

# 2024 ANNUAL REPORT

# EAST BUFFALO



# TOWNSHIP

589 FAIRGROUND ROAD  
LEWISBURG PA 17837  
UNION COUNTY, PA  
570-523-6320  
[www.ebtwp.org](http://www.ebtwp.org)

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The information contained in the following pages is a summary of municipal activities occurring in East Buffalo Township in the year 2024, with historical information provided as needed. The purpose of this report is to highlight the noteworthy events during the year. This is not intended to be an all-inclusive report. The details of the monthly business of the Board of Supervisors, its appointed boards, commissions and committees and the daily activities of Township staff can be examined through their respective meeting minutes, annual budgets, financial statements, and other reports.

The Annual Report is presented by Jolene D. Helwig, Township Manager, to the Township Board of Supervisors on April 14, 2025.

## **ORGANIZATION & ADMINISTRATION**

### **Address:**

589 Fairground Road, Suite 1  
Lewisburg PA 17837

### **Phone:**

570-523-6320

**Website:** ebtwp.org

### **Office Hours:**

Monday through Friday  
7:30 AM to 4:00 PM

### **Email**

info@ebtwp.org

## **TOWNSHIP STATISTICS**

### **Total Area:**

15.273 square miles (9,774.6 acres)

Located in Union County, Pennsylvania.

East Buffalo Township is bordered by Buffalo Township to the west and north; Borough of Lewisburg to the northeast; West Branch Susquehanna River to the east; Union Township to the south.

### **Land by Percentage:**

Agricultural Preservation (31.21%)

Agricultural Residential (11.32%)

General Commercial (1.37%)

Highway Commercial (0.5%)

Industrial (1.31%)

Low Density Residential (27.14%)

Medium Density Residential (1.78%)

Urban Residential (1.4%)

Woodland Preservation (19.74 %)

Bucknell University (4.23%)

### **Demographics (2020 Census):**

Population: 7,405

Population Density: 414 per square mile

Housing Units: 2,529

Average Household Income: \$96,296

### **Roads:**

51.72 miles of Township roads\*

16.55 miles of state roads

\*Include: 4.13 miles of Act 32 Turnback Roads  
and 1.56 miles of Dirt & Gravel Road  
Does not include private streets.

### **2024 Municipal Taxes:**

Real Estate: 3.7 mills

Fire Protection: 0.70 mills.

Fire Hydrant: 0.06 mills.

Streetlights: 0.05 mills

Earned Income: 0.5%

Local Service: \$52 per person

*(\$12,000 low-income exemption)*

### **Number of Parcels:**

Taxable: 2632

Tax Exempts: 74

### **Other Taxes:**

Lewisburg Area School RE: 17.71mills

Lewisburg Area School EIT: 1.5%

Union County: 4.56 mills

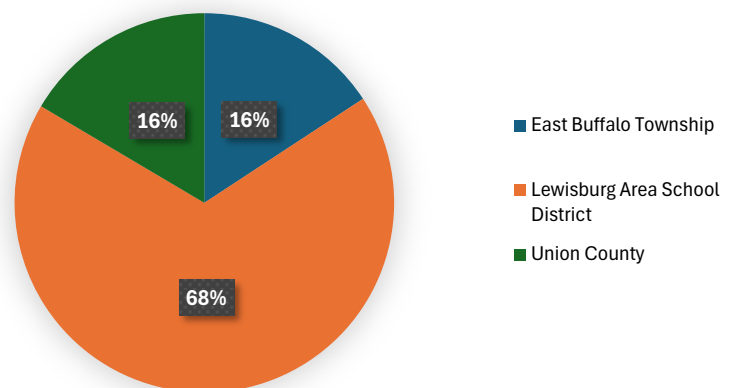
Union County Library: 0.16 mills

Union County Debt Service: 0.846 mills

### **Tax Collection:**

- EBT Tax Collector, Daniel Greene
- Berkheimer Tax Administrators

## **2024 REAL ESTATE TAXES**



The following individuals represented the Township in 2024:

### **BOARD OF SUPERVISORS**

James Knight

Mr. Knight served as Chairman. His supervisor term expires on January 1, 2026.

Katie Evans

Ms. Evans served as Supervisor. Her supervisor term expires on January 3, 2028.

Thomas Zorn

Mr. Zorn served as Vice Chairman. His supervisor term expires on January 1, 2030.

### **TOWNSHIP MANAGER**

Jolene D. Helwig

Ms. Helwig served as Township Manager. She is responsible for the day-to-day operations and business of the Township, including public works, financial management, grant management, human resources, and public information. She also serves as the Township's Open Records Officer. Ms. Helwig has been employed with the Township since January 2018.

### **TOWNSHIP SECRETARY/TREASURER**

Gayle Boudman

Ms. Boudman reported directly to the Township Manager and was responsible for day-to-day financial operations and office duties. Ms. Boudman has been employed with the Township since September 2021.

### **PUBLIC WORKS DIRECTOR**

Stephen Mohr

Mr. Mohr reported directly to the Township Manager and was responsible for Public Works operations, the recycling program and direct supervision of the Public Works Crew, currently supervising eight (8) employees. Mr. Mohr has been employed with the Township since October 1995; serving as Assistant Public Works Director until promotion in April 2019.

### **ASSISTANT PUBLIC WORKS DIRECTOR**

Jeffrey Oberdorf

Mr. Oberdorf reported directly to the Public Works Director and helps with the management of Public Works operations and crew supervision. Mr. Oberdorf has been employed with the Township since April 2021.

### **SOLICITOR**

Peter Matson

Mr. Matson, a resident and long-term legal counsel for the Township, was re-appointed for 2024.

## **AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES**

East Buffalo Township is fortunate to have knowledgeable, talented, and enthusiastic residents willing to give time to serve their community. The following residents or Township representatives held positions in service to the community for 2024. Individuals serve until the Board of Supervisors January organization meeting following the year noted. Those newly appointed (\*) or re-appointed(^) for 2024 have been noted.

### **BOARD OF AUDITORS**

These three positions have been vacated since January of 2022.

### **BUFFALO VALLEY RECREATION AUTHORITY**

- Patricia Musselman; 2024
- Mike Glazer; 2025
- Char Gray; 2026
- Tim Hutchings; 2027^

### **BUFFALO VALLEY REGIONAL POLICE COMMISSION**

- Dr. John Malloy, Commissioner; 2024
- Justin Madaus, Commissioner, 2025
- Katie Evans, Commissioner; 2026\*
- Thomas Zorn, Alternate Commissioner; 2026\*

### **CENTRAL KEYSTONE COUNCIL OF GOVERNMENTS**

- Katie Evans, Board Member; 2025\*

### **CENTRAL SUSQUEHANNA FIRE AND EMERGENCY SERVICES**

- James Knight, Board Member; 2024^
- Thomas Zorn, Alternate Board Member; 2024\*

### **EMERGENCY MANAGEMENT**

- Lawson Fetterman, Coordinator^

### **LEWISBURG AREA JOINT SEWER AUTHORITY**

- David R. Goodhart; 2024
- Lawson Fetterman; 2025
- Philip Tharp; 2026
- C. William Pursel; 2027
- Greg Beauseigneur; 2028^

#### **PENSION ADVISORY COMMITTEE**

- **James Knight**, Ex officer 2024^
- **David Lytle and John Vargo**, Conrad Siegel, Plan Consultant; 2024^
- **Stephen Mohr**, Employee Representative; 2024^
- **Char Gray**, Citizen Representative; 2024^

