Plan funds may be utilized.

The Board of Supervisors discussed the proposed ordinance update amending the Township Code of Ordinances Chapter 15, Motor Vehicles and Traffic. Solicitor Matson will make additional changes related to regulations for skateboards and bicycles. The full draft will be reviewed during the July 12, 2021, Board of Supervisors business meeting. A public hearing is projected for the August 9, 2021, public meeting advertisement of the amendment and notice of the public hearing.

Motion by Chairman Gray and seconded by Supervisor Schumacher authorizing the Township Manager to draft a community college letter of support for the Susquehanna Valley Community Education project to the Union County Commissioners, to be signed by the Board of Supervisors Chairman.

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

The Board of Supervisors reviewed and discussed the repairs and upgrades needed to both the William Cameron Engine Company fire station and training center/office building. Steve Bolinsky, William Cameron Engine Company President is talking with architect/ engineering firms about performing a more detailed survey and cost estimates for repairs. Steve Beattie, Lewisburg Borough and Bucknell Facilities project managers have offered to review the conditions and help prioritize the potential projects. Central Susquehanna Fire Emergency Service (CSFES) will need to consider both the short-term and long-term needs and establish a capital building fund.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adopt Resolution number 05-2021 authorizing and directing the Township Manager to submit to the Pennsylvania Department of Transportation, the December 28, 2020, updated Traffic Signal Maintenance Agreement applicable to all traffic signals for which East Buffalo Township is a permittee.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Township Manager to make the necessary arrangements to begin the process for transferring the Non-Uniform pension and the OPEB to Conrad Seigel.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Township Manager to work with the Union County Recycling Coordinator to include Township curbside recycling bins and newsletters in the county-wide Act 101, Section 902 grant round 60 application and to commit EBT matching funds as appropriate, with the matching funds not to exceed \$7,000.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to transfer \$13,425.24 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 2021 third quarter payments to eligible retirees.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to adopt Resolution number 06-2021 designating Interstate Tax Service Inc. (ITS), as the Township's Unemployment Compensation Third-Party Administrator (TPA) until a replacement is designated by the Board of Supervisors.

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

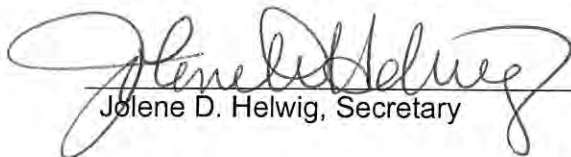
For the second segment of public comment, the attendees were welcomed to comment on matters that were discussed during the meeting or topics not appearing on the agenda.

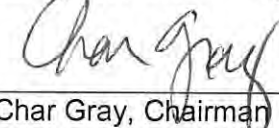
Public Comments:

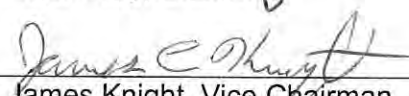
- Tina Prowant, EBT resident, asked the Board of Supervisors what the percentage split was between EBT and Borough for the BVRA funds. She asked about the Fairground Road Park plans. Chairman Gray stated that it is not a percentage it is a dollar amount committed by each municipality. She stated that funding was higher from the township and noted that a study completed after the last agreement was signed indicated that more residents from the Township than the Borough were using BVRA programs. In her opinion she would like to see a different formula used. Township Manager Kifolo stated parks bids could potentially be put out this fall and awarded so that construction could begin in the spring of 2022.
- Christine Buffinton, EBT resident, asked the supervisors if they could look at the brimming work on Stein Lane & Pheasant Ridge Road. In her opinion she felt that it was not safe to be walking or riding bike because of a rolled lip with the edge of the road. Township Manager stated she would relay the message to the Roadmaster.

Chairman Gray called for an executive session to commence immediately following the adjournment of the public meeting to discuss ongoing litigation.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 7:07 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

\_\_\_\_\_  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
SPECIAL MEETING WITH LEWISBURG BOROUGH  
589 Fairground Road, Lewisburg, PA, 17837  
July 15, 2021

Chairman Gray called the Special Meeting to order at 5:33 PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight; Township Manager Stacey Kifolo.

Lewisburg Borough representatives: Jordi Comas; Judy Wagner; Michael Derman.

East Buffalo Township representatives: Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Kathleen Evans; and Tina Prowant.

Members of the public participating in-person: Matt Farrand (Standard Journal)

Motion by Chairman Gray second by Vice Chairman Knight to approve the July 12, 2021, meeting minutes as distributed.

Gray-y; Knight-y; Motion Carried

The purpose of the special meeting was to continue the discussion with Lewisburg Borough representatives about the provisions of a draft renewal of the Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department. The discussion focused on distribution of staff in the event of dissolution, allocation of pension assets in the event of dissolution and arbitration in the event of an IGA dispute between the municipalities. No official action was taken by the Township Board of Supervisors.

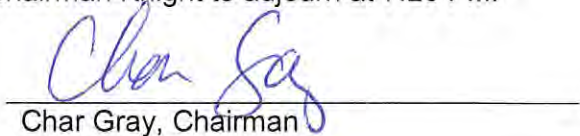
The committee did not establish a future meeting date but noted that a meeting may be necessary.

Public Comments:

Kathleen Evans, EBT resident, thanked the representatives from the Lewisburg Borough and East Buffalo Township for their attention to details, willingness to listen to each other and really exemplifying the true meaning of negotiations.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 7:20 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

James Knight, Vice Chairman

Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
July 12, 2021

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

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

Members of the public participating via the virtual meeting format: Angelo Kifolo; Christine Shabanowitz; Fred Warren; Geoff Goodenow; George Scurfield; Judith Marvin; Kathleen Evans; Lawson Fetterman; Margaret Marr; Marilyn Murphy; and Matt Farrand (Standard Journal).

Members of the public participating in-person: Justin Strawser (Daily Item), Mike Glazer, Taylor Lightman; and Tina Prowant.

Chairman Gray announced that an Executive Session was held on Monday, June 21, 2021, at 8:00 AM to discuss personnel matters and Monday, June 28, 2021, at 5:30 PM to discuss on-going litigation.

For this segment of public comment, attendees were asked to limit comments on agenda topics.

Public Comments:

- Tina Prowant, EBT resident, voiced her opinion on the continuation of having zoom meetings, questioned the status on the Township Manager position, and asked when the road work would be starting on the township roads. Chairman Gray acknowledged that road work is posted on the website. Township Manager Kifolo stated that milling work began today in Gilead Heights on base repairs, but weather conditions were at stake with the paving.

