

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS ANNUAL ORGANIZATION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
January 2, 2024

Township Manager Helwig called the Annual Board of Supervisors Annual Organization Meeting to order at 5:00 PM.

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

Members of the public who were present at the Township building: Tina Prowant, Troy Smith, Susan Smith, Trooper Sarah Barrett (PA State Police).

Motion by Supervisor Zorn seconded by Supervisor Evans to appoint Supervisor James Knight as Temporary Board Chairman.

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

The meeting was turned over to Temporary Chairman Knight.

Motion by Supervisor Knight seconded by Supervisor Evans to appoint Gayle Boudman as Township Board Secretary.

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

Motion by Supervisor Evans seconded by Supervisor Zorn to appoint Supervisor James Knight as the Township Board Chairman for 2024.

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

Motion by Supervisor Evans seconded by Chairman Knight to appoint Supervisor Tom Zorn as the Township Board Vice Chairman for 2024.

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

Motion by Chairman Knight seconded by Supervisor Evans to accept the following reappointments:

- Township Manager, Jolene Helwig
- Roadmaster, Steve Mohr
- Assistant Roadmaster, Jeff Oberdorf
- Treasurer, Gayle Boudman
- Assistant Secretary, Jolene Helwig
- Assistant Treasurer, Jolene Helwig
- Open Records Officer, Jolene Helwig
- Assistant Open Records Officer, Gayle Boudman
- Emergency Management Coordinator, Lawson Fetterman
- Pension Advisory Committee, Employee Representative, Steve Mohr
- Pension Plan Consultant, David Lytle and John Vargo, Conrad Siegel
- Solicitor, Peter L. Matson
- Vacancy Board, John Malloy

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

No action taken to appoint a Citizen Representative to the two (2) year term on the East Buffalo Township Board of Auditors until the next municipal election.

No action taken to appoint a Citizen Representative to the four (4) year term on the East Buffalo Township Board of Auditors until the next municipal election.

No action taken to appoint a Citizen Representative to the six (6) year term on the East Buffalo Township Board of Auditors until the next municipal election.

Motion by Chairman Knight seconded by Supervisor Evans to appoint Herring, Roll and Solomon, P.C., Certified Public Accountants, as the auditing firm for the 2023 Township Financial Records.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Char Gray to serve as the Citizen Representative of the East Buffalo Township Pension Advisory Committee for calendar year 2024.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Chairman Knight seconded by Supervisor Evans to appoint Herbert, Rowland & Grubic, Inc. (HRG) to serve as the East Buffalo Township Planning Commission Primary Engineer for calendar year 2024.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Chairman Knight seconded by Supervisor Evans to appoint PennCore Consulting to serve as the East Buffalo Township Planning Commission Secondary Engineer for calendar year 2024.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Chairman Knight seconded by Supervisor Evans to appoint David Hall to serve on the East Buffalo Township Zoning Hearing Board for a three-year term expiring December 2026.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Jenna Neidig to serve as the Primary Zoning Hearing Board Solicitor for East Buffalo Township for a one-year term.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Martin Wilson to serve as the Alternate Zoning Hearing Board Solicitor for East Buffalo Township for a one-year term.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Chairman Knight seconded by Supervisor Evans to appoint Tim Hutching to serve on the Buffalo Valley Recreation Authority Board for a five-year term.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Vice Chairman Zorn seconded by Chairman Knight to appoint Katie Evans to represent East Buffalo Township as a Primary Commissioner on the Buffalo Valley Regional Police Commission for a three-year term expiring December 2026.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Chairman Knight seconded by Supervisor Evans to appoint Tom Zorn to represent East Buffalo Township as an Alternate Commissioner on the Buffalo Valley Regional Police Commission for a three-year term expiring December 2026.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Vice Chairman Zorn seconded by Supervisor Evans to appoint 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.  
Knight-y; Zorn-y; Evans-y; Motion Carried.

Motion by Supervisor Evans seconded by Chairman Knight to appoint Tom Zorn to represent East Buffalo Township as the Alternate Board Member of the Central Susquehanna Fire and Emergency Services Department for a one-year term.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Greg Beauseigneur to serve on the Lewisburg Area Joint Sewer Authority for a five-year term expiring December 2028.

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

Motion by Chairman Knight seconded by Supervisor Evans to appoint Paul Rapp to serve as East Buffalo Township Primary Sewage Enforcement Officer for a one-year term.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Justin T. Dashem to serve as East Buffalo Township Alternate Sewage Enforcement Officer for a one-year term.

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

Motion by Chairman Knight seconded by Supervisor Evans to appoint Jolene Helwig, Township Manager to serve as the East Buffalo Township Voting Delegate to the Union County Tax Collection Committee (UCTCC) for the calendar year 2024.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Gayle Boudman, Township Treasurer to serve as the East Buffalo Township Alternate Voting Delegate to the Union County Tax Collection Committee (UCTCC) for the calendar year 2024.

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

Motion by Chairman Knight seconded by Supervisor Evans for Vice Chairman Tom Zorn and Township Manager Jolene Helwig (Township representatives) to attend the April 14-17, 2024, PSATs Annual Educational Conference & Trade Show.

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

Motion by Chairman Knight and seconded by Supervisor Evans for Vice Chairman Tom Zorn to represent East Buffalo Township as the Voting Delegate at the 2024 PSATs Conference, with Resolutions Voting scheduled to take place at a session on Tuesday, April 16, 2024.

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

Motion by Chairman Knight and seconded by Supervisor Evans to approve the following consent agenda for 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 2024.
- Accept the IRS Mileage rate of \$0.67 effective January 1, 2024, for Township authorized travel. *(NOTE: The 2024 rate is increasing from \$0.625.)*
- Accept the 2024 maximum Per Diem Rates published by the U.S. General Services Administration (GSA) for meals as follows: Breakfast \$13; Lunch \$15; Dinner \$26. *(NOTE: The 2024 rate will stay the same as the 2023 rates.)*
- Pay each member of the Planning Commission \$25 per meeting attended in 2024, with payment to be made quarterly.
- Continue participation in the Animal Enforcement Program with the Borough of Lewisburg and Bucknell University for 2024.
- Continue the Planning & Zoning Administration and Code Enforcement Program with the Central Keystone COG for 2024.

- 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.

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

Motion by Supervisor Evans seconded by Vice Chairman Zorn to establish the Board of Supervisors 2024 Business 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](http://ebtwp.org). If it becomes necessary to conduct a meeting using only the virtual meeting format, the Township will post notice on its website at [ebtwp.org](http://ebtwp.org) at least 24 hours in advance of the meeting. Meet dates are as follows:

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

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

Motion by Chairman Knight and seconded by Vice Chairman Zorn to establish the Board of Supervisors 2024 Public Work Session 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](http://ebtwp.org). If it becomes necessary to conduct a meeting using only the virtual meeting format, the Township will post notice on its website at [ebtwp.org](http://ebtwp.org) at least 24 hours in advance of the meeting. Meet dates are as follows:

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

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

Motion by Supervisor Evans seconded by Vice Chairman Zorn to establish the 2024-2025 holidays for the Township employees as follows:

- |                                    |  |
|------------------------------------|--|
| • Martin Luther King Day (1/15/24) | • Thanksgiving Day (11/28/24)            |
| • Memorial Day (5/27/24)           | • Day After Thanksgiving (11/29/24)      |
| • Independence Day (7/4/24)        | • 1 <sup>st</sup> Day of Buck (12/02/24) |
| • Labor Day (9/2/24)               | • Christmas Day (12/25/24)               |
| • Veteran's Day (11/11/24)         | • New Year's Day (1/1/25)                |

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn the Annual Organizational Meeting at 5:35 PM.





Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evens, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
January 02, 2024

Chairman Knight called the Board of Supervisors Meeting to order at 5:55 PM.

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

Members of the public who were present at the Township building: Tina Prowant, Troy Smith, Susan Smith, Trooper Sarah Barrett (PA State Police).

No members of the public participated online.

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

Hearing of Visitors.

- Trooper Sarah Barrett with the Milton State Police wanted to introduce herself as the new Community Service Officer and let the township know she was available should they need anything.
- Elizabeth Sterling (River Valley Nature School) stated her opposition to the Modal Filter Proposal.

Chairman Knight welcomed Supervisor Tom Zorn and thanked previous Supervisor Char Gray for her years of service to the township.

Vice Chairman Zorn reported that he has gone to the first session of the PSATS Boot Camp for new Supervisors and will be attending two more sessions in February.

Township Manager Helwig stated that she has posted January's activities to the township web page, Facebook and TextMyGov. Township Manager Helwig announced that Christmas Tree pickup will begin on Monday, January 8, 2023 and the crew will make one trip around the township to pick up trees. Township Manager Helwig reported she spoke to Greg with DCED and the Turtle Creek Park grant is still under review. The DCED Board will be making their final review at their January 16, 2024 board meeting. Once they have made their decisions emails will go out to all the applicants as to what their status is on their grant. Township Manager Helwig spoke to Ann with YSM concerning Fairground Road Park Phase II. Our proposal and plans have been sent to their engineer for stormwater review. The approvals have been received from Union County Conservation District but they are still waiting on the approvals from DEP. Ann also reported to Township Manager Helwig that she doesn't have any information on the survey being done at Spruce Hills Park but the surveyor has been given the go ahead to do the survey.

Secretary/Treasurer Boudman highlighted the major expenses paid out last month and major income received last month. Due to the timing of the meeting the financial report for December will be presented at the February 12<sup>th</sup> Business Meeting.

There was no Buffalo Valley Regional Police Departments (BVRPD) Reports at the time of the meeting.

Chairman Knight acknowledged Board receipt of the Central Keystone Council of Governments (CKCOG) December 2023 report.

Motion by Chairman Knight seconded by Supervisor Evans to approve the December 11, 2023 supervisor meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the expenditures for December 2023 as presented.

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

Motion by Vice Chairman Zorn seconded by Chairman Knight to not consider the Modal Filter Proposal.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the draft agreement for the Route 15, Smoketown Road and Moore Avenue traffic signal flash operation during inclement weather as prepared by Solicitor Matson and forward it to the Buffalo Valley Regional Police Department and their Solicitor for review.

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

No motion on the Turtle Creek Road Bridge agenda item.

No motion needed on the Fire Protection Agreement Amendment agenda item.

No motion on the Grinder Agenda item.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Silvertip proposal to add a duct heater to the office complex ventilation air system at a cost of \$8,350.00.

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

Motion by Chairman Knight seconded by Supervisor Evans to drop the Zoom Webinar Subscription Package.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to have Solicitor Matson revise the Longevity Pay Policy to include both exempt and non-exempt employees.

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

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

Public Comments:

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




Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION  
589 Fairground Road, Lewisburg, PA, 17837  
January 24, 2024

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

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

Members of the public participating in-person: Robert Watts (Senior Project Manager McCormick Taylor), Mario Mellinger (McCormick Taylor), Janet Wolf, Nancy Frazier, Fred Reiner, Susan Jamison, Dennis Faulk Lorelei Curtin, Joey Krikorian, Justin Strawser (Daily Item), Ellene Gauthier, Steve Miller, John DelVecchio, Greg Zen, Shawn McLaughlin, Lana Snyder, Ralph & Dori McIlvaine, Lauryn Longacre, Jayne Kubat, Bret Leraul, Ron Belletti, Taylor Lightman, Marc Henry, and Amanda Gresh.

There were no members of the public participating online.

Township Manager Helwig announced an Executive meeting was held on January 5<sup>th</sup>, at 10:00 AM and January 12<sup>th</sup> at 10:00 AM for personnel matters. Informational meetings were held on January 16<sup>th</sup> at 9:00 AM to discuss Turtle Creek Road Bridge and at 1:00 PM to discuss Market Street Streetscape Concept; January 19<sup>th</sup> at 9:00 AM to discuss Spruce Hills Park Grant; January 24<sup>th</sup> at 9:00 AM for legal matters and January 23<sup>rd</sup> at 9:00 AM to review the Turtle Creek Park Master Plan.

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

Hearing of visitors, the reports of officials and approval of minutes segments moved to the February 12<sup>th</sup> Business Meeting.

Chairman Knight turned the meeting over to Robert Watts, Senior Project Manager McCormick Taylor at 5:34.