#### **PLANNING COMMISSION**

- **Curtis Barrick**, Chairman; 2024
- **Jon Allocca**, Vice-Chairman; 2024
- **Christine Buffington**, Secretary; 2025
- **Mary Beth Griffith**; 2025
- **Ryan Maxwell**; 2025
- **Angelo Viecei**; 2026^
- **Katie Evans**; 2026\*

#### **ZONING HEARING BOARD**

- **Dorothy Douglas**; 2024
- **Dominic Silvers**; 2025
- **David Hall**; 2026^

## RESOLUTIONS

The following resolutions were approved by the Board of Supervisors in 2024:

- 01-2024 East Buffalo Township named Herring, Roll and Soloman as the 2023 CPA to audit the Township financial. (January 02, 2024)
- 02-2024 Recognizing the month of April 2024 as “Pennsylvania 811 Safe Digging Month.” (February 12, 2024)
- 03-2024 Authorize the annual salary for Jolene D. Helwig, as Manager of East Buffalo Township, shall be Sixty-Six Thousand Four Hundred (\$66,400.00) for the year 2024. (February 12, 2024)
- 04-2024 Authorize Township Manager to submit the resolution as part of DCNR C2P2 application Grant Agreement, Signature page for Phase I Turtle Creek Park construction and sign on behalf of the Township. (March 11, 2024)
- 05-2024 Amend the Longevity Resolution dated July 11, 2022, 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. (April 08, 2024)
- 06-2024 Authorize a ninety (90) day extension to record the Final Subdivision and Land Development Plan for Beagle Club Subdivision that was approved on April 13, 2020. (May 13, 2024)
- 07-2024 Authorize the Plan Revision for New Land Development described as Bucknell University for West Student Housing Sewage Facilities Planning Module. (May 13, 2024)
- 08-2024 Authorize Township Manager to submit the resolution as part of DCED Greenways, Trails, and Recreation Program (GTRP) grant for (\$80,885.00), for Phase 1 Turtle Creek Park. (May 13, 2024)
- 09-2024 Authorize the annual salary for Jolene D. Helwig, as Manager of East Buffalo Township, shall be Sixty-Seven Thousand Seven Hundred and Thirty (\$67,730.00) by January 6, 2025 (May 13, 2024)
- 10-2024 East Buffalo Township endorses America250PA and its mission to Educate, Preserve, Innovate and Celebrate the rich history and diversity of the state. (May 13, 2024)

- 11-2024 Authorize the Township Manager to sign the Agility Agreement with the Pennsylvania Department of Transportation set to expire on July 25, 2024, and renew said Agility Agreement for additional three (3) years (May 13, 2024)
- 12-2024 Authorize the Township Manager to act on behalf of the East Buffalo Township in its duties and responsibilities and right as the said Administrator as provided in the said Declaration of Trust for the East Buffalo Township Uniformed and Non-Uniformed Employee's Post Retirement Frozen Welfare Benefits Plan on September 12, 2010. (May 13, 2024)
- 13-2024 Authorize a ninety (90) day extension to record the Final Subdivision and Land Development Plan for Miller Center child Care Addition that was approved on March 8, 2024. (June 10, 2024)
- 14-2024 Authorize a ninety (90) day extension to record the Final Subdivision and Land Development Plan for Agricultural Land Development for Rodney Walters that was approved on April 8, 2024. (July 29, 2024)
- 15-2024 Authorize the duties of the Animal Control Officer for East Buffalo Township. (August 12, 2024)
- 16-2024 Authorize the Rules and Regulation for the use of parks, playgrounds, and recreational areas. (August 12, 2024)
- 17-2024 2025 East Buffalo Township Non-Uniformed Employees' Pension Plan Minimum Municipal Obligation. (August 12, 2024)
- 18-2024 Authorizing East Buffalo Township to execute an Intergovernmental Cooperation Agreement (IGA) between East Buffalo Township and Other Municipalities and Government Agencies original agreement dated July 6, 2015. (August 12, 2024)
- 19-2024 Declaration of Municipal Disaster Emergency due to Tropical Storm Debby that hit August 8 through August 9, 2024. (August 23, 2024)
- 20-2024 Authorize the Plan Revision for New Land Development described as Friesens Welding & MFG LLC for Friesens Welding & MFG LLC LDP Sewage Facilities Planning Module. (September 23, 2024)
- 21-2024 Resolution not issued Voided. (October 14, 2024)
- 22-2024 Authorize under Section 5 of the Act of January 24, 2966.P.L1535 No.537, Known as the Pennsylvania Sewage Facilities Act, as amended, and the rules and regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 72 and Chapter 73 of the Pennsylvania Code, allow



the municipality sole discretion to waive the minimum isolation Distance from the well to an on lot sewage disposal system (100) feet in the case of a repair to a malfunctioning on lot sewage disposal system for the property owner of 1419 Suplee Mill Road, Lewisburg PA 17837. (October 14, 2024)

- 23-2024 Authorize under Section 5 of the Act of January 24, 2966.P.L1535 No.537, Known as the Pennsylvania Sewage Facilities Act, as amended, and the rules and regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, requires municipalities to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards with sewage waters, and to revise said Plan whenever it is necessary to meet the sewage disposal needs of the municipality. (October 28, 2024)
- 24-2024 Authorize the Fire Code Official to make inspection in accordance with the Fire Code of East Buffalo Township and the Internation Fire Code, 2018 Edition defines Fire Code Official as the Fire Chief or other designated authority charged with the administration and enforcement of the code or a duly authorized representative. (October 28, 2024)
- 25-2024 Authorize a ninety (90) day extension to record the Final Subdivision and Land Development Plan for Richard A. Diehl and Michael W. Roan that was approved on May 20, 2024. (October 28, 2024)
- 26-2024 An agreement made between the Borough of Lewisburg (Borough) and the Township of East Buffalo (EBT) whereas, the Borough and Township each own certain motor vehicles and other motorized and non-motorized pieces of equipment, and employees who operate the equipment and perform other duties desire to formalize an arrangement for sharing Equipment, employees and bidding for labor and materials by entering into this agreement. (October 28, 2024)
- 27-2024 An agreement made between the Borough of Milton (Borough) and the Township of East Buffalo (EBT) whereas, the Borough and Township each own certain motor vehicles and other motorized and non-motorized pieces of equipment, and employees who operate the equipment and perform other duties desire to formalize an arrangement for sharing Equipment, employees and bidding for labor and materials by entering into this agreement. (October 28, 2024)
- 28-2024 Authorize East Buffalo Township to request a Statewide Local Share Assessment grant of \$200,000 from the Commonwealth Financing Authority to be used for the Market Streetscape Project. (November 12, 2024)

- 29-2024      Amendment to an Intergovernmental Cooperation Agreement (IGA) Dated August 9, 2021, between East Buffalo Township and the Borough of Lewisburg. (November 25, 2024)
- 30-2024      2025 Budget approved. General Fund Revenues are \$6,633,874.36; General Fund Expenses are \$6,446,387.96. General Fund tax rate per \$1,000 of assessed value. Streetlights tax is 0.05 mills for all non-exempt properties, resulting in a \$0.05 tax per \$1,000 of assessed value. Fire Protection tax rate increased from 0.70 mills to 0.75 mills for all non-exempt properties, resulting in a \$0.75 tax per \$1,000 of assessed value. Fire Hydrants tax 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. (December 9, 2024)

## **ORDINANCES**

Utilizing a public hearing process, the Board of Supervisors approved the following ordinances:

- Ordinance 416      Repealing/Amending Chapter 5, Part 3 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 substance, 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 therefore, and appeals of decisions and prescribing penalties for violations. (February 2, 2024)
- Ordinance 417      Amending Chapter 2, Section 102 and 104 regarding animals. (October 14, 2024)
- Ordinance 418      Amending Chapter 16, Part 1 regarding Parks, Playgrounds and Recreational Areas. (October 14, 2024)
- Ordinance 419      Amending Chapter 1, Part 9, designating the William Cameron Engine Company (WCEC) the official fire company of East Buffalo Township and establishing the duties of the WCEC. (December 9, 2024)
- Ordinance 420      Amending Chapter 1, Part 1, Section 101, regarding the Township Supervisors' Compensation. (December 9, 2024)

## **BOARD OF SUPERVISORS' MEETINGS**

The Board of Supervisors held their Annual Organization and their monthly business meeting on Tuesday, January 2, 2024. All other public business meetings were held on the second Monday of each month except for the July meeting that was held on the third Monday, July 15<sup>th</sup>, and the November meeting that was held on Tuesday, November 12, 2024. Public Work Sessions were held on the fourth Monday of each month except for the January meeting that was held on Wednesday, January 24<sup>th</sup>. The Public Work Sessions scheduled for April, May and December were not needed and therefore were cancelled by the Board of Supervisors.

## **PUBLIC WORKS**

The Public Works Department, which is currently made up of nine (9) employees, provides a wide variety of services including maintenance of over 51 miles of roadway and right-of-way, which requires paving & patching, shoulder maintenance & grading, snow removal & de-icing, storm sewer & ditch maintenance, street sweeping, sign installation & maintenance, clearing of trees, tree limbs and other vegetation, and recycling. It is important to note that most equipment repairs, and maintenance are performed in-house, which assists in the Township's ability to control these expenses. Other major activities are described in detail in this section.

### **Snow Removal and De-Icing**

Snow removal and de-icing of Township Roads, including plowing and the application of a mixture of road salt and AS2 aggregate, was performed as needed.

During the months of January through March 2024 winter season, the Public Works Crew handled eleven (11) snow/ice events requiring plowing and/or winter road treatment. In November and December, the Crew responded to seven (7) more events. The Crew used 450 tons of salt and 450 tons of aggregate.

The Township continued contracting for the purchase of Sodium Chloride through the Pennsylvania Department of General Services COSTARS program. This statewide purchasing contract is effective August 1<sup>st</sup> to July 31<sup>st</sup>, requiring a minimum purchase (60% of the volume requested) and locking in pricing for a limited overage (40% of the volume requested). The sodium chloride tonnage purchased within the first four months of the contract typically meets or exceeds the required minimum purchase. The early and late winter sodium chloride tonnage purchased fell within the allowable parameters provided under the annual purchase contracts.

### **Street Sweeping**

The Public Works Crew did their Spring Street sweeping cleanup which includes sweeping, stormwater inlet cleanouts, and pothole patching in March and April.

### **Weed and Brush Removal**

The main goals of roadside vegetation control include keeping signs visible to drivers; improving visibility for motorists, bicyclists, and pedestrians; improving winter road maintenance in snow and ice areas; helping drainage systems function; and preserving pavements through daylighting and root system control. Rural mowing activities are typically completed three times each growing season on Township roads and two rural State Routes.

The Crew performs tree and brush trimming along roads to maintain clear visibility and to provide for clear passage under the tree canopy for buses and trucks. At times, complete removal of a tree is necessary to eliminate a roadside hazard. Vegetation removal from signs, guardrails, and other roadside obstructions, is also part of this program. The Township uses a process which identifies four sectors of the Township and rotates the yearly focus for tree and brush trimming.

Problems such as broken limbs and fallen trees are common throughout the year. Weather events such as windstorms or heavy rain can cause extensive damage to roadside vegetation and at times require emergency response to allow for clearing of the public roadway. The number of incidents requiring the Township to remove fallen trees in or on the Township right-of-way are rising as a growing numbers of ash trees succumb to the damage of the Emerald Ash Borer. Weather forecasts predicting high winds, significant snowfall and/or icing put the Public Works Crew on high alert for the need to respond to trees dropped on roadways.

### **Stormwater Maintenance**

Stormwater facilities maintenance includes cleaning and reshaping drainage ditches, culvert and inlet cleaning, headwall maintenance, pipe installation and replacement and roadside grading. Annual maintenance is essential to roadway safety and extending the life of the pavement.

Replacement of failing pipes and inlets required projects on the following roads: West Ridge Lane, Villa Vista Avenue, Fairsom Court, Mountain View Road, Poplar Street, James Road, and the Fisher Development. Relying on the skills and labor of the Township Public Works Crew allows the Township to keep most projects in-house, instead of relying on more expensive contracted services.

### **Traffic Signals and Markings**

Traffic control maintenance includes sign installation and maintenance, traffic signal maintenance and repairs, safety marker placement, guardrail repair and replacement, and other maintenance. The Public Works Director continued to replace and install signage as outlined in the Township Sign Management Program.

Signalized intersection design and permitting is administered by the Pennsylvania Department of Transportation. The Township is the primary permitted for three traffic

signals on State roads (intersections: State Route 45 & 15th Street; State Route 45 & State Route 2007; and U.S. Route 15 & Moore /Smoketown). Electrical service, routine maintenance and emergency service are the responsibility of the Township. The Township is the secondary permitted for two traffic signals on State roads (intersections: U.S. Route 15 & Saint Mary Street; U.S. Route 15 & State Route 45). The Borough of Lewisburg is the primary permitted on these signals. Through an agreement between the two municipalities, East Buffalo Township is responsible for the electrical supply, internet connection, and maintenance of the traffic signal at the intersection of U.S. Route 15 & State Route 45. The Township has a maintenance agreement with TRA Electric for each traffic signal to provide routine maintenance and emergency response for malfunctions.

In October 2021, East Buffalo Township submitted a PennDOT Multimodal Transportation Grant for State Route 45, a Critical Corridor, specifically addressing the signalized intersection of State Route 45 and State Route 2007 (Fairground Road), as well as the Union County Rail Trail just north of the SR45/SR2007 intersection. In April 2022 PennDOT awarded the Township a grant for \$518,371. The grant agreement between the Township and the Union County Rail Trail was finalized on May 9, 2022. Soon after, McCormick Taylor, Inc., the firm hired to engineer and provide inspection services, began the project engineering process and submission of plans to PennDOT for review and approval. During this phase it was determined that the traffic signal would be completely replaced with new supports, foundations, and mast arms; install new 12-inch vehicular signals with LED indication and reflective backplates; update the left turn signals with four-section signal heads for flashing yellow operation. Remove two three-section signal heads; replace the existing video detection with radar detection; replace the controller cabinet with a ground mounted type; update the signal accommodations and add sidewalk to the Southwest corner; create a new pedestrian crossing of the north bound SR2007 approach; replace overhead lighting; manage access along the west side of SR2007 by extending the curb; update pavement markings and signage. The Buffalo Valley Rail Trail (Union County Rail Trail) would modify the existing trail crossing signage with front and back Rectangular Rapid Flashing Beacons (RRFB) on both sides of the SR2007 & rail trail crossing; install trail user guidance signage; and install do not block the box markings around the trail crossing. Through the competitive bidding process, the Township received three (3) proposals in June 2023. On June 12<sup>th</sup>, the Board of Supervisors awarded the project to Herr Signal & Lighting, Inc. with an initial contract price of \$444,587.84, not including additional costs for engineering and construction inspection. Herr Signal & Lighting, Inc. began construction in October of 2023. Public Works Director, Steve Mohr, Assistant Roadmaster, Jeff Oberdorf and Township Manager, Jolene Helwig represented the Township in meetings with the contractor, engineers and PennDOT. Herr Signal & Lighting, Inc. Completed construction on August 31, 2024.

