

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC BUSINESS MEETING
589 Fairground Road, Lewisburg, PA, 17837
January 06, 2025

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

Those present: Chairman James Knight; Vice Chairman Tom Zorn; Supervisor Katie Evans; Township Manager Jolene Helwig; Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Greg Zeh, Frank Warren, Tina Prowant, Gawhara Abou-Eid (Standard Journal), Alan Wagner (Wagner's Survey), David Hines (CKCOG), Ken Estep (Mid-Penn Engineering), Leroy Stoltzfus and Matthew Exley.

Chairman Knight announced an Executive meeting was held on December 19, 2024, at 1:30 PM to discuss personnel matters, and on December 30, 2024, at 10:00 AM to discuss legal issues.

There was no hearing of Visitors.

Report of Officials:

- Chairman Knight
 - Received a call from a representative of DCED regarding our Local Share Grant request. There were some revisions to the way they wanted the estimate structured and some other items that needed clarification.
- Vice Chairman Zorn
 - Attended the Executive meetings on December 19, 2024, and December 30, 2024.
 - December 10, 2024, I was interviewed by the reporter from the Standard Journal regarding the issue with birds.
 - December 11, 2024, I attended an Emergency Management webinar.
 - December 17, 2024, I attended a recycling webinar that was dealing with glass.
 - Continued to work with the Standard Journal staff on the resident information guide.
- Supervisor Evans
 - January 7, 2025, Police Commission Planning Committee meeting.
- Township Manager Helwig
 - Introduce Matthew Exley, the new Emergency Management Coordinator.
 - Stacy Snyder family are asking for permission to place a bench near the pond at Fairground Road Park in honor of their son who passed away last year.
 - HRG reported they have completed the survey and primary design for the Turtle Creek Bridge project and the final design is 50% complete. The general permit was submitted to the Pennsylvania Department of Environmental Protection on December 17, 2024. The superstructure manufacturer has completed the preliminary design of the superstructure, and they have also provided effective technical applications with the primary load analysis to complete the abutment design.
 - HRG plan to provide a proposal for the design of the Turtle Creek Park improvements project at the January work session.
 - Work at Spruce Hills Park has stopped until Spring.

- Assistant Roadmaster Oberdorf
 - Thursday, January 9, 2024, we have meeting with Johnson Control to figure out what the fire panel issues are.
 - Christmas Tree pick-up will begin on January 13, 2024. Trees should be curbside on the 13th and there will be one round of tree pick-up throughout the township.
- Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for December 2024.

Chairman Knight acknowledged Board receipt of the December 2024 Central Keystone Council of Governments (CKCOG) Report.

Motion by Chairman Knight seconded by Supervisor Evans to approve the freedom towing final land development lodge consolidation with the condition upon receiving the HOPD permit for the stormwater connection.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to grant a 60-day extension to the Martin Ag Building Land Development plan pending receipt of MPDS permits and other documentation.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the December 9, 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 December as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 02-2025** to establish the revised 2025 Zoning Fee Schedule and to make it effective on March 1, 2025.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 03-2025** to establish the pay for the Township Manager for the 2025 calendar year at \$69,761.90.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the maintenance agreement between East Buffalo Township and the Union County Trail Authority for the flashing lights at the intersection of the trail and Fairground Road.

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

No action taken by Township Supervisors on the Maintenance Agreement with Lewisburg Area School District; tabled until February business meeting.

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 04-2025** by the Board of Supervisors of East Buffalo Township that the fees and costs to be paid by the person or entity offering a street or road for dedication shall be determined by the following schedule: Review of Deed and preparation of Resolution and Certification - \$350.00; Filing Fee and recording fee – actual cost; Inspection by Township Engineer – actual cost; Administration Costs - \$150.00.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 05-2025** that East Buffalo Township will accept dedication of the streets in the Countryside Subdivision if the provisions in the Ordinances and Regulation of East Buffalo Township with regard to dedication are met.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 06-2025** setting the rate of compensation for the elected Tax Collector to three dollars and fifty cents (\$3.50) for the collection of real estate taxes for each tax bill.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to send a letter of support to the Union County Housing Authority for support towards the DCED grant application for \$750,000 for the Union County Rehabilitation Home Investment Partnership Program.
Knight-y; Zorn-y; Evans-y; Motion Carried

For the Good of the Order:

- Township Manager Helwig emailed the standard journal today with our paving bid notice to be posted in Thursday, January 9, 2025, Standard Journal. Kelly Township, Union Township and the Lewisburg Borough and East Buffalo Township are doing a multiple township combination paving bid package in the hopes of getting better pricing.
- Township Manager Helwig stated that Seal Coat bids will also be multiple township combinations and go out for bid in February.

Announcements:

- Township Manager Helwig announced the SR 15 Crossing meeting with Union County on January 17, 2025, at 9:00 AM.
- Township Manager Helwig announced Lewisburg Borough will be holding their second Safe Streets For All meeting on January 21, 2024, at the borough building at 10:00 AM.
- Chairman Knight announced there will be a Safe Streets For All Grant virtual kickoff meeting on January 16, 2025, at 1:00PM.

Press Time:

- Gawhara Abou-Eid (Standard Journal) asked when the Supervisor's terms end.

Vice Chairman Zorn requested an Executive Session following the business meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to enter an Executive Session at 6:34 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to exit Executive Session at 6:36 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:36 PM.


Gayle Boudman, Secretary


James Knight, Chairman


Tom Zorn, Vice Chairman


Katie Evans, Supervisor