Robert Watts gave an update on the Conversation about Market Street concept based on the survey results, comments and discussions gathered from the 2<sup>nd</sup> Public Meeting held on November 14, 2023. Robert had updated conceptual maps as well as a PowerPoint presentation on the summary of survey results. The presentation provided detailed input on project prioritization; highlighted the top four areas: #1 - repair sidewalks on the North side, #2 - improve street crossings, #3 - add sidewalks/revise parking on the South side and tied at #4 – Repair curbs/indent parking on the North side and install Lewisburg Boro owned street lighting. After the presentation there was a time for questions and comments and residents present were again asked to view and comment on the revised maps. There was also a time of conversations with both Robert and the supervisors.

Motion by Supervisor Evans seconded by Vice Chairman Zorn to adjourn at 6:58.

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor



EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
February 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 Director Makenzie Stover; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Allen Schwembsburg, John Tonzetich, K. Hannaford, Elizabeth Capaldi, Brian Auman (BAS/LA), Heather Haynos, Suzanne Auman, Eric Martin, Tina Prowant, Char Gray, Meg Martin, William Snyder, Greg Zeh, Dave Rebuck, Matt McTammany, Wendy McTammany, David Staebler, Jimmy Snow, James Haywood (Intrada), and Jean Warren.

Chairman Knight announced an Informational meeting was held on Friday, February 9, 2024, at 9:00 A.M.

Chairman Knight called a Public Hearing to order at 5:31 to consider the adoption of an ordinance to Repealing and Replacing Chapter 5, Part 3 of the Code of Ordinances of East Buffalo Township regarding Fire Prevention to Adopt the 2018 International Fire Code as the Fire Code of East Buffalo Township, for the purpose of regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life and property in the occupancy of buildings and premises in East Buffalo Township; providing for inspections, the issuance of permits and fees therefor, and appeals of decisions; and prescribing penalties for violations thereof.

Public Comments:

- Justin Strawser (The Daily Item) asked for clarification of the Ordinance.

Chairman Knight closed the Public Hearing at 5:34 PM.

Motion by Chairman Knight seconded by Supervisor Evans to adopt Ordinance 416 repealing and replacing Chapter 5, Part 3 of the Code of Ordinances regarding Fire Prevention and to Adopt the 2018 International Fire Code as the Fire Code of East Buffalo Township.

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

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

There was no hearing of Visitors.

Chairman Knight reported that the CSFES Board meet on Thursday, January 25, 2024 to continue discussions on revising the current agreement between CSFES and WCFC. The WCFC Board had concerns on some items originally proposed, will review and discussions will continue at next month's meeting.

Vice Chairman Zorn reported that he attended the first day of a two-day PSATS Training on Saturday, February, 10, 2024. The second day is scheduled for Saturday, February 17, 2024.

Supervisor Evans reported that she attended the Police Commission Work Session on Wednesday, January 24, 2024 and committees are continuing their work to find a replacement for Chief Yost who will be retiring at the end of this year.

Township Manager Helwig reported that she has received an email from someone who may be interested in fulfilling the Animal Enforcement Officer position. Township Manager Helwig announced that she has received information from Savanna Rhodes concerning Phase II Stream Restoration work they would like to do at Turtle Creek Park. They are looking at starting July 15<sup>th</sup> and continuing through July 26<sup>th</sup>. There will be paperwork that will need to be reviewed and signed by the Supervisors at a future date once it has been received. Township Manager Helwig reported that on Wednesday, February 7, 2024 the Township server crashed. After contracting an outside company, Intrada, from Muncy, PA; who has submitted a quote to upgrade the Township's software and had advanced software to search the server; it looks as if no

data is retrievable at this point. Additionally, all separate internal devices that were in place for daily backup computers were never backing up data. At this time, it looks as if all township records are lost. Intrada will continue their search in trying to retrieve any data and offering any help we may need.

Chairman Knight acknowledged Board receipt of the December 2023 and January 2024 Buffalo Valley Regional Police Departments (BVRPD) Reports.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Matt Kreider Minor Land-Development Plan. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the January 2, 2024 Organization meeting minutes as distributed. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the January 2, 2024 business meeting minutes as distributed. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the January 24, 2024 work session meeting minutes as distributed. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the expenditures for December 2023 as presented. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the expenditures for January 2024 as presented. Knight-y; Zorn-y; Evans-y; Motion Carried

Brian Auman, Landscape Architect, presented the final master plan document for Turtle Creek Park based on public input from previous meetings. Brian and the supervisors responded to questions from members of the public. Motion by Chairman Knight seconded by Vice Chairman Zorn to accept the final master plan for Turtle Creek Park as presented. Knight-y; Zorn-y; Evans-y; Motion Carried

No motion made by Township Supervisors on DCED Turtle Creek Park Grant.

James Haywood of Intrada responded to questions from the supervisors regarding their proposal for computer network and cybersecurity upgrades. Chairman Knight asked that Intrada provide an additional quote to replace the computers for the public works and office staff. No motion made by Township Supervisors on Cybersecurity/Computer Network Upgrade.

Motion by Chairman Knight seconded by Supervisor Evans to authorize the Township Manager and Secretary to apply for a PIB loan for replacing the Turtle Creek Road bridge in the amount of \$775,000. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the submittal of five hundred (500) tons of sodium chloride for the 2024-2025 COSTARS sodium chloride (road salt) contract. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to authorize the township engineer, HRG, to perform an inspection and prepare a report to be provided to the residents of Countryside Estates outlining the required road improvements, including, but not limited to road subsurface, road surface, shoulders, and stormwater, which must be completed by the Countryside homeowners prior to formal consideration of dedication by the Board of Supervisors. All expenses for the work performed by HRG shall be reimbursed by the Countryside residents. With this action, the Township still does not guarantee acceptance of roads in the future. Knight-y; Zorn-y; Evans-y; Motion Carried



Motion by Vice Chairman Zorn seconded by Supervisor Evans to accept the bid from D.E. Gemmill for the 2024 Line Painting bid with the initial total anticipated cost of \$36,865.44.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to transfer the balance of the Fairground Road Park Phase I project funds, in the amount of \$12,418.32, from the DCNR bank account to the General Fund to close out the grant.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to transfer EBT's DCNR grant match of \$270,000 for the Spruce Hills Park Phase I project from the General Fund to the DCNR bank account.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Vice Chairman Zorn seconded by Supervisor Evans to approve Resolution 02-2024 recognizing the month of April 2024 as "Pennsylvania 811 Safe Digging Month".  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to authorize the Chair to apply for a Charles and Betty Degenstein grant to perform improvement projects in Turtle Creek Park in 2024.  
Knight-y; Zorn-y; Evans-y; Motion Carried

The Second-Class Township Code, Section 1301(b) requires a resolution by the Board of Supervisors establishing the annual salary of the Township Manager.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Resolution 03-2024 to establish the annual salary for the Township Manager for the 2024 calendar year at \$66,400.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Vice Chairman Zorn seconded by Supervisors Evans to approve the employment contract for the Township Manager for another two (2) years commencing on February 1, 2024.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Supervisor Evans seconded by Vice Chairman Zorn to approve the five-year lease agreement with the Lewisburg Little League.  
Knight-y; Zorn-y; Evans-y; Motion Carried

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

Public Comments:

- Justin Strawser (The Daily Item) asked for clarification of the township's loss of data and Turtle Creek Park Master Plan.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 7:26 PM.



Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
WORK SESSION  
589 Fairground Road, Lewisburg, PA, 17837  
February 26, 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; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Brian Auman (BSA/LA); Ron Belliti, Greg Zeh and Tina Prowant.

No Members of the public participating online.

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

There was no hearing of Visitors.

Chairman Knight reported that the Central Susquehanna Fire and Emergency Services (CSFES) Board did not meet this month and may not meet next month. They are waiting on the William Cameron Engine Company (WCEC) Board to get them a quote for the basic design of the facilities. Even though they have not met there is still work going on behind the scenes.

Vice Chairman Tom Zorn reported that he completed the second day of PSATS's Boot Camp training on February 17, 2024 and on February 21, 2024 he listened in on PSATS's 5,000 to 10,000 Population Committee Session discussion on a wide range of issues that might apply to our community.

Supervisor Evans reported that she attended the Police Commission meeting on Wednesday, February 15, 2024. A planning committee has been formed to prepare for and to follow through with the hiring process for a new police chief. The Commission also meet with two corporals to talk about setting up a formal process for evaluation of police officers which will involve training and information for the corporals who will be doing the evaluations. Supervisor Evans also stated that she attended the EBT Planning Commission meeting on Wednesday, February 21, 2024. They discussed the request from the residents of Countryside Estate for the township to take over their roads. The current owner is no longer providing maintenance, using a Pennsylvania statute stating they can cease responsibility for maintenance once 75% of a development's lots are developed vs the 80% the township ordinance requires. Supervisor Evans added that in addition to the 80% lot development there are additional township standards that need to be met. The Supervisors have asked the township engineer, HRG, to do an inspection of the roads within Countryside Estate and submit a report to the township as well as the residents of Countryside Estate of their findings. The residents have agreed to reimburse the township for the cost of the report.

Township Manager Helwig reported that she received an email from Senator Yaw's office that the Fire and Emergency Medical Service Grant program will award William Cameran Engine Company \$15,395.81 in grant funding and the William Cameran EMS Service will receive \$15,000 in grant funding. Township Manager Helwig announced that she and Roadmaster Mohr met with Brian Haight, our PennDOT Municipal Service Representative, and completed the 2024 paving bid project. Requesting permission to have the bid notice to be published in The Standard Journal on Tuesday, February 27, 2024 and again on March 26, 2024. Total roads included in this year's project will include approximately twenty-one miles of roads throughout the township. Township Manager Helwig called for an Executive Meeting at the end of the regular meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the February 12, 2024 business meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve Intrada Technologies as East Buffalo Township IT support company.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Intrada Technologies Pro-Active Network Support Quote #002675 for \$720 and monthly fee of \$245.75, minus the help desk fee.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Intrada Technologies Computer Replacements – 2024 Quote #002747 for \$3,529.78.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve Intrada Technologies Microsoft 365 Set-up and Migration Quote #002708 for \$2,700 and monthly fee of \$103.75.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve Intrada Technologies Security Camera System Replacement Quote #002695 for \$7,336.79.

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

No motion made by Township Supervisors on Turtle Creek Park Grants.

Motion by Vice Chairman Zorn seconded by Supervisor Evans for Township Manager Helwig, with the help of the county, to apply for the 902 Grant through DEP for the purchase of a Grinder.

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

No motion made by Township Supervisors on Senator Fetterman Earmarks.

For the Good of the Order:

- Vice Chairman Zorn commented on the data received from the placement of the Speed Sign placed on South 15<sup>th</sup> Street.
- Township Manager Helwig announced that HRG reached out to her and Roadmaster Mohr concerning their review of Countryside Estate roads. They requested some additional information and will be doing their inspection in the next week

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


Public Comments:

- Tina Prowant asked for the Speed Sign to be placed on the north side of South 15<sup>th</sup> Street to collect data between Monroe to Jefferson to show a truer picture of speeding.
- Tina Prowant asked if the lease agreement with the Brown's was signed and when would the public be able to start taking their yard and brush waste there.

Motion by Chairman Knight seconded by Vice Chairman Zorn to enter into an Executive Session at 6:45.


Motion by Supervisor Evans and seconded by Chairman Knight to exit an Executive Session at 7:02.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 7:02.

  
Gayle Boudman, Secretary

  
~~Char Gray~~, Chairman  
James Knight

  
Katie Evans, Vice Chairman  
Tom Zorn

  
James Knight, Supervisor  
Katie Evans

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
March 11, 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 Peter Matson; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Paul T Rapp (Township Sewer Enforcement Officer), Ron Belletti, Lauryn Longacre (Standard Journal), Shayleen Moran, Greg Zeh, Justin Strawser (Daily Item), Ceth Confer and Nick Jacobson.

Chairman Knight announced an Informational meeting was held on February 27, 2024, at 2:30 PM and Wednesday, February 28, 2024, at 2:00 PM.

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

There was no hearing of Visitors.

Vice Chairman Zorn reported that after a review of Senator Fetterman's CDS program requirements we did not have enough information and would not be able to apply for the grant this year.

Supervisor Evans reported that there was discussion at the Planning Commission meeting concerning the request from the residents of Countryside Estates for the township to take over the roads at Countryside Estates. One of the first steps is to have the township engineer look at the roads to see if they meet the ordinance standards. This process will be at the cost of the residents of Countryside Estates. Supervisor Evans stated sub-committees of the Police Commission are meeting to prepare for the hiring of a police chief following the retirement of Chief Yost and setting up a formal evaluation process for police officers.