### **Bridge & Culvert Maintenance**

Since 2023, the Township has been working with HRG on the replacement of the Turtle Creek Bridge located on Turtle Creek Road that was severely damaged due to a severe thunderstorm event that occurred on August 7<sup>th</sup>. HRG is working on the replacement of the

existing bridge which carries Upper Turtle Creek Road over Turtle Creek in East Buffalo Township, Union County, Pennsylvania with a new bridge that will utilize a geosynthetic reinforced soil (GRS) integrated bridge system for the foundation. HRG will work with Effective Technical Application, Inc. (ETA) and Geo-Technical Associates, Inc. (GTA). On April 9<sup>th</sup>, Township Manager and Chairman Knight applied for a Pennsylvania Infrastructure Bank (PIB) Loan.

### **Equipment**

In 2024, there was one major equipment purchase.

- A 2024 Super Duty F600 Ford Truck with 12' Aluminum Dump Body, Smooth Side w/Steel Floor & Bulkhead.

The Township utilized the Commonwealth of Pennsylvania's COSTARS cooperative purchasing program for purchase.

No equipment was sold through Municibid.com in 2024, but the 2024 Super Duty was purchased to replace a 2009 GMC Truck, which will be sold in 2025.

### **Road Dedications**

There were no new streets dedicated to the township in 2024. The Township has 51.72 miles of roads on the official Township inventory with the State Department of Transportation which are eligible for State Liquid Fuels funding. This does not include 1.01 miles of alleys, for which the Township is responsible for maintaining.

## **CONTRACTED ROAD PROJECTS**

In 2024, 21 miles of Township streets were included in contracted road construction and/or maintenance projects. Contracted road construction projects included approximately 1,680 Tons of Flexible Base Replacement with 25MM Base Course; 1,194 Tons of Superpave Asphalt 19MM Binder; and 81 Tons of Driveway Tie-Ins with 9.5MM Wearing Course. Contracted road maintenance projects included 108,158 SY of double seal coat and 108,158 SY fog seal. It is important to note that the total road construction miles and total road maintenance miles add up to more than the reported mileage of treatment because some roadways received sections of needed base repairs (construction) and then the entire roadway received a seal coat and fog seal treatment.

East Buffalo Township utilized services provided through PennDOT District 3-0 Municipal Services for preparation of road project bid documents. Bids were publicly advertised and Township staff ensured that known potential bidders were aware of the competitive road project availability. Awards were given to the lowest responsible bidding contractor during a public Board of Supervisors meeting.

Once road projects were awarded, notifications were also posted on the Township website and Facebook page.

### **Construction Projects**

Seven (7) proposals were received for the road construction project. Dave Gutelius, based in Mifflinburg, PA, was awarded the contract for construction paving projects. The original bid cost was accepted at \$269,670.00. The final construction cost was \$261,563.57, which was 3.10% under the original bid amount. The Township utilized State Aid (Liquid Fuel) Funds for this expense.

Flexible Base Replacement w/25MM Base Course, Superpave Asphalt 19MM, Drive Tie-In 9.5MM Wearing Course was performed on Bull Run Crossing (T456), Primavera Circle (T457), Cambridge Lane (T713), Crossings Lane (T725), Fairview Drive (T323), Ridge Road (T324), Poplar Road (T507), Walnut Road (T506), Mountain View Road (T321), Lowe Street (T728), Villa Vista Ave (T326), Beverly Drive (T723), Brook Drive (T338), Fairsom Court (T334), Keila Ave (T325), Belair Drive (T336), S 19<sup>th</sup> Street (T487), S 20<sup>th</sup> Street (T608), S 15<sup>th</sup> Street (T462), Heim Ave (T726), S 13<sup>th</sup> Street (T466), S 12<sup>th</sup> Street (T468), S 11<sup>th</sup> Street (T492), N 10<sup>th</sup> Street (T484), Saint Anthony Street (T612), Hardwood Drive (T727), N 11<sup>th</sup> Street (T492), N 12<sup>th</sup> Street (T468), N 13<sup>th</sup> Street (T466), N 15<sup>th</sup> Street (T11462), Industrial Blvd (T611), N 16<sup>th</sup> Street (T478), Saint Mary Street (T396), Rye Alley, Rural Ave (T616), Buffalo Alley, Curtain Ave (T472).

### **Maintenance Projects**

Two proposals were received for the road maintenance sealcoating and fog sealing project. Midland Asphalt, based in Bloomsburg, PA, was awarded the contract. The original bid cost was accepted at \$409,918.82. The final maintenance cost was \$463,188.16, which was 11.50% over the original bid amount. The Township utilized General Funds for this expense (as shown on expense graph for October).

Bituminous Fiber Reinforced Seal Coat w CRS-2PM Oil SRL-L and asphalt Fog seal was performed on Bull Run Crossing (T456), Primavera Circle (T457), Cambridge Lane (T713), Crossings Lane (T725), Fairview Drive (T323), Ridge Road (T324), Poplar Road (T507), Walnut Road (T506), Mountain View Road (T321), Lowe Street (T728), Villa Vista Ave (T326), Beverly Drive (T723), Brook Drive (T338), Fairsom Court (T334), Keila Ave (T325), Belair Drive (T336), S 19<sup>th</sup> Street (T487), S 20<sup>th</sup> Street (T608), S 15<sup>th</sup> Street (T462), Heim Ave (T726), S 13<sup>th</sup> Street (T466), S 12<sup>th</sup> Street (T468), S 11<sup>th</sup> Street (T492), N 10<sup>th</sup> Street (T484), Saint Anthony Street (T612), Hardwood Drive (T727), N 11<sup>th</sup> Street (T492), N 12<sup>th</sup> Street (T468), N 13<sup>th</sup> Street (T466), N 15<sup>th</sup> Street (T11462), Industrial Blvd (T611), N 16<sup>th</sup> Street (T478), Saint Mary Street (T396), Rye Alley, Rural Ave (T616), Buffalo Alley, Curtain Ave (T472).

### **Street Markings**

D.E. Gemmill performed the painting of street markings, which included double yellow center lines, white road fog lines and crosswalks.

## **WEST MARKET STREET SAFETY IMPROVEMENTS**

### **Overview**

The township engaged consultant McCormick-Taylor in 2023 to develop a concept plan for a multi-modal streetscape project aimed at improving vehicle, cyclist, and pedestrian safety along and near West Market Street (SR0045). The study was prompted by a PennDOT Connects meeting on June 1, 2023, where the township was informed that PennDOT was planning to repave this section of SR0045 in 2027. The township decided to take advantage of this opportunity to try to address long-standing issues with vehicle speeds, noise, and pedestrian/cyclist safety along the West Market Street corridor.

The consultant conducted three (3) public workshops in September and November of 2023, along with a meeting in January of 2024, to gather input and feedback from residents and property owners. These public engagement sessions established the foundation for the consultant to develop the concept plan. The township held a follow-up meeting with PennDOT to discuss the plans and assess their support, which was positive overall. The consultant completed the final report in April 2024. The project was broken into four sequential phases to allow more manageable funding requests.

