

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC BUSINESS MEETING
589 Fairground Road, Lewisburg, PA, 17837
August 12, 2024

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

Those present: Chairman James Knight; Vice Chairman Tom Zorn; Supervisor Katie Evans; Township Manager Jolene Helwig; Township Solicitor Jason Brudecki; Planning/Zoning Administrator David Hines; Secretary/Treasurer Gayle Boudman and Assistant Road Master Jeff Oberdorf.

Members of the public participating in-person: Tina Prowant; Ron Belletti; Greg Zeh; Sabrina Barner (Standard Journal); and Justin Strawser (The Daily Item).

Chairman Knight announced an Executive meeting was held on Thursday, August 8, 2024, at 11:00 AM to discuss legal issues.

Hearing of Visitors:

- Tina Prowant asked about the status of the speed sign and if it had been found.
- Tina Prowant asked that all cell phones be put on silence during the meeting.
- Tina Prowant asked what were the three libraries that were included in the Union County Public Library support letter.

Chairman Knight reported the Central Susquehanna Fire and Emergency Services (CSFES) met on July 31st to review proposals for the facility assessment. There were three firms that had bid on the project. After reviewing the proposals, the board decided to supply the bidders with additional information and also ask for some additional information from all three. The board is still in the process of collecting all that information and reevaluating it. Chairman Knight announced that he received an e-mail from Senator Casey's office that our earmarked request is in the draft House transportation budget. Chairman Knight reported that he met with SEDA-COG on August 1, 2024, to gather information about the Safe Streets for All grant process with further discussion later in the meeting.

Vice Chairman Zorn reported that he attended the Central Susquehanna Fire and Emergency Services (CSFES) meeting to hear about the proposals from the three companies that expressed interest in renovating the fire house that was on July 31, 2024. Vice Chairman Zorn announced that on August 6, 2024, he received telephone call from a concerned citizen about Spruce Hills Park and agreed to meet with her to discuss her concerns. Vice Chairman Zorn reported that there will be an Emergency Management training at the Township Building on August 13, 2024, that the Supervisors and Township Manager Helwig would be attending. On August 21, 2024, there is a rescheduled meeting with Commissioner Stacy Richards to talk about the solar panel issues and on September 6, 2024, he will be involved in a meeting with PSATS's 5,000 to 10,000 Population Committee to talk about issues.

Supervisor Evans reported that the National Night Out event was cancelled at the last minute due to the weather. Supervisor Evans announced that the interviews for the police chief replacement will be held on Thursday, August 15, 2024, at the Township Building.

Township Manager Helwig reported that the Fall Newsletter was sent to the printers and includes an announcement that the brush and yard waste drop off site will open in April 2025. Once confirmation is received that the newsletter has been printed it will be posted to the Township Website, Facebook, and Text My Gov. Township Manager Helwig announced we will Union County EMA has put out an emergency disaster for all the townships due to damage from Tropical Storm Debbie and we'll be adopting a resolution to rectify that document. There has been no damage reported at this time in the township. Township Manager Helwig reminded the Supervisors that on August 14, 2024, at the Township Building there will be

a pre-bid meeting with Ann from YSM for contractors interested in submitting a bid for Spruce Hills Park at 11:30 AM and from 9:00 to 11:30 AM an online seminar on Building A Better Budget at the Township Building. After the pre-bid meeting Ann will conduct an inspection of the work done to date at Fairground Road Park. Township Manager Helwig announce that there will be a workday on Saturday, August 17, 2024, at Turtle Creek Park. Township Manager Helwig reported that five (5) volunteer applications from township residents for the Buffalo Valley Regional Police Civil Service position have been received and forwarded to Lisa Wolfe.

Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for July 2024.

Assistant Road Master Oberdorf gave an update on the status of the Fiber Mat/Chipping Project and in-house road projects.

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

Chairman Knight acknowledged Board receipt of the July Central Keystone Council of Governments (CKCOG) planning and zoning report.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Storm Water Management System Maintenance Agreement and the Improvements Guaranty Agreement for the Post Construction Stormwater Management Plan-Pawling Athletic Complex Track & Turf Field.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the July 29, 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 July as presented.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 15-2024** adopting the job description of an Animal Control Officer as presented and to authorize Solicitor Matson's Office to update the Code of Ordinance.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to post the ad in the paper, post on the website and on the Township Facebook page for an Animal Control Officer.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 16-2024**, adopting the rules and regulation for the general use of parks, playgrounds and recreational areas of East Buffalo Township, to authorize Solicitor's Matson Office to amend Chapter 16 Park and Recreation, Part 1, of the Code of Ordinances to include these changes and allow for separate resolutions for specific park rules and regulations.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the Township Community Park reservation form with the same rental fees as BVRA, (Weekday – Full Day \$40; Weekday – Half Day \$ 25; Weekend – Full Day \$65; Weekend – Half Day \$35); pavilion rental fees will be refundable up to seven days before the reservation date and no security deposit required.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to apply for the Safe Streets For All (SS4A) planning grant in the amount of \$200,000 and authorize up to \$50,000 in matching funds.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 17-2024**, the East Buffalo Township Non-Uniform Employee's Pension Plan 2025 Minimum Municipal Obligation for \$45,199.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the Block Party on Sunday, September 1, from 2:00 PM to 6:00 PM.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the operation of unPAved on Sunday, October 14, 2024.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to adopt **Resolution 18-2024** authorizing execution of the intergovernmental agreement amongst the parties of the July 6, 2015, agreement as well as the borough of Lewisburg.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt the equipment and personnel sharing agreement by and between Township's Buffalo, East Buffalo, Kelly, Union, White Deer, West Buffalo, Lewisburg Borough, and Central Keystone Council of Governments.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept PennDOT's Consultant Selection Procedures Document and naming Shawn McLaughlin, EBT Roadmaster Steve Mohr and Assistant Roadmaster Jeff Oberdorf as the selection committee members.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept HRG proposal for professional engineering services for Turtle Creek Park parking and access improvement project to include survey, site design, and permitting.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Vice Chairman Zorn seconded by Supervisor Evans to approve a letter of support to the Union County Library System to apply for grant funding to acquire thirty laptop computers for check-out by patrons of the three county libraries.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to accept **Resolution 19-2024**, ratifying the Municipal Disaster Emergency declared on August 8 and August 9, 2024, due to Tropical Storm Debby.
Knight-y; Zorn-y; Evans-y; Motion Carried

For the Good of the Order:

- Vice Chairman Zorn announced that he invited Chief Blount to attend the September business meeting and give an update on what is going on within the fire department.
- Chairman Knight announced that Josh Leauber, the Boy Scout who did the Gazabo at Turtle Creek Park as an Eagle Scout project, will be getting his Eagle Scout Award on Thursday, August 15, 2024, and he will be attending the ceremony.
- Assistant Road Master Oberdorf suggested that we may want to look into putting a gate up at the Fairground Road Park parking lot so we can close it off when high water / flooding occurs to keep people out.

Press Time:


- Sabrina Barner (Standard-Journal) asked for clarification on what the earmark request was and what the funds would be used toward.
- Justin Strawser (The Daily Item) asked for clarification on the Spruce Hills pre-bid meeting, the amount of the HRG proposal for the Turtle Creek Park Parking lot, and how the IG sharing agreement works.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:40.


Gayle Boudman, Secretary


James Knight, Chairman


Tom Zorn, Vice Chairman


Katie Evans, Supervisor