

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS ANNUAL ORGANIZATION MEETING
589 Fairground Road, Lewisburg, PA, 17837
January 06, 2025

Township Manager Helwig called the Annual Board of Supervisors Annual Organization Meeting to order at 5:02 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: Greg Zeh, Frank Warren, Tina Prowant, Gawhara Abou-Eid (Standard Journal), Alan Wagner (Wagner's Survey), David Hines (CKCOG), Ken Estep (Mid-Penn Engineering), Leroy Stoltzfus and Matthew Exley.

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

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

The meeting was turned over to Temporary Chairman Evans.

Motion by Temporary Chairman Evans seconded by Supervisor Zorn to appoint Gayle Boudman as Township Board Secretary.

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

Motion by Supervisor Zorn seconded by Temporary Chairman Evans to appoint Supervisor James Knight as the Township Board Chairman for 2025.

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

Motion by Chairman Knight seconded by Supervisor Evans to appoint Supervisor Tom Zorn as the Township Board Vice Chairman for 2025.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn 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
- Pension Advisory Committee, Employee Representative, Steve Mohr
- Pension Plan Consultant, David Lytle and John Vargo, Conrad Siegel
- Sewer Enforcement Officer, Paul Rapp
- Solicitor, Peter L. Matson
- Union County Tax Collection Committee Voting Delegate, Jolene Helwig
- Union County Tax Collection Committee Alternate Voting Delegate, Gayle Boudman
- Vacancy Board, John Malloy
- Zoning Hearing Board Solicitor, Jenna Neidig

- Zoning Hearing Board Alternate Solicitor, Martin Wilson
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 Vice Chairman Zorn to adopt **Resolution 01-2025** appointing Klacik & Associates, PC., Certified Public Accountants, as the auditing firm for the 2024 Township Financial Records.

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

Motion by Chairman Knight seconded by Supervisor Evans to appoint Matthew Exley to serve as the East Buffalo Township Emergency Management Coordinator for calendar year 2025.

Motion by Chairman Knight seconded by Supervisor Evans to appoint Char Gray to serve as the Citizen Representative of the East Buffalo Township Pension Advisory Committee for calendar year 2025.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Herbert, Rowland & Grubic, Inc. (HRG) to serve as the East Buffalo Township Planning Commission Primary Engineer for calendar year 2025.

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 2025.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Justin Duckworth to serve on the East Buffalo Township Zoning Hearing Board for a three-year term expiring December 2027.

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

Motion by Chairman Knight seconded by Supervisor Evans to appoint Curtis Barrick to serve on the East Buffalo Township Planning Commission for a four-year term expiring December 2028.

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

Motion by Chairman Knight seconded by Supervisor Evans to appoint Leslie Hosterman to serve on the East Buffalo Township Planning Commission for a four-year term expiring December 2028.

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

Motion by Chairman Knight seconded by Supervisor Evans to appoint Stacy Gasteiger 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 Supervisor Evans to appoint Jack Malloy to represent East Buffalo Township as a Primary Commissioner of the Buffalo Valley Regional Police Commission for a three-year term (2027).

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 Chairman Knight seconded by Supervisor Evans 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 David Goodhart to serve on the Lewisburg Area Joint Sewer Authority for a five-year term expiring December 2029.

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

Motion by Chairman Knight seconded by Supervisor Evans for Vice Chairman Tom Zorn, Township Manager Jolene Helwig and Assistant Road Master Jeff Oberdorf (Township representatives) to attend the May 4, 2025, PSATs Annual Educational Conference & Trade Show.

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

Motion by Chairman Knight seconded by Supervisor Evans for Vice Chairman Tom Zorn to represent East Buffalo Township as the Voting Delegate at the 2025 PSATs Conference, with Resolutions Voting scheduled to take place at a session on Tuesday, May 6, 2024.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn 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 2025.
- Accept the IRS Mileage rate of \$0.70 effective January 1, 2025, for Township authorized travel. *(NOTE: The 2025 rate is increasing from \$0.67.)*
- Accept the 2025 maximum Per Diem Rates published by the U.S. General Services Administration (GSA) for meals as follows: Breakfast \$16; Lunch \$19; Dinner \$28. *(NOTE: The 2025 rate will increase from the 2024 rate \$13, \$15, \$26.)*
- Pay each member of the Planning Commission \$25 per meeting attended in 2025, with payment to be made quarterly.
- Continue the Planning and Zoning Administration and Code Enforcement Program with the Central Keystone Council of Governments for 2025.
- 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.
- Establish \$3,000,000 bonds for Township Manager and Township Treasurer.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to establish the Board of Supervisors 2025 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. 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 at least 24 hours in advance of the meeting. Meet dates are as follows:

• Monday, February 10th

• Monday, August 11th

- Monday, March 10th
- Monday, April 14th
- Monday, May 12th
- Monday, June 9th
- Monday, July 14th
- Monday, September 8th
- Monday, October 13th
- Monday, November 10th
- Monday, December 8th
- Monday, January 5th

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

Motion by Chairman Knight and seconded by Supervisor Evans 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. 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 at least 24 hours in advance of the meeting. Meet dates are as follows:

- Wednesday, January 27th
- Monday, February 24th
- Monday, March 24th
- Monday, April 28th
- Tuesday, May 27th
- Monday, June 23rd
- Monday, July 28th
- Monday, August 25th
- Monday, September 22nd
- Monday, October 27th
- Monday, November 24th
- Monday, December 22nd


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


Motion by Chairman Knight seconded by Vice Chairman Zorn to establish the 2025-2026 holidays for the Township employees as follows:

- Martin Luther King Day (1/20/25)
- Memorial Day (5/26/25)
- Independence Day (7/4/25)
- Labor Day (9/1/25)
- Columbus Day (10/13/25)
- Veteran's Day (11/11/25)
- Thanksgiving Day (11/27/25)
- Day After Thanksgiving (11/28/25)
- 1st Day of Buck (12/01/25)
- Christmas Day (12/25/25)
- New Year's Day (1/1/26)


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

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn the Annual Organizational Meeting at 5:34 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
January 06, 2025

Chairman Knight called the Board of Supervisors Meeting to order at 5:36 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: Greg Zeh, Frank Warren, Tina Prowant, Gawhara Abou-Eid (Standard Journal), Alan Wagner (Wagner's Survey), David Hines (CKCOG), Ken Estep (Mid-Penn Engineering), Leroy Stoltzfus and Matthew Exley.

Chairman Knight announced an Executive meeting was held on December 19, 2024, at 1:30 PM to discuss personnel matters, and on December 30, 2024, at 10:00 AM to discuss legal issues.

There was no hearing of Visitors.

Report of Officials:

- Chairman Knight
 - Received a call from a representative of DCED regarding our Local Share Grant request. There were some revisions to the way they wanted the estimate structured and some other items that needed clarification.
- Vice Chairman Zorn
 - Attended the Executive meetings on December 19, 2024, and December 30, 2024.
 - December 10, 2024, I was interviewed by the reporter from the Standard Journal regarding the issue with birds.
 - December 11, 2024, I attended an Emergency Management webinar.
 - December 17, 2024, I attended a recycling webinar that was dealing with glass.
 - Continued to work with the Standard Journal staff on the resident information guide.
- Supervisor Evans
 - January 7, 2025, Police Commission Planning Committee meeting.
- Township Manager Helwig
 - Introduce Matthew Exley, the new Emergency Management Coordinator.
 - Stacy Snyder family are asking for permission to place a bench near the pond at Fairground Road Park in honor of their son who passed away last year.
 - HRG reported they have completed the survey and primary design for the Turtle Creek Bridge project and the final design is 50% complete. The general permit was submitted to the Pennsylvania Department of Environmental Protection on December 17, 2024. The superstructure manufacturer has completed the preliminary design of the superstructure, and they have also provided effective technical applications with the primary load analysis to complete the abutment design.
 - HRG plan to provide a proposal for the design of the Turtle Creek Park improvements project at the January work session.
 - Work at Spruce Hills Park has stopped until Spring.

- Assistant Roadmaster Oberdorf
 - Thursday, January 9, 2024, we have meeting with Johnson Control to figure out what the fire panel issues are.
 - Christmas Tree pick-up will begin on January 13, 2024. Trees should be curbside on the 13th and there will be one round of tree pick-up throughout the township.
- Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for December 2024.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the freedom towing final land development lodge consolidation with the condition upon receiving the HOPD permit for the stormwater connection.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to grant a 60-day extension to the Martin Ag Building Land Development plan pending receipt of MPDS permits and other documentation.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the December 9, 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 December as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 02-2025** to establish the revised 2025 Zoning Fee Schedule and to make it effective on March 1, 2025.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 03-2025** to establish the pay for the Township Manager for the 2025 calendar year at \$69,761.90.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the maintenance agreement between East Buffalo Township and the Union County Trail Authority for the flashing lights at the intersection of the trail and Fairground Road.

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

No action taken by Township Supervisors on the Maintenance Agreement with Lewisburg Area School District; tabled until February business meeting.

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 04-2025** by the Board of Supervisors of East Buffalo Township that the fees and costs to be paid by the person or entity offering a street or road for dedication shall be determined by the following schedule: Review of Deed and preparation of Resolution and Certification - \$350.00; Filing Fee and recording fee – actual cost; Inspection by Township Engineer – actual cost; Administration Costs - \$150.00.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 05-2025** that East Buffalo Township will accept dedication of the streets in the Countryside Subdivision if the provisions in the Ordinances and Regulation of East Buffalo Township with regard to dedication are met.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 06-2025** setting the rate of compensation for the elected Tax Collector to three dollars and fifty cents (\$3.50) for the collection of real estate taxes for each tax bill.

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

Motion by Chairman Knight seconded by Supervisor Evans to send a letter of support to the Union County Housing Authority for support towards the DCED grant application for \$750,000 for the Union County Rehabilitation Home Investment Partnership Program.

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

For the Good of the Order:

- Township Manager Helwig emailed the standard journal today with our paving bid notice to be posted in Thursday, January 9, 2025, Standard Journal. Kelly Township, Union Township and the Lewisburg Borough and East Buffalo Township are doing a multiple township combination paving bid package in the hopes of getting better pricing.
- Township Manager Helwig stated that Seal Coat bids will also be multiple township combinations and go out for bid in February.

Announcements:

- Township Manager Helwig announced the SR 15 Crossing meeting with Union County on January 17, 2025, at 9:00 AM.
- Township Manager Helwig announced Lewisburg Borough will be holding their second Safe Streets For All meeting on January 21, 2024, at the borough building at 10:00 AM.
- Chairman Knight announced there will be a Safe Streets For All Grant virtual kickoff meeting on January 16, 2025, at 1:00PM.

Press Time:

- Gawhara Abou-Eid (Standard Journal) asked when the Supervisor's terms end.

Vice Chairman Zorn requested an Executive Session following the business meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to enter an Executive Session at 6:34 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to exit Executive Session at 6:36 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:36 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
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

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC BUSINESS MEETING
589 Fairground Road, Lewisburg, PA, 17837
February 10, 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 (via Zoom); Township Manager Jolene Helwig; Township Assistant Roadmaster Jeff Oberdorf, Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Edmond Smeltz, George & June Richard, Dana Bernacdo (BVRA), Justin Strawser (Daily Item), Daniel Erdley, Gawhara Abou-Eid (Standard Journal), Roger & Shelly Wise, Jr., and Jason Fitzgerald (Penn Strategies).

Motion by Chairman Knight seconded by Vice Chairman Zorn to amending the agenda to add the Lewisburg Professional Office Building under planning and zoning.

Chairman Knight called a public hearing to order at 5:33 PM to consider the adoption of an ordinance vacating Moser Lane in East Buffalo Township, Union County, Pennsylvania, pursuant to the Provisions of the Second-Class Township Code (53 P.S. §65101, ET SEQ).

Public Comments:

- Edmond Smeltz asked for clarification on the reason why the township was vacating Moser Lane since it is a private road and has never been maintained by the township.
- George Richard asked why Moser Lane was never taken over by the township.

Chairman Knight closed the public hearing at 5:45.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Ordinance 421** vacating Moser Lane in East Buffalo Township, Union County, Pennsylvania, pursuant to the Provisions of the Second-Class Township Code.

Hearing of Visitors:

- Dana Bernacdo (BVRA) gave an update on the activities of the Buffalo Valley Recreation Authority.
- Jason Fitzgerald (Penn Strategies) presented a proposal for services from Penn Strategies, a grant writing and appropriations business.