### **Grants**

The township began pursuing funding in March 2024. The township submitted a federal Congressionally Directed Spending request (aka “earmark”) for \$1.8 million for Phase 1 through Representative GT Tompson’s office along with Senators John Fetterman and Bob Casey. The request was approved through committee and included the draft appropriations bill in the fall of 2024. Funding will depend on passage of a final appropriations bill in 2025.

On November 5, 2024, the township submitted a grant application to the PennDOT Multimodal Transportation Fund (MTF) for \$1.7 million to design and construct Phase 2. The township will match over 40% of the grant amount (\$700,000) from township capital reserves. PennDOT typically announces grant awards in August.

On November 22, 2024, the township submitted a Local Share Account application to DCED for \$200,000 to help offset the township’s match commitment for Phase 2. DCED typically announces LSA grant awards in December of the following year.

## **RECYCLING**

Act 101, Pennsylvania’s Municipal Waste Planning, Recycling and Waste Reduction Act of July 1988, mandates recycling in all municipalities with a population of 5,000 or more. Under the Act, East Buffalo Township is required to implement a once per month curbside program to collect at least three (3) recyclable materials. The Township collects clear glass, colored glass, and aluminum cans. Residents must also separate leaf waste from other municipal waste. Commercial, municipal, and/or institutional establishments must separate high grade office



paper, aluminum, corrugated paper and leaf waste and other materials deemed appropriate by the municipality generated at commercial, municipal, or institutional establishments and from community activities.

Although not required under Act 101, East Buffalo Township serves as a drop-off recycling facility for the County.

The Public Works Crew is responsible for all curbside and drop-off center recycling activities.

#### **Brush, Yard Waste & Christmas Trees**

Christmas tree collection was completed in January 2024. The Crew collected 247 trees throughout the township.

The Township provides brush and yard waste collection in April, May, June, September, and October. Since COVID-19, the Township has not been able to utilize the U.S. Penitentiary Public Works and Community Service Program to aid staffing during collection cycles. The program would typically provide three to four participants, which allowed Township Public Works Crew members to remain available to perform other maintenance projects and/or provide sufficient man-hours to cover for Crew vacation days.

Brush and yard waste was performed in April, May, June, September, and October. Brush collection in 2024 resulted in processing of approximately 2,993.84 cubic yards. Collection of yard waste in 2024 netted 736.45 cubic yards.

#### **Collection of Leaves**

Curbside leaves collection, performed using a driver-controlled vacuum, began in October and the last round of collection throughout the Township was completed by the middle of December, after which, vacuuming of leaves continued with the clearing of ditches and inlets. Collection in 2024 was approximately 2,257.39 cubic yards of leaves.

#### **Curbside & Drop-Off Center Recycling**

Curbside collection was completed once per month. Collection included clear glass, brown glass, green glass, and aluminum cans.

The Township Drop-Off Center is open Monday of each week, except for Township holiday which shifted the opening day to Tuesday and the second Saturday of each month. The facility is staffed by one member of the Public Works Crew during hours of operation to assist users and to ensure that materials are source separated. Individual bins for separate materials are provided for clear glass, green glass, brown glass, PETE plastic, HDPE plastic, aluminum, bi-metal, paperboard, magazines, corrugated cardboard, office paper and newspaper.

Lycoming County Resource Management Services (LCRMS) provides transport and processing services for the bins filled with materials from drop-off and curbside

collections. LCRMS provides tracking of quantities collected directly through East Buffalo Township recycling collection, as well as private hauler single-stream recyclers.

The recyclables collected by the Township, either curbside or at the drop-off center, must be source-separated, prohibiting the Township from providing on-site Single Stream Recycling. However, since 2012 private haulers have been providing Single Stream Recycling service for Township residents and businesses. This has proven to be a popular option for residents, due to the high convenience factor and low service cost.

East Buffalo Township recycling collection and private residential single-stream tonnage amounts for 2024 indicate a decrease in overall collection volume from 2023.

	2023	2024	Change
Municipal Collection Tonnage	262.87	203.97	-28.88%
Private Hauler Residential Single-Stream Tonnage	56.78	113.68	50.05%
Total	319.65	317.65	-0.63%

## MUNICIPAL COMPLEX

### Building Construction

No construction was completed in 2024.

### Building Maintenance

The municipal office building was updated with a new camera system to monitor the security inside and outside the municipal building. The camera system will monitor the hallway in the building and will monitor the parking lot and recycling drop-off center. The municipal office building siding was power washed to remove any visible oxidation.

### Lawn Care

The Township continued to utilize contracted lawncare services for the services for the municipal complex.

## PUBLIC SAFETY

### Animal Control

In 2023 the Township Animal Enforcement Officer (AEO), Wayne Hoover, resigned. The Township placed ads in the Standard Journal and Facebook page seeking a candidate. As of 2024 the joint Animal Enforcement Program with the Borough of Lewisburg and Bucknell University has been suspended. Cherished Cats are overseeing cat issues, the Buffalo Valley Regional Police Department are overseeing dog issues or complaints, and the Pennsylvania Game Commission is handling any wildlife issues or complaints.

### **Emergency Management**

Lawson Fetterman, EBT resident and former Public Works Director, who was appointed on April 13, 2015, to the position of Emergency Management Coordinator resigned December 31, 2024. The Township relied on his work along with the Union County Emergency Management Director, Michelle Dietrich. The Emergency Operations Center, located at the Union County Government Center, located in the Township consists of computers, communications and other equipment used in the event of an emergency that may affect the residents of the township.

### **Fire Companies and Ambulance Services**

The Township is served by William Cameron Engine Company (WCEC), a combined career staff and volunteer department. WCEC oversight is provided by the volunteer board. Additional financial oversight is provided by the Central Susquehanna Fire and Emergency Services Board, which has municipal representatives from East Buffalo Township, Kelly Township, and Lewisburg Borough.

WCEC is Funded By:

Source	2023	2024	Change in Years	Percent of Change
Municipal Contribution	\$700,306.90	\$721,329.91	\$21,023.01	3%
Fire/EMS Billing	\$1,105,858.37	\$1,261,860.62	\$156,002.25	12%
Grants	\$25,808.81	\$29,554.44	\$3,745.63	13%
Fund Raising	\$132,453.77	\$176,753.88	\$44,300.11	25%
Miscellaneous Income	\$49,670.56	\$71,457.07	\$21,786.51	30%
Refund/Payments	\$36,372.40	\$52,936.09	\$16,563.69	31%
ALS Income	\$61,155.26	\$60,897.19	-\$258.07	0%
Interest	\$1,826.32	\$3,128.10	\$1,301.78	42%
Unprocessed EMS Billing	-\$3,407.67	\$14,853.48	\$18,261.15	77%
<b>Total</b>	<b>\$2,110,044.72</b>	<b>\$2,394,794.78</b>	<b>\$284,750.06</b>	<b>12%</b>
Source	2023	2024	Change in Years	Percent of Change
Administrative	\$111,535.52	\$94,332.18	-\$17,203.34	-18%
Personnel	\$1,646,995.94	\$1,798,331.55	\$151,335.61	8%
Vehicles	\$130,584.76	\$91,981.21	-\$38,603.55	-42%
Fire/EMS Supplies	\$91,880.00	\$116,273.33	\$24,393.33	21%
Building	\$175,425.46	\$116,006.27	-\$59,419.19	-51%
Capital Budget/Expenses	\$219,370.00	\$40,000.00	-\$179,370.00	-448%
<b>Total</b>	<b>\$2,375,791.68</b>	<b>\$2,256,924.54</b>	<b>-\$118,867.14</b>	<b>-5%</b>
East Buffalo Total Incident Calls				
2023	2024	Change	Percent of Change	
1153	987	-166	-17%	

