

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
May 13, 2024

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

Those present: Chairman James Knight; Vice Chairman Tom Zorn; Supervisor Katie Evans; Township Manager Jolene Helwig; Township Solicitor Jason Brudecki; Planning/Zoning Director Makenzie Stover; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Lauryn Longacre (Standard Journal), Justin Strawser (Daily Item), Greg Zeh, Ron Belletti, and Tina Prowant.

Chairman Knight announced an Executive meeting was held on April 29, 2024, at 9:00 AM to discuss personnel matters.

For this segment of public comment, attendees may make any comments and/or ask any questions.

Hearing of Visitors:

- Greg Zeh asked when the approved meeting minutes were posted.

Chairman Knight reported that CSFES (Central Susquehanna Fire and Emergency Services) Board met on April 25, 2024. The board is currently soliciting proposals from design firms for the firehouse renovation, an ongoing process for the last few months. The board is also waiting for the WCEC (William Cameron Engine Company) Board to approve the revisions to the funding agreement. Chairman Knight announced that there would be a workday on Saturday, May 18, 2024, at Turtle Creek Park to finish the Bucknell Student Walkway project and start reseeding the area. Solicitor Brudecki stated that he would have waivers for the volunteers to sign ready to be reviewed on Tuesday, May 14, 2024. Chairman Knight reported that Char Gray attended the ceremony for the Governor's Award for Environmental Excellence for Turtle Creek Park on Tuesday, May 7, 2024. The award, plaque and park display are located in the hallway outside the meeting room. Chairman Knight reported that he looked into Safe Streets for All Federal Grant program for the Market Street Streetscape project. At this time, we do not have all the information needed to apply and meet the application deadline. More information will follow at a later time. Chairman Knight announced he was trying to schedule a meeting with the Lewisburg School District to get their support for this project. More information will follow. Chairman Knight scheduled a meeting with the Degenstein Foundation on the remaining funds awarded for Turtle Creek Park.

Chairman Knight called for an executive session at the end of the meeting to discuss legal matters.

Vice Chairman Zorn reported that he attended the PSATS Conference on April 14 through 17, 2024; a Federal DOT ATIIIP (Active Transportation Infrastructure Investment Program) Grant webinar on April 9, 2024; the Regional Police Commission meetings on April 10, 2024, and May 8, 2024; Local Government Appreciation Luncheon on April 11, 2024; the CSFES Board meeting on April 25, 2024, and a PSATS Debriefing on April 29, 2024. Vice Chairman Zorn stated that he attended six different breakout workshops at the PSATS Conference and after listening to the ATIIIP online seminar; which is a nationwide program; it did not seem like there was not much of a chance of the township receiving a grant.

Supervisor Evans reported that she attended the Regional Police Commission meeting on April 10, 2024. The sub-committee is continuing to work on the preparation for the advertisement for a new police chief and the process of hiring. Supervisor Evans announced that there was not a March Planning Commission meeting.

Township Manager Helwig announced that the Spring Brush and Yard Waste pickup started on May 13, 2024. Homeowners are being sent notices if their pile was not picked up with the reason and corrections, they need to make for their pile to be picked up next month. The Township Manager reported that she also attended the PSATS Conference on April 14 through 17, 2024. Township Manager Helwig announced that PSATS is offering a Secretary/Manager Summit on June 18 & 19, 2024; which she signed up to attend and a Regional Forum on September 19, 2024; which she also signed up to attend. All three Supervisors said they would also like to attend

the Regional Forum and Secretary Treasurer Boudman would like to attend the Secretary/Manager Summit. Township Manager Helwig reported that one picnic table and eight benches have been ordered with Yoder Barns. Due to new owners of Yoder Barns, there was a slight price increase and they do not provide the plaques. The plaques were ordered with A+ Office Supply at the original price. Delivery should be in 2-3 weeks. Township Manager Helwig announced she received notice that the 904 Recycling Grant placed in 2021 was awarded in the amount of \$7,820.27 and should be deposited in the next 3-4 weeks.

Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for April.

Chairman Knight acknowledged Board receipt of the March and April Buffalo Valley Regional Police Departments (BVRPD) Reports.

Chairman Knight acknowledged Board receipt of the April Central Keystone Council of Governments (CKCOG) Report.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Resolution 06-2024 to allow Classic Quality Homes to record their plan and agreement for Beagle Club Road subdivision contingent on providing a Letter of Credit in the amount of \$99,303.00.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve authorizing Township Secretary to sign Resolution 07-2024 for Plan Revision for New Land Development as part of the Department of Environmental Protection Bureau of Clean Water for construction of the Bucknell University West Student Housing Sewage Facilities Planning Module

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the April 8, 2024, supervisor business meeting minutes as distributed.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the expenditures for April as presented.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve Resolution 08-2024 authorizing the Township Manager to submit the resolution as part of the Department of Community and Economic Development (DCED) grant for construction of the Turtle Creek Park Phase 1 and sign on behalf of the township. Grant amount to be for \$80,885.00.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the purchase of a Bandit Model 1680XP Beast Recycler Horizontal Grinder for \$356,037.20 estimating a 10% increase in price at \$391,640.92 for the 902 Recycling Grant.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to use our Liquid Fuels Allocations as collateral for the PIB loan contingent on it not affecting the townships' ability to spend current Liquid Fuel funds.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Resolution 09-2024 extending the employment contract for the Township Manager for the remainder of 2024 through January 6, 2025, at the annual salary of \$67,730, effective May 1, 2024.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve Resolution 10-2024 authorizing East Buffalo Township, Union County to support the Pennsylvania Commission of the United States Semi quinentennial and to send this resolution to our state senator and representative and PSATS.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Zorn to authorize Brian Auman to prepare the grant application on behalf of the township for the DEP Growing Greener Plus Grant for Turtle Creek Park.  
Knight-y; Zorn-y; Evans-y; Motion Carried

No motion made by Township Supervisors on West Market Street DCED Grant.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Resolution 11-2024 authorizing and directing an officer of the Township as the administrator to sign the PennDOT Agility Renewal Notification Agreement Letter.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Vice Chairman Zorn seconded by Supervisor Evans to approve Resolution 12-2024 authorizing the Township Manager as the Chief Administrative Officer (CAO) of the pension plan.

Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the Bison Stamped Route for Friday, June 14, 2024; starting a 9 AM contingent upon receiving the certificate of insurance, limit not less than \$1M and must name the Township as an additional insured and providing the written notification letters from the police department and fire service.

Knight-y; Zorn-y; Evans-y; Motion Carried

For the Good of the Order:

- Solicitor Brudecki stated that the access agreement for East Buffalo Township to allow access to the driveway and land on both sides of Turtle Creek Bridge during the reconstruction process has been signed by the landowners. The agreement will need to be signed by the township and will then be fully executed.

Press Time:

- Justin Strawser (Daily Item) asked for clarification on several items; the date and time of the workday at Turtle Creek Park, the purchase of the benches and picnic table for Turtle Creek Park, the tag process for the brush and yard waste piles, the purchase of the Grinder and recycling site, the amount of the DCED grant for Phase 1 of Turtle Creek Park, the dollar amount for the PennDOT Agility Agreement, the close status of Phase II of Fairground Road Park, and DCED Grant for the West Market Street Project.

Public Comments:

- Tina Prowant asked how many piles were tagged so far with the Spring Brush and Yard Waste pickup.

Motion by Chairman Knight seconded by Supervisor Evans to enter an Executive Session at 6:59 PM. Motion

by Chairman Knight seconded by Supervisor Evans to exit the Executive Session at 7:06 PM.

Motion by Chairman Knight seconded by Supervisor Evans to adjourn at 7:06 PM.



Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor