

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

OCTOBER 17, 2024, REGULAR MONTHLY MEETING

PRESENT: Eric Smith, Chairperson; Gary Risch, Vice-Chairperson; John Zurisko, Secretary; Barry Wolfe, Treasurer; Michael Hnath, Solicitor; Chris Wharton, Engineer; Kristy Donaldson, Manager

ABSENT: Richard Healey, Assistant Secretary/Treasurer

1. The October 17, 2024, Regular Monthly Meeting of the Municipal Authority of Buffalo Township was called to order by Eric Smith at 7:01 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 September 19, 2024, Regular Monthly Meeting: A motion was made by Barry Wolfe, and seconded by Gary Risch, to approve the minutes of the September 19, 2024, Regular Monthly Meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
 - a. Financial Report for September 2024: The Treasurer's Report for September 2024 was presented. A motion was made by Gary Risch, seconded by John Zurisko, to approve the Treasurer's Report for September 2024. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of October 17, 2024. A motion was made by Barry Wolfe to approve payment of the monthly bills. The motion was seconded by John Zurisko, which passed unanimously.
7. Manager's Report:
 - a. Kristy Donaldson provided updates on projects including the PA DEP Lead Service Line Inventory and the Sarver Road Waterline Extension.
 - b. Kristy Donaldson provided a report on staffing and water certification testing.
 - c. Kristy Donaldson updated the Board on trainings she recently attended including the Butler County DCED Grant Writing Workshop, the PMAA Cybersecurity webinar and the AWWA Fall Meeting.
 - d. Kristy Donaldson pointed out that John Zurisko's term is expiring at the end of this year. John reported that he would like to continue serving on the Authority Board and will be submitting a letter to the Township.
8. Solicitor's Report:
 - a. Michael Hnath discussed the issue with a customer on Kimberly Drive. The customer is going to pay the water tap fee and the monthly minimum bill but not tap into the water; however, the customer wants to sell their house. Michael Hnath advised Kristy to include this information in the No Lien Letter Request and send the notice to the buyer so they are aware that it is a mandatory connection.
9. Engineer's Report:
 - a. Chris Wharton presented Change Order #2 in the amount of \$32,398.00, for the Route 228 Waterline Extension Project. The change order was for concrete and driveway work, curb replacement and a culvert. Barry Wolfe made the motion to approve Change Order #2. John Zurisko seconded the motion, which passed unanimously.

- b. Chris Wharton presented the following pay requisitions. The motion to approve the pay requisitions was made by Barry Wolfe, seconded by John Zurisko and passed unanimously.
 - i. Pennvest Loan# 82247 Rte. 228 Waterline Extension Pay Requisition #5
 - ii. Butler County MIP Grant – Rte. 228 Waterline Extension Pay Requisition #6
 - iii. ARPA Grant – Rte. 228 Waterline Extension Pay Requisition #3

10. Old Business:
 - a. Kristy Donaldson presented an update on the former Peter B's located at 721 Ekastown Road.

11. New Business:
 - a. Kristy Donaldson presented the land acquisition letter received from PennDOT. PennDOT is looking to purchase the frontage of the office building to include the existing five parking spaces for the widening project. This would leave the office with only four parking spaces and a handicapped parking space. Discussion took place regarding this matter. Michael Hnath obtained a quote from Nicklas King McConahy to do a full value assessment of the building for \$2,200.00. Barry Wolfe made the motion to approve the assessment. Gary Risch seconded the motion, which passed unanimously.

12. Adjournment: At 7:51 p.m., Gary Risch made the motion to adjourn the Regular Monthly Meeting. The motion was seconded by Barry Wolfe and passed unanimously.