North Buffalo Township

December 18, 2019

The North Buffalo Township Board of Supervisors met at the Municipal Building at 7:00 p.m., December 18, 2019 with Supervisors Mike Valencic, Clark Whiteman and Jennifer Matarrese, Secretary Pam Bowser, North Buffalo Police Chief Jason Hufhand, Solicitor Scott Andreassi and approximately nine citizens in attendance.

Mike Valencic called the meeting to order at 7:00 p.m. He led the Pledge of Allegiance and asked for a moment of silence to honor those in service of our country. He then announced that the meeting was being audio recorded.

Jennifer Matarrese made the motion to approve the minutes of the November 20, 2019 Supervisors’ Meeting and the November 20, 2019 Supervisors’ Hearing SPVHRG-19-1. Clark Whiteman seconded the motion. All voted in favor and the motion carried.

Clark Whiteman made the motion to approve the bills as presented on the Bill List with General Fund checks #26737 through #26775 in the amount of $28,287.11, General Fund electronic debits in the amount of $14,930.60, and State Fund checks #736 through #737 in the amount of $3,809.96. Jennifer Matarrese seconded the motion. All voted in favor and the motion carried.

Jennifer Matarrese made the motion to approve the Treasurer’s Report as presented, with Clark Whiteman seconding the motion. All voted in favor and the motion carried.

Police Chief Jason Hufhand gave the monthly police report and Dave Orton from Ford Cliff Fire Department gave their monthly response report.

Jennifer Matarrese made the motion to reinstate Ford Cliff Fire Department as primary instead of Ford City within their designated zone. Jennifer also stated that Ford City’s services will still be utilized within the designated zone. Clark Whiteman seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese then gave the Road Master’s report. The road crew has been patching roads. They designed and fabricated a tool to clean out under guide rails along township roads. Jennifer has been working to correct the combo weight on the truck titles. The road crew has been working 5 a.m. to 3 p.m. winter hours to make sure roads are clear for the school buses in the morning.

The next item under unfinished business was discussion on a proposed nuisance ordinance. The supervisors decided to table this matter until details within the ordinance can be researched further.

Clark Whiteman then made the motion to open the new business agenda items for discussion. Mike Valencic seconded the motion, all voted in favor, and the motion carried.

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Jennifer Matarrese made the motion to hire Steve Guelich as a part-time police officer retroactive to November 25, 2019. Mike Valencic seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to adopt Resolution No. 19-2, which adopts the final 2020 budget. Clark Whiteman seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to adopt Resolution No. 19-3, which defines major roads within North Buffalo Township. Clark Whiteman seconded the motion, all voted in favor, and the motion carried.

Mike Valencic made the motion to adopt Resolution No. 19-4, which reaffirms the 2020 tax rates for real estate, earned income and realty transfer taxes. Jennifer Matarrese seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to adopt Ordinance No. 19-3, to increase the township pension contribution rate, and to sign the Pa. Municipal Retirement System adoption agreement reflecting the rate change. Mike Valencic seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to make appointments to the North Buffalo Township Planning Board as follows: John David Jura for a four-year term to expire December 31, 2023; David Metz for a three-year term to expire December 31, 2022; and Cathy Sims for a one-year term to expire December 31, 2020. Clark Whiteman seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to table an appointment to the zoning hearing board until such time as a volunteer is found to fill the position. Mike Valencic seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to appoint Attorney James A. Favero as the solicitor for the North Buffalo Township Zoning Hearing Board. Clark Whiteman seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to table the appointment of a zoning officer until someone can be found to fill the position. Mike Valencic seconded the motion, all voted in favor, and the motion carried.

Mike Valencic made the motion to appoint the police officers as codes enforcement officers for a three-month probation period. Jennifer Matarrese seconded the motion, all voted in favor, and the motion carried.

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Jennifer Matarrese made the motion to appoint Barb Cowan to fill the vacancy for auditor until the next municipal election for a two-year term to expire January 1, 2022. Clark Whiteman seconded the motion, all voted in favor, and the motion carried.

The next item on the agenda was to discuss having a CPA firm conduct the annual township audit. Jennifer Matarrese made the motion to authorize the advertisement for a CPA firm for the annual audit. Mike Valencic seconded the motion, all voted in favor, and the motion carried.

Chairman Mike Valencic announced that the Board of Supervisors reorganization meeting will be held on January 6, 2020 at 10:00 a.m. and the auditors’ reorganization meeting will be held on January 7, 2020 at a time to be determined.

After public comment, Jennifer Matarrese made the motion to adjourn the meeting at 7:37 p.m. with Clark Whiteman seconding the motion. All voted in favor and the motion carried.

Pamela L. Bowser

North Buffalo Township Secretary