## POLICE

The Buffalo Valley Regional Police Department was formed March 2011, through an Intergovernmental Agreement with the Township and the Borough of Lewisburg. On August 9, 2021, East Buffalo Township and the Borough of Lewisburg signed a revised Intergovernmental Cooperation Agreement. This agreement completely supersedes and replaces the certain agreement entered by the Municipalities on March 15, 2011, dealing with regional police services. Per the agreement, East Buffalo Township provides fifty-two (52%) percent of the municipal funding and Borough of Lewisburg provides forty-eight (48%) percent of the municipal funding. The initial term of this Agreement shall be for five (5) years, commencing on January 1, 2022. This Agreement may be renewed for successive two (2) year terms, but not without a mutual review of the terms and conditions of this Agreement. Renewal must be by mutual written agreement of the Municipalities hereto, executed not less than one (1) year prior to the expiration of the Initial Term or any Renewal Term, as applicable. Renewal shall be on the same terms and conditions contained herein unless modified and agreed to in writing by the Municipalities, and this Agreement shall remain in full force and effect, with any collateral written amendments, without the necessity to execute a new document. A Municipality intending to not renew agrees to notify the other Municipality in writing at least one (1) year prior to the expiration of the Initial Term or any Renewal Term, as applicable, of its intent and such non-renewal shall be subject to the terms of this Agreement.

The Department operates under the general supervision of the Buffalo Valley Regional Police Commission (BVRPC). The Chief of Police reports directly to the BVRPC. The Commission shall be comprised of eight (8) representatives, four (4) being appointed by each Municipality. Representatives are hereinafter collectively referred to as Members. Each Municipality shall designate three (3) Primary Members and one (1) Alternate Member. Member composition is made at the discretion of the appointing Municipality, but at a minimum must include one (1) official of the governing body of the respective Municipality as a Primary Member and one (1) civilian citizen as a Primary Member. Officials of the governing body may hold an elected office either by election or appointment. Civilian citizens are not required to be residents of the appointing Municipality but must always be permanent residents of the BVRPD jurisdiction. In the event a Municipality is unable to appoint a civilian citizen to at least one Primary Member seat, an official of the governing body may be appointed. If the appointing Municipality fails to appoint at least one civilian citizen to a Primary Member seat within six months of a vacancy, the Citizen Member seat shall become vacant until the Municipality appoints a civilian citizen. The Municipality's Alternate Member may not fill the vacancy. Alternate Members from each Municipality shall attend meetings and participate in the discussions. Voting by Alternate Members is outlined in 3.E.(2)(b) of the agreement. No sworn police officer or civilian employee of the Department or employee of either Municipality shall be eligible for appointment to the Commission. Members of the Commission shall serve without compensation.

In October 2023, it was brought to the Municipalities' attention that beginning January 1, 2024, the Commission shall invoice the Municipalities for actual costs incurred during the preceding

month. Within 7 calendar days of the close of the month, the Commission shall provide each Municipality with a complete monthly report of all revenues and expenses for the month and year-to-date, and an invoice which reflects the apportioned share of actual expenses incurred for the month, provided the expenses exceed revenues for the month. The Commission is authorized to approve other arrangements for payments by the Municipalities, provided the financial security of the Department is not impaired and that both Municipalities are provided with the same arrangement. The said arrangement is subject to the approval of the Municipalities. To the extent that Commission expenses during any period may exceed its available cash, the Commission may petition the Municipalities for an advance against its annual budget appropriation. The approval of the same is at the discretion of the individual Municipality. At the discretion of the Municipality, they took the information before their Board and Council Members and agreed to amend the IGA.

On January 1, 2024, the amended agreement states that the Municipalities shall pay the Commission a monthly sum equal to one-twelfth of the approved annual budget. Municipalities shall make payment on or before the 10<sup>th</sup> calendar day of each calendar month upon receipt of an acceptable invoice. At the end of each calendar year, the Commission will review the cash balance in the General Fund. If deemed more than required operating needs for the next calendar year, excess funds will be distributed to the Municipalities in the ratio/proportion originally paid. The Commission and Municipalities are authorized to approve other arrangements for payments by the Municipalities, provided the financial security of the Department is not impaired and that both Municipalities are provided with the same arrangement.

In February 2024, the Police Union agreed to sign their new 2024-2026 Union Contract. The Commission reached out to the PA Chief Association to get a timeline for hiring a new Chief. Chief Yost submitted his formal letter of retirement in March, with his official retirement date being February 28, 2025. The National Night Out event was cancelled due to a severe thunderstorm that hit the area on August 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup>. The Commission and PA Chief Association started interviews for the new Chief on August 15<sup>th</sup>, a total of ten (10) applications were received and reviewed. Chief Yost brought to the attention of the Commission Members they needed to find alternate Civil Service Commission Members from each municipality. Each municipality submitted an ad seeking residential interest and provided the applications to the Commission for review. The new alternate Civil Service Commission Members selected were Peter Bergonia to represent the Borough of Lewisburg and Melissa Kalas to represent East Buffalo Township. During this period, the Commission discovered that a change was needed in the IGA regarding the language for the Civil Service Commission. Again, each municipality was asked to approve the new language for the Civil Service Commission. On October 3, 2024, a special meeting was held to discuss who will be the next Chief. The Commission made a motion on October 9<sup>th</sup> to offer a letter of employment to Daniel Embeck to bring him on board as the new Police Chief. On November 4<sup>th</sup>, the Commission held a special meeting to discuss an extended offer of employment to Daniel Embeck with a starting date of December 4, 2024. The starting annual salary will be \$100,000. He will also receive a sign-on bonus of \$5,000 payable in December. The Commission also approved to hire Cup O Code to redesign their website. On

December 4, 2024, Chief Embeck took office as the new Chief for the Buffalo Valley Regional Police Department.

## BUDGET

Description	2023	2024	Change in Years	Percentage of Change
Municipal Contributions	\$2,107,761.80	\$2,241,704.00	\$133,942.20	6%
Operational Carry over	\$86,848.41	\$134,186.76	\$47,338.35	35%
Other Income	\$381,099.72	\$426,803.14	\$45,703.42	11%
Total Revenue	\$2,575,709.93	\$2,802,693.90	\$226,983.97	8%
Total Expenses	\$2,511,057.47	\$2,631,350.55	\$120,293.08	5%
<b>Net Operations</b>	<b>\$64,652.46</b>	<b>\$171,343.35</b>	<b>\$106,690.89</b>	<b>62%</b>
BVRPD County Incident Reporting (Call for Service)				
Month	2023	2024	Change in Years	Percentage of Change
January	361	427	66	15%
February	396	430	34	8%
March	471	427	-44	-10%
April	445	510	65	13%
May	460	490	30	6%
June	395	436	41	9%
July	477	482	5	1%
August	449	480	31	6%
September	422	533	111	21%
October	387	515	128	25%
November	393	475	82	17%
December	392	336	-56	-17%
<b>Total</b>	<b>5048</b>	<b>5541</b>	<b>493</b>	<b>9%</b>

## PARKS & RECREATION

### Buffalo Valley Recreation Authority

East Buffalo Township is served by the Buffalo Valley Recreation Authority (BVRA), which was formed through an Intergovernmental Agreement (IGA) with the Township and the Lewisburg Borough. The organization organizes year-round programs and services to help sustain better health and wellness. The administrative offices of the BVRA are located at the old Lewisburg Area High School 815 Market Street, Suite #182, Lewisburg PA, 17837. The Buffalo Valley Recreation Authority Board is made up of eight (8) board members, four (4) members from the Lewisburg Borough and four (4) members from East Buffalo Township, all members hold a five (5) year term.