Report of Officials:

- Chairman Knight:
 - January 30, 2025, meet with our contact for our Safe Streets For All (SS4A) planning grant. Revised the agreement and sent it back.
 - January 31, 2025, meet with Assistant Road Master Oberdorf and Joe Siemens regarding replacing our fire alarm system.
 - January 31, 2025, met with an environmental studies class at Bucknell University who are going to be doing a project at Turtle Creek Park, transplanting the trees from the nursery habitat into the park. They have a little bit of research and planning to do deciding which trees should go in which locations and then actually following through and doing the hands-on work to transplant the trees.
 - February 3, 2025, attended a reception at Saint Andrews Church on their rooftop solar system, something we could consider looking into for the township building.

- Vice Chairman Zorn
 - Update on the Community Guide and Map - reconfiguring the layout to accommodate for a mailing address and still have all the information included. Should be ready for mailing by the end of February or beginning of March.
- Supervisor Evans
 - January 28, 2025, attended a meeting with the BVRP Planning Commission to discuss designing a new website for the police department to be more interactive for the public, recommendations made by the Civil Service Advisor on items the Civil Service Commission needs to work on, forming a more formal structure within the police department and the new house sign program being offered to residents through the fire and police departments.
 - February 5, 2025, attended a PSATS webinar with Township Manager Helwig on Land Development.
 - February 13, 2025, next BVRP Commission meeting.
- Township Manager Helwig
 - January 28, 2025, attended a meeting with Roadmaster Steve Mohr, members from the Union County Conservation Department, a representative from DEP, a contractor, and a landowner at the Union County Government Center to talk about a property issue that is going on and needs to be cleaned up and fixed.
 - January 30, 2025, attended a meeting with Chairman Knight and our contact for the Safe Streets For All (SS4A) planning grant and revise our grant agreement.
 - January 31, 2025, attended a meeting with Chairman Knight, Assistant Roadmaster Oberdorf and Joe Siemens to walk through the township buildings and provide us with a quote on the fire system.
 - February 3, 2025, attended a meeting at the Union County Government Center to discuss the upcoming America 250 PA celebration. They want to try to get all the townships involved in one great big county event.
 - February 5, 2025, attended a PSATS webinar training on Rural Suburban Community Risk Assessments, a training on building a foundation for a safer Township, similar to Emergency Management training.
 - February 5, 2025, attended a PSATS webinar with Supervisor Evans on Land Development.
 - February 7, 2025, had a meeting with our TextMyGov representative to go over a new map system they released for the app that we currently have with them. On February 14, 2025, there will be a mass text message going out to all residents of East Buffalo Township letting them know about the township app and how to join it.
 - February 10, 2025 received an e-mail from the Lewisburg Borough Office with an update on their Safe Streets For All project. They will be having a meeting on February 20, 2025, from 6:30 to 8:00 PM at the Lewisburg Hotel Ballroom.
- Assistant Roadmaster Oberdorf
 - Attended a meeting last week with the PennDOT representative and HRG at the project site for the Turtle Creek Road Bridge project. We have started collecting and staging some materials and equipment for project, which we are hoping to start the end of May, beginning of June in order for it to be ready for the PennDOT contractor, who is scheduled to start shortly after the 4th of July holiday.
 - The retaining wall and pad at the Township Recycling Dump site is complete and ready for the new grinder which should be here late February or early March.
 - The public works crew has been doing tree trimming in between snow plowing and keeping the roads clear. The road crew have been out fourteen times so far this year.
- Township Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for January 2025.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Friesen's Welding & Manufacturing Land Development Plan contingent upon execution of a stormwater agreement and financial guarantee and completion of all signature blocks.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 08-2025** granting a 30-day extension for Lewisburg Professional Office Building.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the January 27, 2025, supervisor business 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 January 2025 as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the proposal for the Turtle Creek Park Parking and Access Improvements Project Supplement #01-Phases 04-05: NPDES Permitting/BMP Design and Wetland Assessment/Boundary Delineation at the revised contract cost of \$52,190.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Intergovernmental Cooperation Agreement (IGA) for the use of a MODEL 1680XP-Beast recycler between East Buffalo Township, and Lewisburg Borough.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Intergovernmental Cooperation Agreement (IGA) for the use of a MODEL 1680XP-Beast recycler between East Buffalo Township, and Union Township.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Compensatory Time Off Policy effective February 10, 2025.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the proposal from Siemens in the amount not to exceed \$35,196.

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 2025-2026 COSTARS sodium chloride (road salt) contract.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 07-2025** recognizing the month of April 2025 as "Pennsylvania 811 Safe Digging Month".

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

Motion by Chairman Knight seconded by Vice Chairman Knight to revise the Turtle Creek Park usage policy at present to prohibit horseback riding.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the agreement between East Buffalo Township and Paul Rapp as the Township Primary Sewer Enforcement Officer.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Letter of Notification for the sewage disposal permit that will be issued to Lot #35 in the Gilead Mountain Estates Subdivision Development.

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

For the Good of the Order:

- Vice Chairman Zorn asked about the yearly report from the Planning Commission. Tom McDonald, as the township Planning & Zoning Officer, will do the report and get it to the Supervisors.
- Supervisor Evans stated that the Comprehensive Plan needs to be looked at and updated every 10 (ten) years. Chairman Knight recommended that this be brought up at the next Planning Commission meeting.

Press Time:

- Gawhara Abou-Eid (Standard Journal) asked Chairman Knight to run through the upcoming transit and infrastructure project and the primary areas or issues of focus.
- Gawhara Abou-Eid (Standard Journal) asked for clarification on the DCED grant application and what the funds would be used for.
- Gawhara Abou-Eid (Standard Journal) asked for clarification on the horse permit process and trails at Turtle Creek Park.
- Justin Strawser (Daily Item) asked when the ban of horses would take place at Turtle Creek Park.
- Justin Strawser (Daily Item) asked for clarification of the Turtle Creek Road Bridge Project.
- Justin Strawser (Daily Item) asked for clarification of HRG's proposal for the Turtle Creek Parking project.

Motion by Chairman Knight seconded by Supervisor Evans to adjourn at 7:10 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, February 24, 2025, at 5:30 PM has been CANCELLED.



The next public meeting scheduled for the Board of Supervisors will be held on Monday, March 10, 2025, at 5:30 PM. Visit ebtwp.org for information regarding the meeting location.

POSTED: February 18, 2025

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC BUSINESS MEETING
589 Fairground Road, Lewisburg, PA, 17837
March 10, 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 Jason Brudecki; Planning/Zoning Tom MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Shawm Sassman; Chief James Blount (William Cameron Engine Company); Josh VonKick; Greg Zeh; Justin Strawser (Daily Item); Gawhara Abou-Eid (Standard Journal); and Tina Prowant.

Chairman Knight announced an Executive meeting was held on March 7, 2025, to discuss legal issues.

Hearing of Visitors:

- Chief Blount (William Cameron Engine Company) gave an update on the fire company activities.
- Josh VonKick had questions concerning a violation letter he received from CKCOG Property Maintenance.
- Tina Prowant asked when the street sweeping would begin.

Report of Officials:

- Chairman Knight
 - February 19, 2025; attended the Planning Commission meeting and gave an overview of the Market Street Streetscape Project.
 - February 27, 2025, attended the CSFES meeting.
- Vice Chairman Zorn
 - February 27, 2025, attended the CSFES meeting.
 - March 5, 2025, attended a Webinar on Emergency Management Coordinator responsibilities.
 - March 5, 2025, had a meeting with Township Manager Helwig to go over his thoughts on the township's annual report.
 - Contacted the Standard Journal on the status of the community guide map; should be available for mailing by the end of the month.
- Supervisor Evans
 - February 19, 2025, attended the Planning Commission meeting.
 - February 25, 2025, attended the Police Commission Sub-committee meeting.

- March 8, 2025, attended the PSATS Mini-Boot Camp meeting in Williamsport with Township Manager Helwig and Township Secretary/Treasurer Boudman.
- Township Manager Helwig
 - February 11, 2025, had discussion with DCNR representative on the Turtle Creek Park Phase I Grant.
 - February 20, 2025, attended a Webinar on the Duties of a Zoning Hearing Board.
 - February 24, 2025, Paving Bid opening at the township building.
 - February 25, 2025, attended a PSATS training with Township Secretary/Treasurer Boudman in State College.
 - February 27, 2025, attended a meeting with Roadmaster Mohr and Assistant Roadmaster Oberdorf at HRG's office on GIS services that will be able to map the township's infrastructure.
 - March 3, 2025, Klacik & Associates were at the office gathering more information on the 2024 audit, scheduled to be filed by April 1, 2025.
 - March 4, 2025, meet with Steve Stanko, Susquehanna Community Bank, to discuss our bank accounts and need of the township.
 - March 5, 2025, attended a Webinar on Emergency Management Coordinator responsibilities.
 - March 5, 2025, had a meeting with Supervisor Zorn to go over his thoughts on the township's annual report.
 - March 7, 2025, attended a Citizen's Electric training on How to Properly Trim Trees.
 - March 7, 2025, Executive meeting to discuss legal issues.
 - March 8, 2025, attended the PSATS Mini-Boot Camp meeting in Williamsport with Supervisor Evans and Township Secretary/Treasurer Boudman.
 - 2025 Spring Newsletter has been mailed out and extra copies are available at the township office and on the township website. April 14, 2025, will be the first day of curbside collection as well as the opening of the Brush & Yard Waste Dump Site on Pheasant Ridge Road.
 - Permits are now available at the township office for those wishing to use the Brush & Yard Waste Dump Site.
 - Received notification that Siemens will be here on March 24, 2025, to install the new fire alarm system.
 - Received notification that the WCEC was awarded the Fire & Emergency EMS Grant in the amounts of \$14,600 to the fire company and \$15,000 to the EMS.
 - Received notification that Intrada will be doing the yearly computer maintenance as part of their contract with the township on Tuesday March 11, 2025.
 - Posted the Seal Coating Bid request in the Standard Journal for a bid opening on April 22, 2025.
 - Posted the Turtle Creek Bridge Superstructure request in the Standard Journal for a bid opening on March 24, 2025. The project will need to be awarded at the March 24th Work Session in order to keep with the project time frame.
 - Received notification from PennDOT that the Liquid Fuels money has been released, and the township will receive \$301,645.95.

- Reported that one of the Public Works crew turned in their two-week notice and will be done as of Friday, March 14, 2025.
- Assistant Roadmaster Oberdorf (as reported by Township Manager Helwig)
 - River Road and College Park East are the last areas to be completed for brush cutting and tree trimming.
 - Meet with Roadmaster Mohr and PennDOT at the intersection of Rt. 15 and Supplee Mill Road for issues with the inlet at that intersection.
 - Preparing the equipment for the start of the Brush and Yard Waste curbside pickup scheduled to begin on April 14, 2025.
 - The Brush & Yard Waste Dump Site on Pheasant Ridge Road is ready to receive the Grinder which is scheduled to be delivered in the next two weeks.
 - Preparing for the removal of the Turtle Creek Bridge to get ready for the start of the new bridge construction, which will begin after the July 4th holiday.
 - Street sweeping will begin once the brush cutting, and tree trimming has been completed.
- Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for February 2025.

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

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Norman Martin plans for two chicken barns at 4367 Furnace Rd, conditioned upon receipt of the NPDS permit and execution of the stormwater maintenance and financial guarantee agreements.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the February 10, 2025, supervisor business 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 February 2025 as presented.

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

Motion by Chairman Knight seconded by Supervisor Evans to authorize Solicitor Matson's office to prepare the Chapter 27 Zoning Ordinance for East Buffalo Township to adopt at the next Board of Supervisors meeting schedule for Monday, April 14th with minor revisions to Section 403.6.

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

No action taken by Township Supervisors on the Grant Writing Services.

Motion by Chairman Knight seconded by Vice Chairman Zorn to authorize Solicitor Matson's office to make the recommended changes and to prepare amended Chapter 13, Part 2 Defining Transient Retail Merchant, and Establishing Regulations for Transient Retail Merchant.

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

Motion by Chairman Knight seconded by Supervisor Evans to accept the bid from New Enterprise Stone for the 2025 Paving project with the initial anticipated cost of \$1,140,584.60 with East Buffalo Township anticipated cost to be \$427,306.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 11-2025**, adopting the Union County 2025 Hazard Mitigation Plan Update as the official Hazard Mitigation Plan of East Buffalo Township, and directing respective officials and agencies identified to implement the recommended activities assigned to them.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to authorize Solicitor Matson's office to prepare the easements/right-of-way agreements for the Epler's, the Fessler's and the Robbins.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to authorize Solicitor Matson's office to amend the agreement as discussed and issue a revised agreement to Comcast for their review and approval.