Chairman Gray reported that the Buffalo Valley Recreation Authority (BVRA) needs lifeguards for the Saint Mary Street pool; Christmas in July was held in the park with free swimming, with Santa Clause, vendors, and entertainment. BVRA Executive Director Shirley Brough has stepped down. She stated that the next Buffalo Valley Regional Police Commission was scheduled for Wednesday, July 14, 2021, at 5:00 PM.

Vice Chairman Knight reported that the Central Susquehanna Fire Emergency Service (CSFES) did not hold its June meeting. He stated they there is still ongoing discussion on the extent of repairs and upgrades needed to both the fire station and training center/office building. He noted that the next meeting is scheduled for July 22, 2021.

Supervisor Schumacher stated that he has been around for 5 ½ years with the township and to his acknowledge no employees who left East Buffalo Township were pushed out by Stacey. He noted that he can count on one hand how many people who do not like the fact that she has been managing from Florida, but at the same time there were more people who never had a negative comment and were happy they were still getting the service they were paying for.

Township Manager Kifolo reported that she sent all the Act 101, Section 902 grant round 60 application to the Union County Recycling Coordinator. She stated she anticipates there should be an answer on grant funding in early 2022.

Secretary Helwig reported that East Buffalo Township has received the first half of the American Rescue Plan Act Funding. She stated she received notice today from the Union County Conservation District that the Fairground Road Park Project permits that were submitted in May have been approved.

Chairman Gray acknowledged Board receipt of the June 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) June 2021 report.

Motion by Chairman Gray and second by Vice Chairman Knight to approve the June 14, 2021, meeting minutes as distributed.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for June 2021 as presented.

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

Chairman Gray informed the public that on June 25, 2021, Judge Hudock granted East Buffalo Township's Motion for Summary Judgement and denied Lewisburg Borough's Motion for Summary judgement. The Court agreed with EBT that the pertinent sections of the IGA are unambiguous and that the plain reading of the IGA supports the Township's position. Gray stated the committee, with three representatives from each municipality, will be meeting on Thursday, July 15<sup>th</sup> at 5:30 PM at the EBT building to discuss the few remaining items needing agreement before the July 31<sup>st</sup> deadline.

Supervisor Schumacher noted that it was a frivolous lawsuit and stated that the amount of money spent on the lawsuit was nearly equivalent to a whole year's mortgage payment for the East Buffalo Township building.

The Board of Supervisors discussed the renewal agreement and the contribution formula for the Buffalo Valley Recreation Authority. Additional information is needed before a new agreement can be put forward.

The Board of Supervisors discussed the proposed ordinance update amending the Township Code of Ordinances Chapter 15, Motor Vehicles and Solicitor Matson will make additional revisions for Chapter 15 and utilize Chapter 3, currently reserved for bicycles, to incorporate regulations for skateboards, pedicycles and bicycles. The full draft will be reviewed during the August 9, 2021, Board of Supervisors business meeting. A public hearing is projected for the September 13, 2021, public meeting.

Motion by Supervisor Schumacher and seconded by Chairman Gray authorizing the Chairman to sign the Conrad Siegel Discretionary investment Advisor Agreement (DIAA), which establishes the investment advisory relationship between Conrad Siegel (CS) and the Pension Plan and the OPEB Trust.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Chairman to sign form 986, granting Jolene Helwig, Township Treasurer, access to investment information via the Conrad Siegel website.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Chairman, Vice Chairman, and Supervisor to sign the Account Setup Form, Custodian/Trustee Agreement, Fee Schedule, and Transfer Authorization for the Other Post-Employment Benefits (OPEB) investment account transfer from American Funds to Charles Schwab.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Chairman, Vice Chairman, and Supervisor to sign the Account Setup Form, Custodian/Trustee Agreement, Fee

Schedule and Transfer Authorization for the Non-Uniform Pension Plan investment account transfer from VOYA Financial to Charles Schwab.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept Stacey Kifolo's resignation as Township Manager effective August 13, 2021.

Gray-y, Knight-y, Schumacher-n; Motion Carried

The Board of Supervisors authorized Township Manager Kifolo to contact Lewisburg Area Joint Sewer Authority (LAJSA) to discuss potential upgrades or expansion of wastewater line for which American Rescue Plan (ARPA) funds may be utilized. Todd Oberdorf, LAJSA Manager, was appreciative that the Township considered LAJSA needs. The projects and cost projections were provided by LAJSA and reviewed by the Board. Kifolo noted that the projects identified by LAJSA for Oxford Drive should be included in the Oxford Drive stormwater project, whether or not the Board decides to fund the stormwater repairs via the ARPA funds available to the Township.

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing Solicitor Matson to prepare the documents to transfer the 2.18 acres of land owned by Lewisburg Area Joint Sewer Authority in Spruce Hill to East Buffalo Township for no cost, providing that LAJSA would retain an easement for their sewer line.

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

The Board of Supervisors were informed that the River Road Culvert project took a major shift during construction when the structure under the roadway started to collapse. Plan B was quickly put into motion to obtain necessary materials and approvals. Instead of shoring up the culvert under the roadway and apply shotcrete, the roadway was opened for complete pipe replacement. The owner of the railroad estimates that the culvert was built in the 1883-1885 timeframe. What we do know is that the timing of the project pushed the actual paving beyond the grant deadline. Paving was not anticipated as a project need, only becoming necessary when the roadway needed to be opened. Because of the timing, the cost is not grant eligible and will be EBT's 100% responsibility. The cost is roughly \$12,000. The other changes significantly increased the overall cost, but actual totals have not been submitted by the engineer. The budget for 2021 Stormwater repairs is sufficient to cover even the increased cost or the Board of Supervisors could pull from Reserves. Pulling from the reserves is not necessary.

Motion by Chairman Gray and seconded by Vice Chairman Knight to name Attorney Brian Kerstetter as the alternate Zoning Hearing Board Solicitor for the hearing scheduled for July 27, 2021.

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

Motion by Vice Chairman Knight and seconded by Chairman Gray authorizing the Planning & Zoning Director to secure the services of a qualified alternate Zoning Hearing Board Solicitor should the primary Solicitor appointed by the Board of Supervisors is unavailable or incapacitated.

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

The State's COVID-19 emergency disaster declaration officially ended with the adoption of HR106, which means that fully virtual meetings are no longer allowable by law. Although EBT has been providing hybrid meetings for several months, the ending of the disaster declaration removes the ability to hold virtual only meetings. Hybrid meetings, which have a physical meeting location where the public may attend in-person (per the PA Sunshine Law) and a virtual option, are permitted. As with pre-COVID regulations, Supervisors may participate in-person or virtually and are included in the quorum regardless of the mode of attendance. The Board of Supervisors agreed to continue holding the annual advertised meetings as scheduled for the remainder of the year both in-person and in a virtual format using Zoom to provide for public viewing and participation.

For the second segment of public comment, the attendees were welcomed to comment on matters that were discussed during the meeting or topics not appearing on the agenda.

Public Comments:

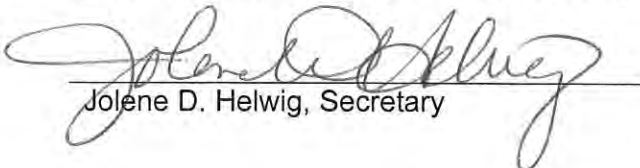
- Taylor Lightman, EBT resident, introduced himself as the new Director/Program Manager of the Lewisburg Neighborhood. He would like to work with the township on two projects the Walk It/Bike It and the Flood Impact Task Force. Supervisors Gray and Knight asked if they could work together on trying to make Stein Lane safer for pedestrians.
- Mike Glazer, EBT resident, thanked Township Manager, Stacey Kifolo for her years of service to the township, wished her best of luck and appreciated the time she took to have a conversation with him on the background of the township since he was running for Township Supervisor.
- Kathleen Evans, EBT resident, echoed Mike Glazer's comments on Stacey's service to the township. She questioned the supervisors about the monies being received by Interim Director John Rowe for the gymnastic program. Chairman Gray stated the money is part of BVRA program that John Rowe is the Program Director for the gymnastic program.
- Justin Strawser (Daily Item) asked for clarification on the new Intergovernmental Agreement (IGA) for the Buffalo Valley Regional Police Department and why the township manager position is open. Chairman Gray stated that the new IGA will replace the agreement that was just ruled on by Judge Hudock. She stated that Stacey had a three-year contract which would expire at the end of year. She noted that since she lived in Florida it would be of interest to find someone local. Chairman Gray commented that since they were not able to find a candidate, they offered Stacey the position again which was the reason Kifolo noted she was rejecting the Township's offer. Strawser asked if the offer made to Stacey was allowed to be made public and what is the current salary for her position. Gray stated that the offer was not open to public information and that the current salary was \$89,000.00.

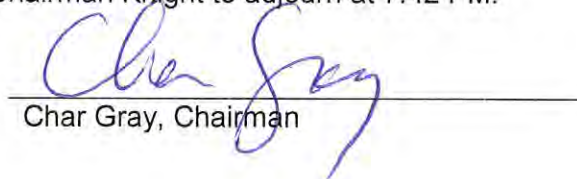
Motion by Chairman Gray and seconded by Vice Chairman Knight to enter an Executive Session at 6:57 PM.

Motion by Chairman Gray and seconded by Vice Chairman Knight to exit the Executive Session at 7:41 PM.

Motion by Chairman Gray and seconded by Vice Chairman Knight to appoint Jolene Helwig as East Buffalo Township Interim Manager for a six-month period to begin August 1, 2021. Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 7:42 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

James Knight, Vice Chairman

Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
August 9, 2021

Chairman Gray called the Board of Supervisors Meeting to order at 5:39 PM.

Those present: Chairman Char Gray; Vice Chairman James Knight; Supervisor Matt Schumacher; Township Manager Stacey Kifolo; Attorney Jason Brudecki; and Secretary/Treasurer Jolene Helwig.

Members of the public participating via the virtual meeting format: Angela Brown; Angela Kifolo; Judith Marvin; Kathleen Evans; Marilyn Murphy; and Mary Beth Griffith.

Members of the public participating in-person: Matt Farrand (Standard Journal); Mike Glazer; and Tina Prowant.

Chairman Gray shared a 7-minute video that outlined the past 9 years of outgoing Township Manager Stacey Kifolo. Stacey shared that she will be working for the City of Deltona Florida as the Deputy City Manager.

For this segment of public comment, attendees were asked to limit comments on agenda topics.

Public Comments:

- Tina Prowant, EBT resident, thanked Township Manager, Stacey Kifolo and wished her best of luck.

Chairman Gray reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting was scheduled for Wednesday August 11, 2021, at 5:00 PM. Gray stated that she would report on Buffalo Valley Recreation Authority (BVRA) cashflow analysis later in the meeting.

Vice Chairman Knight reported that he met with Taylor Lightman, Director/Program Manager of the Lewisburg Neighborhood to talk about the bicycle and pedestrian issues on Stein Lane.

Supervisor Schumacher offered complimentary statements for Township Manager Stacey Kifolo's performance with the Township and wished her best of luck.

Township Manager/Secretary Helwig thanked Township Manager Stacey Kifolo for her service and wished her best of luck.

Chairman Gray acknowledged Board receipt of the July 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) July 2021 report.

Motion by Chairman Gray and second by Vice Chairman Knight to approve the June 26, 2021, work session meeting minutes as distributed.

Gray-y; Knight-y; Schumacher-abstain; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for July 2021 as presented.

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

Motion by Vice Chairman Knight and seconded by Chairman Gary to approve the revised Intergovernmental Cooperation Agreement between East Buffalo Township and Borough of Lewisburg regarding the Buffalo Valley Regional Police Department and Commission to provide services to the said municipalities. Chairman Gray amended the motion, to note approve and execute the revised Intergovernmental Cooperation Agreement between East Buffalo Township and Borough of Lewisburg regarding the Buffalo

Valley Regional Police Department and Commission to provide serves to the said municipalities' contingent upon final legal review by attorneys.

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

The Board of Supervisors discussed the renewal agreement and the contribution formula for the Buffalo Valley Recreation Authority (BVRA). Additional information presented was to renew the agreement for one-year and to continue with the 2% increase on the current funding. The Board would like to see a complete budget from the BVRA board and agreed to hold off an agreement until September.

Motion by Chairman Gray and seconded by Vice Chairman Knight to direct the Township Solicitor to advertise for a public hearing during the September 13, 2021, Board of Supervisors business meeting to add Chapter 3 and amend Chapter 15 to the Township Code of Ordinance Chapter 3, Skateboards and Pedal Cycles and Chapter 15, Motor Vehicles and Traffic.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Jim Knight as temporary Township Assistant Secretary until an Administrative Assistant is hired.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Chairman to sign the Susquehanna Community Bank letter terminating Stacey Kifolo on-line business banking access for all township accounts effective August 13, 2021.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Chairman to sign the Conrad Siegel East Buffalo Township Other Post-Employment Benefits (OPEB) Investment Policy Statement and initiate the transfer from American Funds to Charles Schwab account.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight authorizing the Chairman to sign the Conrad Siegel East Buffalo Township Non-Uniformed Employees Pension Investment Policy Statement and start the process with Charles Schwab to setup the pension account payments directly to retirees starting January 1, 2022.