BVRA seems to be rebounding well coming out of 2020, economic hardships, and a leadership change. Financially, BVRA has had a few good years. Both organizational income

and grant opportunities seem to be consistent and reliable. The facilities have been updated recently with a plan for continued attention as funds become available. The most vital aspect of BVRA is the staff. As we head into the summer of 2025, we hope to prioritize a happy, friendly staff that welcomes our community to BVRA facilities.

### **Fairground Road Park**

The Township was awarded a DCED grant in 2022 for \$100,000 for the Fairground Road Park Phase II project. During the second phase of restoration work done at the Fairground Road Park additional trails were placed on the backside of the park, playground equipment was installed, and a picnic pavilion was installed. There were additional benches placed around the park as well. This project was started in April and completed by September. If you are interested in using the pavilion at the Fairground Road Park, please stop by the office to pick up a rental form to fill out or visit our website at <https://ebtwp.org/publications/applications-and-permits/> to complete the form and return to the office.

### **Spruce Hills Park**

The Township was awarded a DCNR grant in 2023 for \$270,400.00, covering fifty (50%) percent of the \$540,800 estimated project cost. This project started construction in October and was temporarily placed on hold due to the weather. This project is to resume in March or April as soon as the weather allows work to begin. The first phase of this project when completed will consist of parking with ADA compliant spaces, an ADA compliant looped walking trail, and playground area geared to young children as well as an area for older children's recreation activities.

### **Turtle Creek Park**

The Department of Environmental Protection (DEP) recognized the township's acquisition and development of the park with a Governor's Award for Environmental Excellence in April 2024. Restoration of the park continued throughout the year with several projects.

- Boardwalk Construction – A group of Bucknell students designed, planned, and constructed this project as part of their Environmental Studies senior project. The project constructed several sections of narrow boardwalks, known as puncheons, along wet sections of park trails to allow for year-round access without damaging trails or the surrounding vegetation. The puncheons are constructed of locally sourced, rot-resistant white oak supports and hemlock planks. The students coordinate two workdays in April with the Bucknell football team and community volunteers. Another group of community volunteers completed additional sections in the late spring and students from the Bucknell Chi Phi fraternity added more sections in the fall. The project was funded by a \$3,000 grant from the Charles & Betty Degenstein Foundation and a \$2,000 grant from the Charles B. Degenstein Foundation.
- Stream Bank Restoration & Stabilization – The Union County Conservation District managed the second phase of stream bank restoration in July along a ¼ stretch of the

creek funded by the Pennsylvania Fish & Boat Commission and the US Fish & Wildlife service. Representatives from the agencies, several other organizations, along with state representative David Rowe toured the upgraded section of the park on July 23, 2024.

- Community Tree Planting – Scout Troop 538, Lewisburg High School students, and community volunteers planted forty (40) four (4) to six (6) foot tall trees along the south edge of the park in October. As the trees mature, they will create a buffer along heavily travelled Furnace Road. The trees were purchased with a \$2,400 grant from the Giant Company with in-kind labor, material, and equipment donated by the township.

## BUILDING CODES ENFORCEMENT

Central Keystone Council of Governments (CKCOG) was utilized by the Township for Uniform Construction Code Enforcement Plan Review and Permitting, Residential & Commercial UCC Building Inspections and International Property Maintenance Code Enforcement.

## PLANNING & ZONING

Beginning October 1, 2017, the Central Keystone Council of Governments (CKCOG) became the Township's administrator for all zoning and subdivision and land development ordinances. For 2024, surprisingly there was a 10.78% decrease in the number of permits issued compared to the number issued in 2023. Although the number of permits decreased, the significant decrease in revenue highlights the shift in the type of projects. The number of new homes remained even; however, there was an increase in the number of new businesses and subdivision and land developments. The change can be seen in the number of projects and their applicable permit fees for projects commissioned by Bucknell University.

	2023		2024		CHANGES			
	Number of Permits	Sum of Fee	Number of Permits	Sum of Fee	Change in Number of Permits	% Change Number of Permits	Sum of Fee	% Change Number of Permits
Bucknell University Permits	1	\$ 8,890	2	\$ 22,678	1	-100.00%	\$13,788	60.80%
All other Permits	101	\$ 52,767	95	\$ 30,260	(6)	6.00%	(\$22,507)	-74.38%
Annual Total	102	\$ 61,657	97	\$ 52,938	(5)	10.78%	(\$8,719)	-32.94%

The following subdivision and land developments were approved: Matt Kreider Land Development Plan, Karen Ross Subdivision, Miller Center Daycare, Rodney Walters Land Development, Bucknell West Campus Housing Building 5 Land Development Plan, Spruce Hills Park Development, Richard Diehl and Michael Roan Add-on Subdivision, Pawling Athletic Complex, Wengerd Subdivision Plan, Lewisburg Professional Building, 44 Market Street Minor Subdivision Plan, Paul Lin Minor Subdivision Plan, Karline McLain & Chad Colwell Add-on Subdivision Plan.



## UTILITIES

The Township works closely with utility companies providing services within its boundaries.

**Public Water:** For those areas with access to public water, Pennsylvania American Water serves East Buffalo Township.

**Public Sewer:** For those areas with access to public sewer, Lewisburg Area Joint Sewer Authority (LAJSA) serves East Buffalo Township.

**Electric Utilities:** The Township is served by Citizen's Electric, which is based within the Township.

**Natural Gas:** For those areas with connection to natural gas in East Buffalo Township, service is provided by UGI Utilities. Service in the Township has expanded in recent years, with additional lines expected in the coming year.

## 2023 AUDITING

The Board of Supervisor appointed Herring, Roll and Solomon, P.C. to perform the 2023 Annual Audit during 2024. This firm performed a comprehensive audit of all township accounts and prepared the Department of Community & Economic Development (DCED) Municipal Annual Audit and Financial Report, filed with the state. The 2023 Audit of the Township financials used the Generally Accepted Accounting Principles (GAAP). The final audit was publicized in the Standard Journal and copies of the Financial Statement and the DCED report are on file for public inspection at the Township building and posted on the website on the Newsletter & Reports page.

## 2024 BUDGET

The East Buffalo Township Board of Supervisors approved the 2024 budget during a December 11, 2023, public meeting. The following information is intended to provide an overview of the budget and noteworthy events during the 2024 calendar year. An analysis of the Township's financial health will be included with the annual Financial Statement presented following the completion of the 2024 annual audit.

### **General Fund**

The General Fund represents the principal operating fund for the Township, including general government administration, facilities maintenance, public works, public safety, professional services, planning & zoning, health, and welfare, cultural and recreation, and debt services.

For the fiscal years 2020 and 2021 the real estate millage rate decreased 11% to 4.0, a level not seen since the 2014 tax year. For the fiscal years 2022 through 2024, the real estate millage rate decreased 7.5% to 3.7 mills.