Township Manager Helwig announced that the 2024 Spring Recycling Guide was emailed to the printers for distribution and residents should start receiving it in the mail within the next week or two. Township Manager Helwig reported that she received the final copy Seal Coating Bid Contract Packet for the 2024 advertisement in the newspaper. This year the bid package is being bid as a multi-municipality package to coordinate roads and streamline the process through the municipalities. This will hopefully result in a better price. Township Manager Helwig stated that she received notification from PA American Water on pipe replacement project in the Spruce Hills Development that will start on March 12, 2024, and finish in late May, beginning of June. Township Manager Helwig received a notice that there is a vacancy on the Union County Planning Board. Anyone interested should reach out to Shawn McLaughlin for additional information. Township Manager Helwig stated that she received a notification from the Linn Conservancy that there will be an Easement Inspection of Turtle Creek Park with Brian Auman. The report will be issued sometime in July. Township Manager Helwig reported that there was a tractor-trailer accident on February 28, 2024, at the intersection of Moore Ave. The incident was reported to Penn National, and the trucking company has issued a claim number for us to submit the repair bills to. The township will pay the invoices and then turn them into the insurance company. Township Manager Helwig announced there was a meeting today with the pension advisors and to date we are in good standing. They will continue as they are and will provide any recommended changes in the fall to the board to take action on if necessary.

Secretary/Treasurer Boudman highlighted the major expenses income received last month. Secretary/Treasurer also updated the supervisors on the Enhanced Positive Pay program with Susquehanna Community Bank due to the fraudulent activity in the General Fund Account.

Chairman Knight acknowledged Board receipt of the February 2024 Buffalo Valley Regional Police Departments (BVRPD) Reports.

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

No motion made for the Karen Ross Subdivision Plan.



No motion made for the Miller Center Daycare Plan.

No motion made for the Rodney Walters Land Development Plan.

Motion by Chairman Knight seconded by Supervisor Evans to approve the February 26, 2024, work session 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 February 2024 as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the YSM recommendation for East Buffalo Township to award the Fairground Road Park Phase-2, Contract No. 1 to Riteway Sealing & Paving, Inc. for the base bid of \$221,427.09 and recommends the Township Solicitor to review the original bids for authenticity, completeness, and accuracy.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 04-2024** authorizing the Township Manager to submit the resolution as part of the DCNR C2P2 application Grant Agreement Signature Page for construction of the Turtle Creek Park Phase 1 and sign on behalf of the township.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the HRG agreement for the engineering portion of the Turtle Creek Road Bridge Replacement project at the cost of \$99,805.00 pending review by the Township Solicitor and contingent on the Hydrologic and Hydraulic analysis report.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Girls on the Run 5K race for Saturday, May 4, 2024.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the annual insurance renewals with Penn National (\$76,287), Greenwich (\$10,628) and Cowbell Cyber (\$871) companies totaling \$86,592 with a \$2,500 deductible for policies renewing April 1, 2024.

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

Motion by Chairman Knight seconded by Supervisor Evans authorizing the Township Manager to sign the Chapter 105 Water Obstructions and Encroachment General Permit Registration package along with the PA Fish and Boat Commission design for the Turtle Creek Park Stream Restoration Phase 2 project.

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

Motion by Vice Chairman Zorn seconded by Supervisor Evans to approve the Professional Service Retainer agreement for Brian Auman of BSA/LA to invoice East Buffalo Township only for time and expenses incurred for professional services at the municipal rate of \$125/hour; with expenses such as mileage, printing, and large format (plan) printing will be reimbursed at cost, with larger printing and travel expenses approved in advance by East Buffalo Township.

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

For the Good of the Order:

- Chairman Knight asked Solicitor Matson on the status of the Property Maintenance Ordinance updates.
- Chairman Knight asked Solicitor Matson on the status of the Longevity Policy resolution revising the policy.

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

Public Comments:

- Paul Rapp, Township Sewer Enforcement Officer, introduced himself to the supervisors.
- Justin Strawser asked for clarification on the fraud transactions reported by Township Treasurer Boudman.



- Justin Strawser asked if the HRG proposal of \$99,805 approved at this meeting was part of the original price or in addition to it.
- Justin Strawser asked what projects Brian Auman would be working on for the township under the retainer.
- Justin Strawser asked for clarification on the server issues with the township.
- Lauryn Longacre asked for clarification on the insurance premiums rates.
- Greg Zeh asked if there were any additional items besides the server issues and security issues that the township was going through that the public was not aware of.
- Lauryn Longacre asked if the bank fraud issues were related to computer security issues.

Motion by Chairman Knight seconded by Supervisor Evans to enter an Executive Session at 6:33 PM.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:57 PM.

  
 Gayle Boudman, Secretary

  
 James Knight, Chairman

  
  
 Tom Zorn, Vice Chairman

  
 Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC WORK SESSION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
March 25, 2024

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

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

Members of the public participating in-person: Tina Prowant and Lauryn Longacre (Standard Journal).

Chairman Knight announced an informational meeting was held on Friday, March 15, 2024, at 9:00 AM.

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

There was no hearing of visitors.

Chairman Knight reported everybody should have gotten the draft of the application for the Fetterman Earmark Funding and the DCNR grant application for Turtle Creek Park. The Earmark application is due at the end of this week and the DCNR Grant application is due next Wednesday so get comments back to him as quickly as possible.

Vice Chairman Zorn reported he attended the Buffalo Valley Regional Police Commission meeting on March 13, 2024. On March 20, 2024, he had a zoom meeting with Rob Watts and Senator Fetterman's staff regarding the 2025 Earmark Funds Application.

Supervisor Evans reported that she also attended the March 13, 2024, Buffalo Valley Regional Police Commission meeting as well as a subcommittee meeting with the Planning Committee. The Planning Committee is focusing on producing job descriptions and a list of requirements so they can start advertising for a new police chief.

Motion by Chairman Knight seconded by Supervisor Evans to approve the March 11, 2024, business meeting minutes as distributed.

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

Motion by Vice Chairman Zorn seconded by Supervisor Evans to submit an application for the John Fetterman 2025 Earmark Funds with a \$2,000,000 grant request with a 20% township match and file a similar application with Senator Casey's office.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to send a letter of support for the Buffalo Valley Rail Trail Resurfacing Project (BVRT) and the Union County Trail Authority (UCTA) whose intent is to apply for a grant through the Pennsylvania Department of Conservation and Natural Resources (DCNR).

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

Motion by Chairman Knight seconded by Supervisor Evans to authorize the purchase of materials for the Bucknell student trail projects up to maximum of \$5000 to be covered by the Degenstein grant award.

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

No motion made by Township Supervisors on Community Room use. Township Manager Helwig to get estimates for repairing or replacing appliances in the Community Room Kitchen.

For the Good of the Order:

Township Manager Helwig announced that the Linn Conservancy is having a Spring Soire on May 1, 2024, from 5:00 to 8:00 PM at Mifflinburg and the Supervisors are invited.

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

Public Comments:

- Tina Prowant asked if the township received the \$2 million for the Market Street project where would the 20% match money come from.
- Lauryn Longacre (Standard Journal) asked for clarification on the Bucknell student trail projects.

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

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
April 8, 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 Director Makenzie Stover; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Greg Zeh, Cory Peterson (Livic Civil) and Lauryn Longacre (Standard Journal).

Public Comments (Changed moving forward to have all public comments during this time, not just agenda items).

There was no Hearing of Visitors.

Chairman Knight reported that Bucknell Students doing the bridge project at Turtle Creek Park had a work session on Sunday, April 7th from 12:00 – 4:00 PM. Twenty football players helped with moving stone and lumber to the work site. There will be another work session on Sunday April 14<sup>th</sup> from 12:00 – 4:00 PM and anyone interested in volunteering to help would be welcomed. The moving of materials was completed, and the students hope to have the project completed at the April 14<sup>th</sup> work session. Supervisor Knight announced that the deadline for submitting DCNR grant application was missed. He was waiting for a support letter from Senator Yaw and thought he had until 11:00 PM. In working with Township Manager Helwig to complete and submit the application they discovered the deadline was at 4:00 PM and had passed. Supervisor Knight emailed Wes Ferring we should hear something this week about whether they can reopen the portal and so we can submit the application.

Vice Chairman Zorn reported that he attended a Buffalo Valley Regional Police Department local agency hearing for one of their officers on March 27<sup>th</sup>. Vice Chairman Zorn announced that he will be attending the PSATS Conference on April 14<sup>th</sup> through April 17<sup>th</sup> with Township Manager Helwig.

Supervisor Evans reported that she also attended the Buffalo Valley Regional Police Department local agency hearing on March 27<sup>th</sup>. Supervisor Evans stated the Planning Subcommittee of the Regional Police Commission met and are still working on the arrangements for advertising the vacancy when the police chief retires at the end of the year, and we are still finishing the interviews from the Listening Tour that have been going on over the last few months.

Township Manager Helwig reported that the Spring Brush and Yard Waste pick up started today and is going well so far. The chipper broke down but hope to have it up and running by tomorrow afternoon. Township Manager Helwig stated that Bower constructions contacted us they are doing the paving and line painting work at Rt 45 and Fairground Rd. Depending on weather and availability of materials their goal is to start Monday, April 15<sup>th</sup>, and work throughout the week to get the intersection paved and the lines painted. Township Manager Helwig reported that there are sensory issues with the radar detections on the Rail Trail and Herr Electronics has been contacted and will send someone to look at it. Township Manager Helwig stated that the township is in the middle of a worker's comp audit that will determine the workers comp rate for next year. The rate for 2023 was .0695 and went down to .0385 for 2024. Township Manager Helwig gave an update on the status of both Fairground Road Park Phase II and Spruce Hills Park. The executed documents for Fairground Road Park Phase II have been signed and a pre-construction meeting has been scheduled with Ann from YSM for April 11<sup>th</sup>. The start date was to be April 8<sup>th</sup> with a substantial completion date of July 12, 2024, and final completion date scheduled for August 2, 2024. Ann would like to review the draft construction documents on April 11<sup>th</sup> as well and then pass them on to the engineers who will need to

apply for the NPDES (National Pollutant Discharge Elimination System) permit required by DEP. Township Manager Helwig reported that Road Master Mohr will reach out to Lewisburg Borough or Traffic Line about getting the Handicap Sign painted on the parking lot at Turtle Creek Park. The signs were received and will be installed this week. Township Manager Helwig announced that this week is Recognize Your Local Government People and there will be a luncheon on Thursday for the township employees.

Township Manager Helwig called for an executive session at the end of the meeting.

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

There were no Buffalo Valley Regional Police Departments (BVRPD) Reports received.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Karen Ross Subdivision Plans contingent upon that an Easement/Maintenance Agreement for the Dual Driveway for Lot 1 and Tract Remainder and the Sewage Planning Approval.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the Final Land Development for Miller Center Daycare Addition.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Rodney Walters Land Development Plans contingent upon a Financial Guarantee Agreement and Stormwater Maintenance Agreement to be executed.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the March 25, 2024, work session meeting minutes as distributed.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the expenditures for March as presented.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the GTA's proposal for the GRS Bridge Replacement in the amount of \$9,200.00 and the GRS-IBS Substructure & Steel Superstructure in the amount of \$39,500.00 for a total amount of \$48,700.00.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 05-2024** to adopt the employee policy regarding Longevity Pay shall be amended in the East Buffalo Township Non-Medical Employee Benefits contained in the said Personnel Manual to include both the exempt and non-exempt employees as an annual lump-sum payment in the last pay period of the year following the employee's anniversary date. Payments are based on the length of total service appropriate using the Year of Total Service Table referenced to the policy.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept the bid from Dave Gutelius Excavating, Inc. for the 2024 Paving project with the initial anticipated cost of \$269,670.00.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to accept the bid cost of \$409,918.82 from Midland Asphalt for East Buffalo Township portion of the 2024 Multi Municipality Combo Seal Coat project with the initial anticipated cost of \$697,416.60.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept the PLGIT CD totaling \$527,867.17 to be reinvested for another six (6) months at the rate of 5.40% with maturity date due in September.

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

For the Good of the Order:

- Supervisor Knight announced that the township received the Governor's Award for Environmental Excellence. There will be an awards dinner on April 30<sup>th</sup> in Harrisburg, and we received two tickets. Char Gray will be going as she wrote the application and there is still one ticket left.
- Township Manager Helwig requested that the Public Work Session scheduled for April 22, 2024, be cancelled as she will be at the PSATS Conference and not have time to put the agenda and supporting material together.

Press Time:

- Lauryn Longacre (Standard Journal) asked for clarification on the Karen Ross Subdivision, Rodney Walters Land Development, and the Miller Center Daycare Addition.