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

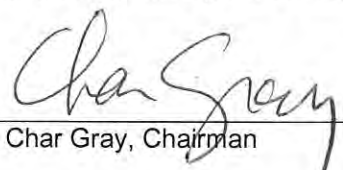
Vice Chairman Knight thanked Township Manager Stacey Kifolo for her service and wished her best of luck.


For the second segment of public comment, the attendees were welcomed to comment on matters that were discussed during the meeting or topics not appearing on the agenda.

Public Comments: no comments

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 7:25 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
September 13, 2021

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

Those present: Chairman Char Gray; Vice Chairman James Knight; Supervisor Matt Schumacher; Township Manager/Secretary Jolene Helwig; and Solicitor Peter Matson.

Members of the public participating via the virtual meeting format: Christine Shabanowitz, Eric Scicchitano, Margaret Marr, Marilyn Murphy, and Judith Marvin.

Members of the public participating in-person: Matt Farrand (Standard Journal); Mike Glazer; Katie Evans, Tina Prowant and Pam Burns (First National Bank).

Chairman Gray called a public hearing to order at 5:39 pm, to consider amendments to the following ordinances:

- Chapter 3, of the Code of Ordinances regarding Skateboards and Pedal Cycles.
- Chapter 15, of the Code of Ordinances regarding Motor Vehicles and Traffic.

Public Comments for regulating the Skateboard and Pedal Cycles and Motor Vehicles and Traffic Ordinances.

- Matt Farrand (Standard Journal); asked for an explanation of the Chapter 3 Ordinance. Chairman Gray responded by reading the Ordinance and having it displayed for public view.
- Christine Shabanowitz, EBT resident, questioned how Skateboarders would know which roads were State Roads vs Township Roads and if publications could be displayed at the park. Supervisors listed the following as State Roads: Salem Church Road, Fairground Road, SR 45 (Market Street) SR 15, Furnace Road and Old Schoolhouse Road. Chairman Gray agreed that flyer could be posted at the park.
- Tina Prowant, EBT resident, questioned if BVRA would be responsible for providing the publication. Chairman Gray responded that the posting of flyers should be directed to Lewisburg Borough or BVRA. Vice Chairman Knight suggested putting something in the newsletter.

Chairman Gray closed the public hearing at 5:56.

Motion by Chairman Gray and seconded by Chairman Knight to adopt Ordinance 402, adding Chapter 3 Skateboard and Pedal Cycles to the Code of Ordinances, and allowing the Board of Supervisors to make future changes to the compensation by ordinance or resolution.

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

Motion by Chairman Gray and seconded by Chairman Knight to adopt Ordinance 403, amending Chapter 15 Motor Vehicles and Traffic to the Code of Ordinances, and allowing the Board of Supervisors to make future changes to the compensation by ordinance or resolution.

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

For this segment of public comment, attendees were asked to limit comments on agenda topics.

Margaret Marr, EBT resident, stated that she was having trouble hearing everyone; adjustments were made, and hearing was improved. Noted for future meetings.

Chairman Gray reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting was held on Wednesday September 8, 2021, at 5:00 PM. Gray stated that the Buffalo Valley Regional Police Commission (BVRPC) report will be posted on the website. The regional police chief gave a copy of the preliminary budget to the board, and they will be holding a public work session on Wednesday, September 22, 2021, and the public is invited to attend. Chairman Gray reported that BVRA owes the Township their 2022 budget by the end of September.

Vice Chairman Knight reported that he attended August 26, 2021, Board meeting of the Central Susquehanna Fire and Emergency Services Department (CSFESD). He noted they would like to purchase two new ambulance and were requesting funds from the county. HAVC has been replaced in the office. Bucknell Engineers and an outside Architect are working on ideas for the renovation of the existing building. Vice Chairman Knight talked with Taylor Lightman & Steve Herman and are getting with PennDOT, who offers free consultation, regarding the sidewalks at Stein Lane around the golf course at Bucknell.

Township Manager/Secretary Helwig gave an update on the storm water drainage pipe replacement project on Smoketown Road. Chairman Gray asked about the project's completion. Ordering blacktop materials for the 14<sup>th</sup> of September and the goal is to get the road bedded up by September 23, 2021, for the winter. Brush pickup started on September 13<sup>th</sup> and to date the west area is done until October. It was noted that there is heavy pickup, so it is taking longer to get done. The group UnPAved will be holding their bike race event on October 10, 2021 and is again asking permission to bike through the Township. The event will start at 7:00 am at the YMCA and end by 9:00 pm. Bikers out past 4:00 pm are required to have flashers. To date there are about 1,200 bikers registered. Bucknell will be having fireworks on Saturday, September 18, 2021, after the football game in honor of First Responders and COVID. Update on the East Buffalo Township census showed a 15.5% growth from 6,414 residences in 2010 to 7,405 residences in 2020.

Chairman Gray acknowledged Board receipt of the August 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) August 2021 report.

Motion by Chairman Gray and second by Vice Chairman Knight to approve the August 9, 2021, meeting minutes as distributed.

Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for August 2021 as presented.

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

Motion by Vice Chairman Knight and seconded by Chairman Gray to approve and sign the Quotation to purchase the Continental Steel Truss bridge directly from the COSTARS supplier CONTECH at the price of \$50,550.00

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

Motion by Vice Chairman Knight and seconded by Chairman Gray to approve and sign the contract for the Polygon Dugout Steel Shelters directly from the COSTARS supplier General Recreation Inc. at the price of 34,200.00.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the sign design and to draft the additional information to be displayed. Agreed to go with free hand drawing with field stone base and arched top.

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

Motion by Chairman Gray and seconded by Chairman Knight to appoint Gayle Boudman as Secretary for the remaining of 2021.

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

Motion by Chairman Gray and seconded by Chairman Knight to appoint Gayle Boudman as Treasurer for the remaining of 2021.

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

Motion by Chairman Gray and seconded by Chairman Knight to appoint Jolene D. Helwig as Assistant Secretary for the remaining of 2021.

