

North Buffalo Township  
January 5, 2026  
Reorganization Meeting

The North Buffalo Township Board of Supervisors met for their reorganization meeting at the Municipal Building at 7:00 a.m., January 5, 2026, with Supervisors Jennifer Matarrese, Jay Hogg and Jon Yackmack and Secretary Pam Bowser.

Jennifer Matarrese called the meeting to order and led the Pledge of Allegiance.

Jennifer Matarrese made the motion to appoint Jay Hogg as temporary chairman. Jon Yackmack seconded the motion, all voted in favor, and the motion carried.

Jay Hogg made the motion to appoint Pam Bowser as temporary secretary. Jennifer Matarrese seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to appoint Jay Hogg as chairman. Jon Yackmack seconded the motion. All voted in favor and the motion carried.

Jay Hogg made the motion to appoint Jennifer Matarrese as vice-chairman. Jon Yackmack seconded the motion, all voted in favor, and the motion carried.

Jay Hogg made the motion to appoint Pam Bowser as secretary. Jennifer Matarrese seconded the motion, all voted in favor, and the motion carried.

Jay Hogg made the motion to appoint Jennifer Matarrese as assistant secretary. Jon Yackmack seconded the motion, all voted in favor and the motion carried.

Jennifer Matarrese made the motion to appoint Pam Bowser as treasurer. Jay Hogg seconded the motion, all voted in favor, and the motion carried.

Jay Hogg made the motion to set the treasurer's bond at \$500,000.00 and to purchase the bond from John F. Graff Insurance Agency. Jon Yackmack seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to place the township funds as follows: General Fund in Nextier Bank; General Fund Savings Accounts in PLGIT; State Fund and State Fund Savings Accounts in PLGIT; Construction Project Fund in Nextier Bank; and American Rescue Plan Fund in Nextier Bank. Jon Yackmack seconded the motion, all voted in favor, and the motion carried.

Jay Hogg made the motion to appoint Jennifer Matarrese as Road Master. Jon Yackmack seconded the motion, all voted in favor and the motion carried.

Jennifer Matarrese made the motion to appoint Jon Yackmack as Supervisor in Charge of Public Safety. Jay Hogg seconded the motion, all voted in favor and the motion carried.

Jennifer Matarrese made the motion to appoint Vince Venturino as Zoning Officer. Jay Hogg seconded the motion, all voted in favor and the motion carried.

Jennifer Matarrese made the motion to appoint Spurgeon Shilling as Codes Enforcement Officer. Jay Hogg seconded the motion, all voted in favor and the motion carried.

Jennifer Matarrese made the motion to appoint Spurgeon Shilling as Sewage Enforcement Officer. Jay Hogg seconded the motion, all voted in favor and the motion carried.

Jay Hogg made the motion to appoint Charlton Law as township solicitor. Jon Yackmack seconded the motion, all voted in favor and the motion carried.

Jennifer Matarrese made the motion to appoint Harry Patton to the vacancy board. Jon Yackmack seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to appoint Spurgeon Shilling as Floodplain Administrator. Jay Hogg seconded the motion, all voted in favor and the motion carried.

Jennifer Matarrese made the motion to appoint Lisa Boltz as representative and Jon Yackmack as alternate to the Earned Income Tax Collection Committee. Jay Hogg seconded the motion, all voted in favor, and the motion carried.

Jennifer Matarrese made the motion to set the 2026 supervisors' meetings for the second Wednesday of each month at 7:00 p.m. at the Municipal Building, with the following exceptions: The January 14<sup>th</sup> meeting time will be changed to 6:30 pm and the November meeting will be changed to Thursday, November 12<sup>th</sup> at 7:00 pm due to the Veterans' Day holiday on the second Wednesday. Jay Hogg seconded the motion, all voted in favor, and the motion carried.

Jon Yackmack made the motion for the hiring of equipment by the township for emergencies to be paid at the prevailing rate. Jennifer Matarrese seconded the motion, all voted in favor, and the motion carried.

Jon Yackmack made the motion to set the limit for emergency repairs on equipment without prior approval of the board at \$5,000.00. Jay Hogg seconded the motion, all voted in favor and the motion carried.

Jay Hogg made the motion to authorize the secretary/treasurer to pay payroll, bills with a discount when received, and bills that become due between meetings. Jennifer Matarrese seconded the motion, all voted in favor, and the motion carried.

Jon Yackmack made the motion to set the mileage reimbursement rate at the standard rate set by the Internal Revenue Service. Jay Hogg seconded the motion, all voted in favor, and the motion carried.

Jay Hogg made the motion to appoint Butler FastERcare as the township physician. Jon Yackmack seconded the motion, all voted in favor and the motion carried.

Jennifer Matarrese made the motion to appoint Young & Associates Consulting Engineers as township engineer. Jon Yackmack seconded the motion, all voted in favor, and the motion carried.

After public comment, Jennifer Matarrese made the motion to adjourn the meeting at 7:17 a.m., with Jon Yackmack seconding the motion. All voted in favor and the motion carried.

Pamela L. Bowser  
North Buffalo Township Secretary