

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC WORK SESSION MEETING
589 Fairground Road, Lewisburg, PA, 17837
January 27, 2025

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 MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Tina Prowant, Daniel Erdley (Friesen's Welding), David Ulrich (Mid-Penn Engineering), Gawhara Abou-Eid (Standard Journal); Tracy Strickland (attending virtually) (Herbert, Rowland & Grubic (HRG) Engineering); and Aidan Welch (Herbert, Rowland & Grubic (HRG) Engineering).

Chairman Knight announced the supervisors held an Executive Session on Friday January 24th to discuss a legal matter.

Hearing of visitors:

- Tina Prowant asked for clarification on the total costs for the work that HRG is proposing for the Phase I project at Turtle Creek Park.
- Tina Prowant asked for clarification on the SR-15 Rail Trail Crossing project.

Reports of Officials:

- Chairman Knight
 - January 16, 2025, attended the virtual kick-off meeting for Safe Streets for All Grant. The grant contract was received, filled out and returned January 27, 2025.
 - January 17, 2025, attended the meeting with the Buffalo Valley Rail Trail Authority and PennDOT on the SR-15 Rail Trail Crossing.
 - January 21, 2025, attended the Safe Streets for All meeting with Lewisburg Borough.
 - January 23, 2025, attended the CSFES meeting. The fire department has a concept plan for their facility upgrades and the architect will present it to the board at the February meeting. There are still questions on the IGA that will need to be addressed and reviewed with Solicitor Matson.
 - Received an email notice from PennDOT that there are questions on our Multimodal Transportation Fund Grant application had some discrepancies and requested clarification on what they were.
 - William Cameron Fire Department finished their 2024 budget audit, and their income exceeded their expenses for the year.
- Vice Chairman Zorn
 - Provided the Standard Journal with the final pieces of information for the Community Information Guide and waiting for them to do the final draft for our review.
- Supervisor Evans
 - January 8, 2025, attended the Buffalo Valley Regional Police Commission meeting with Vice Chairman Zorn. The new chief presented a general outline of proposed changes.
 - January 15, 2025, attended the Planning Commission meeting.
 - January 22, 2025, attend a meeting with Police Commission members and the Civil Service Commission to discuss deficiencies and how to create compliance with the Civil Service Commission rules.

- Township Manager Helwig
 - January 16, 2025, attended the virtual kick-off meeting for Safe Streets for All Grant.
 - January 17, 2025, attended the meeting with the Buffalo Valley Rail Trail Authority and PennDOT on the SR-15 Rail Trail Crossing.
 - January 21, 2025, attended the Safe Streets for All meeting with Lewisburg Borough.
 - January 23, 2025, attended a meeting with Assistant Road Master Oberdorf on the Turtle Creek Bridge Project to go over the plans for excavation and bridge construction.
 - January 27, 2025, went with several Road Crew members to Lewis Township to see a new bridge project similar to Turtle Creek Road Bridge that was recently completed.
 - Received notice that our PIB Loan was approved, and documentation should be here within the next month.
 - January 23 & 24, 2025, the auditors from Klacik & Associates were here to start the 2024 audit. Additional visits may be needed but we are on track to have the audit completed by April 01, 2025.
 - January 24, 2025, attended a meeting with Chairman Knight, Supervisor Evans, Assistant Road Master Oberdorf and the Kennedy's to discuss the removal of the Callery Pear trees on their property. The meeting went well, and the Kennedy's are working with the township on the issue.
 - Received notification from DEP that the township did not receive the Growing Greener Grant for the watershed protection for Turtle Creek Park.
 - The township website has been moved from SEDA-COG to Intrada Technologies. During the move some links were disconnected and the site was down for a few days, but everything has been restored, and it is up and running.
 - Intrada Technologies will be installing the new phone system the week of February 10 – 14, 2025.
 - Lewisburg Borough will be holding their first public kickoff meeting for the Safe Streets for All Project on Wednesday, February 26, 2025, in the evening at the Ballroom at the Lewisburg Hotel.
 - The township has been approved by DEP for the grant to purchase the Grinder. We are waiting for the signed contract from DEP and then we will be able to order the Grinder.

- Assistant Roadmaster Oberdorf
 - January 27, 2025, picked up some equipment needed for the Turtle Creek Road Bridge Project and received a list of additional items that will be needed. US Bridge will be the contractor and are looking to start in July after the July 4th holiday. The township Public Works Crew are looking to start in June dismantling the current bridge and getting the area prepped and ready to go.
 - Fire System Upgrade Project estimates were sent to the Supervisors.
 - Public Works Crew is in the process of tree trimming and prepping the recycling dump site and getting it ready to receive the Grinder in February.

Motion by Chairman Knight seconded by Supervisor Evans to approve the January 6, 2025, 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 6, 2025, supervisor business meeting minutes as distributed.

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

No motion required for Freedom Towing, just needed signatures on the approved drawings.

Motion by Chairman Knight seconded by Supervisor Evans to approve the Miller-Riggs Farmland Development Plan.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to change the additional holiday from Columbus Day to Good Friday.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve HRG's proposal for the Turtle Creek Park Master Plan Phase 1 Implementation Project at the estimated cost of \$52,155.00.
Knight-y; Zorn-y; Evans-y; Motion Carried

No motion for HRG's parking lot proposal.

Motion by Supervisor Evans seconded by Vice Chairman to offer the February 6, 2025, PSATS virtual training session to the new Planning Commission members with the cost covered by the township.
Knight-y; Zorn-y; Evans-y; Motion Carried

Township Manager Helwig was asked to draft a revise Comp/Overtime policy for our February meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to revise the Transient Retail Merchant Ordinance to state that permitted hours are 9:00 AM to 5:00 PM Monday through Saturday and change the permit fee to \$25.00 / 90-days.
Knight-y; Zorn-y; Evans-y; Motion Carried

No motion for Johnson Control Proposal.

For the Good of the Order:

- Vice Chairman Zorn stated that the Municipal Planning Code states that the Planning Commission is required to provide an annual report to the Township by March 1st. He questioned if the Township has ever received one and if not, who should provide it.
- Vice Chairman Zorn requested that we receive an established report from BVRA on what they are doing and periodically have the executive director come to a meeting.

Press Comments:

- Gawhara Abou-Eid asked for the names and positions of the HRG Presenters.
- Gawhara Abou-Eid asked for the approved and awarded dates for the DCNR Grant and the amount of the grant.
- Gawhara Abou-Eid asked for clarification on what the DCED Grant was for and the amount.
- Gawhara Abou-Eid asked for clarification on what the Multimodal Grant was for and the amount.

Motion by Chairman Knight to enter into an Executive Session at 7:09 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to exit the Executive Session at 7:34.

Motion by Supervisor Evans seconded by Chairman Knight to adjourn at 7:35.


Gayle Boudman, Secretary


James Knight, Chairman


Tom Zorn, Vice Chairman

Katie Evans, Supervisor