#### **Streetlights Fund**

For the fiscal years 2017 through 2020 the real estate millage rate was 0.07. In 2021, the Board of Supervisors decreased the millage rate to 0.05 mills, which remains the same for 2024. This funding covers the cost of service, installation, and maintenance of streetlights by Citizens' Electric Company.

#### **Fire Protection Fund**

For the fiscal years 2020 through 2022 the real estate tax assessment millage for all taxable properties was 0.45. In 2023, the Board of Supervisors increased the real estate tax assessment millage 0.05 of a mill to 0.50 mills. In 2024, the Board of Supervisors increased the millage from 0.50 to 0.70 mills, this was a 0.2 millage increase. The funding provides an annual contribution to the William Cameron Engine Company (WCEC) for fire protection services and payment of the Township's share of Worker's Compensation Insurance for the Department. For fiscal year 2024, the contribution rate to WCEC per capita method was \$46.06 and used the U.S Decennial Census total from the 2020 Census of 7,405. Total contribution was \$334,200.18.

#### **Fire Hydrant Fund**

Any property within 780 feet of a hydrant was assessed a millage of 0.08, decreased in 2021 to 0.06, this remains unchanged as of 2024. This fund is utilized for the maintenance and rental of fire hydrants from Pennsylvania American Water.

#### **State Liquid Fuels**

Funds are provided by the Commonwealth of Pennsylvania from gas taxes disbursed annually to all municipalities in the state. The receipts are based upon Township Road miles and population. Use of the fund is limited to road maintenance/construction and related equipment purchases. In 2024, State Liquid Fuels funds were utilized for contracted road maintenance projects, street paving markings and winter road maintenance materials. The township received a total of \$298,876.10.

#### **Capital Reserves/PLGIT Reserve Fund**

The \$2M that was transferred from the General Fund to PLGIT General Fund in 2023 was transferred in 2024 to the PLGIT Reserve Fund. The two \$500K CDs plus interest were also transferred to the PLGIT Reserve Fund. In addition to the monthly transfers that total \$8,606.40 for the year from BVRA were deposited into the park and recreation account.

In 2024, transfers from the Capital Reserve Fund to the General Fund were as follows: \$250,000 for Street/Road Maintenance and \$500,000 for Park & Recreation.

### Pension Fund (East Buffalo Township Non-Uniformed)

The fund required \$59,406 of municipal contribution in 2024. The annual Pension Advisory Committee meeting was held in-person on March 11<sup>th</sup>. Based on the Committee's review of the funds, no recommendations for changes were made to the Board of Supervisors. At the of 2024, the Pension fund balance was \$1,831,851.95.

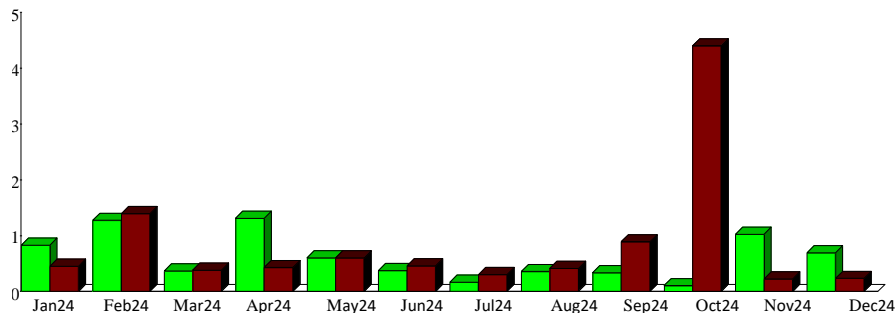
### OPEB (Other Postemployment Benefits)

Qualifying Township non-employees, and their spouses, are eligible for OPEB medical, dental, and vision coverage. In addition, the Township is financially responsible for OPEB medical, dental, and vision coverage for qualified Buffalo Valley Regional Police Officers who were employed by the Township prior to department regionalization. The Township has been providing this OPEB since the 1980's. As of December 31, 2024, there is a total of six (6) non-uniform employees, and a total of seven (7) uniform employees who receive this coverage plus their spouses. The fund's total value as of December 31, 2024, was \$1,974,654.29.

## GENERAL FUND INCOME CHARTS FOR 2024

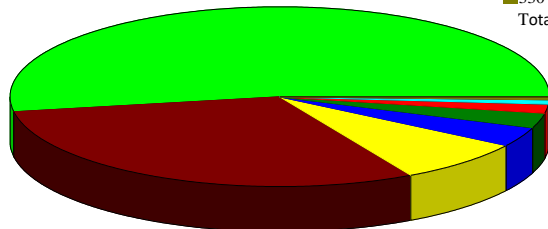
\$ in 1,000,000's

Income and Expense by Month  
January through December 2024



Income Summary  
January through December 2024

300-310 · Taxes	52.81%
391-395 · Other Financial Sources	30.42
383-389 · Special Assessments	7.87
350-359 · Intergovernmental Revenues	3.56
340-342 · Interest, Rents & Royalties	2.72
360-379 · Charges for Services	1.65
320 · Licenses & Permits	0.92
330-332 · Fines & Forfeits	0.05
Total	\$7,437,543.62



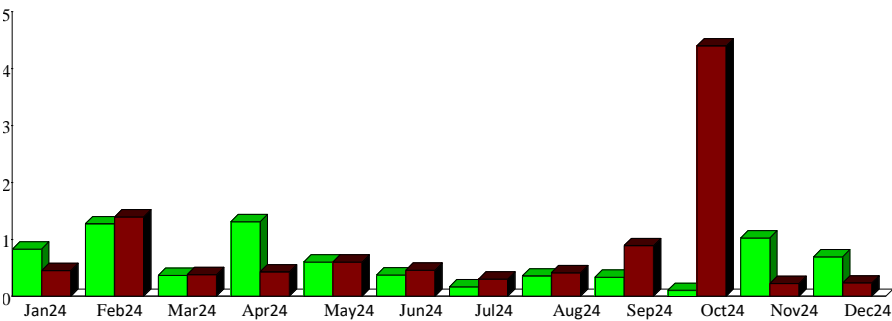
By Account

GENERAL FUND EXPENSE CHARTS FOR 2024

\$ in 1,000,000's

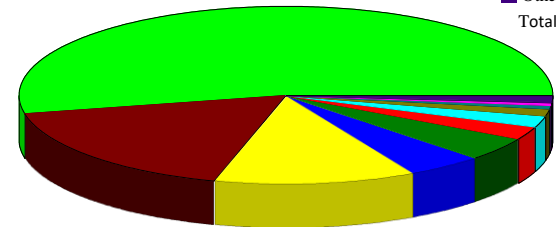
Income and Expense by Month  
January through December 2024

Income  
Expense



Expense Summary  
January through December 2024

492 · Interfund Operating Transfers	53.45%
430-439 · PW - Highways, Roads, Streets	17.48
410-419 · Public Safety	12.31
400-409 · General Government	4.63
450-459 · Culture - Recreation	4.35
487-489 · Health Insurance Benefits	2.45
493 · ETC	2.15
481-484 · Employer Paid Benefits	1.35
486 · Insurance, Casualty & Surety	0.75
470-474 · Debt Services	0.49
Other	0.59
Total	\$10,183,602.68



By Account

Unusual October Expenses:

2024 Seal Coating - \$463,188.16  
Turtle Creek Bridge Engineer - \$13,088.25  
QuickBooks - \$1,256.00  
Equipment Purchase - \$34,700.00  
Brush and Yard Waste Drop-Off Site - \$13,111.00