

Buffalo Township Supervisors
MEETING MINUTES
Monday, April 1, 2024, 6:30 PM

The Buffalo Township Supervisors held their April Supervisor’s meeting and regularly monthly meeting on April 1, 2024. At Buffalo Township Municipal Building, 2115 Strickler Road, Mifflinburg, PA.

Present:

Supervisor Paul Haines Sr.	Solicitor Jason T. Brudecki
Supervisor Glenn Troup	Zoning Officer Douglas Hovey
Supervisor Todd Oberdorf	Engineer Joshua Satteson
Secretary Tammy Wagner	

There were seventeen Township Residents present.

Public Comment

None

Meeting Minutes

1. Approve Minutes of March 4, 2024, Supervisor’s Meeting.

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the March 4, 2024 Supervisor Meeting Minutes. Motion Approved.

2. Approve Minutes of March 18, 2024, Work Session.

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the March 18, 2024 Work Session Minutes. Motion Approved.

Financial Report for March 2024

GENERAL FUND ACCOUNT

Beginning Balance	\$458,301.85
Receipts + Interest	\$134,010.02
Expenditures	<u>\$80,350.34</u>
Ending Balance	\$511,961.53

STATE FUND (Liquid Fuels) ACCOUNT

Beginning Balance	\$87,401.74
Receipts + Interest	\$194,376.04
Expenditures	<u>\$0.00</u>
Ending Balance	\$281,777.78

Glenn Troup made a motion seconded by Todd Oberdorf to approve the March 2024 General Fund Report. Motion approved.

Todd Oberdorf made a motion seconded by Glenn Troup to approve the March 2024 State/Liquid Fuels Fund Report. Motion approved.

Expenses

Todd Oberdorf made a motion seconded by Glenn Troup to approve the Secretary/Treasurer to pay the

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April expenses on a weekly basis with Supervisor approval.
Motion approved.

Reports

1. Zoning Administrator, March 2024
 - 12 Applications & Fees were received
 - March Fees Collected \$3820.00
 - Total YTD Fees Collected: \$4594.00
 - 14 Approvals were granted
 - March Cost to Township \$1721.90
 - Total YTD Expenses: \$2809.31

Glenn Troup made a motion seconded by Todd Oberdorf to approve the Zoning Administrator's Report for March 2024 and pay bill in the amount of \$1721.90.
Motion approved.

2. Sewage Enforcement Officers, March 2024
 - 1 SEO service reported
 - SEO Consultant fee \$310.00
 - SEO Collected for the Township \$360.00

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the Sewage Enforcement Officer's Report for March 2024 and to pay Rapp Consulting \$310.00.
Motion approved.

3. Road Foreman, March 2024

Paul Haines reported that the Township was working on Creekside (Grant), widening the road and putting down 2A subbase and general maintenance.

Old Business

1. Manufacturing District and renaming Ag. Preservation District

Glenn Troup made a motion seconded by Todd Oberdorf to adopt the Ordinance for Special Exception for Single Family Detached Dwelling in the Commercial Manufacturing District and renaming Ag Preservation District to Agricultural District.
Motion approved.

2. Discuss New Equipment Building

No new update to report. A resident questioned the need for a New Equipment Building. Chairman Haines explained that it's needed to shelter equipment from the elements and that there is also a wash bay included to prevent ground contamination from washing equipment.

3. Propane Proposal

PROPANE QUOTES CASE ON 300 GALLONS

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COMPANY	COST/GAL	TANK FEE	TANK LEASE	DELIVERY FEES	TOTAL FOR 300 GAL	NOTES
HELLER'S	\$1.65	0	0	15.45	\$510.45	TANK/REGULATOR ETC REPAIR INCLUDED
BECO	\$1.54	0	.17 PER GAL	0	\$513.00	TANK/REGULATOR ETC REPAIR INCLUDED
SUBURBAN	\$1.99	89.95 SET UP	0	17.95	\$614.95	PLUS 89.95 FIRST FILL
SUPERIOR PLUS	\$2.20			7.96	667.96	
AMERI GAS	X	X	X	X	X	NO PRICING FOR NON CUSTOMERS
WHITE DEER GAS	X	X	X	X	X	NO DELIVERY AVAILABLE
AFORDABLE FUELS	\$1.95	500 GAL FILL only 0	0	0	\$585.00	PLUS TANK RENTAL FOR TANK NOT FILLED YEARLY \$500.00 (CALL EITHER WAY) Matthew 570-274-2677

Glenn Troup made a motion, seconded by Todd Oberdorf to keep Heller’s as propane supplier for one 2024, and checking prices annually.
Motion approved.

4. Ordinance 22/Letter from Joshua Satteson

At the Work Session on March 18th the Township was tasked to reimplement Ordinance 22, a sewage maintenance program for a pumping and inspection of septic systems every three years (may be revised at a later date) for Vicksburg, Buffalo Crossroads, Mazeppa and Cowan. Only homes in Cowan and a few homes in Vicksburg do not have public sewer and will be affected. A draft letter was presented to be sent to residents (Cowan only at this time), along with a list of certified pumpers. It was stated that Linda Troup would send the letters and track the compliance prior to 12/31/2024. Solicitor Brudecki will prepare Resolutions for the next meeting.

Todd Oberdorf made a motion, seconded by Glenn Troup to approve that the letter be sent by Linda Troup, pending her consent and changing the contact information from Tammy Wagner to Linda Troup.
Motion approved.

New Business

1. John DelVecchio Letter of Support

Todd Oberdorf made a motion, seconded by Glenn Troup to send a letter of support to John Delvecchio’s Grant Request for the Rail Trail.
Motion approved.

2. Sale of Township Property

Glenn Troup made a motion, seconded by Todd Oberdorf for Solicitor Jason Brudecki to review current resolution, and the old resolutions, pertaining to the sale of Township property deemed to have a value <\$2,000.00, and create a new resolution with multiple options for the Supervisors to review.
Motion approved.

3. Payable/Payroll/Review and Signers

Todd Oberdorf made a motion, seconded by Glenn Troup for the Supervisors not employed by the Township, to be the second signature on all sign payables, rotating on a weekly basis if possible.
Motion approved.

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4. Emergency Contact on Website

Road Foreman's, Township provided cell phone number is to be added to the website for urgent calls or non 911 calls, just as another point of contact after hours.

5. Work Reports

The Secretary will email the Road Foreman's plan for the week to the Supervisors.

6. Security Cameras

The garage already has motion sensors so additional cameras inside the building will not be considered at this time. The possibility for additional cameras at the front doors could be considered.

7. Annual Road Inspections

Annual Road Inspections are conducted in the fall with the Supervisors and PA DOT Engineer Brian Haight.

Solicitor's Comments

1. Paige Curry signed an agreement to repay the Township, \$200.00 a month for three years. Solicitor Brudecki presented a check (and receipt) from Paige for an entire year of payments. The Supervisors also signed the agreement.

Supervisor Comment

1. The need for additions/revisions to the Employee Policy was discussed. Todd Oberdorf agreed to review the current Policy and Procedures Handbook and make suggestions; he will bring it for review by the Township Supervisors and Solicitor.

Adjournment

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

Respectfully submitted,

Tammy Wagner
Secretary Treasurer