

Buffalo Township Supervisors
February 2025
MEETING MINUTES

The Buffalo Township Supervisors held their February Supervisor’s meeting on February 3, 2025, 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
Solicitor, Jason Brudecki
Planning Administrator, Douglas Hovey
Jim Emery, CK COG

Guests:

Stephen Stanko, Susquehanna Community Bank

There were eight Township Residents present.

Public Comment

None

Meeting Minutes

Approve Minutes of January 6, 2025, Supervisor’s Meeting and Re-organization.

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the January 6, 2024 Supervisor Meeting Minutes.

Motion passed unanimously.

Approve Minutes of January 20, 2025, Work Session.

Glenn Troup made a motion, seconded by Paul Haines to approve the January 20, 2024 Work Session. Todd Oberdorf abstained as he was not present for the Work Session.

Motion passed unanimously.

Financial Report for January 2025

GENERAL FUND ACCOUNT

Beginning Balance	\$271,556.55
Receipts + Interest	34,430.22
Expenditures	<u>53,833.03</u>
ENDING BALANCE	\$252,153.74

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the January 2025 General Fund Report. Motion passed unanimously.

STATE (Liquid Fuels) FUND ACCOUNT

Beginning Balance	\$ 99,663.18
Receipts + Interest	530.57
Expenditures	<u>0</u>
ENDING BALANCE	\$100,193.75

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the January 2025 State (Liquid Fuels) Fund Report.

Motion passed unanimously.

Buffalo Township Supervisors
February 2025
MEETING MINUTES

EQUIPMENT FUND ACCOUNT

Beginning Balance	\$ 63,297.09
Receipts + Interest	19.34
Expenditures	<u>0</u>
ENDING BALANCE	\$ 63,316.43

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the January 2025, Equipment Fund Report. Motion passed unanimously.

Expenses

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

Reports

1. Zoning Administrator, January 2025

-January Fees Collected \$1,130.00	-January Cost to Township \$1,380.00
-Total YTD Fees Collected: \$1,130.00	-Total YTD Expenses: \$1,380.00

Todd Oberdorf made a motion, seconded by Glenn Troup to approve the Zoning Administrator's Report for January 2025 and pay bill in the amount of \$1,380.00. Motion passed unanimously.

2. Planning Administrator, January 2025

-January Fees Collected \$350.00	-January Cost to Township \$714.00
-Total YTD Collected \$350.00	-Total YTD Expenses \$714.00

Glenn Troup made a motion, seconded by Todd Oberdorf to approve the Planning Administrator's Report for January 2025 and pay bill in the amount of \$714.00. Motion passed unanimously.

3. Sewage Enforcement Officers, January 2025

None

4. Road Foreman, January

Paul Haines reported that the Township has been plowing, cindering and crack sealing, as well as general maintenance.

Old Business

1. Discuss CDL for Part-time employees, tabled at January's Meeting.

It was suggested and decided upon to wait until late summer/early autumn to advertise for CDL drivers and then discuss helping part-time employees obtain their CDL.

2. Amend the agenda regarding the Resolution for updating the Personnel Policy.

Todd Oberdorf made a motion, seconded by Glenn Troup to amend the agenda regarding the Resolution updating of the Personnel Policy. Motion passed unanimously.

Buffalo Township Supervisors
February 2025
MEETING MINUTES

3. Resolution/Incorporating Insurance coverage for Medicare eligible employees.

Todd Oberdorf made a motion, seconded by Glenn Troup to adopt the Resolution to incorporate into the Personnel Policy, providing insurance coverage and paying the Medicare Premium for Medicare eligible employees.

Motion passed unanimously.

New Business

1. Susquehanna Community Bank Representatives to present “Positive Payment System”.

Stephen Stanko addressed the board, explaining the increase in fraudulent activity especially on businesses and Government entities. He introduced the Positive Payment System and how it works to protect bank accounts from fraudulent activity.

Todd Oberdorf made a motion, seconded by Glenn Troup to proceed with establishing the Positive Payment System for the Buffalo Township General Fund Account.

Motion passed unanimously.

2. Mike Noll-Tractor Supply

Paul Haines said that Mike Noll was asking what is holding up the process for the sale of his property to Tractor Supply. Douglas Hovey explained that the SEO has approved the use of a Holding Tank but there are still DEP regulations to be met. He also explained that this could all be a moot point as the 90-day Conditional Approval from the Planning Commission expired on January 26th, which terminates the plan. They have requested a Special Meeting to grant extension of Conditional Approval. This will likely be discussed at the Planning Commission Meeting scheduled for February 24, 2025.

3. Adopt Ordinance regarding Street Names and Address

Todd Oberdorf made a motion, seconded by Glenn Troup to adopt Ordinance 24-05 establishing standards for naming Streets and Street Addresses in Buffalo Township.

Motion passed unanimously.

*Note the Ordinance was misnumbered and is actually Ordinance Number 25-01.

a. Resolution/New Private Roads Policy

Glenn Troup made a motion, seconded by Todd Oberdorf to adopt Resolution 24-19 approving a private street name in the Township.

Motion passes unanimously.

*Note the Resolution was misnumbered and is actually Resolution Number 25-01.

4. Resolution/Public Participation Policy

Todd Oberdorf made a motion, seconded by Glenn Troup to adopt Resolution 24-20 updating the Public Participation Policy.

Motion passed unanimously.

*Note the Ordinance was misnumbered and is actually Resolution Number 25-02.

Buffalo Township Supervisors

February 2025

MEETING MINUTES

5. Discuss limit on daily spending for non-emergent items.

Supervisor Todd Oberdorf asked if there was a limit on daily spending for the Road Foreman. Paul Haines showed him a copy of the Foreman's job description showing a \$2500.00 limit as well as the State imposed limit. After vigorous discussion, Supervisor Todd Oberdorf left the meeting.

Public Comment Non-Agenda Items

None

Solicitor's Comments

Jason Brudecki stated that he will send an email for the procedure for the Resignation of Supervisors.

Supervisor Comment

None

Adjournment

Glenn Troup made a motion, seconded by Paul Haines to adjourn the meeting.
Motion passed unanimously.

Respectfully,

Tammy Wagner
Secretary Treasurer