

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

JANUARY 18, 2024, REGULAR MONTHLY MEETING

PRESENT: Eric Smith, Chairperson; Gary Risch, Vice-Chairperson; John Zurisko, Secretary; Barry Wolfe, Treasurer; Richard Healey, Assistant Secretary/Treasurer; Matt Sprung, Engineer; Michael Hnath, Solicitor; Kristy Donaldson, Manager.

1. The January 18, 2024, Regular Monthly Meeting of the Municipal Authority of Buffalo Township was called to order by Eric Smith at 7:00 p.m.
2. Eric Smith stated that the meeting was being recorded and requested that if anyone in the audience is taping the meeting to please state their name and address.
3. Eric Smith led in the Pledge of Allegiance.
4. Approval of the minutes of the December 21, 2023, Regular Monthly Meeting: A motion was made by Barry Wolfe, and seconded by Gary Risch, to approve the minutes of the December 21, 2023, Regular Monthly Meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
 - a. Financial Report for December 2023: The Treasurer's Report for December 2023 was presented. A motion was made by Richard Healey, seconded by John Zurisko, to approve the Treasurer's Report for December 2023. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of January 18, 2024. A motion was made by Barry Wolfe to approve payment of the monthly bills. The motion was seconded by Gary Risch, which passed unanimously.
7. Manager's Report:
 - a. Statement of Financial Interest Forms for 2023 are due by May 1st.
 - b. PMAA Board Member Training is March 14th in Mars, PA.
8. Solicitor's Report:
 - a. Michael Hnath reported that the condemnation to file for the Sarver Road Waterline Extension Project, approved during a previous meeting, will be filed tomorrow or early next week.
9. Engineer's Report:
 - a. Matt Sprung informed the Board that the construction permit for the Freeport Tank repair was received. GTE will prepare the bid documents for the project and possibly put the project out to bid in March.
 - b. Matt Sprung reminded everyone that the documents for the PENNVEST closing are due February 7th.
10. Old Business:
 - a. Kristy Donaldson presented the following regarding the PENNVEST projects:
 - i. Todd Colley, RUS, called this morning with a couple more questions regarding the PENNVEST loan. The letter from RUS should be forthcoming.
 - ii. Resolution 2024-01: Resolution to Borrow for Loan 82247 – Richard Healey made the motion to approve the Resolution to Borrow for Loan 82247. Barry Wolfe seconded the motion, which passed unanimously.

- iii. Resolution 2024-02: Resolution to Reimburse for Loan 82247. Barry Wolfe made the motion to approve the Resolution to Reimburse for Loan 82247. John Zurisko seconded the motion, which passed unanimously.
- iv. sam.gov registration – Board approval is necessary to designate Kristy as the Entity Administrator. This is needed to maintain annual registration in the federal system so the Authority can apply for and receive federal grant funding. Barry Wolfe made the motion to approve Kristy Donaldson as the Designation of Entity Administrator for the Authority in the sam.gov system. Richard Healey seconded the motion, which passed unanimously.

11. New Business:

- a. Kristy Donaldson asked if the Board would entertain adding an agenda item for discussion, Resolution 2024-03. Barry Wolfe made the motion to add Resolution 2024-03 to the agenda for discussion. Richard Healey seconded the motion, which passed unanimously. Barry Wolfe shared the draft resolution that he and Kristy worked on, a resolution of gratitude, to several elected officials who showed support for the grant funding of the Sarver Road Waterline Extension Project. Michael Hnath suggested to add the Butler County Board of Commissioners to the resolution. The edit will be made, and the resolution will be added to the meeting agenda for February.

12. Adjournment: Richard Healey made the motion to adjourn the Regular Monthly Meeting, which was seconded by Gary Risch. The motion passed unanimously, and the Regular Monthly Meeting ended at 7:30 p.m.