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, April 26, 2025.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the annual insurance renewals with Penn National, Greenwich and Cowbell Cyber companies totaling \$93,371.00 for policies renewing April 1, 2025.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept the bid from D.E. Gemmill for the 2025 Line Painting bid with the initial total anticipated cost of \$40,037.70.

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

For the Good of the Order:

- Township Managers asked that Chairman Knight and Supervisor Evans review the townships Annual Report and get any suggestions or changes to her so she can incorporate them with Vice Chairman Zorn's and make them all at one time.

- Township Manager Helwig asked the board to consider budgeting money toward the township building to replace the carpeting in the office suite, making repairs to both the Community Room Kitchen and office suite kitchen area, and replacing the heating/cooling system in the building.
- Vice Chairman Zorn asked Township Manager to put together a list of items in need of repair and/or replacing as well as a wish list.
- Vice Chairman Zorn suggested that William Cameron Fire Company provide the board with a monthly report to be acknowledged.
- Treasurer Boudman reminded the board that the PLGIT Term Investment would be maturing on March 25, 2025, and would be rolled over into the Capital Reserve Fund.
- Chairman Knight stated that there will be a group of students from Bucknell Environmental Studies Class doing a tree planting event at Turtle Creek Park in early April to transplant some of the seedlings from the nursery out into the park.
- Chairman Knight announced that he will be running for reelection in the Primary.

Press Time:

- Justin Strawser (Daily Item) asked for clarification on the land easements needed for the Turtle Creek Bridge Project.
- Justin Strawser (Daily Item) asked for clarification on issues with Transient Retail Merchants within the township.

Township Manager Helwig called for an executive session to discuss personnel matters.

Motion by Chairman Knight seconded by Vice Chairman Zorn to enter an Executive Session at 7:36 PM.

Motion by Vice Chairman Zorn seconded by Chairman Knight to exit the Executive Session at 7:49 PM.

Motion by Vice Chairman Zorn seconded by Chairman Knight to adjourn at 7:49 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 24, 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; Assistant Road Master Jeff Oberdorf and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Chris Daniel; Marcey Nolan; Justin Strawser (Daily Item); Elizabeth Capaldi (Linn Conservancy); Brian Auman (BSA/LA); Gawhara Abou-Eid (Standard Journal).

Motion by Chairman Knight seconded by Supervisor Evans to amend the agenda to include the Zoning Ordinance amendment.

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

There was no hearing of Visitors.

Reports of Officials:

- Chairman Knight
 - March 17, 2025, received notice from Senator Fetterman's office that the \$1.8 million earmark for the Market St. Streetscape Project was removed from the Federal Budget.
 - Senator Fetterman's office is looking into the status of the Safe Streets For All Grant (SS4A) awarded in December and currently on hold.
- Vice Chairman Zorn
 - March 11, 2025, attended a paper recycling webinar.
 - March 12, 2025, attended the Buffalo Valley Regional Police Commission meeting.
 - Still on target to get the Standard Journal Community Guide out by the end of the month.
- Supervisor Evans
 - March 12, 2025, attended the Buffalo Valley Regional Police Commission meeting.
- Township Manager Helwig
 - March 26, 2025, Pension Meeting at the township building at 1:00 PM.
 - March 27, 2025, Turtle Creek Park Phase I meeting with HRG at the township building at 2:00 PM.
 - Received notice from the Linn Conservancy that we are due for our annual Easement Inspection with Brian Auman.
 - Spruce Hills Park update: Dave Gutelius Excavating will start the fence installation on March 25, 2025; week of March 31, 2025, putting down the topsoil and preparing areas for paving; week of April 14, 2025, will begin paving.
 - Portable Traffic Signal warranty renewal is due; current warranty expires June 01, 2025.
 - Handed out the list of improvements for the township office building to the supervisors for their review.
- Assistant Roadmaster Oberdorf
 - Tree trimming schedule for the year was completed last week.

- Street sweeping has started beginning with the roads scheduled for paving,
- March 24, 2025, Siemen's started the install for the new fire system and hope to be completed by the end of the week.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the March 10, 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 maintenance agreement between East Buffalo Township and the Lewisburg Area School District for maintenance of the flashing lights and crosswalk at the intersections of SR0045 and 20th St in East Buffalo Township.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve U.S. Bridge for the fabrication and delivery of a prefabricated steel superstructure for the East Buffalo Township's Turtle Creek Road Bridge replacement project in the initial anticipated cost of \$163,985.00.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve purchase for the Diamond C 22" Hydraulically Dampened Tilt Trailer from Fayette Trailers, LLC., in the initial anticipated cost of \$18,539.50 and to proceed with selling the 2000 Cronkhite trailer by placing an ad in a local publication directing potential buyers to Municibid.com following delivery of the replacement trailer.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve proceeding with the Margaret Jane "Maggie" Daniel Natural Memorial Garden at Turtle Creek Park, as presented by Brian Auman.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to send a letter of support to the Union County Trail Authority for support towards the DCNR C2P2 grant application for the Buffalo Valley Rail Trail US 15 Crossing.

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

No action taken by Township Supervisors on Smith Baseball Field Outfield Fence project at this time. Quotes will be obtained for chain-link fence replacement.

Motion by Chairman Knight seconded by Supervisor Evans to approve the Township Manager and Township Secretary/Treasurer to complete bank forms and set up bank account for the 2025 Pennsylvania Infrastructure Bank (PIB) Loan for the Turtle Creek Road Bridge project.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to enter into an Agreement with HRG to develop an online Geographic Information System (GIS) for East Buffalo Township to map the townships assets not to exceed \$20,000 and to be paid for out of the Streets and Roads Reserve Fund.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to have Solicitor Matson's office to add to the existing Zoning ordinance amendment to allow Healthcare Facilities in the Highway Commercial (HC) District; for review by the township planning commission.

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

For the Good of the Order:

- Vice Chairman Zorn stated that Union County has approved their comprehensive plan. In the past their plan included area townships. The supervisors should review it and decide if they want to update their plan, adopt what Union County has done or come up with their own plan.
- Vice Chairman Zorn asked that at some point the supervisors approve the East Buffalo Township Annual Report.
- Vice Chairman Zorn announced that PSATS News had information that Township DCNR Park Grant applications are due on April 02, 2025, if the supervisors were interested.

Press Comments:

- Justin Strawser (Daily Item) asked the supervisors to clarify the issues with the Professional Office Building and the zoning ordinance amendment.
- Justin Strawser (Daily Item) asked who the lowest bidder was for the Turtle Creek Rd Bridge Project.
- Justin Strawser (Daily Item) asked for clarification on the details for the Margaret Jane "Maggie" Daniel Natural Memorial Garden at Turtle Creek Park.
- Gawhara Abou-Eid (Standard Journal) asked for clarification on the Pennsylvania Infrastructure Bank (PIB) loan details and what expenses it would cover.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:46 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 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

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

Members of the public in attendance: Gawhara Abou-Eid (Standard Journal); Tina Prowant; Greg Zeh; Shawn McLaughlin (Union County Planning); John DelVecchio (Union County Planning); Shayleen Moran; Harry Gural; and Beth Confer.

Chairman Knight called a Public Hearing to order at 5:31 PM to consider an ordinance for the Issue of a General Obligation Note in the amount of \$765,000 for construction of Turtle Creek Bridge fixing the form, number, date, interest and maturity thereof; making a covenant for the payment of the debt service on the notes; providing for the filing of the required documents providing for the appointment of a sinking fund depository for the note; and authorizing execution, sale and delivery.

Public Comments on the Public Hearing Matter:

- Tina Prowant asked what the interest, terms and reimbursement amount of the note were.
- Greg Zeh asked what the interest was on our investment fund.
- Beth Confer asked if this was the normal process for fixing a bridge or road and what has the township done in the past for this amount of funding for something that only impacts a small percentage of the community.

Chairman Knight closed the Public Hearing at 5:39 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Ordinance 423** for the Issue of a General Obligation Note in the amount of \$765,000 for construction of Turtle Creek Bridge fixing the form, number, date, interest and maturity thereof; making a covenant for the payment of the debt service on the notes; providing for the filing of the required documents providing for the appointment of a sinking fund depository for the note; and authorizing execution, sale and delivery.
Knight-y; Zorn-y; Evans-y; Motion Carried

Hearing of Visitors:

- Beth Confer asked for clarification on state aid funding (liquid fuels).
- Shayleen Moran asked for clarification on how the township pays for road repairs and how that process works.
- Shawn McLaughlin spoke about the results of the 2024 updated Union County comprehensive plan, its impact on EBT, and possible actions for the township to take.

Reports of Officials:

- Chairman Knight
 - April 24, 2025, attended a Zoom meeting with HRG regarding the Turtle Creek Park Phase 1 project Design.
 - April 24, 2025, attended the CSFES meeting. Discussed fundraising and the intergovernmental agreement which is being revised to make sure it is consistent with the fire department agreement.

- April 25, 2025, attended a Zoom meeting with HRG regarding the Turtle Creek Park Phase 1 to review material selections and address email comments concerning the project.
- Vice Chairman Zorn
 - April 23, 2025, attended the Buffalo Valley Regional Police Commission meeting.
- Supervisor Evans
 - April 23, 2025, attended the Buffalo Valley Regional Police Commission meeting.
 - May 12 & 13, 2025, oral interviews with the Civil Service Commission for the Sargent and Corporal police positions.
 - May 14, 2025, next Buffalo Valley Regional Police Commission meeting.
- Township Manager Helwig
 - Reported on the EBT Website activity received from Intrada.
 - April 29, 2025, finishing up the creek bank repairs at Turtle Creek Park.
 - DCED grant reimbursement for Fairground Road Park should be here in the next week or two.
 - April 30, 2025, Lewisburg Borough is having a Safe Streets for All meeting at 10:00 AM at the borough building.
 - May 21, 2025, Lewisburg Borough is having a Safe Streets for All public engagement at 7:00 PM at the Lewisburg Hotel Ballroom.
 - May 7, 2025, meeting with Robb Watts at 2:00 PM at the Government Center on the US 15/Buffalo Valley Rail Trail crossing and corridor signal scoping.
 - April 22, 2025, seal coating bids were opened and reviewed by participating municipalities and will be approved at the May 13, 2025, Business Meeting.
 - April 24, 2025, attended a Zoom meeting with HRG regarding the Turtle Creek Park Phase 1 project Design.
 - April 25, 2025, attended a Zoom meeting with HRG regarding the Turtle Creek Park Phase 1 to review material selections and address email comments concerning the project.
 - April 29, 2025, meeting with Larson Design Group at Bull Run Crossing Bridge.
 - April 29, 2025, PennDOT Outreach meeting at 8:00 AM at the township building to go through their plans for the rest of the year.
 - May 1, 2025, meeting at Turtle Creek Park at 9:30 AM with a state forestry representative to look at the invasive plants and recommendations on how to deal with them.
 - May 2, 2025, meeting at the township building with HRG and Countryside residents to review the stormwater videos.
 - May 4 to 7, 2025, PSATS Conference in Hershey, PA. Supervisor Zorn, Township Manager Helwig and Assistant Roadmaster Oberdorf will be attending.
 - May 12, 2025, Business Meeting has been rescheduled to Tuesday, May 13, 2025.
- Assistant Roadmaster Oberdorf
 - Street sweeping was completed on Friday, April 25, 2025.
 - Base repair project has been rescheduled from May 1, 2025, to May 13, 2025, due to a large project they are working on.

Motion by Chairman Knight seconded by Supervisor Evans to approve the April 14, 2025, business meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to authorize the solicitor to advertise a public hearing on May 13, 2025, to approve a zoning ordinance amendment to permit healthcare facilities in the highway commercial zoning district. (It was noted that Laughner & Petel will need to submit a formal written request for the change.)

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

(Note: per an email from Pete on 04/30/25 the public hearing has changed to the May 27, 2025, Work Session Meeting)

No action taken by Township Supervisors on Infrastructure Bank Loan Agreement and Promissory Note.