Motion by Chairman Knight and seconded by Supervisor Evans to enter an Executive Session at 6:48 PM.

Motion by Supervisor Knight and seconded by Vice Chairman Zorn to exit the Executive Session at 7:12 PM.

Motion by Vice Chairman Zorn seconded by Chairman Knight to adjourn at 7:12 PM.

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor



# **NOTICE**

The East Buffalo Township Board of Supervisors Public Work Session meeting scheduled for in-person on Monday, April 22, 2024, at 5:30 PM has been CANCELLED.



The next public meeting of the Board of Supervisors will be held Monday, May 13, 2024, at 5:30 PM.

Visit [ebtwp.org](http://ebtwp.org) for information regarding the meeting location.

POSTED: April 9, 2024

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.



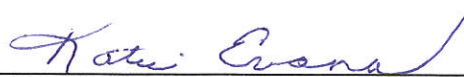
Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor

# **NOTICE**

The East Buffalo Township Board of Supervisors Public Work Session meeting scheduled for in-person on Monday, May 28, 2024, at 5:30 PM has been CANCELLED.



The next public meeting of the Board of Supervisors will be held Monday, June 10, 2024, at 5:30 PM.

Visit [ebtwp.org](http://ebtwp.org) for information regarding the meeting location.

POSTED: May 17, 2024



EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
June 10, 2024

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

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

Members of the public participating in-person: Lauryn Longacre (Standard Journal), Justin Strawser (Daily Item), Ron Belletti, Tina Prowant, Kim & Dale Robbins, Barbara & Lance Fessler

Hearing of Visitors:

- Dale Robbins thanked the township for their work on Turtle Creek Road last fall for putting new sub-base down; however, the base is being worn down due to snowplowing and there is now a dust problem. Dale is asking the township if they could put down some sort of dust control product and a more permanent fix to the road. Township Manager Helwig stated that until the Turtle Creek Road Bridge Project is completed no work can be done to the road.
- Ron Belletti asked for clarification on electronic recycling, specifically what items will Goodwill take.

Chairman Knight reported that there was a volunteer workday at Turtle Creek Park on May 18, 2024, and they were able to complete five (5) sections of the boardwalk that was part of the Bucknell Student's project. Chairman Knight announced that he met with the Lewisburg School District Superintendent, Assistant Superintendent and Business Manager on May 21, 2024, concerning the Market Street Streetscape project. They were supportive of the preliminary plan and are willing to write the township a support letter for the grant application. Chairman Knight stated that the township applied for a DCED Grant for Turtle Creek Park, approved at the last business meeting, and submitted on May 24, 2024. It will be December 2024 or January of 2025 before we find out if we are approved for the grant. Chairman Knight reported that he sat in on a PennDOT Connects Webinar on May 29, 2024, and submitted a request for assistance with the grant writing processes for the Market Street Streetscape project. He received a call on June 10, 2024, that the request was received, and they will be able to help.

Vice Chairman Zorn reported that he contacted Henry (Hank) Baylor to get his approval to reinstate his name above the entrance to the township community room. His name was originally put up when the building was built, however, due to a previous situation he asked that it be removed. That situation has since improved, and he is now in favor of having his name put back up. Township Manager Helwig is in the process of getting this done.

Supervisor Evans reported that she attended a subcommittee meeting of the Buffalo Valley Police Commission on the continuing process to advertise for and hire a new police chief.

Township Manager Helwig reported that the final round of the Spring Brush and Yard Waste pickup has begun. Once completed the next brush and yard waste pickup will not be until the fall, starting on September 09, 2024. The fall newsletter will be mailed out in late August with some additional items/announcements. Township Manager Helwig announced that she and Secretary/Treasurer Boudman will be attending the PSATS Secretary/Manager Summit on June 18-19, 2024, and the township office will be closed both days. Township Manager Helwig reminded the supervisors to respond to the letter forwarded to them concerning questions from the Union County Library relating to East Buffalo Township. Township Manager Helwig reported that the contractor doing the work for the Fairground Road Park Phase II has asked that a reminder be made that the park is currently closed, and the public must stay out. They have started installing the



pavilion and playground equipment and residents have been in the park while they are moving around the equipment creating an unsafe environment. The park is anticipated to open by August 2, 2024.

Township Manager Helwig called for an executive session at the end of the meeting.

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

Chairman Knight acknowledged Board receipt of the May 2024 Buffalo Valley Regional Police Departments (BVRPD) Reports.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Bucknell West Campus Housing Building 5 Land Development Plan and execute the updated stormwater maintenance agreement contingent on receiving the sewage planning.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Resolution 13-2024 for a 90-day extension for the Miller Center for Recreation & Wellness for the recording of the Final Land Development Plan for the Miller Center Child Day Care Addition.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the May 13, 2024, board of 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 May 2024 as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the waiver request from YSM for the Spruce Hills Park Land Development Plans process and approval as outlined in Chapter 22 – Subdivision and Land Development, Part 7 Land Development Requirements of East Buffalo Township Municipal Code contingent on concurrence from the planning commission.

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

Motion by Vice Chairman Zorn seconded by Supervisor Evans to approve the changing of the July 8, 2024, Board of Supervisors Business meeting to July 15, 2024. Motion amended by Chairman Knight to include moving the July 22, 2024, Board of Supervisors Work Session to July 29, 2024.

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

For the Good of the Order:

- Township Manager Helwig requested board approval to reinvest the PLGIT Term Securities maturing on 07/01/2024 for another six (6) months. Current interest rate on six (6) month securities is 5.42%.
- Vice Chairman Zorn asked Township Manager Helwig to add to the township website that electronic recycling will now be available for free at the Goodwill store in Lewisburg, next to the Walmart.

Press Time:

- Lauryn Longacre (Standard Journal) asked for clarification on the Bucknell West Campus Housing motion.

- Justin Strawser (Daily Item) asked if there would be any follow up after the executive session.

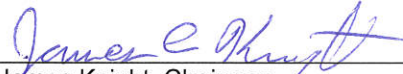
Motion by Chairman Knight seconded by Supervisor Evans to enter into an Executive Session at 6:28.

Motion by Chairman Knight seconded by Supervisor Evans to exit the Executive Session at 6:43.

Motion by Chairman Knight seconded by Supervisor Evans to adjourn at 6:43.



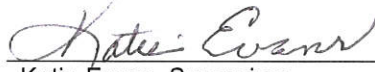
Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC WORK SESSION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
June 24, 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 Peter Matson and Secretary/Treasurer Gayle Boudman.

Members of the public: Becky Perez (The Public Library for Union County), Rachael Waugh (The Public Library for Union County), Greg Zeh, Lauryn Longacre (Standard Journal), Tina Prowant, Ann Yost (YSM) and Ron Belletti.

Chairman Knight announced an informational meeting was held Thursday, June 13, 2024, at 1:00 PM with Merrill Lynn Conservancy to go over the annual report for Turtle Creek Park.

There was no hearing of Visitors.

Vice Chairman Zorn reported that he attended the Buffalo Valley Regional Police Commission meeting on June 12, 2024, researched information on the Animal Control Officer issues, and followed up on the Buffalo Valley Regional Police pension issue regarding the yearly MMO requirements.

Supervisor Evans reported that she attended the Buffalo Valley Regional Police Commission meeting on June 12, 2024, and will be attending a meeting of the Buffalo Valley Regional Police Commission Planning Committee on Tuesday, June 25, 2024, to continue discussions on hiring a new police chief.

Township Manager Helwig reported that the Buffalo Valley Rail Trail pedestrian sensors located on both sides of the Fairground Road trail crossing are now working. The sensors are part of the Multimodal Project which has been inspected by PennDOT and we are now in a 30-day test period. Township Manager Helwig announced that Intrada has installed the final camera at the recycling center and the project is now complete. Township Manager Helwig reviewed the Fairground Road Park project on Monday, June 24, 2024, and the pavilion footers and frame are installed, the playground equipment is about 75% installed and the new trails have been started. Township Manager Helwig reported that she attended the PSATS's Secretary/Manager Summit Tuesday, June 18 and Wednesday, June 19, 2024, with Secretary/Treasurer Boudman. Township Manager Helwig announced that there will be a PSATS Webinar on Wednesday, August 14, 2024, that she and Secretary/Treasurer Boudman have signed up for and the supervisors should let her know if they wish to attend as well.

Motion by Chairman Knight seconded by Supervisor Evans to approve the June 10, 2024, supervisor business meeting minutes as distributed.  
Knight-y; Zorn-y; Evans-y; Motion Carried

No motion made by Township Supervisors on Spruce Hill Park Land Development. Ann Yost of YSM gave a review of the revised park drawings showing changes requested by the Supervisors and noting additional bid alternates.

Motion by Chairman Knight seconded by Vice Chairman Zorn to submit an application for the 2024 Healing the Planet Grant in the amount of \$2,400 to purchase forty (40) trees for Turtle Creek Park.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to accept Makenzie Stover's resignation as the Planning/Zoning Officer effective July 21, 2024.  
Knight-y; Zorn-y; Evans-y; Motion Carried

No motion made by Township Supervisors on the Public Library Board of Trustees. Becky Perez (The Public Library for Union County), Rachael Waugh (The Public Library for Union County), as part of a three-year strategic plan for years 2025 through 2027, currently being developed by their Board of Trustees asked for the supervisor's input on current services provided and what future services should be considered to meet the needs of township residents.

Motion by Chairman Knight seconded by Vice Chairman Zorn to advertise for an Animal Control Officer to deal with domestic animals only.

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

Chairman Knight called for an executive session at the end of the meeting.

Press Time:

- Lauryn Longacre (Standard Journal) asked Township Solicitor Peter Matson for clarification on the Animal Control Officer's liability.

Motion by Chairman Knight and seconded by Supervisor Evans to enter an Executive Session at 6:46 PM.

Motion by Chairman Knight and seconded by Supervisor Evans to exit Executive Session at 6:53.

Motion by Chairman Knight and seconded by Supervisor Evans to adjourn at 6:53.

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

  
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James Knight, Chairman

  
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Tom Zorn, Vice Chairman

  
\_\_\_\_\_  
Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
July 15, 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 Peter Matson; Planning/Zoning Administrator David Hines; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Tina Prowant; Greg Zeh; Ron Belletti; Elizabeth Capaldi (Merrill Linn Conservancy); Justin Strawser (Daily Item)

There was no hearing of Visitors.

Chairman Knight reported that he met with Brian Auman (BSA/LA), Warren Abrahamson (Merrill Linn Conservancy) and Char Gray at Turtle Creek Park to walk the trails and get their input on current trail conditions and improvements we may want to make. Chairman Knight will be working with Brian Auman to come up with a plan to address some of the current concerns raised during the park conservation easement review. Chairman Knight stated that the Central Susquehanna Fire & Emergency Services (CSFES) did not meet but they have received proposals for the remodel of the fire station. He will pick up copies this week to review.

Vice Chairman Zorn announced that he rode with Supervisor Evans in the Union County Veterans' 4<sup>th</sup> of July Parade on June 29, 2024. Vice Chairman Zorn reported that he attended two Buffalo Valley Regional Police Commission meeting on June 26, 2024, and July 10, 2024. He presented the "Smoothing" technique to address the pension plan payment that will be due this year from the Municipalities. This process spreads the payment over five (5) years, so you do not have peaks and valleys in payments. The board decided to go with this process. Vice Chairman Zorn stated that he talked to the publisher of the Standard Journal on doing a special insert on East Buffalo Township that we can give to new residents. There will be meeting with Amy Moyer, the publisher, on Monday, July 22, 2024, at the township building to see what she can do for the township. Vice Chairman Zorn reported that he had a phone call with Stacy Richards concerning solar issues, specifically the use of farmlands for solar projects and landowners not being aware on negativities in entering into a contract with a solar company. She would like to give a presentation to the supervisors at a future work session meeting.

Supervisor Evans reported that she also attended the two Buffalo Valley Regional Police Commission meetings held on June 26, 2024, and July 10, 2024. The sub committee for hiring a new Police Chief has also been meeting and they have received a list of applicants from the Police Chief Association and have narrowed it down to eight (8) applicants. The Police Chief Association will be conducting interviews in the near future and committee members can attend these interviews virtually.

