

Buffalo Township Supervisors
MEETING MINUTES
Monday, November 4, 2024, 6:30 PM

The Buffalo Township Supervisors held their August Supervisor’s meeting on November 4, 2024. At Buffalo Township Municipal Building, 2115 Strickler Road, Mifflinburg, PA.

Present:

Supervisor, Paul Haines Sr.
Supervisor, Glenn Troup
Supervisor, Todd Oberdorf
Secretary, Tammy Wagner
Solicitor, Jason Brudecki
Planning Administrator, Doug Hovey

Guests:

Eddie Koebke, Keystone Insurance
Matthew Idorante, MSP Development

There were thirteen Township Residents present.

Public Comment

None

Meeting Minutes

1. Approve Minutes of October 7, 2024, Supervisor’s Meeting.

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the October 7, 2024 Supervisor Meeting Minutes.

Motion passed unanimously.

2. Approve Minutes of October 21, 2024, Supervisor Work Session.

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the October 21, 2024 Supervisor Work Session Minutes.

Motion passed unanimously.

Financial Report for September 2024

GENERAL FUND ACCOUNT

Beginning Balance	\$307,681.17
Receipts + Interest	50,409.98
Expenditures	<u>40,460.41</u>
ENDING BALANCE	\$317,630.74

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the October 2024 General Fund Report. Motion passed unanimously.

STATE (Liquid Fuels) FUND ACCOUNT

Beginning Balance	\$260,201.31
Receipts + Interest	90.58
Expenditures	<u>66,756.66</u>
ENDING BALANCE	\$193,535.23

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the October 2024 State (Liquid Fuels) Fund Report.

Motion passed unanimously.

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Expenses

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

Motion passed unanimously.

Reports

1. Zoning Administrator, September 2024

-6 Applications & Fees received	-5 Approvals were granted
-October Fees Collected \$2471.00	-October Cost to Township \$1,485.54
-Total YTD Fees Collected: \$18,192.00	-Total YTD Expenses: \$12,641.92

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the Zoning Administrator's Report for October 2024 and pay bill in the amount of \$1,485.54.

Motion passed unanimously.

2. Planning Administrator, October 2024

-10.45 Hours	-October Cost to Township \$720.25
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Todd Oberdorf made a motion, seconded by Glenn Troup to approve the Planning Administrator's Report for October 2024 and pay bill in the amount of \$720.25.

Motion passed unanimously.

3. Sewage Enforcement Officers, October 2024

None

4. Road Foreman, October 2024

Paul Haines reported that the Township finished berming and ditching and started mowing and brush cutting. All along with General Maintenance.

Old Business

1. Review Right to Know Policy

At the recommendation of Pennsylvania's Open Records Department, anonymous requests will no longer be accepted. Changes were made to the Standard Right to Know Request.

Glenn Troup made a motion, seconded by Todd Oberdorf to adopt the Resolution to update the Right to Know Policy.

Motion passed unanimously.

2. Ordinance to amend the Zoning Map

Todd Oberdorf made a motion, seconded by Glenn Troup to adopt the Ordinance to Amend the Zoning Map for the Tract of Land, Property Identification Number: 001-082-087.00000, on the Union County GIS Map, from Agricultural to Urban Fringe.

Motion passed unanimously.

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New Business

1. Review Worker’s Comp Marketing Results

Current Carrier SWIF	\$21,654.00
EMC	\$ 6,422.00
Encova	\$10,102.00
Selective	\$ 4,457.00
Amtrust	\$ 8,538.00

Eddie Koebke stated that the coverage was equal to our current carrier.

Todd Oberdorf made a motion, seconded by Glenn Troup for the Secretary/Treasurer to switch Worker’s Comp Carriers for 2025 from SWIF to Selective for a Savings of \$17,197.00 for the year.
Motion passed unanimously.

Eddie Koebke will also look into other insurance pricing through Selective.
He also explained the Insurance Industrie’s position with regard to non CDL Driver’s driving a CDL Vehicle during an emergency. PSATS will allow a non CDL driver to drive during a State Declared State of Emergency, provided that all Employees with their CDL, were first contacted and unavailable. They are required to carry with them form stating they have the permission of the Township. This form will protect the non CDL driver from any legal responsibility in the event of an accident. However, it does not protect the Township against liability claims. Liability claims would still rely on the Insurance Company for damages or claims. Since the insurance Industrie’s standard is no coverage for a non CDL driver operating a CDL Vehicle, the Township would absorb all liability.

2. Discuss the 2025 Preliminary Budget

GENERAL FUND

	2023 Actual	YTD 2024	2025 Budget
Total Income	\$1,067,176.04	\$801,607.04	\$880,200.00
Total Expense	\$1,251,882.44	\$854,353.25	\$877,075.00
Net Income	-\$ 184,706.40	-\$52,746.21	\$ 3,125.00

Todd Oberdorf made a motion, seconded by Glenn Troup for the Secretary/Treasurer to make changes as discussed, post on the Web Site and advertise the final approval of the 2025 General Fund Budget at the December 2,2024 Supervisor Meeting.
Motion passed unanimously.

STATE/LIQUID FUELS FUND

	2023 Actual	YTD 2024	2025 Budget
Total Income	\$183,859.60	\$195,151.36	\$191,286.58
Total Expense	\$245,117.88	\$ 80,893.96	\$ 60,000.00
Net Income	-\$ 61,285.28	\$114,257.40	\$131,286.58

Glenn Troup made a motion, seconded by Todd Oberdorf for the Secretary/Treasurer to advertise the final approval of the 2025 State/Liquid Fuels Fund Budget at the December 2,2024 Supervisor Meeting.
Motion passed unanimously.

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3. PennDOT shared Resident Request for a Four Way Stop Sign.

Buffalo Township, Marianne Motto, contacted PennDOT requesting for a multi-way stop condition at the intersection of State Route 2004 (Furnace Road) and Grove Road/Brouse Road, due to the number of accidents at that intersection. After discussion between the Supervisors and residents it was viewed as an unfavorable request.

Glenn Troup made a motion, seconded by Todd Oberdorf to contact the State Police and request increased enforcement of the Stop Signs currently on Grove and Brouse Roads.
Motion passed unanimously.

4. Authorize signing of Land Development Agreements for MSP (Tractor Supply)

Todd Oberdorf made a motion, seconded by Glenn Troup to authorize the execution of Improvements Guarantee and Storm Water Agreements.
Motion passed unanimously.

5. Authorize signing of Land Development Agreements for Fairfield Prospects (Pik Rite)

Glenn Troup made a motion, seconded by Todd Oberdorf to authorize the execution of Improvements Guarantee and Storm Water Agreements.
Motion passed unanimously.

William Siegel, Planning Commission Board Member, wanted to note that 15 of the 89 required parking spaces will be used for display. In his opinion the Zoning Officer was wrong to permit this use. He also noted that the Planning Commission voted 4-3 (not unanimously) in favor of the plan.

Solicitor's Comments

Jason Brudecki announced that for the first time in 35 years the Second Class Township Code was amended to allow a pay increase for Township Supervisors. The cap was raised from \$1875.00 per year to \$3145.00 per year. The increase would go into effect with each new term, payable per meeting or quarterly. The Supervisors unanimously declined the increase.

Supervisor Comment

None

Adjournment

Glenn Troup made a motion, seconded by Todd Oberdorf to adjourn the meeting.
Motion unanimously approved.

Respectfully,

Tammy Wagner
Secretary Treasurer