

North Buffalo Township
July 12, 2023

The North Buffalo Township Board of Supervisors met at the Municipal Building at 7:00 p.m., July 12, 2023 with Supervisors Jennifer Matarrese, Jay Hogg and Mike Valencic, Secretary Pam Bowser, Police Chief Jason Hufhand, a representative from HAVIN and six citizens in attendance.

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

Jennifer Matarrese made the motion to approve the minutes of the June 14, 2023 Supervisors' Meeting. Jay Hogg seconded the motion. All voted in favor and the motion carried.

Mike Valencic made the motion to approve the bills as presented on the Bill List with General Fund checks #28515 through #28545 in the amount of \$56,055.61 and General Fund electronic debits in the amount of \$19,667.47. Jay Hogg seconded the motion. All voted in favor and the motion carried.

Mike Valencic made the motion to approve the Treasurer's Report as presented, with Jennifer Matarrese seconding the motion. All voted in favor and the motion carried.

Township Police Chief Jason Hufhand then gave his monthly police report and also read the fire report from Worthington-West Franklin Fire Department.

Dave Orton from Ford Cliff Fire Department and Mike Kutch from West Hills Fire Department each gave their monthly response reports. Mike Kutch from West Hills presented a letter to the board of supervisors for their approval and signatures. The letter requested that Manor Township Fire Department be added to a small portion of Routes 422 and 28 that are located within North Buffalo Township. Manor Township has some specialized equipment that would be beneficial to be on scene for an emergency. Jay Hogg made the motion to approve the request and sign the letter. Mike Valencic seconded the motion, all voted in favor, and the motion carried. Mike Kutch also asked the supervisors if North Buffalo could pass an ordinance allowing them to bill insurance companies to recoup costs from emergency services. Any money received would be used for supplies, such as oil dry and foam. A sample ordinance was given to the supervisors for their review and consideration. No action was taken and the supervisors will do further research on the matter.

Jennifer Matarrese then gave the road master's report. The road crew has been continuing to prep roads for the upcoming tar and chip project. They also have been patching, mowing and doing routine road maintenance and equipment maintenance. There was a call-out for one downed tree and to assist with an emergency.

Under new business, Jennifer Matarrese introduced Mia from HAVIN. Mia gave an overview of HAVIN's services and provided printed material that is also informative of their services.

Jennifer Matarrese made the motion to adopt Ordinance No. 23-2, which provides regulations for short-term rentals within the township. Mike Valencic seconded the motion, all voted in favor, and the motion carried.

The supervisors then discussed fees for short-term rental permits and renewals. It was suggested that the fee be set at \$200 for both the permit and the renewal. Jennifer Matarrese made the motion to set the fee for both short-term rental permits and renewals at \$200. Mike Valencic seconded the motion, all voted in favor, and the motion carried.

The board then discussed a draft ordinance for solar development. They also reviewed some printed information from PSATS and a sample ordinance on solar development from Rayburn Township. The supervisors will further research the matter and discuss again at future meetings.

The next item on the agenda was a PLGIT procurement card for the township. The township does not have a credit card and in order to purchase Microsoft Word software for the new township computer, it must be done online with a credit card. PLGIT offers the procurement card to townships. The cards have the capability of being restricted by credit limit, where it can be used, what vendors it can be used at, etc. Mike Valencic made the motion to adopt Resolution No. 23-2, which approves obtaining a procurement card for North Buffalo Township. Jay Hogg seconded the motion, all voted in favor, and the motion carried.

After public comment, Jennifer Matarrese made the motion to adjourn the meeting at 7:36 p.m. Mike Valencic seconded the motion. All voted in favor and the motion carried.

Pamela L. Bowser
North Buffalo Township Secretary