Township Manager Helwig introduced Assistant Road Master Jeff Oberdorf to the supervisors and stated that he will be attending the business meeting to answer any questions. Township Manager Helwig announced that the DCNR project manager for Spruce Hills Park has changed to Rick Bogart. Township Manager Helwig reported that the Central Keystone Council of Governments has hired David Hubbard as a replacement Zoning Officer for Makenzie. Dave Hines, who stepped in temporarily for Makenzie, stated he is scheduled to start in a few weeks. Township Manager Helwig gave an update on community room use, which currently has five (5) regularly scheduled events. Township Manager Helwig announced that PennDOT will be doing tree trimming along Route 15 for 3 – 4 days starting July 29, 2024, from 9:00 AM – 3:00 PM.



Township Manager Helwig called for an executive session at the end of the meeting to discuss a private matter.

Assistant Road Master Oberdorf reported that the chipping contractor is scheduled to start either July 22 or 29, 2024 so the road crew is completing a project in Fairview and making road repairs throughout the township. Additional projects include two pipe projects, one on River Road/Lan Avon and James Road near the pump station; and patching and road repairs on Pheasant Ridge; from Country Road west.

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

Chairman Knight acknowledged Board receipt of the June 2024 Buffalo Valley Regional Police Departments (BVRPD) Reports.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Richard Diehl and Michael Roan Add-on Subdivision Plan.

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

No action taken by Township Supervisors on the LASD Pawling Athletic Complex Track & Turf Field. A Technical Deficiency Letter was received from Union County Conservation District concerning technical deficiencies that need to be addressed.

Rodney Walters Land Development Plans were signed at the April 8, 2024, Board of Supervisors Business Meeting contingent upon execution of Financial Guarantee Agreement and Stormwater Maintenance Agreement. Solicitor Matson had the agreements for Chairman and Secretary signatures.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the June 24, 2024, work session meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the expenditures for June 2024 as presented.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Spruce Hills Park Entry Sign with the Spruce Pinecone Logo as presented from YSM Landscape Architects.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Ely Associates Playground Equipment 04/09/2024 quote for \$59,992.00 for Challengers play structures as presented from YSM Landscape Architects.

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

Motion by Supervisor Evans seconded by Chairman Knight to advertise for an East Buffalo Township resident to volunteer to serve as an alternate representative on the Civil Service Commission.

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

No action taken by Township Supervisors on the Animal Control Officer Job description.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the job description of Township Manager with changes as noted and have Solicitor Matson's office to include updated changes to Ordinance 347.

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

No action needed by Township Supervisors on the Safe Streets for All grant.

Public Comments:

- Tina Prowant asked when the township crews would be trimming around the stop signs within the township.
- Justin Strawser asked for clarification on the two grants received from the Degenstein Foundations, the park sign for Spruce Hills Park and the Pawling Athletic Complex Track & Turf Field.

Motion by Chairman Knight seconded by Supervisor Evans to enter into an Executive Session at 6:36.

Motion by Chairman Knight seconded by Supervisor Evans to exit Executive Session at 6:53.

Motion by Chairman Knight seconded by Supervisor Evans to adjourn at 6:53.



Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC WORK SESSION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
July 27, 2024

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

Those present: Chairman James Knight; Vice Chairman Tom Zorn; Supervisor Katie Evans; Township Manager Jolene Helwig; Township Solicitor Peter Matson; Secretary/Treasurer Gayle Boudman; and Assistant Road Master Jeff Oberdorf.

Members of the public participating in-person: C. J. Doeblen (Standard Journal); Ron Belletti; and Greg Zeh.

Chairman Knight announced an Executive meeting was held on Tuesday, July 23, 2024, at 1:00 P.M. to discuss legal matters.

There was no hearing of Visitors.

Chairman Knight reported that there will be a meeting on Wednesday, July 31, 2024, with the Central Susquehanna Fire & Emergency Services (CSFES) to discuss the proposals they received on the remodel of the fire station. Chairman Knight will be meeting on Thursday August 1, 2024, with HRG engineers at Turtle Creek Park to look at the parking lot and have HRG prepare a proposal for redesigning the parking lot. The parking lot was not included in the grant application so it can be a separate project from the other work to be done. Chairman Knight will be meeting on Thursday, August 1, 2024, with SEDA-COG to discuss the Safe Streets for All planning Grant and get their help on filling out the application. Chairman Knight announced that there will be a volunteer workday at Turtle Creek Park on August 17, 2024, at 8:00 AM to continue work on portions of the trails.

Vice Chairman Zorn reported that he and Supervisor Evans participated in a telephone conference on July 17, 2024, with an official from the PA Chief's Association to talk about the evaluation of the six (6) final candidates for police chief. On July 23, 2024, Vice Chairman Zorn attended a meeting with the Standard Journal Publisher concerning putting together a publication on East Buffalo Township to hand out to residents. Vice Chairman Zorn stated that he received a phone call from Commissioner Stacy Richards on July 26, 2024, regarding Solar Energy issues and comments she had on our ordinance.

Supervisor Evans reported that National Night Out sponsored by the Buffalo Valley Regional Police Department, will be held Tuesday, August 6, 2024, at St Mary's Street Park. Supervisor Evans announced that due to the PA Chief's Association representative passing away the job interviews scheduled for August 1, 2024, have been postponed to a later date.

Township Manager Helwig reported that our PennDOT Municipal Service Representative has taken a new position within PennDOT. To date his position has not been filled yet so the 2025 paving and seal coating projects will be put together by the Public Works personnel. Township Manager Helwig stated that Aaron Crist from PennDOT was able to help her get into the PennDOT Engineering and Construction Management Service site. He will also be working on a draft Policy and Procedure document for consultants' selection to be used for engineers on the Market Street Streetscape Project. The documents should be available for approval at the August 12, 2024, business meeting. Township Manager Helwig gave an update on the Fairground Road Park Project. Due to weather conditions the contractor has asked for an extension and the project is now scheduled for completion by September 4, 2024.

Assistant Road Master Oberdorf reported that the township tar and chip road project is tentatively scheduled to start on or about August 1, 2024. The start date is dependent on their work in Kelly Township and Lewisburg Borough as well as weather conditions. Updates to the residents will be posted as information is available.

Motion by Chairman Knight seconded by Supervisor Evans to approve the July 15, 2024, supervisor business meeting minutes as distributed.  
Knight-y; Zorn-y; Evans-y; Motion Carried

No action taken by Township Supervisors on the Animal Control Officer. Tabled until the August 12, 2024, business meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Resolution 14-2024 extending the Rodney Walter's Land Development Plans, Financial Guarantee Agreement and Stormwater Maintenance Agreement.

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

Motion by Chairman Knight seconded by Supervisor Evans to add "Oncoming Traffic Does Not Stop" signs on both sides of Furnace Road at the intersections of Stein Lane and Furnace Road.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt the Turtle Creek Park use policy with correction as noted.

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

No action taken by Township Supervisors on the East Buffalo Township Community Park Reservation Form. Tabled until the August 12, 2024, business meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the BVRA Summer Camp program to visit the Turtle Creek Park on Wednesday, August 7, 2024, from approximately 11:00 AM to 1:30 PM.

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

Motion by Chairman Knight seconded by Supervisor Evans to waive the real estate penalty amount and accept the face payment amount for full payment per the Tax Collector's request, due to an unforeseen incident that occurred earlier this year.

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

For the Good of the Order:

- Vice Chairman Zorn stated that he will invite the William Cameron Engine Company Fire Chief to attend the August 12, 2024, business meeting to give a talk on what is going on within the fire department.
- Vice Chairman Zorn has set up an informational meeting with Commissioner Stacy Richards for August 15, 2024, at 1:00 PM at the township building for a talk on her views on Solar Energy.

Motion by Chairman Knight seconded by Supervisor Evans to enter into an Executive Session at 6:21 PM to discuss legal matters.

Motion by Chairman Knight seconded by Supervisor Evans to exit the Executive Session at 6:43 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:43 PM.

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor



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

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC WORK SESSION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
August 26, 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; Assistant Road Master Jeff Oberdorf and Secretary/Treasurer Gayle Boudman.

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

Chairman Knight announced an Executive meeting was held on August 21, 2024, at 1:00 PM to discuss solar concerns.

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

Hearing of Visitors:

- Tina Prowant asked if the speed sign could be put on N. 15<sup>th</sup> Street between Jefferson Avenue and Monroe Avenue.

Reports of Officials:

- Chairman Knight
  - CSFES Board met on Thursday, August 22, 2024, to review the revised bids for the fire station redesign and have narrowed it down to two bidders to have further discussions with.
  - Chief Blount gave the board a preliminary copy of the proposed budget for 2025. Discussions will be ongoing over the next couple of months. They are looking into where they can find grant fund to help with the fire station redesign if they actually go forward with renovating it.
  - The Safe Streets For All Grant is 90% complete and the deadline is Thursday, August 29, 2024, at 5:00 PM
- Vice Chairman Zorn
  - August 13, 2024, attended the Emergency Management Plan virtual training at the township building.
  - August 14, 2024, attended Building a Better Budget Virtual Class at the township building
  - August 19, 2024, had a discussion with a concerned citizen regarding Spruce Hill Park and advised them there will not be modifications to the plans.
  - August 21, 2024, attended a meeting with Commissioner Stacey Richards on the solar panel discussion.
  - August 22, 2024, attended the CSFES Board meeting.
  - August 22, 2024, reviewed the videos of the submissions for the police chief position.
  - August 26, 2024, telephone conversation with the publisher of The Standard Journal regarding proceeding with publishing an East Buffalo Township Community Guide.
- Supervisor Evans
  - August 13, 2024, attended the Emergency Management Plan virtual training at the township building.
  - August 14, 2024, attended Building a Better Budget Virtual Class at the township building.
  - August 15, 2024, attended the in-person interviews for the police chief position.
  - August 21, 2024, attended a meeting with Commissioner Stacey Richards on the solar panel discussion.
- Township Manager Helwig
  - The Fall 2024 Spring 2025 Recycling Guide has been printed and mailed. Residents should start receiving it by the end of the week. They will also be available at the township building.

- Received an email update from HRG on the Turtle Creek Road Bridge. They are continuing to process the superstructure design, and the water permit submission is nearly complete. They anticipate submission within the next few weeks.
- Assistant Road Master Jeff Oberdorf
  - The new traffic signs have been installed on Furnace Road at both intersections of Stein Lane.
  - The Tar/Chip Contractor is scheduled to start sweeping the loose stones in preparation for the fog sealing after the holiday.
  - The road crew will be paving Iron Cave and then move on to James St in the area of the pump station to fix a sinkhole and replace a pipe that has rotted out.
  - Received an email from Penn State Construction with the construction plans for the new salt shed that need to be reviewed and approved and then they will start applying for the building permits.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the August 12, 2024, business meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Supervisor Evans authorizing the Chairman of the Board to sign the 2024 Healing the Planet grant agreement and at the conclusion of the project, complete the final report and submit by December 13, 2024.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the purchase of forty trees for planting at Turtle Creek Park from Octorara Native Plant Nursery for up to \$2,288.00.

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

No action taken by Township Supervisors on scheduling additional meetings concerning the Market Streetscape Plan.

Motion by Chairman Knight seconded by Supervisor Evans to start the hourly wage of the animal control officer at \$25.00 and pay up to an hourly wage of \$40.00, based on the applicant's experience and knowledge of the required laws and Township Ordinances.

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

Discussion on the expected income portion of the 2025 Budget.

For the Good of the Order:

- Vice Chairman Zorn announced that Chief Blount will be attending the September Business Meeting to give an update on the Fire Company activity.


Press Time:

- Sabrina Barner (The Standard Journal) asked for clarification on the Safe Streets for All Grant.

Motion by Vice Chairman Zorn seconded by Chairman Knight to adjourn at 6:47.

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor



EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
September 09, 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 Assistant Road Master Jeff Oberdorf; Township Solicitor Peter Matson; Planning/Zoning Thomas MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Greg Zeh, Tina Prowant, Joe Sylvester (The Standard Journal), Justin Strawser (The Daily Item), WCEC Chief James Blount, Ron Belletti, and Daniel Edler (Friesen's Welding).

Hearing of Visitors:

- Tina Prowant announced that the early morning speeder on her road was finally caught by the police.