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

Motion by Chairman Gray and seconded by Chairman Knight to appoint Jolene D. Helwig as Assistant Treasurer for the remaining of 2021.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (09-2021) acknowledging the name Pascucci Drive, as a new private road for Bucknell University.

Gray-n, Knight-abstained, Schumacher-y; Motion Denied

Motion by Chairman Gray and seconded by Supervisor Schumacher to transfer \$13,425.24 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 2021 first quarter payments to eligible retirees.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (10-2021), the East Buffalo Township Non-Uniform Employees' Pension Plan 2022 Minimum Municipal obligation of \$36,494.00.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to appoint Clyde "Champ" Holman and E. Christopher Abruzzo to serve a term pm the Board of Trustees from January 1, 2022 through December 31, 2024 as the PSATS Unemployment Compensation Group Trust Trustees.

Gray-y, Knight-y, Schumacher-n; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the Township Manager Contract for Jolene D. Helwig, for a six-month probationary period to determine if she desires to continue in her role as Township Manager and based upon Township Supervisors evaluation of employee's performance.

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

Supervisor Schumacher received a call from a resident on Farley Circle. There are seven houses that are in Buffalo Township (all others are in East Buffalo Township) who are wondering if they paid a fee to EBT would we be willing to pick up their yard waste as well since they are already there. Following discussing it was decided to deny their request.

For the second segment of public comment, the attendees were welcomed to comment on matters that were discussed during the meeting or topics not appearing on the agenda.

Public Comments:

- Pam Burns; First National Bank, passed out bank packets containing information on the services the bank offers for review and consideration.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 7:05 PM.

  
Jolene D. Helwig, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
October 11, 2021

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

Those present: Chairman Char Gray; Vice Chairman James Knight; Supervisor Matt Schumacher; Township Manager Jolene Helwig; Solicitor Peter Matson; and Secretary/Treasurer Gayle Boudman.

Members of the public participating via the virtual meeting format: Eric Scicchitano (Daily Item); Fred and Jean Warren; and Judith Marvin.

Members of the public participating in-person: Matt Farrand (Standard Journal); Harold Erdley - WCEC; James Blount – WCEC; Jeff Crosslord - Attorney; Katie Evans; Mike Glazer; Tina Prowant; and Todd Vonderheid

Chief James Blount and Harold Eroley from the William Cameron Engine Company (WCEC) made a presentation to the supervisors and public on Fire and Life Safety Inspections. These types of inspections for commercial properties and provide vital information in the form of floor plans, exit locations, sprinkler systems, etc. to emergency personnel. There is a fee; based on the sq. ft. of the building; to be paid by the business owner for the inspection; however, these inspections are FDA recognized and may offer the business owners insurance benefits. Chief Blount was asking the supervisors to consider an ordinance to authorize the fire company to conduct these inspections. Chairman Gray requested that Solicitor Peter Matson investigate similar Fire and Life Safety Inspection ordinances and prepare a draft ordinance to presented at the next meeting.

For this segment of public comment, attendees were asked to limit comments on agenda topics.

Public Comments

- Tina Prowant asked Chief Blount about Knox Box and how to go about getting information on them to area residents. Chief Blount said area residents can reach out to the fire department for the paperwork to purchase the box and instructions on how it works. The supervisors agreed to link the fire company's website with the EBT website but would not get involved with getting the information to residents since the fire company manages this.

Chairman Gray reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting will be on Wednesday October 13, 2021, at 5:00 PM. Gray stated that the Buffalo Valley Regional Police Commission (BVRPC) September report will be posted on the website. The regional police chief gave a copy of the preliminary budget to the board, and they will be holding a public work session on Wednesday, October 27, 2021, and the public is invited to attend. Chairman Gray reported that area resident, Judith Marvin, had stone from an old barn on her property that she would like to offer to the township for the foundation of the new park sign. It was agreed to accept the stone and have Township Manager Jolene Helwig request an alternate bid from the contractor on utilizing the stone and report back at the next meeting. Chairman Gray noted that BVRA Agreement Renewal will be discussed below.

Vice Chairman Knight reported that he attended September 23, 2021, Board meeting of the Central Susquehanna Fire and Emergency Services Department (CSFESD). Vice Chairman Knight noted that Chief Blount presented a preliminary budget to be finalized at the October 28<sup>th</sup> meeting.

Township Manager Helwig noted the 2<sup>nd</sup> round of brush pickup started on October 11<sup>th</sup> and when completed the crew will continue with the fall leave collection. It was noted that the crew are running into problems with clogged machinery due to the combination of ornamental grasses and vine vegetation which is causing a delay in yard waste pickup. The Roadmaster will be looking into this problem and how to address it in the future. The crew will rotate throughout the township keeping leaves picked up to avoid clogged drains and final collection is scheduled for week of December 6<sup>th</sup>. Township Manager Helwig updated on the Fairground Road project noting the colors for both the dugouts and roofs were chosen and the order has been placed. The sign verbiage is needed by Ann and Chairman Gray stated that she will work on that and get it for the next meeting. Chad Shaffer from Stahl Sheaffer Engineering

will present the Oxford Drive Plans at the October 25 Workshop Meeting. Vicki Baker, Auditor from Bureau of County Audits/Liquid Fuels will be conducting an audit on the townships 2020 Liquid Fuels audit on October 28. A pre-draft of the 2022 budget will be presented at the October 25th Board of Supervisors Work Session Meeting. Manager Helwig reported that the roadwork repair on Walker St. & Moore Ave. was completed.

Chairman Gray acknowledged Board receipt of the September 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) September 2021 report.

Motion by Vice Chairman Knight and seconded by Chairman Gray to approve the September 13, 2021, meeting minutes as distributed pending corrections mentioned by Vice Chairman Knight.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for August 2021 as presented.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to authorize Solicitor Matson to make the changes to the BVRA Agreement Renewal as discussed and forward it to the Buffalo Valley Recreation Authority board for review. Final agreement to be considered at the November Board of Supervisors meeting. Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (11-2021) authorizing the East Buffalo Township Board of Supervisors Chairman Char Gray to sign the resolution giving permission to act on behalf of East Buffalo Township in its duties and responsibilities and rights as the said Administrator as provided in the said Declaration of Trust; to complete the transfer of assets from the American Funds Frozen Welfare Benefits Plan East Buffalo Twp. Post-Retirement.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (12-2021) to accept Conrad Siegel Actuaries' recommended assumption change of the Asset Valuation Method of Market Value to a 5 Year smoothing and a decrease in the Interest Rate of 6% to an Interest Rate of 5%.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (13-2021) acknowledging the name Pascucci Drive as a new private road for Bucknell University because we have to based on the township ordinance.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the Girls on the Run 5K Race for Saturday, November 20, 2021, at 11:00 a.m.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to establishing Halloween Trick or Treating hours in East Buffalo Township for Sunday, October 31, 2021, from 5:30PM – 9:00PM.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and seconded by Supervisor Schumacher to authorize Solicitor Matson to proceed with notification to all adjacent property owners, advertising for a public hearing on October 25, 2021, during the Board of Supervisors Work Session Meeting and drafting the proposed ordinance to vacate the portion of Harrison Avenue south of Jefferson Avenue to Gary Baylor's house along with the other adjacent rights-of-way.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and seconded by Chairman Gray to approve the December 1, 2021, through November 30, 2022, Capital Blue Cross group plans for medical, prescription and vision insurance.  
Gray-y; Knight-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the AmFirst GAP insurance renewal for December 1, 2021, through November 30, 2022.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve the Delta Dental insurance renewal for December 1, 2021, through November 30, 2022.

