



## Regular Monthly Meeting Minutes

December 18, 2025

**Present:**

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

**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 November 20, 2025, Regular Monthly Meeting:**

- Motion was made by Michael Slater and seconded by John Zurisko.
- Motion carried unanimously.

**4. Open to the floor:**

**5. Treasurer's Report:**

- **Financial Report for November 2025:**
  - Motion was made by Gary Risch, Sr., and seconded by Michael Slater.
  - Motion carried unanimously.
- **Invoices (as of December 18, 2025):**
  - Motion was made by John Zurisko and seconded by Gary Risch, Sr.
  - Motion carried unanimously.

**6. Manager's Report:**

- Kristy Donaldson presented the new Authority website.

**7. Solicitor's Report:**

- Michael Hnath gave an update on the November 25, 2025, meeting with PENNDOT.



## Municipal Authority of Buffalo Township

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### 8. Engineer's Report:

- Matt Sprung reported that the LSA Grants from 2024 were awarded. Unfortunately, the Authority did not receive a grant for the water plant expansion project.

### 9. Old Business:

- Kristy Donaldson presented the counter offer from Carol Phillips, 197 Cooper Road, as discussed during the November meeting. The Board agreed to the original decision of \$6,000.00.

### 10. New Business:

- Kristy Donaldson presented the employee salary increases for 2026.
  - Motion was made by Barry Wolfe to approve a 3% increase, which was seconded by Michael Slater.
  - Motion carried unanimously.
- Kristy Donaldson presented the 2026 Operating Budget.
  - Motion was made by Michael Slater to approve the budget with no increase in rates and tap fees, which was seconded by Barry Wolfe.
  - Motion carried unanimously.

### 11. Adjournment

- Motion was made by John Zurisko and seconded by Michael Slater.
- Motion carried unanimously.
- Regular Monthly Meeting ended at 8:07 p.m.