No action taken by Township Supervisors on the PIB Loan Resolution.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Bison Stamped Route for Friday, June 13, 2025; 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

Motion by Chairman Knight seconded by Vice Chairman Zorn for approval to resubmit to Senator Fetterman the application for the Fiscal Year 2025 Appropriations Cycle due to federal money allocation, for the Fiscal Year 2026 Appropriation Cycle.

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

Motion by Chairman Knight seconded by Supervisor Evans for approval for Brian Auman to resubmit the application for the 2024 Growing Greener (Watershed Restoration and Protection) Grant, for the 2025 Growing Greener (Watershed Restoration and Protection) Grant.

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

No action taken by Township Supervisors on Act 13 Watershed Restoration & Preservation Grant.

No action taken by Township Supervisors on EBT Comprehensive Plan.

For the Good of the Order:

- Vice Chairman Zorn questioned whether we should look into revising the animal ordinance to be consistent with the issues of feral cats that Chief Embeck brought up. He will contact Chief Embeck and go over the issues with the current ordinance.

Press Comments:

- Gawhara Abou-Eid asked for clarification on who is funding the Turtle Creek Bridge project loan and what was approved in the motion.
- Gawhara Abou-Eid ask what the maximum amount the township could receive for the Growing Greener Grant and what the money would be used for.

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



Gayle Boudman, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor

NOTICE

The East Buffalo Township Board of Supervisors business meeting scheduled for in-person on Monday, May 12, 2025, at 5:30 PM has been **RESCHEDULED** for Tuesday, May 13, 2025, at 5:30 PM.



Visit ebtwp.org for information regarding the meeting location.

POSTED: April 15, 2025

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC BUSINESS MEETING
589 Fairground Road, Lewisburg, PA, 17837
May 13, 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 (via Zoom); Township Manager Jolene Helwig; Assistant Roadmaster Jeff Oberdorf; Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Dede Gronlund and Justin Strawser (The Daily Item).

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

Hearing of Visitors:

- Dede Gronlund stated she was extremely concerned about the safety of the access to the Geisinger facility that is located on Rt 15 near Beagle Club Rd and wanted clarification on what the plans are.

Report of Officials:

- Chairman Knight
 - May 1, 2025, met with Kyle Seyler, DCNR Forester for our area, Brian Almun, BSA/ LA, LLC, and Township Manager Helwig at Turtle Creek Park to discuss the management of invasive plants throughout the park.
 - Updated the previously awarded Safe Streets for All Grant application based on a revised agreement that was emailed last week and re-submitted to the Department of Transportation.
- Vice Chairman Zorn
 - May 4 – 7, 2025, attended the PSATS Conference in Hershey with Township Manager Helwig and Assistant Roadmaster Oberdorf.
 - May 13, 2025, attended a webinar on invasive species.
- Supervisor Evans
 - May 14, 2025, Vice Chairman Zorn will attend the Buffalo Valley Regional Police Commission meeting in her place.
- Township Manager Helwig
 - May 2, 2025, meet with Assistant Roadmaster Oberdorf and township residents concerning some issues to be discussed in the executive session.
 - May 2, 2025, Steve Stanko, Susquehanna Community Bank, stopped by the office to inform us that C & N Bank out of Williamsport purchased Susquehanna Community Bank and it will be six months to one year until everything is final.
 - May 12, 2025, was the start of the second spring brush and yard waste pick-up.
 - May 13, 2025, attended a webinar on invasive species.
 - Northumberland County Conservation District will be holding a tire collection event, on behalf the mosquito program, at the Township Building on May 19, 2025, from 9:00 AM to 2:00 PM. This will be for Union County residents only.

- Assistant Roadmaster Oberdorf
 - May 16, 2025, base repairs are scheduled to start but depending on the weather it may be delayed until next week.
 - Spoke with Aiden, HRG, to set up a time for the last week in May to do the test holes for the next phase of the Turtle Creek Bridge project.
- Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for April 2025.

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

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the April 28, 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 April 2025 as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the signed Comcast Franchise and Build Plan Agreement with East Buffalo Township.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve a transfer of \$400.00 to correct February 12, 2024, motion for the EBT DCNR match and an additional \$67,600 to cover remaining future invoices for Spruce Hills Park expenses.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Infrastructure Bank Loan Agreement between the Pennsylvania, Department of Transportation and East Buffalo Township, to construct an infrastructure improvement and the total amount not to exceed \$765,000.00.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 14-2025** appointing James Knight, Chairman of the Board of Supervisors, to execute any documents necessary for the finalizing of said loan, such as the loan agreement itself, on behalf of East Buffalo Township.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept the bid cost of \$386,885.24 from Russel Standard for East Buffalo Township portion of the 2025 Multi Municipality Combo Seal Coat project with the initial anticipated cost of \$554,843.72.

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

Motion by Chairman Knight seconded by Supervisor Evans authorizing the Board Chairman to write a letter to PennDOT District 3 requesting a speed study be performed on the section of State Route 15 (West Branch Highway) between Beagle Club Road (T461)/River Road (T620) and Smoketown Road (T355)/Moore Avenue (T361) the traffic light at Bucknell University.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the Township Manager to hire Wagner's Surveying to survey the boundary between East Buffalo Township and Borough of Lewisburg on River Road.

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

Press Time:

- Justin Strawser asked for clarification on the PIB loan details.
- Justin Strawser asked for clarification on the contractor for the seal coat bids and the process for accepting the bid with the other townships.

Motion by Chairman Knight and seconded by Vice Chairman Zorn to enter into an Executive Session at 6:15 PM.

Motion by Chairman Knight and seconded by Vice Chairman Zorn to exit the Executive Session at 6:37 PM.

Good of the Order:

- Vice Chairman Zorn asked if the township was going to pursue the Act 13 Watershed Grant that Supervisor Evans was looking into. Chairman Knight responded that we will not be pursuing.
- Vice Chairman Zorn asked if the township was going to write a letter of support for the traffic issues at Davie's Market, located in Buffalo Township. After discussion it was decided that unless the board received complaints from East Buffalo Township residents that they would not get involved.


Motion by Chairman Knight and seconded by Vice Chairman Zorn to adjourn at 6:42 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
May 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; Assistant Road Master Jeff Oberdorf and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Judy Datcher, Tina Prowant, Renee Sosland, Kate Durso (Fitzpatrick Lentz & Bubba Law Firm), Nicole Bluard (Geisinger), Rajir Panikkar (Geisinger), Joe Stender (Geisinger), Randi Hines (Geisinger), Patrick Jacobs (Geisinger), Alex Zimmerman (Geisinger) Mayur Patel (Laughner Patel Designs), Lamart Suettenise, Jean Warren, Sharon Ryder, Justin Strawser (Daily Item); Gawhara Abou-Eid (Standard Journal); Maggie Waggoner, Bob Campbell, Harry Gural, and Shira Vergauwen.

Chairman Knight announced an Executive meeting was held on May 22, 2025, to discuss the PSATS Conference.

Chairman Knight called a Public Hearing to order at 5:31 PM to consider the adoption of an ordinance to amend Chapter 27, Part 4, Section 408.1 of the Code of Ordinances of East Buffalo Township regarding adding Health Care Facilities as a Permitted Use in the Highway-Commercial Zoning District in East Buffalo Township.

Public Comments:

- Tina Prowant asked for proof of the road study showing the traffic on Route 15 where they plan on putting in the facility and why the Supervisors did not have it.
- Judy Datcher questioned why the Supervisors did not want to see the road study.
- Tina Prowant questioned Kate Durso (Fitzpatrick Lentz & Bubba Law Firm) if a comparison study was done showing the traffic at the Geisinger Center located in Kelly Township vs the new location on Route 15 and wanted to know how much traffic it was.
- Harry Gural asked if the traffic study was dated before or after it was announced that Geisinger would be building on the Route 15 site.
- Harry Gural stated that he filed a Right-to-Know request with PennDOT, and he found important mistakes in the information provided to him and that it was missing information.
- Harry Gural questioned why the Supervisors did not put off voting on the motion until PennDOT provided the information he felt was missing.
- Tina Prowant stated that she was told that Geisinger was going to give a donation in lieu of the taxes that would be paid to the township and whether it would be a perpetual donation.
- Vice Chairman Zorn had concern about the traffic safety issue and the timing of the PennDOT study vs the statement by Geisinger that they were going to be taking over the property. He wanted to clear up whether to have additional traffic studies done by PennDOT.
- Harry Gural felt that the volume of traffic, the line of site distance and the grade on Route 15 were misrepresented to PennDOT and wanted the Supervisors to contact PennDOT and have it put in writing that the information in the traffic study was correct.
- Supervisor Evans had concerns about the change in the speed limit to 55mph before entry to the site.

Chairman Knight closed the Public Hearing at 5:47 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Ordinance 424** to adopt an ordinance to amend Chapter 27, Part 4, Section 408.1 of the Code of Ordinances of East Buffalo Township regarding adding Health Care Facilities as a Permitted Use in the Highway-Commercial Zoning District in East Buffalo Township.
Knight-y; Zorn-y; Evans-n; Motion Carried

Hearing of Visitors:

- Tina Prowant asked what the township was going to do about stray cats.

Reports of Officials:

- Chairman Knight
 - May 15, 2025, Jo & I met with Brian Almun to discuss the Growing Greener Grant that he is working on for Turtle Creek Park.
 - May 19, 2025, meeting with Lewisburg Borough, PennDOT and the Rail Trail Authority regarding the trail crossing on Route 15; primarily how the crossing would affect the timing of traffic lights and what upgrades would be required for the traffic signals.
 - May 20, 2025, met with a forester at Turtle Creek Park in regard to a Land Management Plan for the park.
- Vice Chairman Zorn
 - May 14, 2025, attended the Buffalo Valley Regional Police Commission meeting.
 - May 22, 2025, attended the executive session at the township building on the PSATS conference.
- Supervisor Evans
 - May 27, 2025, attended a meeting with the Buffalo Valley Regional Police Commission Planning Committee.
- Township Manager Helwig
 - Received the Zoning Permit for the new Salt Shed scheduled for 2026.
 - Northumberland County Conservation District tire collection event held on May 19, 2025, collected 389 tires.
 - May 27, 2025, attended a meeting with Township Treasurer Boudman and Klacik Accounting firm to discuss the 2024 audit.
 - May 27, 2025, attended a meeting with Township Treasurer Boudman and Susquehanna Community Bank to finalize the paperwork to open a new bank account for the PIB funds.
 - HRG's engineering report has been sent out to the Supervisors.
 - May 28 & 29, 2025 will be in a training session with Township Treasurer Boudman from 9:00 AM to 1:00 PM on Municipal Money Matters presented by PA Training Hub.
 - The Spring Brush and Yard Waste curbside pickup has been completed. Fall pickup will begin on September 8, 2025. The drop off site on Pheasant Ridge Road will remain open and follow the same schedule as the recycling center located at the township building.
- Assistant Roadmaster Oberdorf
 - The Paving Contractor is doing base repairs and finished on the east side of Route 15 this afternoon and they moved over into Spruce Hills.
 - Weather pending work will start on Turtle Creek Bridge project May 28th or 29th.
 - One of the road crew is out doing all the road mowing and clean-up around all the bridges and guide rails was completed today.
 - Aiden from HRG hopes to have a letter in reference to Countryside to the Supervisors by the end of the week.

Motion by Chairman Knight seconded by Supervisor Evans to approve the May 13, 2025, business meeting minutes as distributed.

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

Motion by Vice Chairman Zorn seconded by Supervisor Evans to amend the Code Of Ordinances Chapter 2 Animals, Part 1 General Regulations, Section 105 (1) Running At Large be amended to insert after the word cat the phrase except for those covered under section 301.

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

Motion by Vice Chairman Zorn seconded by Supervisor Evans to amend the Code Of Ordinances Chapter 2 Animals, Part 3 Cats Section 301 Responsibilities of Cat Owners Regarding Stray Cats be amended to add after residence of its owner (in the agricultural preservation agricultural residential and woodland preservation zoning districts).

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

Motion by Vice Chairman Zorn seconded by Chairman Knight to move the Township revert back to the method used pre 2018 for the collection of street light tax and that is based upon front footage assessment for properties that benefit \$0.50 per foot of improved property \$0.12 per foot of vacant property.

Knight-n; Zorn-y; Evans-n; Motion Not Carried

For the Good of the Order:

- Vice Chairman Zorn stated that the townships Emergency Operations Plan Officer never met with the supervisors. He thinks the supervisors need to have him sit down and talk to all of them to explain what their responsibilities are in an emergency; to develop a plan he has to talk to the supervisors and tell them what they are supposed to do, and the supervisors should be part of developing the plan.