Reports of Officials:

- Chairman Knight
  - A local scout troop has volunteered to help plant trees at Turtle Creek Park on October 13th and they would like to camp out overnight. I sent them the registration form to fill out and we can give them a copy of the approved registration form to have on hand. We will also need to let the neighbors and police department know that they have permission to be there.
  - A fraternity from Bucknell has also volunteered to help with tree planting on October 19. Still working out the details with them and other fraternities interested in doing some trail projects at the park but do not have a date from them and waiting to hear back from them.
- Vice Chairman Zorn
  - Attended the BVRP Committee monthly meeting on August 28, 2024.
  - Having ongoing discussions with The Standard Journal about putting together a constituent users guide, and they are checking on some pricing for us.
  - On September 5, 2024, sat in on interviews that were held for the two police candidate finalists for the police chief position.
  - Reviewed the current draft of the Union County Comprehensive Plan and there are ten items that are for EBT to take action on. He will put together a spreadsheet of the action plans for the supervisors to review and decide whether future guidance is needed on these actions or whether Market Street is the only item needed.
- Supervisor Evans
  - Attended the BVRP Committee monthly meeting on August 28, 2024, and they are continuing to make plans for choosing the new chief. A third candidate will be interviewed on Thursday, September 12, 2024.
  - The planning committee is planning to have a meeting with their stakeholders and appoint someone to do the background checks for the candidates.
- Township Manager Helwig
  - Attended the virtual town hall meeting that was for the 5,000 to 10,000 population on September 09, 2024. Their topics were paid fire departments, police funding, Airbnb's, and tiny houses.
  - Received a phone call from Bob Huntington and Joe del Grippo asking us to write an agreement with the Lewisburg Borough and Union Township to share our grinder once we get it. Both Lewisburg Borough and Union Township would like to go into an agreement with the township and are asking us to draft the agreement so that they can present it to their board and their council before their next meetings.
  - On Thursday, September 12, 2024, meeting with our insurance broker to go over our new health insurance rates for 2025. There could be a 5% to 15% increase in insurance rates.
  - On Friday, September 13, 2024 meeting with a representative from Windstream along with a few other townships. They be talking about what services they already have in the area and what new services they are planning on running through our area.

- Looked into our cable franchise agreement and it is a 5% on gross revenue. The current contract is a five-year term from January 1, 2022, to December 31, 2026.
- Assistant Road Master Jeff Oberdorf
  - Went over some of the Public Works department expense items for the 2025 budget.
  - Brush and yard waste pickup started today, and the public works crew got about one-fourth of the Township done, everything west of 22<sup>nd</sup> Street.
  - Street sweeping started and weather permitting fog sealing should start by the end of the week or the beginning of next week.
  - Gave an update on what remains to be done to close out the Multi-modal Grant Project. Supervisors are in agreement to have two delineators placed on each side of the Sunoco Sign to alert public from walking into the ground attachment bolts.
- Township Secretary/Treasurer Boudman
  - Highlighted the major expenses and major income received last month as noted on the expenditures report for August 2024.
- William Cameron Engine Company Chief Blount
  - Updated the Board of Supervisors on the fire company's activity for August 2024.
  - Raised the issue of the inadequacy of third-party fire inspections.

Chairman Knight acknowledged Board receipt of the August 2024 Buffalo Valley Regional Police Departments (BVRPD) Reports.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Israel J. & Sarah Z. Wengerd Minor Subdivision Plan.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the August 26, 2024, work session 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 August as presented.

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

Motion by Chairman Knight seconded by Supervisor Evans to have Solicitor Matson's office prepare an IGA between the Borough of Lewisburg and East Buffalo Township to share equipment, personnel, and bidding.

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

Motion by Chairman Knight seconded by Supervisor Evans to establish Halloween Trick or Treating hours in East Buffalo Township for Thursday, October 31, 2024, from 5:30 PM to 8:00 PM.

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

No action taken by the Board of Supervisors on Volunteers for 2025.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Girls on the Run 5K Race for Saturday, November 23, 2024, at 10:15 AM.

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

Motion by Chairman Knight seconded by Supervisor Evans to accept YSM's bid recommendation letter for consideration to award the Spruce Hills Park - Phase 1, Contract No. 1 to Dave Gutelius Excavating, Inc. for the base bid of \$389,883.

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

Motion by Vice Chairman Zorn seconded by Supervisor Evans to approve having an appraisal done by Richard Drzewiecki on the CVS property located at 350 North 10<sup>th</sup> Street, Lewisburg, PA 17837, and the taxing authorities sharing the pro rata allocation cost.

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

Motion by Chairman Knight seconded by Supervisor Evans to appoint Clyde Holman and Andrew Boni to serve a term on the Board of Trustees from January 1, 2025, through December 31, 2027, as the PSATS Unemployment Compensation Group Trust Trustees.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to reinvest the current Fixed Term Investment maturing on September 27, 2024, at the current rate at maturity for another six (6) months, with a maturity date due in March.

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

For the Good of the Order:

- Chairman Knight announced that the DCED Local Share Account Grant window started September 1, 2024, and applications need to be submitted by November 30, 2024. Possibly apply for one to help fund the Salt Shed. No matching funds are needed but providing matching funds helps with securing the grant. It takes about one year to hear back from them.
- Chairman Knight stated that the PennDOT Multimodal Grant will open on September 23, 2024, and applications are due by November 5, 2025, if the supervisors are interested in applying for one for the Market Street Streetscape project.

Press Time:

- Justin Strawser (The Daily Item):
  - Clarification that the trees being planted at Turtle Creek Park were purchased with the Giant Grant money.
  - Clarification that the Grinder would be used for grinding up materials collected from the brush pickup.
  - Explanation on what a 902 grant was.
  - Clarification on what the Spruce Hills project includes.
  - How much tax revenue is the township expected to lose if the CVS Tax Assessment Appeal is approved?
- Joe Sylvester (The Standard Journal)
  - Clarification on the Third-Party Fire Inspection concerns brought up by Chief Blount.

Motion by Chairman Knight seconded by Supervisor Evans to enter into an Executive Session at 6:33 PM.

Motion by Vice Chairman Zorn seconded by Chairman Knight to exit the Executive Session at 6:54 PM.

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

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC WORK SESSION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
September 23, 2024

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

Those present: Chairman James Knight; Vice Chairman Tom Zorn; Supervisor Katie Evans; Township Manager Jolene Helwig; Tom McDonald (CKCOG) and Secretary/Treasurer Gayle Boudman.

Members of the public: Jane Hunselman, Greg Zeh, Joe Sylvester (Standard-Journal), and Charles Axman (Axman Engineering).

Chairman Knight announced an informational session was held on September 17, 2024, 10:00 AM to review the public works budget for 2025 road work projects. On Thursday September 19, 2024, the Township Supervisors, Township Manager and Township Secretary attended the PSATS Regional Forum in Williamsport.

Hearing of Visitors:

- Jane Hunselman expressed concerns that the corner of Saint Mary and 10<sup>th</sup> St has become a junk yard and would like the township to look into it.

Reports of Officials:

- Chairman Knight
  - Met with the William Cameron Engine Company Board on Wednesday September 18, 2024, to review their budget. There are still some incomplete items, especially with the capital budgets that need to be addressed before the budget can be approved. The CSFES Board will be meeting on September 26, 2024, and hope to have a budget to pass.
- Vice Chairman Zorn
  - September 11, 2024, attended the Buffalo Valley Regional Police Commission meeting.
  - September 13, 2024, listened to a visual presentation of the 5,000 to 10,000 population committee meeting.
  - Has had continuing contact with Standard Journal about the community guide publication.
- Supervisor Evans
  - September 11, 2024, attended the Buffalo Valley Regional Police Commission meeting.
  - September 12, 2024, attended a police candidate interview session.
- Township Manager Helwig
  - Fairground Road Park has officially opened and I am in the process of submitting the paperwork for our reimbursement.
  - The advertisement for the engineer has been posted on the PennDOT ECMS site (Engineering and Construction Management System) and the deadline is October 17, 2024. Once PennDOT has a chance to review the applicants, they will send them to the Township and then it will be for Roadmaster Mohr, Assistant Roadmaster Oberdorf and Sean McLaughlin to review and rank the candidates and bring to the November Board of Supervisors meeting for final approval.
  - Received notification from PennDOT that the traffic signal and equipment at the Rail Trail and Rt 45 and Fairground Rd. has completed the 30-day operational test. The maintenance and operation of the signal and equipment are now East Buffalo Township and the Union County Rail Trail Authorities full responsibility to maintain

- Received notification from the Auditor General that our 2024 fire relief payment in the amount of \$51,475.02 has been deposited into our account. The funds will be transferred to the Fire Fund and a check will be issued to the Fire Department Relief Association in the next few days.
- Received notification that our Municipal Pension State Aid money will be deposited September 25, 2024, in the amount of \$59,406.25. This amount is almost \$21,000 more than what our paperwork calculated. I contacted John Vargo, our pension consultant, and he will get in touch with the Auditor General's office to look into why there is such a difference in the figures.
- Assistant Road Master Oberdorf
  - All chipped roads have been fog coated and sealed and we are working with D.E. Gamble to do the line painting. Some of this work will be done at night in lieu of daytime hours.
  - Replaced a pipe on James St and next will be moving to the Fisher Development.
  - Next week the road crew will be going out to Spruce Hills Park to remove one resident's private property, the tree house and jungle gym, from the township's land and then it will be ready to start the park project.

Motion by Chairman Knight seconded by Supervisor Evans to approve Resolution 20-2024 for plan revision for the Sewage Planning Module Component 2 for Friesen Welding and Manufacturing as presented.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the September 9, 2024, business meeting minutes as distributed.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Vice Chairman Zorn seconded by Chairman Knight to pay \$1,000 to the Standard-Journal for the production of an EBT community information guide and that would include 3,200 copies.  
Knight-y; Zorn-y; Evans-y; Motion Carried

No action taken by Township Supervisors on the Local Share Grant to be used toward the new Salt Shed.

No action taken by Township Supervisors on the PennDOT Multimodal Grant to be used toward the West Market Street Project Phase I.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the December 1, 2024, through November 30, 2025, Capital Blue Cross group plans for medical, prescription and vision insurance.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the AmFirst GAP insurance renewal for December 1, 2024, through November 30, 2025.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the United Concordia insurance renewal for December 1, 2024, through November 30, 2025.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to maintain the employee contribution for all benefits (medical, vision, dental and gap) at seven percent (7%) for calendar year 2025.  
Knight-y; Zorn-y; Evans-y; Motion Carried

For the Good of the Order:

- Vice Chairman Zorn stated that there is going to be a submission for revising the police IGA regarding the Civil Service Commission section. The Police Commission has actually drafted



some language, and they will have to send the draft to both Lewisburg and East Buffalo Township to review before we can act on it.

- Vice Chairman Zorn announced that he has been selected to be on a PSATS committee and at this time does not know what committee.
- Chairman Knight requested ideas on advertising that Fairground Road Park is open beyond what we have already done with our Facebook Page, TextMyGov and our website, and get the public utilizing the park.

Press Time:

- Joe Sylvester asked for clarification on the insurance figures.
- Joe Sylvester asked for clarification on the Friesen Sewage Module.

Motion by Vice Chairman Zorn seconded by Chairman to adjourn at 7:21.

  
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Gayle Boudman, Secretary

  
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James Knight, Chairman

  
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Tom Zorn, Vice Chairman

  
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Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
October 14, 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 Peter Matson; Planning/Zoning Director Tom MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public participating in-person: Paul Rapp (Rapp Consulting, Twp. SEO), Justin Strawser (Daily Item), Harold Erdley (WCEC Assistant Chief) and Tina Prowant.

Chairman Knight called a Public Hearing to order at 5:33 PM to consider the adoption of an ordinance to amend Chapter 2, Section 102 and 104 of the Code of Ordinances regarding Animals.

Chairman Knight closed the Public Hearing at 5:35 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Ordinance 417**, amending Chapter 2, Section 102 and 104 regarding Animals.

Chairman Knight called a Public Hearing to order at 5:36 PM to consider the adoption of an ordinance to amend Chapter 16, Part 1 of the Code of Ordinances regarding Parks, Playgrounds and Recreational Areas.

Chairman Knight closed the Public Hearing at 5:38 PM.

Motion by Chairman Knight seconded by Supervisor Evans to adopt **Ordinance 418**, amending Chapter 16, Part 1 of the Code of Ordinances regarding Parks, Playgrounds and Recreational Areas.

Hearing of Visitors:

- Harold Erdley expressed his concerns on the changes to the township's fire ordinance allowing third party fire safety inspections.

Reports of Officials:

- Chairman Knight
  - Central Susquehanna Fire and Emergency Services (CSFES) met on September 26, 2024, and Main Marotta had been selected as the architect to do their facility renovation schematic design, which is the first step in the design process.
  - CSFES did not finalize the budget, they are still working on the capital plan portion. They meet later this month and hope to pass the budget.
  - Scout Troup 538 had a campout Saturday, October 12, 2024, at Turtle Creek Park and on Sunday October 13<sup>th</sup> they planted twenty-four native trees purchased through the Giant Grant Program.
- Vice Chairman Zorn
  - Attended the September 26, 2024, CSFES board meeting.
  - October 3, 2024, attended an Executive Session meeting of the Buffalo Valley Regional Police Commission.
  - October 9, 2024, attended the Buffalo Valley Regional Police Commission meeting.
  - On October 10, 2024, attended the Emergency Management Fall Tabletop Exercise Seminar at the township building.
  - Contacted the Standard Journal Newspaper and they are in agreement that our payment for \$1000 for 3,200 copies of the Constituent Guides could be made in January 2025.