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

Motion by Chairman Gray and seconded by Supervisor Schumacher to increase the employee contribution for all benefits (medical, vision, dental and gap) from 6% to 7% for calendar year 2022. The decision to make a change would be required at the November meeting to be able to provide the employees with the notice as required by EBT policy.

Gray-y, Knight-y, Schumacher-n; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (14-2021), acknowledging the following: 1.) EBT to serve as the lead municipality for the Multimodal Transportation Fund application; 2.) EBT authorizes and directs the EBT Manager to administer the submission of the application; and 3.) East Buffalo Township ensures that funding is available for required match funds.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (15-2021) authorizing and directing the Township Manager to sign the PennDOT Agility Program Agreement.

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

Board tabled discussion on Stein Lane.

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept Marilyn Murphy's resignation as East Buffalo Township Auditor effective September 30, 2021.

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

Township Manager Jolene Helwig requested permission from the Supervisors to set up a table representing the township at the Halloween activities in downtown Lewisburg on Saturday, October 30, 2021 and pass out treats. Permission granted.

For the second segment of public comment, the attendees were welcomed to comment on matters that were discussed during the meeting or topics not appearing on the agenda.

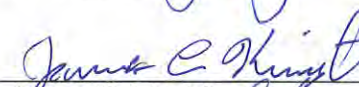
Public Comments:


- Katie Evans announced that the League of Women Voters were having an online presentation of area candidates panel on October 15, 2021, available at [LWVLewisburgArea.org](http://LWVLewisburgArea.org).

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 8:18 PM.

  
Gayle Boudman, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION  
589 Fairground Road, Lewisburg, PA, 17837  
October 25, 2021

Vice Chairman Knight called the Board of Supervisors Work Session and Special Meeting to order at 5:30 PM.

East Buffalo Township representatives: Chairman Char Gray (via Zoom); Vice Chairman James Knight; Supervisor Matt Schumacher (via Zoom); Township Manager Jolene Helwig; Attorney Jason Brudecki; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Matt Farrand (Standard Journal); Katie Evans; Mike Glazer, Todd Vonderheid, Attorney Jeff Crossland, Chad Shaffer (SSE), Gary & Barbara Baylor, Steve & Colleen Kramn, Oscar & Amber Guerrero,

Vice Chairman Knight called the Public Hearing to order at 5:34 PM, to consider amendments for the following ordinance:

- Vacating of Harrison Avenue from Jefferson Avenue south to Twelfth Street, the vacating of Twelfth Street from Harrison Avenue to Stein Lane, the vacating of a fifteen (15) foot wide Unnamed Alley from Harrison Avenue to Stein Lane in East Buffalo Township.

Public Comments for vacating Harrison Avenue from Jefferson Avenue to Twelfth Street:

- Matt Farrand asked Vice Chairman to explain the purpose of the vacating of Harrison Avenue.
- Oscar & Amber Guerro questioned the effect the ordinance to vacate Harrison Avenue would have; expressing concern that the township would no longer provide brush, yard waste and leaf pickup service on Harrison Avenue; noting that they currently had to drag their items to the neighboring property on Jefferson Avenue and that they were not always picked up.
- Todd Vonderheid explained how the roads would be managed moving forward, noting that the township would have access for emergency and would still provide the yard waste and leaf pickup service.
- Gary Baylor gave a history of the use and maintenance of Harrison Avenue within the township.

Vice Chairman Knight closed the public hearing at 5:54 PM.

Motion by Vice Chairman Knight and seconded by Supervisor Schumacher to adopt Ordinance 404, vacating the portion of Harrison Avenue from Jefferson Avenue south to Twelfth Street, the vacating of Twelfth Street from Harrison Avenue to Stein Lane, the vacating of a fifteen (15) foot wide Unnamed Alley from Harrison Avenue to Stein Lane in East Buffalo Township.

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

For this segment of public comment, attendees were asked to limit comments on agenda topics. There were no public comments.

Vice Chairman Knight reported that the Central Susquehanna Fire and Emergency Services (CSFES) Board will be meeting on Thursday, October 28, 2021, at 6:30 PM to finalize the William Cameron Engine Company budget.


Motion by Vice Chairman Knight and seconded by Chairman Gray to approve the October 11, 2021, supervisor meeting minutes as distributed.

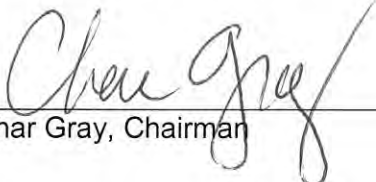
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and seconded by Chairman Gray to approve Stahl Sheaffer proceeding with advertising for public bidding of the Oxford Drive stormwater project.  
Gray-y, Knight-y, Schumacher-y; Motion Carried


Township Manager Helwig presented the Board of Supervisors with a list of the 2022 budget items for discussion/input. The Board of Supervisors will provide feedback and discussion was moved to the November 8, 2021, Board of Supervisors Business Meeting.

Motion by Vice Chairman Knight and seconded by Chairman Gray to adjourn at 6:12 PM.

  
\_\_\_\_\_  
Gayle Boudman, Secretary

  
\_\_\_\_\_  
Char Gray, Chairman

  
\_\_\_\_\_  
James Knight, Vice Chairman

  
\_\_\_\_\_  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
November 8, 2021

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

Those present: Chairman Char Gray; Vice Chairman James Knight; Township Manager Jolene Helwig; Solicitor Peter Matson; and Secretary/Treasurer Gayle Boudman. Absent: Supervisor Matt Schumacher.