Vice Chairman Zorn called for an executive session at the end of the meeting to discuss personnel matters.

Press Comments:

- Justin Strawser asked for clarification on what the street light mils are currently.
- Justin Strawser asked for clarification concerning the June 27th date from PennDOT for the speed study.
- Justin Strawser asked for clarification on the Public Hearing motion and the next steps in the process for Geisinger.

Motion by Chairman Knight to enter into an Executive Session at 6:27 PM.

Motion by Chairman Knight and seconded by Supervisor Evans to exit the Executive Session at 6:30.

Motion by Chairman Knight seconded by Supervisor Evans to adjourn at 6:30 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
June 09, 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; Assistant Roadmaster Jeff Oberdorf; Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald; and Secretary/Treasurer Gayle Boudman.

Members of the public in attendance: Daniel Ford (Ford Custom Renovation), Mark Douthat, Tina Prowant, Justin Strawser (Daily Item), Gawhara Abouzeid (Standard Journal), Assistant Chief Harold Erdley (WCEC) and Martha Barrick.

Hearing of Visitors:

- Assistant Chief Harold Erdley (WCEC) gave an update on the fire company activities.
- Tina Prowant questioned the price of the baseball field fence.

Report of Officials:

- Chairman Knight
 - June 3, 2025, met with our State Forester Kyle Seyler at the township complex to inspect the trees planted on the property for damage and preventive care.
 - June 3, 2025, met with members of the Union County Trail Authority, Lewisburg Borough, PennDOT, Township Manager Helwig, and Assistant Roadmaster Oberdorf to discuss the proposed rail trail crossing on US Route 15 and traffic signal upgrades at Rt. 45, St. Mary's Street, and Rt. 192.
- Vice Chairman Zorn
 - Contacted EBT Emergency Management Coordinator Matt Exley to arrange a meeting with township personnel to discuss the procedures in the event of an emergency.
- Supervisor Evans
 - May 28, 2025, Buffalo Valley Regional Police Commission meeting.
- Township Manager Helwig
 - May 28 & 29, 2025, attended a webinar with Secretary/Treasurer Boudman on Municipal Money Matters Training.
 - Received notification that DCED has approved our PIB loan paperwork for the Turtle Creek Road bridge project and PennDOT is reviewing our loan application, and the money should be deposited in our account soon.
 - To date there have been five applications received for the Public Works position. Meetings will be set up with candidates and we hope to hire someone by June 30, 2025.
 - Attended a meeting with Assistant Roadmaster Oberdorf and Bucknell University to discuss their upgrade to a parking lot on 7th street and stormwater issues they are having.
 - Called for an executive session at the end of the meeting to discuss personnel matters.
- Assistant Roadmaster Oberdorf

- All the base repairs have been completed as of this morning. Two manholes had to be raised on Wedgewood Gardens; they just have not put the asphalt around them yet.
 - PA American Water company is currently upgrading 50 water lines throughout the Township.
 - UGI is doing some major gas line repairs on 7th St. for Bucknell University.
 - Met with Jody Gibson (UCCD) at Fairground Road Park to do his inspection. There were a couple of items we had to take care of but that is now complete. The replanting of grass seed will have to wait until the weather clears up.
- Township Secretary/Treasurer Boudman highlighted the major expenses and major income received last month as noted on the expenditures report for May 2025.

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

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Dwyer Minor Subdivision Plan.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the Rheam Consolidation Plan
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve a waiver of the land development plan for the Tower Wealth Addition at 1000 W Market Street.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to approve the May 27, 2025, supervisor's 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 May 2025 as presented.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to accept the quote from Buffalo Valley Fence with the initial anticipated cost of \$43,700 to be paid from the General Fund.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to authorize the chair to prepare and submit an application for the DCED Multimodal-Transportation fund grant in the amount of \$1,371,060. This amount represents 90% of the estimated cost for Phase 3 of the West Market Street Safety Improvement Project with the remaining 10% (\$152,340) provided by local matching funds. Phase 3 will repair and replace sidewalks, upgrade lighting, and add landscaping features on the north side of West Market Street between US Route 15 and 16th Street.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Chairman Knight seconded by Supervisor Evans to accept Gayle Boudman resignation as East Buffalo Township Secretary/Treasurer effective June 27, 2025.
Knight-y; Zorn-y; Evans-y; Motion Carried

For the Good of the Order:

- Chairman Knight stated that the Giant Tree Planting Grant is available again this year and he will submit an application to replace the trees that were lost at the township building.

Press Time:

- Justin Strawser (Daily Item) asked for clarification on the location of the baseball field.
- Justin Strawser asked if Secretary/Treasurer Boudman was moving to a similar position at Kelly Township.

Motion by Chairman Knight seconded by Vice Chairman Zorn to enter into an Executive Session at 6:16 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to exit the Executive Session at 6:33 PM.

Motion by Chairman Knight seconded by Supervisor Evans to increase two public work crew pay by \$2 per hour and the remaining 5 public work crew by \$1 to accommodate new hire starting rate, effective June 30, 2025.
Knight-y; Zorn-y; Evans-y; Motion Carried

Motion by Vice Chairman Zorn seconded by Chairman Knight to adjourn at 6:34 PM.



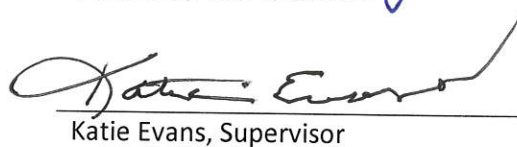
Jolene Helwig, Assistant Secretary



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, June 23, 2025, at 5:30 PM has been CANCELLED.



The next public meeting scheduled for the Board of Supervisors will be held on Monday, July 14, 2025, at 5:30 PM. Visit ebtwp.org for information regarding the meeting location.

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC BUSINESS MEETING
589 Fairground Road, Lewisburg, PA, 17837
July 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/Secretary/Treasurer Jolene Helwig; Assistant Roadmaster Jeff Oberdorf; Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald.

Members of the public in attendance: Ralph and Dori McIlvaine; Greg Zeh; Tina Prowant; Jean Powell Warren; John Rowe (BVRA); Justin Strawser (Daily Item); Gawhara Abouzeid (Standard Journal); Billy Alred (UCATO); Jim Emery (CKCOG); and Officer Baumwoll (BVRPD).

Chairman Knight announced an Information Session was held on July 2, 2025, at 2:00 PM to discuss the township's emergency management plan with our emergency management coordinator.

Chairman Knight called a Public Hearing to order at 5:31 PM to consider an ordinance to amend Chapter 2, Part 1, and Part 3 of the Code of Ordinances regarding cats running at Large in East buffalo Township.

Public Hearing Comments:

- John Rowe asked if these are normal cats and "not large cats," running at large.
- Justin Strawser asked what specific changes we were referring to regarding the changes to the ordinance.
- Ralph and Dori McIlvaine asked if it covered residential areas as well, who enforced it, and stated that they have a problem in their area.
- Jean Powell Warren asked how does one know if there is a colony of cats in your neighborhood?
- Officer Baumwoll stated that BVRPD will enforce the ordinance, but chances are you might get a different officer each time.
- Tina Prowant asked for clarification on the TNR part of the ordinance.

Chairman Knight closed the Public Hearing at 5:37 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Ordinance 425** to adopt an ordinance to amend Chapter 2, Part 1, and Part 3 of the Code of Ordinances regarding cats in East Buffalo Township.

Hearing of Visitors:

- John Rowe gave an update on the pool, gymnastic, and summer camp activities for the Buffalo Valley Recreation Authority (BVRA).
- Officer Baumwoll gave an update regarding police department staffing, equipment, and operations; mental health co-responder program and crisis services; police call distribution, patrol time and service trends; commented on burning ordinance, enforcement, and community safety.
- Ralph and Dori McIlvaine reported ongoing property hazards from storm-damage and wires; highlighted lack of rental inspection ordinance and asked the Board to consider for safety and maintenance issue.

Report of Officials:

- Chairman Knight

- June 19, 2025, in-person meeting with Merrill Linn Conservancy to review the Turtle Creek Park easement.
- July 1, 2025, a virtual meeting with HRG to discuss the Turtle Creek Park Phase 1 project schedule and scope.
- Vice Chairman Zorn
 - Attended both the Regional Police meeting and work session meeting on June 11th, June 25th, and July 9th.
 - Attended the July 2, Informational meeting.
- Supervisor Evans
 - Attended the Buffalo Valley Regional Police Commission meeting.
 - Reported that the police calls were down again.
 - August 5th is National Night Out with a rain date of August 12th.
 - Reported that they talked about emergency communication with the public, and they continue to work on the updates for the website.
- Assistant Roadmaster Oberdorf
 - Reported that grinder is not finished as we were told last month.
 - Stated the Brush Recycling site on Pheasant Ridge Road is seeing lots of activity.
 - Public Work Crew continues the process of laying the pipe and constructing the rebuilding of the Turtle Creek Bridge.
- Township Manager/Secretary/Treasurer Helwig
 - Highlighted a list of meetings attended for the month of June and July.
 - Informed the Board that the 2025 Fall Newsletter was completed and will be sending it to the printers before the end of the month.
 - Addressed Jim's question concerning the administrative figures recorded in the financial reports.

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

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the June 9, 2025, supervisor's 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 June 2025 as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 15-2025** for East Buffalo Township, Union County hereby request a Multimodal Transportation Fund grant of \$1,170,000.00 from the Commonwealth Financing Authority to be used for the West Market Street Safety Improvements.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 16-2025** for declaring its intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, as amended on March 28, 2019.

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

Motion by Chairman Knight seconded by Supervisor Evans to acknowledge Robert Hollenbach as a new hire for the Public Works Crew starting June 30, 2025, with a starting wage of \$21.00 an hour.

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

The Board of Supervisors took no action on the Property Maintenance Code, instead tabled it for a month or two to review the Central Keystone Council of Governments (CKCOG) CMC Maintenance Code.

The Board of Supervisors took no action regarding the Buffalo Valley Rail Trail Maintenance. Instead, the Public Works Crew advised the board that the equipment was too large to use and would not be able to provide the proper service for the trail.

Motion by Chairman Knight seconded by Supervisor Evans to appoint Jolene Helwig as Secretary/Treasurer.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Jeffrey Oberdorf as Assistant Secretary/Treasurer.

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

The Board of Supervisors took no action on the Regional Solid Waste Management Plan Resolution, instead tabled it for next month's meeting to review the plan.

For the Good of the Order:

Press Time:

- Justin Strawser (Daily Item) asked for clarification on the Turtle Creek Bridge project, clarification on the West Market Street Multimodal Transportation Fund grant resolution, and if there was any compensation for the appointments.
- Gawhara Abouzeid (Standard Journal) asked for clarification on the exact differences to the Chapter 2, Part 1 and Part 3 amended ordinance and where does it apply?

Motion by Vice Chairman Zorn seconded by Supervisor Evans to enter into an Executive Session at 7:06 PM.

Motion by Vice Chairman Zorn seconded by Supervisor Evans to exit the Executive Session at 7:42 PM.

Motion by Vice Chairman Zorn seconded by Supervisor Evans to adjourn at 7:42 PM.



Jolene Helwig, 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 28, 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/Secretary/Treasurer Jolene Helwig; and Assistant Road Master Jeff Oberdorf.

Members of the public were in attendance: Ralph and Dori McIlvaine, Amy Day, Greg Zeh, Beth Confer, and Gawhara Abou-Eid (Standard Journal).

Hearing of Visitors:

- Ralph and Dori McIlvaine asked about the updates on the property maintenance code and if they could comment during that discussion.