- Supervisor Evans
  - October 3, 2024, attended an Executive Session meeting of the Buffalo Valley Regional Police Commission.
  - October 9, 2024, attended the Buffalo Valley Regional Police Commission meeting. An offer was made and accepted by Dan Embeck, Police Chief of South Williamsport.
  - October 10, 2024, attended the Emergency Management Fall Tabletop Exercise Seminar at the township building.
- Township Manager Helwig
  - Second and final round of the Fall Brush and Yard Waste Collection started today. Once the crew are complete with this pickup, leaf collection will continue throughout the township until the first week of December, dependent on snowstorms.
  - Spruce Hills Park has been closed for the Phase I construction.
  - October 10, 2024, attended the Emergency Management Fall Tabletop Exercise Seminar at the township building. The current township information on hand is outdated and multiple changes will need to be made. Requested help from Harold Erdley, head of the Emergency Management Seminar, to review our information and provide feedback on changes needed.
  - October 17, 2024, the Union County Association of Township Officials Convention is going to be held at the Silver Moon Banquet facility.
  - The township office will be closed October 21, 2024, due to off-site PSATS training for Secretaries and Managers at the Point Township Building in Northumberland.
  - Will be out of the office October 28 – 29, 2024 for jury selection.
  - Halloween in the township will be Thursday, October 31, 2024, from 5:30 PM to 8:00 PM.
- Assistant Road Master Oberdorf
  - October 11, 2024, completed the Fisher Development project.
  - On Susquehanna Avenue, put in new drainpipe, basin and did some base repair.
  - The line painting contractor has been in touch, and they are hoping to start by the end of the week.
  - PennDOT has been in contact with Roadmaster Mohr, and they are halfway through our 2025 road repair and seal coating estimate and should have it completed by the end of the week.
  - Working on a plan to do some temporary repairs on Pheasant Ridge from Country Road to Smoketown Rd.
  - Starting on October 18, 2024, UGI will be doing approximately 103 service renewal repairs within the township to meet the new codes. They will be starting on the North and South sides of 10<sup>th</sup> and 13<sup>th</sup> Streets.
- Township Secretary/Treasurer Boudman
  - highlighted the major expenses and major income received last month as noted on the expenditures report for September 2024.

Chairman Knight acknowledged Board receipt of the September 2024 Buffalo Valley Regional Police Departments (BVRPD) Reports.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the September 23, 2024, work session meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the expenditures for September 2024 as presented.

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

No action taken by Township Supervisors on the Local Share Grant. Tabled until November 12, 2024, BOS Business Meeting.

Motion by Chairman Knight seconded by Supervisor Evans authorizing the Board Chair to apply for a PennDOT Multimodal Grant in the amount of \$1,483,500 with a township match of 30%.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Vice Chairman Zorn seconded by Supervisor Evans to make a motion to delete from East Buffalo Township Ordinance Chapter 5 Code Enforcement, Part 3 Fire Code, Section 305 Frequency of Inspections and the second paragraph within that starting with "Should a property owner".  
Knight-n; Zorn-y; Evans-n; Motion Denied

No action taken by Township Supervisors on the Intergovernmental Cooperation Agreement (IGA) Grinder. Tabled until November 12, 2024, BOS Business Meeting and Solicitor Matson gets clarification.

Motion by Chairman Knight seconded by Supervisor Evans to approve the updated East Buffalo Township Right to Know Law Policy, to place the policy on the Township website and to be available at the Township for the public to review.  
Knight-y; Zorn-y; Evans-y; Motion Carried

No action taken by Township Supervisors on the 537 Sewage Facility Plan Special Study. Tabled until November 12, 2024, BOS Business Meeting after review by the East Buffalo Township Planning Commission.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve for review of the 537 Sewage Facility Plan Special Study through the East Buffalo Township Planning Commission.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Supervisor Knight seconded by Vice Chairman Zorn to approve **Resolution 22-2024** to Waive the Regulatory Horizontal Isolation Distance from a well to an on-lot Sewage Disposal System in a Repair Situation.  
Knight-y; Zorn-y; Evans-y; Motion Carried

No action taken by Township Supervisors on the IGA Amendment Regarding Payments by Municipalities. Tabled until November 12, 2024, BOS Business Meeting and Solicitor Matson gets clarification.

No action taken by Township Supervisors on the IGA Amendment Regarding Civil Service Commission. Tabled until November 12, 2024, BOS Business Meeting and Solicitor Matson gets clarification.

Press Time:

- Justin Strawser asked for clarification of the PennDOT Multimodal Grant.

Motion by Chairman Knight seconded by Supervisor Evans to adjourn at 7:10 PM.

  
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Gayle Boudman, Secretary

  
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James Knight, Chairman

  
\_\_\_\_\_  
Tom Zorn, Vice Chairman

  
\_\_\_\_\_  
Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC WORK SESSION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
October 28, 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; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Tina Prowant, Greg Zeh and Gawhara Abou-Eid (Standard Journal)

Hearing of Visitors:

- Tina Prowant stated that the road crew is doing a great job picking up the brush and yard waste.
- Greg Zeh gave the board an update on the activity at Countryside Estates.

Reports of Officials:

- Chairman Knight
  - October 16, 2024, attended the Planning Commission meeting.
  - October 20, 2024, four High School Students finished planting the remaining 15 trees purchased with the Giant Grant and in the afternoon some Bucknell Students helped to build boardwalks along the trails.
  - October 24, 2024, attended the Central Susquehanna Fire and Emergency Services Board meeting.
  - October 25, 2024, the Union County conservation district and group of volunteers got together and planted 35 new tree seedlings along the Creek banks continuing the improvement to gradually restore things to a more natural state.
- Vice Chairman Zorn
  - October 15, 2024, attended an infrastructure meeting about the township's long-term budget.
  - October 17, 2024, attended the Union County Association of Township Officials Annual Convention and Dinner.
  - October 23, 2024, attended the Buffalo Valley Regional Police work session.
  - October 24, 2024, attended the Central Susquehanna Fire and Emergency Services Board meeting.
  - October 29, 2024, will be attending a Recycling webinar.
- Supervisor Evans
  - October 16, 2024, attended the Central Keystone Council Of Government Regional meeting.
  - October 23, 2024, attended the Buffalo Valley Regional Police work session.
  - October 29, 2024, will be attending a meeting with Buffalo Valley Regional Police Planning Commission.
- Township Manager Helwig
  - October 15, 2024, attended an infrastructure meeting about the township's long-term budget.
  - October 21, 2024, attended a PSATS training session at Point Township Municipal Building with Secretary/Treasurer Boudman.
  - October 22, 2022, attended a meeting out at Spruce Hills Park.
  - October 24, 2024, attended the final meeting for the County Mitigation Emergency Plan being put together.



Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the October 14, 2024, supervisor business meeting minutes as distributed.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 23-2024** for the Official Act 537 Sewage Facilities Plan Special Study for the Lewisburg Area Joint Sewer Authority Ultraviolet Disinfection Project.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 24-2024** confirming that William Cameron Engine Company is the fire department serving East Buffalo Township and confirming that the Fire Chief or such person or persons as he designates is the Fire Code Official for East Buffalo Township.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 25-2024** to extend the time for recording the Richard A. Diehl and Michael W. Roan subdivision plan that was submitted on May 20, 2024, and approved by the Township on July 15, 2024.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Review of the 2025 Draft Budget.

Motion by Chairman Knight seconded by Vice Chairman Zorn to increase the current millage rate to 0.75 as the Township Fire Protection Account millage rate to cover the Townships contribution cost to the William Cameron Engine Company.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 26-2024**, authorizing East Buffalo Township to Execute an Equipment and Personnel Sharing Agreement between East Buffalo Township and the Borough of Lewisburg as set forth in the attached agreement.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 27-2024**, authorizing East Buffalo Township to Execute an Equipment and Personnel Sharing Agreement between East Buffalo Township and the Borough of Milton as set forth in the attached agreement.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Press Comments:


- Gawhara Abou-Eid asked for clarification on the 2025 Budget figures, the grants the Township is expected to receive next year and general projects for 2025.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 7:10.

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
November 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 Peter Matson; Planning/Zoning Tom McDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Fred Dyroff, Greg Schwartz (Williams Site Civil), Mayur Patel (Laughner Patel Development), Ron Ziemann, Greg Zeh, Tina Prowant, Kate Walling, Ken Estep (Mid-Penn Engineering), Kolden Kosmer (Mid-Penn Engineering), Leroy Stoltzfus (Freedom Towing).

Hearing of Visitors:

- Fred Dyroff brought to the board's attention a problematic grove of Callery Pear Trees and the daily influx of a massive number of European Starlings on a neighboring property. The problem has continually gotten worse over the last few years that has turned into a daily nuisance and quality of life issue for the surrounding neighbors. The neighbors have tried to discuss the issue with the property owner but to date nothing has been done to correct it. Mr. Dyroff is asking for the township to address the issue through CKCOG Property Maintenance.
- Ken Estep: Mid-Penn Engineering, representing the Freedom Towing, asked to be added to the agenda to request that the sewage planning for the Freedom Towing Project on Rt. 45 be signed. It is a requirement for land development and will allow Mid-Penn Engineering to submit the plans to PennDOT to begin the process of review.

Motion by Chairman Knight seconded by Supervisor Evans to add Freedom Towing Project to the agenda.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the HOP application for the stormwater connection and the application for the sanitary connection to the sewage planning purposes contingent on the view and recommendation of the Planning Commission.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Report of Officials:

- Chairman Knight
  - Talked with Mike Shipman, Lewisburg School District Officer, concerning the school crossing issue on Rt. 45. Township officials, PennDOT representatives and Lewisburg School Officials will be meeting on Friday, November 15, 2024, to address their concerns and come up with a solution.
  - There is an issue at Turtle Creek Park with people not picking up after their pets. Would like to have Pet Waste Stations ordered and post signs to deal with the issue.
  - November 11, 2024, talked with Representative David Rowe about the Market Street Streetscape Project and applying for a Local Share Grant. He strongly encouraged the township to apply.
- Vice Chairman Zorn
  - October 29, 2024, listened in on a Recycling Webinar on Cyber Security.
  - November 4, 2024, attended the Buffalo Valley Regional Police Commission meeting and an Executive Session.
  - November 5, 2024, got with Hank Baylor and had lunch with one of the teams from William Cameron Engine Company.
- Supervisor Evans

- November 4, 2024, attended the Buffalo Valley Regional Police Commission meeting and an Executive Session. Looking into cleaning up and updating their website.
  - November 7, 2024, sat in on a DCNR Webinar on Grants and Grant Writing.
- Township Manager Helwig
  - November 4, 2024, received notice that the Township was approved for the 902 Grant for the Grinder purchase. The Grinder delivery is scheduled for April.
  - November 12, 2024, submitted the reimbursement for the Fairground Road Park.
- Assistant Roadmaster Oberdorf
  - The asphalt plant will be closing on November 22, 2024, so the road crew will be finishing up work on both sides of Pheasant Ridge Road from Country Road to Schoolhouse Road.
  - Completed ditch and berm repair on Lan Avon Drive on the south side by River Road.
  - Once Citizen's Electric has marked the road the Road Crew will be installing two U-drains on the back side of Equestrian Lane near the loop to correct water issues.
  - Installed pipe and stone to correct the drainage issue at Spruce Hills Park.
  - On November 12, 2024, three road crew members attended the Winter Maintenance class for road work.
  - Requested Solicitor Peter Matson to issue a letter to a resident who installed a driveway without a permit. The concrete driveway was installed incorrectly and will be an issue if not corrected.
  - Reviewed the projected estimates for the 2025 Road Work: Fiber Seal at \$410,908 and Road Repair/Base Replacement \$553,910.
- Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for October.

