

EAST BUFFALO TOWNSHIP
BOARD OF SUPERVISORS ANNUAL ORGANIZATION MEETING
589 Fairground Road, Lewisburg, PA, 17837
January 7, 2019

Chairman Matt Schumacher called the Annual Board of Supervisors Organization Meeting to order at 5:30 PM.

Those present: Supervisor Matt Schumacher; Supervisor Charmaine Gray; Supervisor David Rowe; Township management Consultant Stacey Kifolo; Township Manager Jamie Shrawder; Solicitor Peter Matson; and Secretary/Treasurer Jolene Helwig.

Visitors: See list.

Motion by Supervisor Rowe and seconded by Supervisor Gray to appoint Supervisor Schumacher as Temporary Chairperson.

Schumacher-y, Gray-y; Rowe-y; Motion Carried

The meeting was turned over to Temporary Chairman Schumacher.

Motion by Supervisor Schumacher and seconded by Supervisor Rowe to appoint Jolene Helwig as Township Board Secretary.

Schumacher-y, Gray-y; Rowe-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Supervisor Rowe to appoint Supervisor Gray as the Township Board Chairman.

Schumacher-y, Gray-y; Rowe-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Chairman Gray to appoint Supervisor Rowe as the Township Board Vice-Chairman.

Gray-y; Rowe-y Schumacher-y; Motion Carried

Motion by Chairman Gray to accept the following reappointments:

- Township Manager, Jamie Shrawder
- Roadmaster, Lawson Fetterman
- Assistant Roadmaster, Steve Mohr
- Treasurer, Jolene Helwig
- Open Records Officer, Jolene Helwig
- Animal Enforcement Officer, Wayne Hoover
- Emergency Management Coordinator, Lawson Fetterman
- Pension Advisory Committee, Citizen Representative, Ted Meixell
- Pension Advisory Committee, Employee Representative, Steve Mohr
- Pension Plan Consultant, Jill Shambach, Susquehanna Community Bank
- Sewage Enforcement Officer, James Sanders
- Sewage Enforcement Officer Alternate, Kenneth Young
- Solicitor, Peter L. Matson
- Vacancy Board, Jack Malloy
- Zoning Hearing Board Solicitor, Martin Wilson

Motion was seconded by Vice-Chairman Rowe.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Union County to serve as East Buffalo Township Tax Collector for the calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Jamie Shrawder to serve as the East Buffalo Township Voting Delegate to the Union County Tax Collection Committee (UCTCC) for the calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Jolene Helwig to serve as the East Buffalo Township Alternate Voting Delegate to the Union County Tax Collection Committee (UCTCC) for the calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Herring, Roll and Solomon, P.C., Certified Public Accountants, as the auditing firm for the 2018 Township Financial Records.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint AECOM to serve as the East Buffalo Township Planning Commission Primary Engineer for calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint HRG to serve as the East Buffalo Township Planning Commission Secondary Engineer for calendar year 2019.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Supervisor Schumacher to appoint Jim Murphy to serve on the East Buffalo Township Planning Commission for a four-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to reappoint James Knight to serve on the East Buffalo Township Planning Commission for a four-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to appoint Greg Beauseigneur to serve on the Lewisburg Area Joint Sewer Authority for a five-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Vice-Chairman Rowe to appoint Tim Hutchings to serve on the Buffalo Valley Recreation Authority Board for a five-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Supervisor Schumacher and seconded by Vice-Chairman Rowe to appoint Chairman Gray to represent East Buffalo Township as a Commissioner on the Buffalo Valley Regional Police Commission for a two-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint David Rowe to represent East Buffalo Township as an Alternate Member of the Buffalo Valley Regional Police Commission for a one-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to appoint Jack Malloy to represent East Buffalo Township as an At Large Member of the Buffalo Valley Regional Police Commission for a one-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Mark Olaf to represent East Buffalo Township as the Commission Member to the Central Susquehanna Fire and Emergency Services Department for a one-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to appoint Vice-Chairman David Rowe to represent East Buffalo Township as the Alternate Representative on the Board of the Central Susquehanna Fire and Emergency Services Department for a one-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to reappoint Dorothy Douglas to serve on the Zoning Hearing Board for a three-year term.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Jamie Shrawder as Township Representatives to attend the April 14-17, 2019 PSATS Annual Educational Conference & Trade Show.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to appoint Jamie Shrawder to represent East Buffalo Township as the Voting Delegate at the 2019 PSATS Conference.

Motion by Vice-Chairman Rowe to approve the following matters related to Township operations:

- Authorize the Township Solicitor to represent East Buffalo Township at all Board, Authority, Committee and Planning Commission meetings and hearings.
- Name Susquehanna Community Bank as the depository for 2019.
- Accept the IRS Mileage rate of \$0.545 effective January 1, 2019 for Township authorized travel.
- Accept the 2019 maximum Per Diem Rates published by the U.S. General Services Administration (GSA) for meals as follows: Breakfast \$13; Lunch \$14; Dinner \$23.
- Pay each member of the Planning Commission \$25 per meeting attended in 2019, with payment to be made quarterly.
- Continue participation in the Animal Enforcement Program with the Borough of Lewisburg and Bucknell University for 2019.
- Continue the Code Enforcement Program with the Central Keystone COG for 2019.
- Authorize the Township Manager to receive and publicly open all bids advertised by the Township. All bids to be reported to and acted upon by the Board of Supervisors at a public meeting of the Board.

Motion was seconded by Chairman Gray.

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Vice-Chairman Rowe to establish the Board of Supervisors 2019 Meeting Schedule. Meetings to be held at 5:30 PM in the East Buffalo Township Municipal Building, 589 Fairground Road, Lewisburg, PA, Union County, as follows:

- Monday, February 11th
- Monday, March 11th
- Monday, April 8th
- Monday, May 13th
- Monday, June 10th
- Monday, July 8th
- Monday, August 12th
- Monday, September 9th
- Monday, October 14th
- Tuesday, November 12th
- Monday, December 9th

Gray-y; Rowe-y; Schumacher-y; Motion Carried

Motion by Chairman Gray and seconded by Supervisor Schumacher to establish the Board of Supervisors 2019 Public Work Session Schedule. Meetings to be held 5:30 PM in the East Buffalo Township Municipal Building, 589 Fairground Road, Lewisburg, PA, Union County, as follows:

- Monday, January 28th
- Monday, February 25th
- Monday, March 25th
- Monday, April 22nd
- Tuesday, May 28th
- Monday, June 24th
- Monday, July 22nd
- Monday, August 26th
- Monday, September 23rd
- Monday, October 28th
- Tuesday, November 26th
- Monday, December 23rd

Motion by Vice-Chairman Rowe and seconded by Chairman Gray to adjourn the Annual Organizational Meeting at 6:28 PM.

Submitted by Jolene D. Helwig, Secretary