Reports of Officials:

- Chairman Knight
 - Attended the CSFES meeting held July 24; discussed the intergovernmental agreement among the three municipalities; discussed including Buffalo Township and West Chillisquaque as part of the agreement or separate agreements with the fire departments; no action was taken as the meeting.
 - Submitted the 2025 Healing the Plant Grant application through Giant Foods for trees to plant around municipal complex and park.
 - DCNR awarded a grant of fifteen (15) oak trees to be delivered and planted at Turtle Creek Park, trees to be delivered first week of November; will require volunteers to help plant.
 - He received additional revisions for the Safe Streets for All federal grant contract; still waiting for final approval.
- Vice Chairman Zorn
 - Attended the CSFES meeting held on July 24; had several ongoing phone calls with Bob Huntington, Shawn McLaughlin, and Curtis Barrick to discuss the Regional Solid Waste Management Plan, and the County Comprehensive Plan.
- Supervisor Evans
 - July 16, 2025, attended the Planning Commission meeting; discussed the County Comprehensive Plan and decided that they lack the capacity to write a full comprehensive plan; topic to be discussed at next meeting.
 - She stated that she herself, Jolene, and another member from the Planning Commission, would be attending a two-day PSATS Zoning Conference in State College.
- Township Manager Helwig
 - She received an email from the Northumberland County Conservation District that they are monitoring and spraying the West Nile virus that was in East Buffalo Township and several surrounding municipalities.
 - Mentioned that she and Jeff reviewed and updated the budget notes; found a few that will need to be discussed by all members.

- Assistant Roadmaster Oberdorf
 - He received a phone call that the grinder should be delivered either July 31st or August 1st to the Brush and Yard Waste Drop-off Site. Since April, the site has collected 732 cubic yards of material and issued 152 permits.
 - He stated the North side of the bridge has been completely removed; protection wall is installed; construction to start Wednesday at 6:00 AM.

Motion by Chairman Knight seconded by Supervisor Evans to approve the July 14, 2025, business meeting minutes as distributed.

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

The Board of Supervisors took no action regarding the East Buffalo Township Comprehensive Plan; discussed the Planning Commissions recommendation; agreed to have the Planning Commission take action at their next meeting to approve and adopt the 2024 County Comprehensive Plan as township's own.

Motion by Chairman Knight seconded by Supervisors Evans to approve **Resolution 17-2025** to adopt the Five-County Regional Solid Waste Management Plan.

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

The Board of Supervisors took no action on the Property Maintenance Code; instead, they tabled it until they receive the updates and changes that Solicitor Matson's Office is working on.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve Philip Hackenberg Forest Management Plan for Turtle Creek Park at the cost of 4,250.00.

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

Motion by Chairman Knight seconded by Supervisors Evans to authorize a meeting with PennDOT and SEDA-COG before the next meeting and to request HRG prepare an estimate for phase four: adding sidewalks (south side) and repair/replace (north side) on West Market Street between 16th Street and 20th Street.

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

For the Good of the Order: No comments

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

Press Comments:

- Gawhara Abou-Eid (Standard Journal) asked for clarification on the West Nile Virus.


Motion by Chairman Knight and seconded by Supervisor Evans to enter into an Executive Session at 6:09 PM.

Motion by Vice Chairman Zorn and seconded by Supervisor Evans to exit the Executive Session at 6:28 PM.

Motion by Vice Chairman Zorn seconded by Chairman Knight to adjourn at 6:28 PM.


Jolene D. Helwig, 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 11, 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/Secretary/Treasurer Jolene Helwig; Assistant Roadmaster Jeff Oberdorf; Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald.

Members of the public in attendance: Ryan Kelchner (BIA); Scott Baylor; Tina Prowant; Justin Strawser (Daily Item); and Gawhara Abouzeid (Standard Journal).

Hearing of Visitors: no comments

Reports of Officials:

- Chairman Knight
 - July 30, 2025, a virtual meeting with HRG to discuss the West Market Street Phase 4 grant application; and July 31, 2025, a virtual meeting with HRG and DCNR to finalize the Turtle Creek Park Phase 1 project scope.
 - Announced that we were awarded the 2025 Healing the Planet "Keep Pennsylvania Beautiful" grant funded through Giant. This grant should allow us to purchase about fifteen (15) new trees that we are going to plant here at the Municipal Complex Fairground Road Park.
- Vice Chairman Zorn: nothing to report.
- Supervisor Evans
 - Attended the Buffalo Valley Regional Police Planning Commission meeting on July 29th.
 - Reported the website for the police department will become active on August 15th, and it will be in many ways interactive for the people to use.
 - National Night Out was held on August 5th and had a huge turnout.
 - Reported that they talked about emergency communication with the public.
 - Stated they will be doing a performance review for the chief since he has been working with the police department for eight months.
- Assistant Roadmaster Oberdorf
 - Reported that the grinder showed up on Tuesday, August 5; and they were here to set it up and went over the operational training. The machine ran for four (4) hours, and they were able to grind up the pile that was out there since the Drop Off Site opened in April.
 - Informed that the north side of the bridge needs three (3) more rows and then they will be ready for the beams.
 - Announced that they started cleaning culverts, ditches, and picking up brush piles that were on the roadways and in the ditches that are going to be treated with fiber matted material and sealed.
- Township Manager/Secretary/Treasurer Helwig
 - Highlighted a list of meetings attended for the month of July and August.

- Informed the Board that the 2025 Fall Newsletter was posted on Township Facebook page, website, and announced via TextMyGov.
- Announced that there were four (4) individuals going to the Zoning Academy on August 26th and August 27th.
- Reported that we had received five (5) resumes for the Secretary/Treasurer position.

Chairman Knight acknowledged Board had no Buffalo Valley Regional Police Departments (BVRPD) Reports due to meeting is scheduled after the Township meeting this month.

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

Motion by Chairman Knight seconded by Chairman Zorn to approve the Saint Paul's at the Farm Subdivision Final Plan.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the July 28, 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 July 2025 as presented.

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

Motion by Chairman Knight seconded by Supervisor Evans authorizing the Chairman to apply for the TASA grant and to submit the draft application for the TASA grant, which is due by September 5th.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 18-2025**, the east Buffalo Township Non-Uniform Employee's Pension Plan 2026 Minimum Municipal Obligation for \$34,406.

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

The Board of Supervisors took no action on the awarding the Concrete Bridge Deck Bid for the Turtle Creek Bridge. Township received a phone call saying that there were issues with bids and wanted to thoroughly review before making a recommendation.

Motion by Chairman Knight seconded by Chairman Zorn to approve the Girls on the Run 5K Race for Saturday, November 22, 2025, at 10:00 AM.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 19-2025**, adopting the proposal of Ralph H. Starkey and Peggy S. Starkey, to add 78.8 acres of farmland, Union County Tax Identification Number 002-042-013.00000 and 002-042-024.300000, to the East Buffalo Township Agricultural Security Area without modification.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the operation of unPAved on Sunday, October 12, 2025.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Block Party on Monday, September 1, from 2:00 PM to 7:00 PM.

Knight-y; Zorn-y; Evan-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the cost of the appraisal for the property in question to be split with the county.

Knight-y; Zorn-n; Evan-y; Motion Carried

Motion by Chairman Knight seconded by Vice Chairman Zorn to amend Section 303 of Chapter 10 of the Township Code of Ordinance to require driveway permit for all driveways, regardless of whether it is private or a public street.

For the Good of the Order:

- Chairman Zorn asked if we received any update from Matt Exley on the Emergency Operation Plan.

Announcements:

Press Time:

- Justin Strawser (Daily Item) asked for clarification on the Minimum Municipal Obligation, clarification on the Concrete Bridge Deck Bid for the Turtle Creek Bridge, clarification on the Tax Appeal and clarification on the Starkey Ag Security Resolution.

Motion by Chairman Knight seconded by Vice Chairman Zorn to enter into the Executive Session at 6:22 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to exit the Executive Session at 6:49 PM.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:50 PM.



Jolene Helwig, Secretary



James Knight, Chairman



Tom Zorn, Vice Chairman



Katie Evans, Supervisor

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL MEETING
589 Fairground Road, Lewisburg, PA, 17837
August 20, 2025

Chairman Knight called the Board of Supervisors Special Meeting to order at 10:00 AM.

Those present: Chairman James Knight; Vice Chairman Tom Zorn; Supervisor Katie Evans; Township Manager/Secretary/Treasurer Jolene Helwig; Assistant Roadmaster Jeff Oberdorf; Township Solicitor Peter Matson; Roadmaster Stephen Mohr and Jason A. Snyder, PE (Effective Technical Applications, Inc. (ETA)).

Members of the public in attendance: Justin Strawser (Daily Item).

Motion by Chairman Knight and seconded by Supervisor Evans to reject all bid documents and readvertise the bid notice for the construction of an 8" reinforced concrete bridge deck and associated parapet for the Township's Turtle Creek Road bridge replacement project on Thursday, August 21 and Thursday, August 28th; the bid opening date of Monday, September 8th until 1:00 PM (prevailing time) and read at 1:01 PM (prevailing time) on Monday, September 8th. Township to make final recommendations at their Board of Supervisor Meeting schedule for Monday, September 8th at 5:30 PM.
Knight-y; Zorn-y; Evans-y; Motion Carried

For the Good of the Order: no comments

Announcements: no comments

Press Time:

- Justin Strawser (Daily Item) asked for clarification on who was installing the bridge and clarification on the additional steel beam needed.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 10:17 AM.


Jolene D. Helwig, 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 25, 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/Secretary/Treasurer Jolene Helwig.

Members of the public were in attendance: Ron Lentz, Lisa Wolfe, Tina Prowant, Chief Embeck, and Gawhara Abou-Eid (Standard Journal).

Hearing of Visitors:

- Tina Prowant asked the Board of Supervisors to clarify the parking on Bucknell and to consider whether the students should have to pay to park.
- Ron Lentz asked the Board of Supervisors to consider whether parking on North 10th Street on a property adjacent to his property should be allowed for the Bucknell students to park their vehicles.

Chairman Knight announced an Information Session was held on August 14, 2025, at 2:30 PM to discuss the parking issue on Moore Avenue.

Reports of Officials:

- Chairman Knight
 - Attended a meeting with Chief Blount and Stephen Bolinsk to discuss establishing service agreements with Buffalo Township and West Chillisquaque; and talked briefly about next year's budget.
 - Stated that we received the Safe Streets for All federal grant.
- Vice Chairman Zorn
 - Stated he had a phone call with our Emergency Management Coordinator about our Emergency Management Plan.
- Supervisor Evans
 - She stated that she attended the Police Planning Commission meeting; bad news the police website was not up yet, and the co-responder had resigned. However, they had some candidates in mind and will be hiring someone that will cover all of Union County.
- Township Manager Helwig
 - She stated the North side of the bridge has been completed and Public Works Crew started prepping the south side of the bridge today.
 - The crew that was doing the chipping had completed; the sweeping of streets had begun on Friday and continued Monday; weather pending they were going to begin fog sealing all the roads.
 - Mentioned the Fall brush pickup will begin on Monday, September 8th, have your material curbside by 7:00 AM, Monday morning. Do not forget you can still get permits for the Brush and Yard Waste Drop-off Site.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the August 11, 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 August 20, 2025, special meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Supervisors Evans to restrict parking on Moore Avenue between Dent Drive and Route 15 and on South 7th Street, to be posted for no overnight parking from 11:00 PM to 5:00 AM.

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

The Board of Supervisors took no action on the paving marking on Saint Mary Street and State Route 45; instead, they tabled and planned to include in next year's budget. Jim was going to reach out to PennDOT's Traffic Department.

The Board of Supervisors took no action on the budget notes and income review; instead, they tabled until next work session meeting when we discussed expenses.

For the Good of the Order: No comments

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 Vice Chairman Zorn to enter an Executive Session at 6:29 PM.

Motion by Chairman Knight and seconded by Supervisor Evans to exit the Executive Session at 6:49 PM.

Motion by Chairman Knight seconded by Supervisor Evans to adjourn at 6:50 PM.



Jolene D. Helwig, 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 8, 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/Secretary/Treasurer Jolene Helwig; Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald.

Members of the public in attendance: Ralph and Dori McIlvaine; Tina Prowant; Ron Lentz; Justin Strawser (Daily Item); Shawn McLaughlin; and Gawhara Abouzeid (Standard Journal).

Hearing of Visitors:

- Tina Prowant asked the supervisors to consider painting white speed lines on the township roads, so the Buffalo Valley Regional Police Department (BVRPD) could run traffic stops.
- Ralph and Dori McIlvaine asked if the speed limit sign could be placed on State Route 45 (SR0045)
- Ron Lentz asked the supervisors if there were any updates on Bucknell Parking on North 10th Street adjacent to his property.

