# Buffalo Township Supervisors January 2024

#### **MEETING MINUTES**

The Buffalo Township Supervisors held their January Supervisor's meeting and regularly monthly meeting on January 2, 2024 at 6:30 pm. At Buffalo Township Municipal Building, 2115 Strickler Road, Mifflinburg, PA.

Present:

Supervisor Paul Haines Sr. Assistant Secretary Justin Gessner Supervisor Glenn Troup Asst. Solicitor Jason T. Brudecki Supervisor Todd Oberdorf Zoning Officer Douglas Hovey

Secretary Tammy Wagner

There were four Township Residents present.

1. Glenn Troup made a motion and was seconded by Todd Oberdorf to approve the December 5, 2023 minutes. Motion was unanimously approved.

4 . . . . . . . . . .

2. Approve Financial Report for December 2023.

GENERAL FUND ACCOUNT

Beginning Balance	\$474,372.76
Receipts + Interest	83,346.42
Expenditures	101,954.94
BALANCE	\$455,764.24

STATE FUND ACCOUNT (Liquid Fuels)

Beginning Balance\$96,833.69Receipts + Interest37.95Expenditures3931.93BALANCE\$92,900.51

Todd Oberdorf made a motion and was seconded by Glenn Troup to approve the December 2023 General Fund Report.

Motion approved.

Todd Oberdorf made a motion and was seconded by Glenn Troup to approve the December 2023 State Fund Report.

Motion approved.

3. Approve Secretary/Treasurer to pay January expenses on a weekly basis with Supervisor approval.

Glenn Troup made a motion and was seconded by Todd Oberdorf to approve the Secretary/Treasurer to pay the January expenses on a weekly basis with Supervisor approval.

Motion Approved.

#### Reports

1. Zoning Administrator, December 2023

-0 Applications & Fees were received -0 Approvals were granted

-December Fees Collected \$0.00 -December Cost to Township \$518.37

-Total YTD Fees Collected: \$25,373.29 -Total YTD Expenses: \$14,317.95

Todd Oberdorf Made a motion and was seconded by Glenn Troup to approve the Zoning Administrator's Report for December 2023 and pay bill in the amount of \$518.37. Motion approved.

Sewage Enforcement Officers, December 2023 NONE

### 3. Road Foreman, December 2023

Paul Haines reported that the Township was brush cutting and performing general maintenance of the building and equipment. Additionally, the Township, along with Kelly Township, was crack sealing.

# **Old Business**

HRG-Proposed Contract for Alternate Engineer Services
 Todd Oberdorf made a motion and was seconded by Glenn Troup to sign the contract for HRG as Alternative Engineer for 2024.
 Motion approved.

### **New Business**

1. Employee wages for 2024

Glenn Troup made a motion and was seconded by Todd Oberdorf to increase the Secretary Treasurer salary by \$1.00 to \$23.50 per hour.

Motion approved.

Glenn Troup made a motion and was seconded by Todd Oberdorf to increase the Full-time Employee salary (to accommodate for Justin having obtained his CDL) by \$2.00 to \$23.00 per hour. Motion approved.

Todd Oberdorf made a motion and was seconded by Glenn Troup to keep the part-time Employee salary \$23.00 per hour.

Motion approved.

2. Job related trainings and conventions for elected officials and employees

Todd Oberdorf made a motion and was seconded by Glenn Troup to pay for job related trainings and conventions for elected officials and employees with Supervisor Approval.

Motion approved.

3. Advertise for Stone and Blacktop Bids

Todd Oberdorf made a motion and was seconded by Glenn Troup to advertise for Stone and Blacktop bids as follows:

Crushed Aggregate

400 ton ASSHTO #57 (2-B Stone) Washed, FOB – Plus or Minus

400 ton ASSHTO #57 (2-B Stone) Washed, Delivered – Plus or Minus

800 ton ASSHTO #8 (1-B Stone) Washed, FOB - Plus or Minus

800 ton ASSHTO #8 (1-B Stone) Washed, Delivered – Plus or Minus

1500 ton 2-A PADOT Certified, FOB - Plus or Minus

1500 ton 2-A PADOT Certified, Delivered – Plus or Minus 300 ton AS2 Anti-Skid Material, FOB – Plus or Minus 300 ton AS2 Anti-Skid Material, Delivered – Plus or Minus

#### **Bituminous**

100 ton 25mm Bituminous Base Course, FOB 300 ton 19mm Bituminous Binder Course, FOB 300 ton 9.5mm Bituminous Wearing Course, FOB Motion approved.

- 4. Resolution for Central Keystone COG Representative, Tammy Wagner.
- 5. Resolution to waive the regulatory horizontal isolation distance from a well to an onlot sewage disposal system for a repair situation.

Todd Oberdorf made a motion and was seconded by Glenn Troup to sign the resolution waive the regulatory horizontal isolation distance for Timothy Turner, 2974 Church Road, from a well to an onlot sewage disposal system for a repair situation.

Motion approved.

# Solicitor's Comments

NONE

# <u>Adjournment</u>

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