Members of the public participating via the virtual meeting format: Eric Scicchitano (Daily Item); Fred Warren; and Judith Marvin.

Members of the public participating in-person: Katie Evans; Tina Prowant; and Emily Purinton.

There were no public comments during the segment of the agenda limited to comments on agenda topics.

Chairman Gray reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting will be on Wednesday November 10, 2021, at 5:00 PM. Gray stated that the Buffalo Valley Regional Police Commission (BVRPC) October report will be posted on the website. Chairman Gray reported that BVRA will meet on November 17, 2021 @ 6:00 PM.

Vice Chairman Knight reported that he attended the October 14, 2021, meeting of the Central Keystone Council of Government (CKCOG) on their budget. Knight reported that he attended the October 28, 2021, meeting of the Central Susquehanna Fire and Emergency Services Department (CSFESD) and that they will be meeting again on November 18, 2021, to try and finalize their budget.

Township Manager Helwig noted the crew will continue to rotate throughout the township keeping leaves picked up to avoid clogged drains and final collection is scheduled for week of December 6<sup>th</sup>.

Chairman Gray acknowledged Board receipt of the October 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) October 2021 report.

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the stormwater maintenance agreement and improvements guarantee for the Scott C. and Emily M. Purinton Stormwater Management Plans for the Purinton Residence.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the October 25, 2021, work session meeting minutes as distributed.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for October 2021 as presented.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to adopt Resolution (16-2021) to appoint Gayle Boudman, Secretary/Treasurer and Jolene Helwig, Township Manager, as the Township's authorized representatives to make requests upon and receive any and all tax information and records from Berkheimer Tax Administrator, Inc.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the first reading and authorize the publication of the proposed 2022 draft budget with General Fund millage of 3.9, Fire Fund millage of .45, Street Light millage of .05, Fire Hydrant millage of .06.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to convene the 2022 annual organization meeting at 5:00 PM on January 3<sup>rd</sup>, with the business meeting commencing immediately following the organization meeting.

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

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve extending the terms of the SECV Cable TV Franchise Agreement pursuant to Township Ordinance No. 262 enacted May 10, 2004, for an initial term commencing on the date of this agreement and ending on December 31, 2026.

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

Board of Supervisors tabled discussion on Stein Lane until they could meet with Roadmaster Steve Mohr to get their questions answered as well as other road project questions answered.


Volunteer applications will be accepted until December 13, 2021. All open positions and application forms will be available on the EBT website and at the township building. Reminder emails will go out to all current volunteers.

Public Comments:

- Tina Prowant acknowledge how well Township Manager Jolene Helwig is doing in working with Roadmaster Steve Mohr.

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 8:18 PM.

  
Gayle Boudman, Secretary

  
Char Gray, Chairman

  
James Knight, Vice Chairman

\_\_\_\_\_  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION  
589 Fairground Road, Lewisburg, PA, 17837  
November 22, 2021

Chairman Gray called the Board of Supervisors Work Session to order at 5:33 PM.

East Buffalo Township representatives: Chairman Char Gray; Vice Chairman James Knight (participating via Zoom); Supervisor Matt Schumacher; Township Manager Jolene Helwig; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Kathleen Evans.

Chairman Gray announced that an informational session was held on Friday November 12, 2021, at 2:00 PM to confer with Township Roadmaster Steve Mohr and Assistant Roadmaster Nathan Fisher on township road project matters followed by an Executive Meeting of Supervisors to discuss personnel matters.

For this segment of public comment, attendees were asked to limit comments on agenda topics.

There were no public comments during the segment of the agenda limited to comments on agenda topics.

Vice Chairman Knight reported that the November 18, 2021, meeting of the Central Susquehanna Fire and Emergency Services Department (CSFESD) was canceled so there is no final budget yet.

Township Manager Helwig stated that she has been in contact with Citizens Electric concerning a resident's request for adding an additional streetlight along Jefferson Avenue between 16<sup>th</sup> and 17<sup>th</sup> Streets. Letters will be going out to area residents asking for feedback on adding an additional streetlight to their area. Helwig stated that leaf collection is still ongoing and will continue through December 6<sup>th</sup> or as needed. Township Manager Helwig noted that due to the Thanksgiving holiday the Township Building will be closing at 1:00 PM on Wednesday, November 24, 2021, and remain closed through Monday, November 29, 2021. Recycling will also be closed on Monday, November 29, 2021, and reopening on Tuesday, November 30, 2021.

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the November 8, 2021, supervisors meeting minutes as distributed.

Gray-y, Knight-y, Schumacher-abstain; Motion Carried


Motion by Chairman Gray and second by Supervisor Schumacher to approve the second reading of the proposed 2022 draft budget with General Fund millage of 3.8, Fire Fund millage of .45, Street Light millage of .05, and Fire Hydrant millage of .06. The Board expects revenues to be \$4,899,591.00 and expenditures of \$6,799,934.00. *Note to motion – Township Manager Helwig to come to the December 13, 2021, Board of Supervisors Meeting with figures for 3.7 millage for the General Fund for the final approval to be decided at that time.*

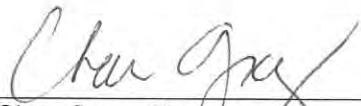
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to approve Option C for the 36 x 24 interpretative sign panel for the Fairground Park, which uses the layout from Option A, and the text layout from Option B on the "History of the Fairgrounds".

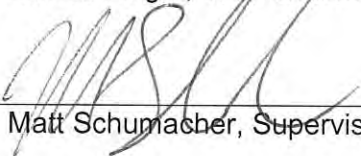
Gray-y, Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to adjourn at 6:54 PM.

  
\_\_\_\_\_  
Gayle Boudman, Secretary

  
\_\_\_\_\_  
Char Gray, Chairman

  
\_\_\_\_\_  
James Knight, Vice Chairman

  
\_\_\_\_\_  
Matt Schumacher, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
December 13, 2021

Chairman Gray called the Board of Supervisors Meeting to order at 5:33 PM.

Those present: Chairman Char Gray; Vice Chairman James Knight; Supervisor Matt Schumacher; Township Manager Jolene Helwig; Solicitor Peter Matson; and Secretary/Treasurer Gayle Boudman.

Members of the public participating via the virtual meeting format: Eric Scicchitano (Daily Item) and Tina Prowant.

Members of the public participating in-person: Matt Farrand (The Standard-Journal) and Katie Evans.

Chairman Char Gray started the meeting thanking Supervisor Schumacher for his service for the last 6 years; noting several of his accomplishments for the betterment of the township; in particular; initiating discussions and contractual agreements with police and fire departments to ensure better long-term contracts.