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

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Lewisburg Professional Office Building Land Development Plan contingent on completion of all signature blocks, execution of a financial guarantee agreement and receipt of the HOP permit.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve to approve the 44 Market Street Minor Subdivision Plan contingent on completion of all signature blocks.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve to approve the Paul S. Lin Minor Subdivision Plan contingent on completion of all signature blocks.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the October 28, 2024, Work Session meeting minutes as distributed.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the expenditures for October 2024, as presented.  
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to make a motion to approve **Resolution 28-2024** requesting the Statewide Local Share Grant in the amount of \$200,000 from the Commonwealth Financing Authority to be used for the Market Street Streetscape Project.  
Knight-y; Zorn-y; Evans-y; Motion Carried

No action taken by Township Supervisors on the Intergovernmental Cooperation Agreement (IGA) Grinder.



Motion by Chairman Knight seconded by Vice Chairman Zorn to approve changes to Section 5. Finances, Part E. Payment by Municipalities, Item 1 and 2 of the Intergovernmental Cooperation Agreement between East Buffalo Township and Borough of Lewisburg regarding the Buffalo Valley Regional Police Department and Commission. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve changes to Section 3. Commission, Part H. Civil Service Commission General Description, Items 1 and 2, and adding an additional Item to the Intergovernmental Cooperation Agreement between East Buffalo Township and Borough of Lewisburg regarding the Buffalo Valley Regional Police Department and Commission. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept Lawson Fetterman resignation as East Buffalo Township Emergency Management Coordinator effective December 31, 2024. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept Herbert, Rowland & Grubic, Inc (HRG) as our PennDOT Engineering Firming for the next five (5) years pending final approval by PennDOT. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to convene the 2025 annual organization meeting at 5:00 PM on January 6, 2025, with the business meeting commencing immediately following the organization meeting. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the transfer of \$750,000 from the PLGIT/Prime Reserve Account to the Township General Fund account to cover the expenses for the remaining of 2024 and January 2025. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the first reading and authorize the publication of the proposed 2025 draft budget with General Fund millage of 3.7%; Fire Fund millage of .75%; Street Light millage of .05%; Fire Hydrant millage of .06%. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve a 2025 Budget transfer of \$750,000 from PLGIT Reserve Equipment Fund; \$765,000 from the PLGIT Reserve Streets & Roads Major Projects Fund and \$190,000 from the PLGIT Reserve Parks & Recreation Fund; totaling \$1,705,000; to the General Fund. Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 7:28 PM.

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC WORK SESSION MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
November 25, 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; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Tina Prowant, Jerri Brouse (Standard Journal), Jean Warren, Jason & Bria Alabakoff, and Gawhara Abou-Eid (Standard Journal).

Public Comments:

- Jason Alabakoff brought to the board of supervisors his concerns for the street dedication of Countryside Development.

Reports of Officials:

- Chairman Knight
  - Met with Road Master Mohr to go over the road repair schedule to get a better understanding of the work to be done.
  - Friday, November 22, 2024, submitted the Local Share Grant application in the amount of \$200,000.
- Vice Chairman Zorn
  - November 13, 2024, attended the Buffalo Valley Regional Police Commission board meeting.
  - Continue to work with the Standard Journal on the community information guide and map.
- Supervisor Evans
  - November 13, 2024, attended the Buffalo Valley Regional Police Commission board meeting.
  - November 20, 2024, attended the Planning Commission meeting.
  - November 26, 2024, meeting with the Buffalo Valley Regional Police Planning Commission to get an update on a residential house ID system and discuss transition issues for the new police chief.
- Township Manager Helwig
  - Received notice the Township was awarded the DCNR Grant for \$147,300 for Turtle Creek Park Phase I.
  - December 3, 2024, virtual meeting with DCNR Representative to review the grant requirements.
  - HRG has been notified and will review the packet that they have already put together for Turtle Creek Park Phase I project as well as the parking lot information they have and will have something to review in January work session meeting.
  - Received notice the Township was awarded the Safe Streets For All grant in the amount of \$200,000 to be used for the Safety Comprehensive Plan for the Market Street Streetscape Project.
  - November 22, 2024, met with Kluge Insurance Group to go over the retiree's health insurance plans for 2025.



- The Township buildings will be closed Thursday, November 27, Friday, November 28, and Monday, December 2, 2024, for the Thanksgiving holiday.
- The recycling center will also be closed on Monday, December 2, 2024, and will be open on Tuesday, December 3, 2024.
- Assistant Roadmaster Oberdorf
  - Finish up our paving projects for the year and we were able to do a section on the west end of Pheasant Ridge Road before the plant closed on November 22, 2024.
  - The road crew will be cleaning out all the storm sewers, both inlets and outlets and once that is complete, they will start tree trimming in area #3 of the township.
  - There is still some berm work that needs to be completed as well as some work on the grinder pad at the dump site that the road crew will also be working on.

Motion by Chairman Knight seconded by Supervisor Evans to approve the November 12, 2024, business meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to not roll over the PLGIT TERM Investment #2 maturing on 12/17/24 and instead transfer the funds to the Reserve PRIME account in PLGIT and to the Operating Reserve Fund in QuickBooks.

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

Motion by Chairman Knight seconded by Supervisor Evans approve **Resolution 29-2024** to combine the amendments to the police IGA into one amendment and to approve the amended Intergovernmental Cooperative Agreement (IGA) between East Buffalo Township and the Lewisburg Borough.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to transfer out of the Operating Reserve Fund \$400,000 to the Equipment Reserve Fund, \$900,000 to the Municipal Complex Reserve Fund, \$200,000 to the Parks & Recreation Reserve Fund, \$699,012.53 to Streets Roads Major Projects Reserve Fund; leaving \$500,000 in the Operating Reserve Fund.

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

Press Comments:

- Gawhara Abou-Eid (Standard Journal) asked for clarification on the grants that township received and the 2025 budget figures.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:29.

  
Gayle Boudman, Secretary

  
James Knight, Chairman

  
Tom Zorn, Vice Chairman

  
Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
December 09, 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 Peter Matson; Planning/Zoning Officer Tom MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Tina Prowant, Greg Zeh, Garrett Endeo (CKCOG), Police Chief Daniel Embeck (Buffalo Valley Regional Police Department) Gawhara Abou-Eid (Standard Journal), and Justin Strawser (Daily Item).

Chairman Knight announced an Executive meeting was held on Wednesday, December 4, 2024, to discuss personnel matters.

Chairman Knight called a Public Hearing to order at 5:30 PM.

Public Comments:

- Justin Strawser asked for clarification on the background of the proposed Ordinance.
- Greg Zeh asked for clarification on the townships contract for service, specifically the rate increase process and responsibilities of the fire company.

Chairman Knight closed the Public Hearing at 5:34 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Ordinance 419**, amending Chapter 1, Part 9, designating the William Cameron Engine Company of Lewisburg, Pennsylvania the officially recognized fire company of East Buffalo Township and establishing the duties of the William Cameron Engine Company of Lewisburg.

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

Chairman Knight called a Public Hearing to order at 5:35 PM.

Public Comments:

- Tina Prowant asked the Supervisors their thoughts on the proposed Ordinance and if they would be raising their salaries.

Chairman Knight closed the Public Hearing at 5:38 PM.

Motion by Chairman Knight seconded by Supervisor Evans to adopt **Ordinance 420**, amending Chapter 1, Part 1, Section 101, of the Code of Ordinances regarding Township Supervisors' Compensation.

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

Hearing of Visitors:

- Newly hired Police Chief Daniel Embeck introduced himself to the board, gave a brief outline of his goals and offered police attendance at future meetings.
- Tina Prowant asked what safeguards the township had in place concerning the signing of township checks and management of township funds.

## Report of Officials:

- Chairman Knight
  - CKCOG Property Maintenance sent a notification letter on November 25, 2024, to the property owner concerning the starling's issue brought to the board's attention.
- Vice Chairman Zorn
  - December 04, 2024, attended the Executive Meeting on personnel matters.
  - Sent the final draft of the community information guide and map to the Standard Journal. The guide should be ready for mailing by January.
- Supervisor Evans
  - December 04, 2024, attended the Executive Meeting on personnel matters.
  - December 18, 2024, is the next EBT Planning Commission meeting.
- Township Manager Helwig
  - December 03, 2024
    - Virtual meeting with DCNR Representative to review the grant requirements. Once the contract is received and signed by both parties' work can begin.
    - Next meeting with the DCNR Representative is tentatively scheduled for early January to go over the project submittals and who will be responsible to authorize the upload the reimbursement requests.
    - Met with HRG to review all the projects they currently have in the works. They will provide a progress report by the end of the month summarizing the current status and their plans going into the new year.
    - Attended a PSATS webinar on preparing for the 2025 reorganizational meeting.
    - Phone call meeting with the TextMyGov Representative on renewing our contract for another two years and went over new features in the program.
  - December 04, 2024, attended a PSATS webinar on Public Meetings, Policies and Township Savings.
  - December 06, 2024, phone conversation with R.K. Webster, Engineer for the Spruce Hills project to renew our NPDES permit which was due to expire and file our As Built Plans for the Fairground Road Park Project.
  - Leaf collection has completed for the year. A list was sent over to CKCOG Property Maintenance who then sent out about fifteen notices to residents who had put leaves out after the last pick up went through.
  - Contacted Bob Huntington about the reimbursement process for the Grinder.
  - The township building will be closed on December 25, 2024, for Christmas and January 01, 2025, for New Years Day.
- Assistant Roadmaster Oberdorf
  - Spruce Hills Park playground equipment is installed and Gutelius Excavating dropped off the key fob, and playground equipment manuals.
  - Scheduled ditch work was put on hold to do some repairs and install a new window to the backhoe, Public Works crew has started with tree trimming.
  - Preparing Lan Avon for the pipe replacement project that will be started late summer early fall after the Turtle Creek Rd bridge project is completed.
  - Received a call from Johnson Controls, who monitor our fire system, saying that our fire system is no longer serviceable. Speaking to Jo about it there was a contract signed a month ago for five years. It is unclear why they did not tell us that our system was no longer serviceable before we signed the contract, so I have multiple phone calls to them, and I am waiting for somebody to call me back.

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

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

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

No action taken by Township Supervisors on Norman Martin Ag Building Land Development.

Motion by Chairman Knight seconded by Supervisor Evans to approve the Karline McLain & Chad Colwell Minor Subdivision plan.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the November 25, 2024, Work Session 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 November as presented.

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

No action taken by Township Supervisors on the Intergovernmental Cooperation Agreement for the Grinder.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Resolution 30-2024** for the 2025 Budget noting the following: General Fund Revenues are projected at \$6,633,874.36; General Fund Expenses are projected at \$6,446,387.96; The 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 0.75 mills for all non-exempt properties, resulting in a \$0.75 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. Street Light tax rate is 0.05 mills for all non-exempt properties, resulting in a \$0.05 tax per \$1,000 of assessed value.

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

Motion by Chairman Knight seconded by Supervisor Evans to accept the bid from Beck & Platt Fuels, Inc. for the 87 Ethanol Free Gas at a cost of daily rack posting plus \$0.19 per gallon and for ULSD-B2 Diesel at a cost of daily rack posting plus \$0.15 per gallon and \$0.03 per gallon for winterization.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept the aggregate/asphalt bid from New Enterprise Stone & Lime Co., Inc for Items 1, 2, 3, 4, 5, 6, 9, 10, 11, 12 & 13, subject to availability and quality.

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

Motion by Chairman Knight seconded by Supervisor Evans accept the aggregate bid from Heidelberg Materials for items 7 & 8, subject to availability and quality.

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

No action taken by Township Supervisors on the Chapter 27 Zoning Review.

For the Good of the Order:

- Township Manager Helwig announced that there will be a meeting in January with UC Rail Trail Authority, PennDOT Dist. 3-0 staff, Lewisburg Borough, and East Buffalo Township concerning a proposed rail trail crossing of US15.

- Township Manager reached out to Tony Gagliardi from Klacik & Associates, P.C., an accounting firm located in the Sunbury/Shamokin area, about doing the auditing of the township accounts. They have expressed interest and will provide a formal letter detailing their services and rates.
- Township Manager Helwig received a request from the residents living at 495 Equestrian Lane about purchasing a portion of land owned by the township.

Press Time:

- Justin Strawser asked for clarification on the services provided by Johnson Controls Fire Protection and the names of who were awarded the fuel and stone bids for 2025.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:48 PM.



Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor



# **NOTICE**

The East Buffalo Township Board of Supervisors Public Work Session meeting scheduled for in-person on Monday, December 23, 2024, at 5:30 PM has been CANCELLED.



The next public meeting of the Board of Supervisors will be held Monday, January 6, 2025, at 5:30 PM.

Visit [ebtwp.org](http://ebtwp.org) for information regarding the meeting location.

POSTED: December 12, 2024