Reports of Officials:

- Chairman Knight
 - On August 28th the CSFES had a meeting to finalize the intergovernmental agreement between East Buffalo Township, Kelly Township, and Lewisburg Borough. They also reviewed the draft budget, still working on some funding ideas and grant proposals, both for equipment purchases and for facility renovation, which they desperately need.
 - On September 2nd, the TASA grant application was submitted to PennDOT; they confirmed that they have received it. Just waiting for them to schedule a review before final application is submitted. This is due at the end of October.
 - September 4th had a meeting with Chief Blount to clarify a few things with the budget.
 - Had a follow up with Philip Hackenberg about the Turtle Creek Park Forest Management Plan. He sent a draft document today, but he plans to get the final plan by September 15th.
 - Contacted HRG about getting a proposal for the Safe Streets for All Safety Action Plan, they are planning to get a proposal to us by our October meeting.
- Vice Chairman Zorn:
 - I attended the CSFES meeting on August 28th.
- Supervisor Evans: nothing to report.
- Township Manager/Secretary/Treasurer Helwig
 - Highlighted a list of meetings attended for the month of August.
 - Informed the Board and the public that the fall round for brush and yard waste began; reminded them that they still had time to get brush permits to take their material to the Brush Drop-off Site.
 - Informed the Board that the Union County Association of Township Officials Convention is scheduled for Wednesday, October 22, at the One Barn Farm, located in Mifflinburg. Registration

starts at 4:30 PM, meeting to be held at 5:30 PM, I need to know who all is attending by Friday, September 19th.

- It has been announced that the Township Office will be closed on Wednesday, September 10th, due to off-site training.

Chairman Knight acknowledged 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) Report.

Motion by Chairman Knight seconded by Chairman Zorn to approve the Robert and Carole Hamm Minor Subdivision Plan contingent on receipt of the sewer module model.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the August 25, 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 August 2025 as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to adopt **Resolution 20-2025** adopting the Union County Comprehensive Plan as the Official Comprehensive Plan of Record for East Buffalo Township.

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

The Board of Supervisors took no action on the CKCOG Property Maintenance Code, however, there was ongoing discussion about considering whether to include Chapter 8 (Rental inspections/standards) as part of the ordinance. Jim will collaborate with Solicitor Matson's office to finalize the draft for review.

Motion by Chairman Knight seconded by Supervisor Evans to establish Halloween Trick or Treating hours in East Buffalo Township for Friday, October 31, 2025, from 5:30 PM to 8:00 PM.

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

The Board of Supervisor discussed doing Halloween in the Fairground Road Park. Katie and Jo to figure out a date and time to be discussed at the Monday, September 22nd Work Session meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to award Redrock Construction, Inc. the Turtle Creek Road Bridge Reinforced Concrete Deck System & Barrier Curb in the amount of \$92,175.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to provide a Letter of Support to the Union County Trail Authority for the Buffalo Valley Rail Trail US 15 Crossing TASA grant.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve **Resolution 21-2025**, to amend and restate the Intergovernmental Cooperation agreement (IGA) between East Buffalo Township, Kelly Township and the Lewisburg Borough forming the Central Susquehanna Fire and Emergency Services (CSFES).

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to appoint Cory Adams to serve a term on the Board of Trustees from January 1, 2026, through December 31, 2028, as the PSATS Unemployment Compensation Group Trust Trustee.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn 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. Motion died after more discussion and it was agreed upon to see if a board member could attend the Monday, September 22nd, Work Session meeting to discuss why they need a (3%) increase in funding.

Informed the Board of Supervisors and public that volunteers for 2026 were needed to fill the expiring terms unless the current volunteers wanted to be reappointed. New volunteer forms would need to be completed and returned to the office before the end of the year, so the supervisors could make their recommendations at the January 5th Reorganizational Meeting.

Motion by Chairman Knight seconded by Supervisor Evans to authorize Solicitor Matson's Office to make any additional changes, if any, and authorize advertisement of the public notice for adoption and provision of the Ordinance to the Union County Planning Commission for review regulating Cryptocurrency and Data Mining Operations.

For the Good of the Order: No comments.

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


Press Time:

- Justin Strawser (Daily Item) asked for clarification on the cryptocurrency and data mining operation ordinance, clarification on the Buffalo Valley Rail Trail US 15 Crossing.

Motion by Chairman Knight seconded by Supervisor Evans to enter into the Executive Session at 6:56 PM.

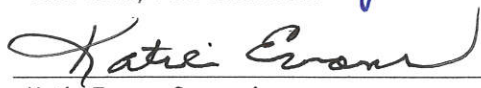
Motion by Vice Chairman Zorn seconded by Supervisor Evans to exit the Executive Session at 7:26 PM.

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


Jolene Helwig, 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 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

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS
PUBLIC BUSINESS MEETING
589 Fairground Road, Lewisburg, PA, 17837
October 13, 2025

Chairman Knight called the Board of Supervisors Meeting to order at 5:30 PM.

Those present: Chairman James Knight; Vice Chairman Tom Zorn; Assistant Roadmaster Jeff Oberdorf; Township Manager/Secretary/Treasurer Jolene Helwig; Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald. Supervisor Evans was absent from meeting.

Members of the public in attendance: Lori Morgan (HRG); John and Laura Funk; Justin Strawser (Daily Item); and Gawhara Abouzeid (Standard Journal).

Hearing of Visitors: no comments

Reports of Officials:

- Chairman Knight
 - I attended the CSFES meeting on September 25th; and they did not finalize the budget. Kelly Township had objection, so the budget is still pending. Hoping to pass it at their October meeting.
 - On September 29th Jo and I participated in a conference call with PennDOT about the TASA grant application for West Market Street. The final application was submitted on September 30th. Grant awarding is to be in the early spring.
 - October 6th, I met with Jo and Jeff just to review the draft budget and clarify a few things concerning the grants.
 - I am planning to attend the West Chillisquaque Supervisors' Meeting. Chief Blount from the William Cameron Engine Company (WCEC) is going to present information on their contribution relative to the other municipalities and the budget requirements. They plan to meet with Buffalo Township, but no meeting date has been established.
- Vice Chairman Zorn:
 - I attended the CSFES meeting on September 25th; and the October 8th Buffalo Valley Regional Police Department (BVRPD) monthly meeting.
 - Stated he has been trying to contact the Emergency Management Coordinator but has not been successful.
- Supervisor Evans: Township Manager reported for Supervisor Evans the following:
 - I attended the BVRPD meeting on October 8th; topics of conversation included: website is completed; fines and party permits can now be paid online; commission approved the sale of car 36 on Municibid; gave approval for the purchase of an e-bike to be used primarily on the Buffalo Valley Rail Trail; amended the Immigration Policy and introduced the new crisis responder from CMSU Kira Hackenberg. Chief Embeck reported some noteworthy calls including assisting another force involving a 3 ½ mile chase that included use of a drone; a search of a car resulting in discovery of a handgun and clarified the procedure on towing of cars. The chief also reminded the Commission that parking in the cul de sacs in the township is NOT permitted. The police have been posting signs which residents are removing. Residents need to be aware cars will be ticked and/or towed.

- She reported that she attended the CKCOG annual meeting on October 9th, State Senator Yaw was the keynote speaker. Rodney Neitz, CKCOG Director, presented an overview of the year. By the end of September permit fees exceeded the estimated total for the year. Property maintenance has also had an active year, and the zoning department provided services for 16 member municipalities. There are 168 municipalities in our district. Roll call was present and the business meeting was held. The terms of two (2) Executive Board members are expiring at the end of this year. Both Billy Alred (Union Township) and Pete Bergonia (Lewisburg Borough) were re-elected to the Board. The 2026 budget was presented. The overall budget will increase by \$546,640.37. Revenue from building permits and zoning will continue to be the revenue leaders while expenditure on equipment and vehicle replacement sees the greatest increase.
- Assistant Roadmaster Oberdorf
 - Stated that they finished a few things with the bridge project; they removed the forms, poured concrete and are now ready for the beams.
 - He stated that brush and yard waste pickup will be tomorrow due to the weather and other things that happened.
- Township Manager/Secretary/Treasurer Helwig
 - Highlighted a list of meetings attended for the month of September and October.
 - Informed the Board and the Salt Shed notice, bid documents and drawings were ready to be published in the Standard Journal and on the website.
 - Informed the Board that the Union County Association of Township Officials Convention is scheduled for Wednesday, October 22, at the One Barn Farm, located in Mifflinburg. Registration starts at 4:30 PM, meeting to be held at 5:30 PM, I need to know who all is attending by Friday, September 19th.
 - It was announced that the Township Office will be closed on Tuesday, October 21 due to off-site training from 9:00 AM to 12:00 Noon.
 - The public was reminded about the Halloween in the Park scheduled for Saturday, October 25th, from 2:00 PM to 4:30 PM.
 - Mentioned to the Board that Jim wrote a good article about the Healing the Planet Grant and it was posted in PSATs Pennsylvania Township News magazine for the month of October.

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

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

Motion by Chairman Knight seconded by Chairman Zorn to approve the Minor Land Development Plan for John Federico Charles-Funk and Lara E. Funk.

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

Motion by Chairman Knight seconded by Chairman Zorn to approve the September 22, 2025, work session meeting minutes as distributed.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the expenditures for September 2025 as presented.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to the United Concordia insurance renewal for December 1, 2025, through November 31, 2026.

Knight-y; Zorn-y; Evans-absent; 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 (7) percent for calendar year 2026.

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

The Board of Supervisors took no action on the 2026 Budget Review. The Board reviewed the funds for State Aid (Liquid Fuels) and the hold-up from the fire and police department.

The Board of Supervisors took no action on the Proposed Amendments to Chapter 10, however, there was ongoing discussion about considering whether to include or remove certain sections of the current ordinance. More review time was needed and additional changes were needed. The Board agreed to table this action until Monday, October 27th, Work Session meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 24-2025** to Waive the Regulatory Well Minimum Horizontal Isolation Distance for the property located at 176 Maplewood Drive, Winfield, PA 17889.

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

The Board of Supervisor took no action on the Safe Street and Roads for All (SS4A) Proposal. Board members had additional questions on the proposal and asked for clarification (1) whether HRG would consider a Time and Expense (T&E) contract rather than a Lump Sum, and (2) how overhead costs were determined and what expenses it covered. Lori Morgan, HRG Representative who presented the proposal stated she would follow-up and get clarification before the Monday, October 27th, Work Session meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the Intergovernmental Cooperation Agreement (IGA) for the use of a Model 1680XP-Beast Recycler between East Buffalo Township, and Penn Township, Snyder County.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to provide a Letter of Support to the BVRA Degenstein Foundation Grant for pool repairs.

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

For the Good of the Order:

- Chairman Knight asked Solicitor Matson if we were still operating under the old fire service IGA even though we voted to withdraw from it. Solicitor Matson replied until all agreed and signed the agreement.

Announcements:

- Chairman Knight announced a reminder that East Buffalo Township is going to be doing a tree planting event that the community is welcome to come help on Saturday, October 25th, here at the Township Building and the Fairground Road Park and another one on Saturday, November 8th, at the Turtle Creek Park. The trees are both through the Healing the Planet Grant and the Pennsylvania Tree Grant from DCNR.
- Vice Chairman Zorn announced that Township Manager had drafted an Investment Policy for the Township and should probably be consider putting on the agenda for next meeting to approve.
- Solicitor Matson announced that the Cryptocurrency, and the Township Zoning Ordinance, were now ready to be adopted. He suggested that we adopt them on November 24th, Work Session meeting. He

also brought to the attention an amendment to the Animal Ordinance that should also be adopted at the November 24th, Work Session meeting.

Press Time:

- Justin Strawser (Daily Item) asked for clarification on the budget; what are we looking at for taxes this year; clarification on the Safe Street for All (SS4A) Grant; clarification on the overhead for HRG and Kittelson's.

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:38 PM.



Jolene Helwig, 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
October 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; Assistant Roadmaster Jeff Oberdorf; and Township Manager/Secretary/Treasurer Jolene Helwig.

