

EAST BUFFALO TOWNSHIP  
BOARD OF SUPERVISORS  
PUBLIC BUSINESS MEETING  
589 Fairground Road, Lewisburg, PA, 17837  
April 14, 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 Assistant Road Master Jeff Oberdorf; Township Solicitor Peter Matson; Planning/Zoning Officer Tom MacDonald; and Township Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Tim Turner; Keith Smalley; Dana Bernardo (BVRA); Mayur Patel (Laughner Patel Development); Tina Prowant; Patrick Jacobs (Geisinger); Doug Braunsdorf (Geisinger); Justin Strawser (Daily Item); Judy Marvin; Dave Hafer and Gawhara Abou-Eid (Standard Journal).

Chairman Knight announced an Information Session was held on March 25, 2025, at 1:00 PM for consultation on potential Pension Matters for the Township. An Executive Session was held on April 7, 2025, at 10:00 AM to discuss legal issues.

Chairman Knight called a public hearing to order at 5:31 PM to consider the adoption of an ordinance to amend Chapter 13, Part 2 of the Code of Ordinances defining Transient Retail Merchants and Establishing Regulations for Transient Retail Merchants in East Buffalo Township.

There were no public comments.

Chairman Knight closed the public hearing at 5:32.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Ordinance 422** amending Chapter 13, Part 2 of the Code of Ordinances defining Transient Retail Merchants and Establishing Regulations for Transient Retail Merchants in East Buffalo Township.

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

Hearing of Visitors:

- Dana Bernardo gave an update on the activities of the Buffalo Valley Recreation Association (BVRA).
- Police Chief Dan Embeck gave an update on the activities of the Buffalo Valley Regional Police Department (BVRPD).
- Chief Embeck raised concerns that he has on enforcing the feeding of stray and feral cats as per the current ordinance and suggested revising the ordinance to clear up any confusion.
- Chief Embeck discussed the enforcement of no parking areas within the township and working with the township road crew on areas of concern, specifically during snowstorms and curb side pickups.
- Keith Smalley voiced concerns he has on unsafe traffic issues on Airport Road in Buffalo Township, specifically the area of Davey's Market, and requested a letter of support from the Supervisors as he pursues his proposed changes with Buffalo Township.
- Matur Patel (Laughner & Patel Developers), Patrick Jacobs (Geisinger) and Doug Braunsdorf (Geisinger) presented their timeline accounts of the Professional Office Buildings being developed on Route 45.
- Matur Patel requested to have the Zoning Ordinance amended to allow for health care facilities in the Highway Commercial Zone.

## Reports of Officials:

- Chairman Knight
  - March 27, 2025, attended the Central Susquehanna Fire and Emergency Services (CSFES) monthly meeting.
  - Saturday, April 12, 2025, Bucknell Environmental Studies Class re-planted 18 - 20 trees from the tree nursery, and a group of community volunteers and high school students re-planted another 18 in the upper part of Turtle Creek Park.
- Vice Chairman Zorn
  - March 25, 2025, attended the pension information session at the township building.
  - March 27, 2025, attended the Central Susquehanna Fire and Emergency Services (CSFES) monthly meeting.
  - March 27, 2025, attended a webinar on population issues for communities for townships with population of 5000 to 10,000.
  - April 09, 2025, met with the executive director of Penn House Commons to talk about the feral cat issue.
  - The Standard Journal township maps were mailed the first week of April to all township residents.
- Supervisor Evans
  - March 25, 2025, attended the pension information session at the township building.
  - The regularly scheduled meeting of the Buffalo Valley Regional Police Commission scheduled for April 9, 2025, was rescheduled for Wednesday, April 23, 2025
- Township Manager Helwig
  - March 25, 2025, attended the pension information session at the township building.
  - March 27, 2025, attended a Town Hall meeting.
  - March 27, 2025, attended a Turtle Creek Park meeting with HRG to discuss the setup for our grant with DCNR.
  - April 02, 2025, attended an EMS webinar.
  - April 08, 2025, attended an ARPA Funds webinar with Township Treasurer Boudman on the final report that is due 04/30/2025.
  - April 14, 2025, attended a Spruce Hills inspection to discuss the paving of the trails and parking lot; scheduled for April 17, 2025; pending weather and material availability.
  - April 14, 2025, the first round of Brush & Yard Waste curbside pickup started as well as the opening of the Brush & Yard Waste Dropoff site.
  - April 23, 2025, Siemens are scheduled to complete the new fire alarm system installation.
  - Vestal Asphalt will be doing micro surfacing on Route 45 in the township starting in early May. They will be working at night and detouring traffic, as necessary.
  - Penn National is requesting our financial records for April 01, 2024, to April 01, 2025, to complete the workers compensation audit due in August.
  - Klacik & Associates filed our DCED report on April 01, 2025. They sent a draft audit report with questions to be answered and then will be reaching out to schedule a meeting in the near future to discuss their findings.
  - Received an email from the Little League Junior Team that other individuals/groups are using the ballfield and leaving the area a mess. Their concern is that they spend a lot of time on the fields getting them ready for the season and when other individuals/groups mess up the fields it creates last-minute repairs before they can play their games. They are requesting that the use of the field be on a permission request basis and these other groups are held accountable for the condition they leave the field in.

