



Regular Monthly Meeting Minutes

October 16, 2025

Present:

- Eric Smith, Chairperson
- Gary Risch, Sr., Vice-Chairperson
- Barry Wolfe, Treasurer
- Michael Slater, Assistant Secretary/Treasurer
- Michael Hnath, Solicitor
- Chris Wharton, Engineer
- Kristy Donaldson, Manager

Absent:

- John Zurisko, Secretary

1. Call to Order:

- The meeting was called to order by Eric Smith, at 7:00 p.m.
- 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.

2. Pledge of Allegiance

- Eric Smith led the Pledge of Allegiance.

3. Approval of the minutes of the September 18, 2025, Regular Monthly Meeting:

- Motion was made by Barry Wolfe and seconded by Gary Risch, Sr.
- Motion carried unanimously.

4. Open to the floor:

5. Treasurer's Report:

- **Financial Report for September 2025:**
 - Motion was made by Michael Slater, and seconded by Barry Wolfe.
 - Motion carried unanimously.
- **Invoices (as of October 16, 2025):**
 - Motion was made by Michael Slater and seconded by Barry Wolfe.
 - Motion carried unanimously.

6. Manager's Report:

- Kristy Donaldson provided the following updates:
 - Michael Slater's term is up at the end of the year.
 - DEP inspection of the sewage treatment plant and collection system reported no violations.



Municipal Authority of Buffalo Township

- Report from the DEP inspection of the water treatment plant and distribution system is forthcoming.
- Operations Update
 - Repaired service leak on Franklin Street 10/14/25
 - Repaired water main leak on Old Pike Road 10/16/25
 - Service leak on Raven Circle will be repaired 10/17/25

7. **Solicitor's Report:**

- There was no separate report.

8. **Engineer's Report:**

- Matt Sprung presented the LSA Grant Funding Commitment Letter and Resolution No. 2025-06. Both documents are necessary to apply for grant funding through LSA for the STP Expansion Project.
 - Motion was made by Michael Slater, and seconded by Barry Wolfe.
 - Motion carried unanimously.
- Matt Sprung reported that Bulk Chemicals for the WTP are going out to bid. The bids will be opened on November 14th and be presented at the next meeting.

9. **Old Business:**

- Kristy Donaldson reviewed the punch list items that were completed by John Allen and Ryan Homes. John Allen is requesting the bonds for Twin Oaks Phases 2 & 3 sanitary sewage be released and for the Authority to take ownership of the lines.
 - Motion was made by Barry Wolfe, and seconded by Michael Slater.
 - Motion carried unanimously.
- Discussion took place on the STP Expansion Project and the progress of the Charter Homes Sparrows Development.

10. **New Business:**

- No New Business to report.

11. **Adjournment:**

- Motion was made by Gary Risch, Sr., and seconded by Michael Slater.
- Motion carried unanimously.
- Regular Monthly Meeting ended at 7:46 p.m.