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

Hearing of Visitors: no comments

Reports of Officials:

- Chairman Knight
 - Stated that he attended the CSFES meeting on Thursday, October 23rd, they still have not passed the budget because they still have not met with the Buffalo Township Supervisors to discuss their contribution. Chief Blount and I attended the West Chillisquaque Township meeting on October 14th; it sounds like they are going to increase their contribution, but they do not have a number yet.
 - Attended a conference call about the Safe Streets for All Grant and the proposal from HRG, and got that clarified, so, they sent us their updated proposal now and we will discuss that later in the meeting.
 - Jim informed us that on October 25th, seven (7) scouts and three (3) adults plus Brian Auman, Megan Cook (Township Landscaper), Jo and I all volunteered to plant trees around the Township Complex and in the Fairground Road Park, Jeff and the Public Works Department dug the holes ahead of time for the tree planting.
- Vice Chairman Zorn
 - Stated he attended several meetings; Union County Association of Township Officials Convention on October 22nd; CSFES meeting on October 23rd; will be attending a PSATS virtual workshop regarding grid scale solar on Tuesday; and then on Wednesday will be attending a PSATS webinar on Township Financing.
- Supervisor Evans
 - She stated that she attended the Planning Commission meeting on October 15th.
 - Katie mentioned that we had our Halloween in the Park; almost seventy-five (75) kids; a variety of costumes and a variety of ages. Ages ranging from one (1) dressed as a skunk in a stroller to fifteen (15) dressed as Eeyore the Donkey; cuties was a scarecrow; scariest were clowns; and most unusual was dressed as a fox.
- Assistant Roadmaster Oberdorf
 - He stated the final round of brush and yard waste was completed. The vacuum truck will continue to collect leaves until the first week of December.
 - The steel for the bridge did not come last week; the galvanizer's backed up; placed a phone call but did not hear back; was supposed to be here October 28th or October 29th.

- Stated on the south side of the bridge is 95% restored; trees planted; grass was hydro-seeded; and a small area that still needs to be completed.
- Mentioned the Public Works Crew is doing a second grinding on all the stuff at the brush and yard waste drop-off site.
- Township Manager/Secretary/Treasurer Helwig
 - Informed the supervisors that Greg Dibble from PennDOT sent an email stating that they have not been announce yet and believes that this may have something to with the State budget not being passed.
 - Mentioned attending several meetings: Susquehanna Community Bank; PSATS Grid Scale and Solar Workshop; Conference call on the SS4A Grant; Union County Association of Township Official Convention; and a cyber meeting. Forth coming meetings with: Insurance Representative; PSATS Webinars Managing and Enhancing Community Stormwater; PSATS Webinar How to Analyze and Compare Your Township Financing; Turtle Creek Park Budget Review; Interview; Union County Reassessment; Emergency Management Review.
 - Ian Johnson with the Commonwealth of Pennsylvania Department of the Auditor General Office conducted our 2023-2024 State Aid (Liquid Fuels) Audit. He mentioned that we need to watch our phone bid quotes.
 - Stated office will be closed on Tuesday, October 28th.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve the October 13, 2025, business meeting minutes as distributed.

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

The Board of Supervisors took no action on the Proposed Amendments to Chapter 10, however, there was ongoing discussion about considering whether to include or remove certain sections of the current ordinance. More review time was need and additional changes were needed. The Board agreed to table this action until Monday, November 10th, Business meeting.

Motion by Chairman Knight seconded by Supervisor Evans to approve the HRG Safe Street and Road for All (SS4A) proposal dated October 27, 2025, for a not-to-exceed amount of \$250,000.

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

The Board of Supervisors took no action on the budget income review. We reviewed the General Fund real estate transfer tax; earn income tax; local service tax; adjusted the DCNR grant income information and made changes to the Capital Construction; discussed the Equipment Purchases; adjusted the transfer to DCNR Fund; spoke about moving \$650,000 from the Capital Reserve Municipal Complex to cover the cost of the Salt Shed; and discussed transferring the remaining funds needed from the Operating Reserve Fund to the General Fund budget spreadsheet.

The Board of Supervisors took no action on the Investment Policy. We reviewed Section 3. Scope. Subsection B. regarding the Pension Funds and Section 4. Standards of Care. Subsection C. Delegation of authority and responsibilities. The Board agreed that this section needs to be redefined with changes. Chairman Knight was going to draft changes and then forward to other board members and solicitor for final approval. The Board agreed to table this action until Monday, November 10th, Business meeting.

The Board of Supervisors took no action on the Emergency Operation Plan (EOP). We briefly discussed the plan but felt that a sit-down meeting with the Emergency Management Coordinator (EMC) was needed before final approval could be made. Township Manager has confirmed a tentative meeting scheduled for October 31st after 10:00 AM with the EMC but has not received a set time as of meeting.

For the Good of the Order: no comments

Announcements: Township Manager mentioned the 2026 brush and yard waste topic. Supervisors were asked to decide if they wanted to keep the current schedule, what the township has in place with the site being open in the months of April through November; or to be open one Monday and Saturday for the months of December through March. April through November the site would be open every Monday, unless Monday happens to a holiday then it would be open on Tuesday as well as the second Saturday of each of those months. This would create one curbside pickup for the spring and one curbside pickup in the fall. The discussion ended with the board wanting to stay with the current schedule for 2026.

Press Comments:

- Justin Strawser (Daily Item) asked for clarification on the increase with the millage rate for this version of the budget; asked for clarification on the largest expenditures; and asked for clarification on how the anticipated shortfall would be covered.
- Gawhara Abou-Eid (Standard Journal) asked for clarification on the large expenditures; and asked for clarification on chapters for the CKCOG Property Maintenance Ordinance.
- Tina Prowant, resident, asked for clarification on how many grants we received and how many we had to provide match funding for all the parks. Chairman Knight to provide information at next month meeting.

Motion by Chairman Knight seconded by Supervisor Evans to adjourn at 6:50 PM.



Jolene D. Helwig, 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 10, 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 Evans; Assistant Roadmaster Jeff Oberdorf; Aleigh Heckman; Township Manager/Secretary/Treasurer Jolene Helwig; Township Solicitor Peter Matson; Planning/Zoning Tom MacDonald.

Members of the public are in attendance: Tina Prowant; Justin Strawser (Daily Item); and Gawhara Abouzeid (Standard Journal).

Hearing of Visitors: Tina Prowant EBT resident asked for the individual totals of all the park projects.

Reports of Officials:

- Chairman Knight
 - October 28th attended a webinar for our tree grant for Turtle Creek Park. It went through all the information about the delivery plans and all of that was passed on to Steve and Jeff. Brain Auman, Steve, Jeff, and I walked the Turtle Creek Park site last Friday to sort out the plans for our planting event happening on November 15th.
 - On November 3rd, I attended the Buffalo Township Supervisors' Meeting with Chief Blount from the fire department. Chief Blount presented them with financial information about the department and asked them to consider increasing their contributions next year, but they need some time to review everything before they can give a number.
- Vice Chairman Zorn:
 - I attended the PSATS Solar Grid Webinar on October 28th, and Tom Murphy said that he is willing to review any ordinances of a township, and I am wondering if we could go ahead and send him ours to see what his review comments would be.
 - On October 29th I attended a PSATS Financing for the Township webinar and on October 31st Jeff, Jo and I had a meeting on our emergency operations with our Emergency Management Coordinator Matt Exley.
 - Mentioned that he would be attending a meeting on November 11th regarding Rabbit Transit System and how it may apply to our township.
- Supervisor Evans:
 - She gave a report on our first Halloween in the Park on October 25th, which was held at the Fairground Road Park. We had about seventy-five (75) trick-or-treaters and handed out six prizes (youngest, oldest, cutest, scariest, and most unusual). She would like to see it done again next year.
 - She reported that she attended a meeting with the police department to discuss the insurance plan for retirees, all of whom are East Buffalo people and are grandfathered as far as their medical cost are concerned.

- Assistant Roadmaster Oberdorf
 - Stated that the steel showed up for the bridge and on Thursday they planned to set it. The project will then be shut down for the year because it is getting too cold and the cost to finish it this year is going to outweigh a lot more than holding off until next year.
 - Jeff stated that the next project will be the Lan Avon Pipe Project starting the following Monday. This will cause a road closure since they will be closing the end of the roadway towards the river.
 - He mentioned that they will have a couple trucks suited up and ready to go in cause of pending weather.
- Township Manager/Secretary/Treasurer Helwig
 - Mentioned she attended some of the same meetings as the other board members.
 - Mentioned she attended the County Reassessment Meeting on October 30 which was at 6:30 PM at the Government Center. The meeting held a lot of information and the result of that was realizing that if the Board wishes to raise taxes, they should do so in 2026 or 2027 due to being unable to do so once it is 2028. This is due to the cyber attack in March causing the loss of 1,100 files, so 2028 will be revenue neutral. The reassessment started at the beginning of this month. Individuals are going around talking to residents beginning in Greg Township, then White Deer, then Kelly Township, followed by Lewisburg Borough and East Buffalo Township. By the end of this year, they should have talked to or visited all properties in those areas. If they are unable to reach residents, a door hanger will be left. By November 15, all certified values should be entered to estimate the 2026 Estimated Real Estate Taxes
 - She spoke to our recycling coordinator about the 902-grant application for reimbursement. It was submitted and approved, but due to the budget not being passed the money is being held by the State.
 - Stated that Aleigh Heckman started as secretary on Monday, November 3rd, and success at beginning of her role.
 - The recycling newsletter will switch from twice a year, to once a year to save on postage costs and to avoid resident confusion from two editions. Also mention of the 2026 brush permits now being available for residents to pick up at the office.

Chairman Knight acknowledged no receipt of the October Buffalo Valley Regional Police Departments (BVRPD) Reports due to meeting being held after township meeting.

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

Motion by Supervisor Evans seconded by Vice Chairman Zorn to approve the Lot Consolidation for Lands of Kurin Williams & Lindsey Folio.

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

Motion by Chairman Knight seconded by Supervisor Evans to approve the October 27, 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 October 2025 as presented.

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

Chairman Knight was sent information Thursday November 6 regarding the Proposed Amendments to Chapter 10 via email and was unable to view it until Monday morning as well as did not realize other members were not

attached on the email. The Board of Supervisors decided to table the the Proposed Amendments to Chapter 10 until the November 24, 2025, Work Session Meeting.

Motion by Chairman Knight seconded by Vice Chairman Zorn to approve **Resolution 25-2025** for the East Buffalo Township Investment Policy with the addition of the operating reserve fund added to section 3A.

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

Motion by Vice Chairman Zorn to approve the first reading and authorize the publication of the proposed 2026 draft budget with General fund millage of 3.90%; Fire Fund millage of 0.75%; Street Light millage of 0.07%; Fire Hydrant millage of 0.07%. Motion died due to a lack of a second.

Motion by Chairman Knight seconded by Supervisor Evans to approve the first reading and authorize the publication of the proposed 2026 draft budget with General Fund millage of 3.80%; Fire Fund millage of 0.75%; Street Light millage of 0.07%; Fire Hydrant millage of 0.07%. Final voting on the 2026 Budget will be at the Board meeting on December 8, 2025.

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

Motion by Chairman Knight seconded by Supervisor Evans to accept the bid from Hepco Construction Inc. for the Salt Shed project with the initial anticipated cost of \$653,959.80.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to convene the 2026 annual organization meeting at 5:00 PM on January 5th, with the business meeting commencing immediately following the organization meeting.

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

Motion by Chairman Knight seconded by Vice Chairman Zorn to acknowledge Aleigh Heckman as the new hire for the Secretary position starting November 3, 2025, with a starting wage of \$23.00 an hour.

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

For the Good of the Order:

- Chairman Knight announced information about a Design Meeting for Turtle Creek Park Phase 1 project on October 30, 2025. There were details of the scope and current estimate and some questions that were resolved. They have already met with DCNR and received approval, so they wish to submit further once DCNR approves the drawings.

Announcements:

- Chairman Knight announced a reminder that East Buffalo Township is going to be doing a tree planting event that the community is welcome to come help on Saturday, November 15th, at the Turtle Creek Park. The trees are both through the Healing the Planet Grant and the Pennsylvania Tree Grant from DCNR.
- Township Manager asked for an executive session.

Press Time:

- Justin Strawser (Daily Item) asked for clarification on Aleigh's duties and if it would relieve Township Manager/Secretary/Treasurer Helwig of some of her duties, the answer was yes.
- Gawhara Abouzeid (Standard Journal) asked for clarification on last year's milage compared to this year's milage.
- EBT Resident Tina Prowant had questions regarding the Recycling Newsletter now being once a year rather than two times per year and the cost difference associated with it. She was informed that the

newsletter printing and shipping costs would be decreased by \$2,000 with publication only being once a year.

Motion by Chairman Knight seconded by Supervisor Evans to enter an Executive Session at 6:44 PM

Motion by Vice Chairman Zorn seconded by Chairman Knight to exit the Executive Session at 6:49 PM

Motion by Chairman Knight seconded by Vice Chairman Zorn to adjourn at 6:49 PM


Jolene Helwig, Secretary


James Knight, Chairman


Tom Zorn, Vice Chairman


Katie Evans, Supervisor