

Buffalo Township Supervisors
December 2023
Monthly Supervisor
Meeting Minutes

The Buffalo Township Supervisors held their Monthly Supervisor Meeting on Monday, December 4, 2023 at 6:30 PM, at the Buffalo Township Municipal Building, 2115 Strickler Rd, Mifflinburg, PA.

Present: Chairman William Zimmerman
Vice Chairman Paul Haines Sr.
Supervisor Glenn Troup
Secretary Tammy Wagner
Asst. Solicitor Jason T. Brudecki
Planning Board Director Douglas Hovey

Guests: Alan Wagner
Gavin Enders

There were twelve township residents present.

Chairman Zimmerman opened the meeting with the Pledge of Allegiance to the American Flag followed by a Moment of Silent Meditation.

Public Comments:
None

Meeting Minutes:
Paul Haines made a motion and was seconded by William Zimmerman to approve the November 6, 2023 Supervisor Meeting Minutes.
Motion approved.

Financial Reports:

GENERAL FUND ACCOUNT

Beginning Balance	\$533,163.68
Receipts + Interest	\$79,365.08
Expenditures	\$138,156.00
Ending Balance	\$474,372.76

STATE FUND (Liquid Fuels) ACCOUNT

Beginning Balance	\$96,843.89
Receipts + Interest	\$39.80
Expenditures	\$0.00
Ending Balance	\$96,883.69

Glenn Troup made a motion and was seconded by Paul Haines to approve the General Fund Financial Report for November 2023.
Motion approved.

Glenn Troup made a motion and was seconded by Paul Haines to approve the State Fund Financial Report for November 2023.
Motion approved.

Expenses:

Paul Haines made a motion and was seconded by William Zimmerman to approve the Secretary/Treasurer to pay the December 2023 expenses on a weekly basis with Supervisor approval.
Motion approved.

Reports:

1. Zoning Administrator, November 2023

- 5 Applications & Fees were received
- November Fees Collected \$930.00
- Total YTD Fees Collected: \$25,373.29
- 5 Approvals were granted
- November Cost to Township \$1,119.91
- Total YTD Expenses: \$13,799.58

Glenn Troup made a motion, seconded by Paul Haines to approve the Zoning Administrator’s Report for October 2023 and pay bill in the amount of \$1,119.91. Motion was unanimously approved.

2. Sewage Enforcement Officers, November 2023

NONE

3. Road Foreman Report:

The trucks are all ready for winter weather with plows and cinder boxes. They have been cold patching and crack sealing and performing general maintenance.

Old Business:

1. 2024 Tentative Budget-Approve budget for 2024.

GENERAL FUND

	2022 Actual	YTD 2023	2024 Budget
Total Income	\$1,093,087.97	\$838,571.04	\$940,940.36
Total Expense	\$1,028,219.74	\$766,182.48	\$914,700.00
Net Income	\$64,868.23	\$72,388.56	\$26,240.36

STATE/LIQUID FUELS FUND

	2022 Actual	YTD 2023	2024 Budget
Total Income	191,059.04	196,368.23	193,499.54
Total Expense	230,276.60	239,490.43	187,432.00
Net Income	-39,217.56	-43,122.20	6,067.54

Paul Haines made a motion, seconded by Glenn Troup to approve the 2024 General Fund Preliminary Budget \$914,700.00. Motion approved.

Glenn Troup made a motion, seconded by Paul Haines to approve the 2024 State Fund Preliminary Budget \$187,432.00. Motion approved.

2. Discuss updated design for the new equipment building.

The new blue prints were presented to the public for inspection. New blue prints for the clean room are forthcoming,

3. Amend the agenda to sign HRG Contract for Land Development and Strom Water Design for the proposed equipment shed.

Paul Haines made a motion, seconded by Glenn Troup to amend the agenda to sign HRG Contract for Land Development and Strom Water Design for the proposed equipment shed. Motion approved.

Paul Haines made a motion, seconded by Glenn Troup to sign HRG Contract for Land Development and Strom Water Design for the proposed equipment shed. Motion approved.

New Business:

1. Amend the Agenda for Alan Wagner regarding Sewer Module for Ronald and Kathleen Swartzlander.

Glenn Troup made a motion, seconded by Paul Haines to Amend the Agenda for Alan Wagner regarding Sewer Module for Ronald and Kathleen Swartzlander.

Motion approved.

Paul Haines made a motion, seconded by Glenn Troup to approve the Sewer Module for Ronald and Kathleen Swartzlander.

Motion approved

2. Adam Wolfe: return of cash fiscal guarantee.

Glenn Troup made a motion, seconded by Paul Haines to return Adam Wolfe's fiscal guarantee.

Motion approved.

3. Non CDL drivers.

Jason Brudecki stated that drivers for the Township do not need to have a CDL to plow snow and treat roads for winter weather conditions. He provided a Certificate of Authorization to be executed for each Non CDL driver.

Paul Haines made a motion, seconded by Glenn Troup to allow Non CDL Drivers to plow snow and treat roads with the executed Certificate of Authorization.

Motion approved.

4. 2024 Millage Tax Rate-Set tax rate for all taxable real estate in Buffalo Township.

Paul Haines made a motion, seconded by Glenn Troup to adopt a resolution to keep the same rates as 2023 (General Fund 0.7 Millage, Fire Hydrant Fund \$15.00 flat for properties within 780 ft of a hydrant, Fire Protection 0.3 Millage), including the approved budget information.

5. Vacancy Board Chairman.

William Zimmerman has agreed to be considered for Vacancy Board Chairman. He will be appointed at the January Reorganizational meeting, if there are no others interested.

6. Brake Retarder Ordinance.

Paul Haines made a motion, seconded by Glenn Troup to authorize Jason Brudecki to prepare and advertise an ordinance regarding the placement of Brake Retarder signs on Rt 192. The Ordinance will be moved to the Motor Vehicle Chapter.

Solicitor Comments:

Jason Brudecki will provide a memo regarding what is required by the State to obtain a loan for the proposed Equipment Building.

William Zimmerman made comment thanking the Township for the privilege of being Supervisor for the past 24 years. Paul Haines thanked William for his service and along with the other members of the board and audience, wished him well in his retirement.

Adjournment:

Glenn Troup made a motion and was seconded by Paul Haines to adjourn the meeting. Motion Approved.

Respectfully submitted,

Tammy Wagner
Secretary/Treasurer