

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

JANUARY 16, 2025 REGULAR MONTHLY MEETING

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

VIA PHONE: Barry Wolfe, Treasurer

1. The January 16, 2025, Regular Monthly Meeting of the Municipal Authority of Buffalo Township was called to order by Eric Smith at 7:11 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 19, 2024, Regular Monthly Meeting: A motion was made by John Zurisko, and seconded by Barry Wolfe, to approve the minutes of the December 19, 2024, Regular Monthly Meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
 - a. Financial Report for December 2024: The Treasurer's Report for December 2024 was presented. A motion was made by Michael Slater, seconded by Barry Wolfe, to approve the Treasurer's Report for December 2024. The motion passed unanimously.
 - b. Invoices: The Board reviewed the list of monthly bills for approval as of January 16, 2025. A motion was made by Gary Risch to approve payment of the monthly bills. The motion was seconded by Michael Slater, which passed unanimously.
7. Manager's Report:
 - a. Kristy Donaldson provided the Board with the annual Statement of Financial Interest Forms, 2025 Bidding Thresholds, and Board Member Training information.
 - b. Kristy Donaldson presented the following customer requests to the Board:
 - i. 111 Helmbold Avenue – there are currently two liens on this property for unpaid sewage service. Dylan Leslie is looking to purchase the property and is offering \$3,000.00, to release the liens. Michael Hnath suggested to include extra money for Attorney's fees and Prothonotary fees to release the liens. Gary Risch made the motion to accept \$3,250.00, which was seconded by John Zurisko and passed unanimously.
 - ii. Darla Dellach, 604 Sarver Road – Darla Dellach had a leak in her home, which resulted in 59,000 gallons of usage. Kristy offered her a 3-month period penalty and interest free to pay off this amount. Ms. Dellach asked if there was another option. The Board discussed this matter and suggested contacting Ms. Dellach and scheduling a time for the guys to dye test her floor drains to see if they drain to the sewer. The Board also suggested extending her payment period to 6 months.
 - c. Kristy Donaldson provided an update on the Sarver Road Waterline Extension and the Freeport Borough Waterline Replacement Project.
 - d. Kristy Donaldson discussed the request made by the Authority Board of South Buffalo Township to meet with our Board.

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8. Solicitor's Report:
 - a. There was no separate report.

9. Engineer's Report:
 - a. Matt Sprung stated that all the permits are in for the WTP and we should make the May cut-off date for PENNVEST.
 - b. Matt Sprung stated that the Freeport Tank project will be advertised Tuesday, January 21st, with the bid opening on Friday, February 14th. The project is currently scheduled for the first week of June.
 - c. Matt Sprung discussed the sewage EDUs for the Sparrows. The flows for 2024 indicate there is infiltration. Discussion took place regarding manhole repairs. Kristy Donaldson will get a list of manholes needing repairs to Matt before the next meeting.

10. Old Business:
 - a. No Old Business

11. New Business:
 - a. Kristy Donaldson presented Resolution 2025-01: Fee schedule for collection actions on delinquent accounts. John Zurisko made the motion to approve Resolution 2025-01, which was seconded by Barry Wolfe and passed unanimously.
 - b. Kristy Donaldson presented the following Capital Purchases:
 - i. Canon IR ADV Color C3926i copy machine as the current copy machine repair parts are obsolete. Michael Slater made the motion to purchase the new copy machine for \$5,289.00, after trade-in of old machine. Gary Risch seconded the motion, which passed unanimously.
 - ii. Hach Surface Scatter 7 online raw water turbidimeter. Gary Risch made the motion to purchase the turbidimeter in the amount of \$10,500.25, which was seconded by Michael Slater and passed unanimously.

12. Adjournment: Gary Risch made the motion to adjourn the Regular Monthly Meeting, which was seconded by John Zurisko. The motion passed unanimously, and the Regular Monthly Meeting ended at 8:23 p.m.