There were no public comments during the segment of the agenda limited to comments on agenda topics.

Chairman Gray reported that the Buffalo Valley Regional Police Commission (BVRPC) meeting was held on Wednesday December 9, 2021. The Buffalo Valley Regional Police Commission (BVRPC) November report will be posted on the website and Chairman Gray noted that call volume is back up to the pre-COVID numbers. Chairman Gray reported that the BVRPC Budget was passed and that they are looking to hire an additional Patrolman. Chairman Gray reported that BVRA held a highly successful Candle Fund Raiser, raising \$5,000. Gymnastic enrollment numbers are looking good, and BVRA got through the year without needing additional funds from the Township and the Borough. Chairman Gray reported that due to the warmer weather there were no current plans to fill the ice rink.

Vice Chairman Knight reported that the November meeting of the Central Susquehanna Fire and Emergency Services (CSFES) was cancelled but budget questions were answered by Chief Blount via email, and the budget will be voted on for approval this month. Vice Chairman Knight reported that he met with the Bucknell Golf Course Manager concerning a footpath along Stein Lane which resulted in lots of questions regarding safety and liability. Vice Chairman Knight recommended that the next step be putting together a list of ideas, plans, etc. and scheduling a meeting, including someone from Solicitor Matson's office, to discuss.

Supervisor Schumacher thanked everyone who helped him in his role as a Township Supervisor for the past 6 years stating that it was a learning experience, and he has enjoyed his time as a supervisor.

Township Manager Helwig reported that the 2020 Audit has been finalized and has been posted on the Township bulletin board and Website. SEDA COG is working on updating the township website and hopefully has the new layout design done by the end of the year. Township Manager Helwig reported that newly elected County Tax Collector Dan Greene has expressed interest in utilizing one of the office suites at the township building as his tax collection site. Township Manager Helwig recommended having a one-year agreement drawn up at no charge to him based on his needs and township guidelines and see how it works out. After the year is up the agreement can be re-evaluated. Township Manager Helwig questioned whether the on-line meeting participation would continue into 2022 and it was agreed that it would. She expressed concerns that different or additional equipment may be needed for a smoother process. The final round of leaf collection was in process and once complete the crews would move on to cutting and grading banks and ditches and possibly tree trimming as the weather allowed. Spring brush pickup is scheduled to start in April of 2022.

Chairman Gray acknowledged Board receipt of the November 2021 Buffalo Valley Regional Police Department (BVRPD) reports.

Chairman Gray acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) November 2021 report.

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the November 22, 2021, work session meeting minutes as distributed.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve the expenditures for November 2021 as presented.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to adopt Resolution (17-2021) for the 2022 Budget noting the following: General Fund Revenues projected at \$4,796,366.00; General Fund Expenses are projected at \$6,794,795.00; General Fund tax rate is 3.7 mills for all non-exempt properties, resulting in a \$3.70 tax per \$1,000 of assessed value. Fire Protection tax rate is 0.45 mill for all non-exempt properties, resulting in a \$0.45 tax per \$1,000 of assessed value. Fire Hydrants tax rate is 0.06 mills for all non-exempt properties within 780 feet of a hydrant, resulting in a \$0.06 tax per \$1,000 of assessed value. Streetlights tax rate is 0.05 mills for all non-exempt properties, resulting in a \$0.05 tax per \$1,000 of assessed value.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept the bid from Beck & Platt Fuels, Inc. for the 87 Ethanol Free Gas at a cost of daily rack posting plus \$0.17 per gallon and for ULSD-B2 Diesel at a cost of daily rack posting plus \$0.13 per gallon and \$0.02 per gallon for winterization.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept the aggregate/asphalt bid from New Enterprise Stone & Lime Co., Inc for items 1, 2, 9, 10, 11, 12 & 13, subject to availability and quality.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept the aggregate bid from Hanson Aggregates Pennsylvania, LLC for items 3, 4, 5, 6, 7, & 8, subject to availability and quality.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to accept the bid from Mid-State Paving for the Oxford Drive Stormwater Improvements Project, in the amount of \$455,436.20, contingent upon receipt of required bonds and insurance information.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Vice Chairman Knight and seconded by Supervisor Schumacher to authorize the signatures of the Treasurer and Township Manager on all payroll checks processed by Keystone Payroll.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (18-2021) for Declaring its intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, as amended.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to approve Resolution (19-2021) adopting the updated Right-to-Know Law Policy.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice Chairman Knight to authorize Solicitor Matson to advertise for a public hearing to take place during the regular Board business meeting scheduled for Monday, February 14, 2022.  
Gray-y; Knight-y, Schumacher-y; Motion Carried

Discussion on amending the existing solar ordinance to include the recycling of solar panels once they are decommissioned. It was agreed to keep recycling solar panels separate from the existing zoning ordinance already in place for solar panels. Possibly set a maximum number of panels a residential property could

have before they would be subject to the recycling requirements, instead focusing on the larger "fields" of panels. Solicitor Matson will draft an ordinance to present at the next scheduled meeting for further discussion.

For the Good of the Order: Chairman Knight thanked Supervisor Schumacher for his service to the township the last six (6) years.

For the second segment of public comment, the attendees were welcomed to comment on matters discussed during the meeting or topics not appearing on the agenda.

Public Comments:

- Tina Prowant, EBT resident, thanked Supervisor Schumacher for all his work for the residents over the last six (6) years. She asked about the status of the letter being sent to residents who will be affected by the proposed streetlight on Jefferson Avenue between 16<sup>th</sup> & 17<sup>th</sup> streets. Township Manager Helwig stated that the letter should be out by the end of the week.
- Matt Farrand; Standard Journal; asked for clarification on the assessment of Fairfield Inn and the tax revenue it will produce. Chairman Gray responded that Union County Assessment Office, which was meeting this week, would have an assessment on the Fairfield Inn and believes it will be about or at least \$25,000. Matt asked for a review of the tax mills and if money was pulled from the Reserve Fund. Chairman Gray relayed the adopted tax mills and stated no money was pulled from the Reserve Fund.

Motion by Chairman Gray and seconded by Vice Chairman Knight to adjourn at 7:11 PM.

  
\_\_\_\_\_  
Gayle Boudman, Secretary

  
\_\_\_\_\_  
Char Gray, Chairman

  
\_\_\_\_\_  
James Knight, Vice Chairman

\_\_\_\_\_  
Matt Schumacher, Supervisor