

Buffalo Township Supervisors
December 2024
MEETING MINUTES

The Buffalo Township Supervisors held their December Supervisor’s meeting on December 9, 2024, at 6:30 PM, at the Buffalo Township Municipal Building, 2115 Strickler Road, Mifflinburg, PA.

Present:

Supervisor, Paul Haines Sr.
Supervisor, Glenn Troup
Supervisor, Todd Oberdorf
Secretary, Tammy Wagner
Asst Secretary, Justin Gessner
Solicitor, Jason Brudecki
Planning Administrator, Doug Hovey
Vacancy Board Chairman, William Zimmerman

Guests:

Eddie Koebke, Keystone Insurance

There were six Township Residents present.

Public Comment

None

Meeting Minutes

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

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

Motion passed unanimously.

2. Approve Minutes of November 18, 2024, Supervisor Work Session.

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

Motion passed unanimously.

Financial Report for November 2024

GENERAL FUND ACCOUNT

Beginning Balance	\$317,630.74
Receipts + Interest	81,252.74
Expenditures	<u>118,214.29</u>
ENDING BALANCE	\$280,669.19

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

STATE (Liquid Fuels) FUND ACCOUNT

Beginning Balance	\$193,535.23
Receipts + Interest	73.29
Expenditures	<u>14,583.80</u>
ENDING BALANCE	\$179,027.72

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

Motion passed unanimously.

EQUIPMENT FUND ACCOUNT

Buffalo Township Supervisors
December 2024
MEETING MINUTES

Beginning Balance	\$160,406.11
Receipts + Interest	41.09
Expenditures	<u>91,172.65</u>
ENDING BALANCE	\$ 63,274.55

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the November 2024 Equipment Fund Report.

Motion passed unanimously.

Expenses

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

Motion passed unanimously.

Reports

1. Zoning Administrator, November 2024

-November Fees Collected \$176.00	-November Cost to Township \$1,524.54
-Total YTD Fees Collected: \$3257.00	-Total YTD Expenses: \$4375.08

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the Zoning Administrator's Report for November 2024 and pay bill in the amount of \$1,524.54.

Motion passed unanimously.

2. Planning Administrator, November 2024

-November Fees Collected \$726.95	-November Cost to Township \$737.00
-September -November Fees Collected \$3,250.00	-September-November Cost to the Township \$2,157.40

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the Planning Administrator's Report for November 2024 and pay bill in the amount of \$737.00.

Motion passed unanimously.

3. Sewage Enforcement Officers, November 2024

-1 SEO Service Reported	
-SEO Collected for the Township \$1,700.00	-November SEO Consultant Fee \$1,600.00

4. Road Foreman, October 2024

Paul Haines reported that the salt shed roof repair was completed and looks good. There was a new drain put in the shop and general maintenance.

Old Business

1. Medical Insurance

Todd Oberdorf made a motion, seconded by Glenn Troup to approve Capital Blue Cross to be the Medical Insurance Carrier for 2025. Co-pay reimbursements to be addressed as needed throughout the year.

Motion passed unanimously.

2. Selective Insurance Quote (Eddie Keobke)

Todd Oberdorf made a motion, seconded by Glenn Troup to accept the Selective Insurance quote of \$20,543.00 for Auto and Liability coverage for the Township for 2025.

Motion passed unanimously.

Buffalo Township Supervisors
December 2024
MEETING MINUTES

3. Tax Increase

Todd Oberdorf made a motion, seconded by Glenn Troup to adopt a Resolution to increase the General Tax Millage by .3 mil to 1.0 mil for 2025.

Motion passed unanimously.

4. 2025 Budget

GENERAL FUND

	2023 Actual	YTD 2024	2025 Budget
Total Income	\$1,067,176.04	\$801,607.04	\$881,200.00
Total Expense	\$1,251,882.44	\$854,353.25	\$881,200.00
Net Income	-\$ 184,706.40	-\$52,746.21	\$ 0

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the General Fund Final Budget for 2025.
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	\$ 125,000.00
Net Income	-\$ 61,285.28	\$114,257.40	\$ 66,286.58

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the State/Liquid Fuels Fund Final Budget for 2025.

Motion passed unanimously.

5. Rail Trail Update

Shwan McGlaughlin reported that safety gates at Buffalo Creek Road intersection are to be installed on or around December 1st.

New Business

1. Tractor Supply Component 2 Sewage Module

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the Component 2 Sewer Module for Tractor Supply.

Motion passed unanimously.

2. Diversified Treatment Component 2 Sewage Module

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the Component 2 Sewer Module for Diversified Treatment Options.

Motion passed unanimously.

3. Wildwood Rustics/Elvin Zimmerman cancel letter of credit. Land Development Agreement Satisfied

Glenn Troup made a motion, seconded by Todd Oberdorf to cancel the Letter of Credit at Mifflinburg Bank and Trust for Elvin Zimmerman/Wildwood Rustics.

Motion passed unanimously.

4. Michael and Jamie Noll removal of land from Ag Security

MEETING MINUTES

Todd Oberdorf made a motion, seconded by Glenn Troup to adopt a Resolution to remove a 5.341 Acre portion of Michael and Jamie Noll's land, Parcel: 001-082-087.000000, from Ag Security.
Motion passed unanimously.

5. Advertise dates for Reorganizational Meeting and Auditor Meeting

Todd Oberdorf made a motion, seconded by Glenn Troup for the Secretary to advertise the reorganizational meeting for January 6, 2025 at 6:00 pm directly followed by Supervisor Meeting and the Auditor Meeting for January 7, 2025 at 9:00 am
Motion passed unanimously.

6. Designation of Agent Resolution (DAP-1 Resolution)

Todd Oberdorf made a motion, seconded by Glenn Troup to adopt a Resolution to appoint Paul Haines to sign and execute forms from FEMA for Buffalo Township in regard to Tropical Storm Debby.
Motion passed unanimously.

Public Comment Non-Agneda Items

There was one question regarding the installation of the Service Electric Sub Station on the Township Property. It was noted that this is to provide Fiber Optic Internet and Cable to Township Residents. The Township Building will receive free Internet, Cable and Phone Service for use of the land.,

Solicitor's Comments

Jason Brudecki discussed an email that he sent to the Supervisors regarding adopting a Public Participation Policy (time allowance and decorum).

Supervisor Comment

None

Adjournment

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

Respectfully,

Tammy Wagner
Secretary Treasurer