

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC WORK SESSION MEETING
589 Fairground Road, Lewisburg, PA, 17837
September 22, 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; Assistant Roadmaster Jeff Oberdorf; and Township Manager/Secretary/Treasurer Jolene Helwig.

Members of the public were in attendance: Tina Prowant, Justin Strawser (Daily Item), John Rowe (BVRA), and Gawhara Abou-Eid (Standard Journal).

Hearing of Visitors:

- Tina Prowant asked the Board of Supervisors for the number of Airbnb's and rental properties; wanted clarification on who was enforcing the cats running at large.
- John Rowe (BVRA) gave an overview of the Buffalo Valley Recreation Authority Board budget as to why a request for 3% for another year was needed.

Reports of Officials:

- Chairman Knight
 - Stated that he received an incredibly detailed and extensive Forest Management Plan for Turtle Creek Park on September 12th, which will provide good guidance on managing the park.
 - Jim announced that he looked at the parking situation on North 10th Street and talked to Chief Embeck about it; both agree that the owner owns the garage and is doing nothing wrong and has a right to block his property from people parking there.
 - He mentioned that on Monday, September 29th, at 10:00 AM we will have a meeting PennDOT and SEDA-COG to discuss the TASA grant application.
 - Jim informed us that on October 25th, volunteers will be needed to plant trees around the Township Complex and in the Fairground Road Park, we will also need volunteers for planting trees on November 8th at Turtle Creek Park.
- Vice Chairman Zorn
 - Stated he attended several meetings; Buffalo Valley Regional Police meeting on September 10th; PSATS webinar on Financial Ideas for the Township; and a virtual meeting of the Townships between five and 10,000 and the issues that they are dealing with.
- Supervisor Evans
 - She stated that she attended the Buffalo Valley Regional Police meeting; the PSATS Regional Forum and sat in on the Ethics Act and Unlocking the Potential of Land Banks: Community Revitalization, Housing and Economic Development break out classes; and the Planning Commission meeting.
- Assistant Roadmaster Oberdorf
 - He stated the first round of brush and yard waste was completed.
 - The fog sealing project was done on all the roads and the straight-line painting marking the road is coming up in the next couple of weeks.
 - We took ownership of the new 621G XT Wheel Loader that was approved in the budget.

- Mentioned the Public Works Crew started laying blocks on the south side of bridge.
- ◆ Township Manager/Secretary/Treasurer Helwig
 - State she attended the PSATS Regional Forum and the webinar on Financial Ideas for the Township.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the September 8, 2025, business meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Moore Avenue between South 7th Street and US Route 15 Parking agreement between Bucknell University and East Buffalo Township.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve holding a Halloween in the Park event on Saturday, October 25, 2025, from 2:00 PM to 4:30 PM.

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

Motion by Chairman Knight seconded by Supervisors Evans to approve the Buffalo Valley Recreation Authority (BVRA) Agreement to increase East Buffalo Township's current contribution three percent (3%) and to allow this agreement to automatically renew thereafter, on an annual basis unless terminated by either party.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 22-2025** to withdraw from the Intergovernmental Cooperation Agreement between Buffalo Township, East Buffalo Township, Kelly Township and Borough of Lewisburg forming the Central Susquehanna Fire and Emergency Services dated March 15, 2018.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 23-2025** to enter into an Intergovernmental Cooperation Agreement between East Buffalo Township, Kelly Township and Borough of Lewisburg forming the Central Susquehanna Fire and Emergency Services.

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

The Board of Supervisors took no action on the budget income review. We reviewed additional income information and made some changes to the spreadsheet.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the December 1, 2025, through November 30, 2026, 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, 2025, through November 30, 2026.

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

The Board of Supervisors took no action on the budget expense review. We reviewed additional expense information and made some changes to the spreadsheet.

Motion by Chairman Knight seconded by Vice Chairman Zorn to eliminate the auxiliary (hammer head) parking lot from the Turtle Creek Park Plan.

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

For the Good of the Order:

- Supervisors Zorn asked if the Township Manager could look into creating an investment policy for the township.

Announcements: Chairman Knight called for an executive session at the end of the meeting to discuss personnel issue.

Press Comments: none.

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

Motion by Vice Chairman Zorn and seconded by Supervisor Evans to exit the Executive Session at 7:19 PM.

Motion by Vice Chairman Zorn seconded by Supervisor Evans to adjourn at 7:19 PM.


Jolene D. Helwig, Secretary


James Knight, Chairman


Tom Zorn, Vice Chairman

Katie Evans, Supervisor