- The Union County Convention that was scheduled for October 23, 2025, has been rescheduled for October 22, 2025, due to location availability. The event location will now be One Barn Farm in Mifflinburg.
- Assistant Roadmaster Oberdorf
  - The delivery of the grinder for out at the Brush & Yard Waste Dropoff site has been pushed back until around the first week in June due to the demand of this type of equipment needed for storm cleanup in the south from all the storms they have been having.
  - Street sweeping has been put on hold for the first round of Brush & Yard Waste curb side pickup and will resume once the first round has been completed.
  - April 14, 2025, Steve will meet with the contractor doing the base repairs to work on a timeline of when the project will be started.
- Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for March 2025.

Chairman Knight acknowledged Board receipt of the February 2025 Buffalo Valley Regional Police Departments (BVRPD) Reports.

Chairman Knight acknowledged Board receipt of the March 2025 Central Keystone Council of Governments (CKCOG) Report.

Motion by Chairman Knight seconded by Supervisor Evans to approve the March 24, 2025, 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 March 2025 as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to transfer \$765,000 from the General Fund account; originally transfer for the Turtle Creek Road Bridge Project; back to PLGIT Prime Street and Roads Account.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve Conrad Siegel Actuaries recommendations to replace the DFA Intermediate Government Fixed Income Fund with Vanguard Intermediate -Term Treasury Fund, the Vanguard Intermediate-Term Investment Grade Fund with the Vanguard Global Credit Bond Fund and moving from mutual funds to ETFs for some strategies that will improve performance due to lower expense levels.

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

No action taken by Township Supervisors on the Infrastructure Bank Loan.

No action taken by Township Supervisors on the PIB Loan Resolution

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Lewisburg Sprint Triathlon race for Saturday, May 31, 2025.

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

Motion by Chairman Knight seconded by Evans to approve the 2024 Annual Township Report. It was noted that the 2025 Annual Township report shall include an executive summary.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Resolution 13-2025 acknowledging the name Songstone Hill Trail, as a new private road in East Buffalo Township.

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

No action taken by Township Supervisors on the East Buffalo Township Comprehensive Plan.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the quote from Intrada for the ADA Compliance Fixes in the amount of \$450.00 provided on Quote #004060.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve resubmitting application for Fiscal Year 2025 for Community Project Funding due to federal money allocation, for a Fiscal Year 2026 Community Project Funding Request.

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

For the Good of the Order:

- Supervisor Evans noted that the week of April 04, 2025, was National Library Week and what a fantastic resource our local library was for the community.
- Township Manager Helwig noted that the week of April 14, 2025, was National Local Government week.

Press Time:

- Justin Strawser (Daily Item) as for clarification on the Transient Retail Ordinance amendment.
- Justin Strawser (Daily Item) asked the supervisors to clarify the zoning ordinance amendment request made by Patel & Laughner and Geisinger to allow for a health care facility in the Highway Commercial Zone.
- Justin Strawser (Daily Item) as for clarification on the Website quote from Intrada for ADA Website Compliance fixes.
- Gawhara Abou-Eid (Standard Journal) asked for additional clarification on the Transient Retail Ordinance amendment.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 7:05 PM.



Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor