

**Waterford Township Supervisors
Regular Business Meeting
August 17, 2022**

Chairman Senger called the meeting to order at 7:00 p.m., followed by the salute to the flag. Supervisors Kondzielski and Smith were in attendance as was Roadmaster Jerry Hanas, Secretary/Treasurer Sharon Risjan, Solicitor Martinucci, Ron Eliason, Larry Thompson, and Karen & Blaine Duran.

PUBLIC COMMENT - None

MINUTES –

Motion by Kondzielski, seconded by Smith, to approve the minutes of the August 3, 2022, Regular Business Meeting, with the addition of Chairman’s statement regarding the issues between property owners on Benson Road, that “we believe this is a civil matter because Mr. Patterson is not breaking any ordinances of the Township”. Vote: 3/0 (see corrected 8/3/22 minutes)

RECEIPTS – See attached list

APPROVAL OF BILLS

Motion by Kondzielski, seconded by Smith, to approve payment of the bills, as presented. Vote: 3/0

TREASURER’S REPORT

Motion by Smith, seconded by Kondzielski, to accept the Treasurer’s Report for July 2022. Vote: 3/0

ROADMASTER – See attached report

Roadmaster Jerry Hanas reviewed the Roadmaster Report.

In order to be eligible for funding for Low Volume Roads, he has to do vehicle counts on several roads.

Senger would like to get something on file from the Swailes Road property owners indicating that they are satisfied with their driveway as repaired on 8/11/2022.

PLANNING & ZONING – See attached report

McCall Property, Seroka Road - Regarding the easement extension agreement on Seroka Road for the McCall property, the Planning Commission recommends approval by the supervisors. The driveway will come off of Seroka Road instead of Route 19. Solicitor reviewed the document and found issues of concern. Discussion ensued.

Motion was made by Kondzielski, seconded by Smith, to allow the address for Lot 1A to come off Seroka Road. Vote: 3/0

Duran Property Subdivision – Route 97/Rube Road – We have a note from Lindsay Ethridge that this has been signed by the Planning Commission and Erie County Planning. However, we do

not have a copy of the executed subdivision. This matter was tabled until we can locate or get the necessary documents.

SOLICITOR –

Jason Proper – We are waiting for response.

Water/Sewer Authority – There are some motions under New Business that will lay things out. A motion to join in an informal complaint to the PUC finding by Hofius regarding the invoice that the Municipal Authority is giving. The Waterford Township Water/Sewer Authority is going to join in with it also.

Pandemic Policy – We have discussed before about what the Township could do regarding pandemics, epidemics, etc., and he provided some language for the Township to use.

Personnel Handbook – Solicitor had sent out information regarding the proposed changes to the handbook. Suggested the supervisors look at it and recommend changes and get them to the solicitor for approval.

WATER/SEWER AUTHORITY –

Kondzielski reviewed the last meeting. They discussed current Municipal Authority agreement proposal and a motion was made to reject and have Attorney Smith asked for a specific rate sheet which is what we had asked for.

Authorization was given to have Albrecht mow the Route 97 Right-of-Way.

They made a motion to retain Dwyer Plumbing Services for repairs, if WMA employees and/or Township employees cannot fix the water/sewer breaks/leaks. This is for the interim. They will look at other companies that could do this work.

They made a motion to have the Township consider to begin the water meter reading, billing, and collections for the water/sewer system. Solicitor Martinucci explained that there is no notice provision. Out of respect for our residents, some notice is the appropriate thing to do. Discussion ensued. Suggestion is to add “full and final payment” on the bottom of each check we do send to the Waterford Municipal Authority.

OLD BUSINESS

WATERFORD FAIR REQUEST –

Motion by Smith, seconded by Kondzielski, authorizing to have equipment and operators at the fair grounds on September 11, 2022, and also have the grader and operator at the fair ground prior to the fair. Vote: 3/0

APPLICATIONS FOR FULL-TIME EMPLOYMENT – Roadmaster is comfortable with the crew he has right now.

NIEMEYER ROAD BRIDGE UPDATE – Chairman read email from Greg Lindsay, indicating that most required approvals to advertise the plans have been received; there were comments from the constructability review that required some revisions to the plan/special provisions and specifications.

NEW BUSINESS

Motion by Smith, seconded by Kondzielski, authorizing Supervisor Kondzielski to execute, on behalf of the Waterford Township Sewer/Water Authority, and Chairman Senger on

behalf of the Waterford Township Supervisors, a statement joining in the informal PUC complaint filed by Lynn Hofius d/b/a Benchmark Surveying. Vote: 3/0

HHW & Electronic Waste Collection event 8/20/22. Motion by Senger, seconded by Smith, to have Jerry, Flory and Darren, in turn, be at the Township during this event. Vote: 3/0

Motion by Smith, seconded by Kondzielski, to increase Lindsay Ethridge's hours to 32/week, effective September 5, 2022. Vote: 3/0

Motion by Smith, seconded by Kondzielski, to follow CDC or Pennsylvania Department of Health recommendations and guidelines for any declared public health emergency that may arise. Vote: 3/0

CORRESPONDENCE


Niemeyer Road Bridge Update – Chairman noted that the Erie MPO Projects newsletter indicates that the tentative let date for construction is September 15, 2022.

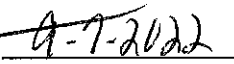
First Energy notice of transmission line reliability improvement project. 82 miles cutting through Erie County.

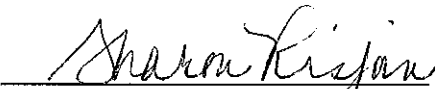
Chairman noted that he had collected many donations from Waterford Township businesses to take to the ECATO picnic on August 25, 2022.

Motion was made by Smith, seconded by Kondzielski, to adjourn the meeting at 8:36 p.m. Vote: 3/0

Respectfully submitted,


David Senger, Chairman


Date


Sharon Risjan, Secretary

RECEIPTS:

Erie County Tax Claim Bureau	Delinquent taxes	4744.60
Waterford Twp Tax Collector	Interim taxes	314.36
Wtfd Twp Tax Collector	July real estate & per capita taxes	2030.05
Bengal Excavating	Sale of Komatsu excavator	46200.00
Erie County Recorder of Deeds	Realty transfers	6085.33
Berkheimer	EIT August 2022	1773.49
Berkheimer	LST August 2022	362.49
ADP	Employee health insurance contribution	494.74
Anthony Gomo	Sewer Fee	63.26
Cass Info (Dollar General)	Sewer Fee	31.63
Berkheimer	EIT August 2022	4960.41
Berkheimer	EIT August 2022	8646.40
Zoning Office	July zoning permits & CCI Receipt	838.04

ROADMASTER'S REPORT 8/17/22

- Continued hauling 2A gravel to Clute, Klemmer and Haugh roads
- Clute and Klemmer are complete hopefully we can complete Haugh this week
- 8/8/22 I met with Tom McClure from Erie County conservation and Alex Madura of Deiss and Halmi about the culvert upsize change on Strong rd. The standards have been changed and Tom wasn't sure if the Barton rd. box culverts will meet the new standards.
- 8/9/22 prepared the driveway on Swailes rd. with 411 limestone for tar and chipping. Completed on 8/11/22
- Continued mowing. Chris started on Monday and is doing a nice job. We have replaced the Boom mower blades and need to replace the Flail mower knives.
- I called Green Dist. to order the 48" metal pipe for Union rd. They called back and said that if I just ordered the 48' pipe alone there would be a \$900 shipping cost but if I ordered the 72" with the 48" the shipping cost would be waived.
 - 48"X40' cmp with band -- \$6450
 - 72"X80' cmp with bands -- \$20,400
- I spoke with Alex Madura from Deiss & Halmi and he told me that the Dublin rd. crosspipe (72") had passed Fish and Boat Commission and the DEP but hasn't been completed through the Conservation District yet. Still subject to their design specs. Steve Halmi recommends to not purchase the pipe until we have the permit in hand.
- Alex also informed me that the Union rd. pipe has a large drop and will need to have the streambed elevated which has to go

back through as a GP-11 permit and doesn't know how long it will take to be approved.

- We have cleaned out Building #1 for Saturday's waste collection.

ZONING REPORT

- Conditional use permit for Luke Pavkov – lighted sign
 - Sign meets size and height requirements for that district (100sq ft). Permits must be received from PENNDOT before zoning permit is issued.
 - Recommendation given by the planning commission for approval
- Duran subdivision – Has been signed by Waterford Twp planning and Erie County Department of Planning.
 - Waterford planning commission gives recommendation for approval of subdivision prior to rezoning. Violation notice will be sent to party not in compliance to get rezoning moving along and this issue closed up.
 - Permit # 4322 – Stanley Neal – 1023 Old State Road - Pergola, misc accessory
 - Permit # 4422 – John McCall – 222 Seroka Road (pending address) – New single-family dwelling
 - Permit # 4522 – Locust Grove – Martin Road – New Driveway permit
 - Permit # 4622 – Dawn Dennen “The scoop” – 13124 S Route 19 – Business occupancy permit
 - Permit # 4722 – Scott Greggs – 11447 N Route 97 – 2 new decks
 - Received completed storm water management from Mike Jenkins, sending for review to Steve Halmi for review.

- Violation notice sent to 12025 Donation Rd – building without permits.
- Shed removed from Link Hull Rd – was left in the right of way
- Working with HRG for new dollar general to go in at Trask and Route 19
- Finalizing Marten's Barn – Occupancy permit has been obtained
- Worked with Gina Cimino – will be turning the home back into a single-family dwelling, no conditional use hearing will be needed.
- New violation notice to Maloney's motor pool – trash piling up again

WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

July 31, 2022

	BAL. FWD	RECEIPTS	EXPEND.	END BAL.
GENERAL ACCOUNT				
Previous Balance	661,415.60			
Receipts		73,011.25		
Com of PA Covid Relief Funds		671.47		
Interest Earned		4.88		
Expenditures			202,984.82	
PNC Bank Fees (to be refunded)		4.00	2.00	
Transfer to Bridge Fund			-	
Transfer to Equipment Fund			-	
Transfer to Covid Relief Acct			671.47	
TOTALS	-	73,691.60	203,658.29	\$ 531,448.91
*BRIDGE FUND				
Previous Balance	415,294.01			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		3.30		
Transfer to General Fund			-	
PNC Bank Fees (to be refunded)		4.00	2.00	
TOTALS		7.30	2.00	\$ 415,299.31
*BUILDING FUND				
Previous Balance	226,629.58			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		1.80		
PNC Bank Fees (to be refunded)		4.00	2.00	
TOTALS		5.80	2.00	\$ 226,633.38
*EQUIPMENT FUND				
Previous Balance	67,021.66			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		0.53		
PNC Bank Fees (to be refunded)		4.00	2.00	
TOTALS		4.53	2.00	\$ 67,024.19
STATE LIQUID FUELS				
Previous Balance	297,845.94			
Receipts		-		
Interest Earned		1.96		
PNC Bank Fees (to be refunded)		4.00	2.00	
Expenditures			297,000.00	
TOTALS		5.96	297,002.00	\$ 849.90
*SEWER FUND				
Previous Balance	95,326.71			
Receipts		31.63		
Interest Earned		0.76		
PNC Bank Fees (to be refunded)		4.00	2.00	
Expenditures			103.53	
TOTALS		36.39	105.53	\$ 95,257.57
**SMALL FLOW TREATMENT FACILITIES				
Previous Balance	4,798.34			
Receipts		-		
Interest Earned		0.03		
PNC Bank Fees (to be refunded)		54.00	27.00	
Expenditures			-	
TOTALS		54.03	27.00	4,825.37
ARP RELIEF FUND				
Previous Balance	95,774.57			
Receipts		671.47		
Interest Earned		0.76		
PNC Bank Fees (to be refunded)		4.00	2.00	
TOTALS		676.23	2.00	\$ 96,448.80
		Total Expenses	\$ 500,800.82	

TOTAL OF ACCOUNT BALANCES AS OF July 31, 2022 \$ 1,437,787.43

**Restricted Funds

*Capital Improvement Funds

Waterford Township Unpaid Bills Detail As of August 17, 2022

Type	Date	Num	Open Balance	Credit
Ben Green				
Bill	08/11/2022	8/11/22 W/S Mtg	25.00	25.00
Total Ben Green			25.00	25.00
E.L. Heard & Son, Inc.				
Bill	07/12/2022	187884	2,964.76	2,964.76
Bill	07/18/2022	254227	24.91	24.91
Bill	07/19/2022	187528	1,823.09	1,823.09
Bill	07/25/2022	187551	2,430.00	2,430.00
Bill	07/31/2022	12415859	104.07	104.07
Bill	08/10/2022	Stanley gift card	250.00	250.00
Total E.L. Heard & Son, Inc.			7,596.83	7,596.83
ECATO				
Bill	08/11/2022	Picnic Reservations	52.50	52.50
Total ECATO			52.50	52.50
Erie Aggregates				
Bill	08/03/2022	3517	10,891.60	10,891.60
Bill	08/04/2022	3528	9,228.50	9,228.50
Bill	08/05/2022	3536	8,929.30	8,929.30
Bill	08/08/2022	3549	8,269.40	8,269.40
Bill	08/10/2022	3555	7,978.20	7,978.20
Bill	08/11/2022	3572	7,240.20	7,240.20
Bill	08/12/2022	3578	6,838.40	6,838.40
Bill	08/15/2022	3588	6,013.10	6,013.10
Total Erie Aggregates			65,388.70	65,388.70
Five Star Equipment Inc				
Bill	08/08/2022	P34207	149.07	149.07
Total Five Star Equipment Inc			149.07	149.07
Gatehouse Media Pennsylvania Holdings, In				
Bill	07/31/2022	0004766863	516.89	516.89
Total Gatehouse Media Pennsylvania Holdings, In			516.89	516.89
Hagan Business Machines, Inc.				
Bill	08/10/2022	A092766	83.66	83.66
Total Hagan Business Machines, Inc.			83.66	83.66
Highmark Blue Shield				
Bill	08/05/2022	220805385101	74.86	74.86
Total Highmark Blue Shield			74.86	74.86
Hunter Truck Sales & Service, Inc.				
Bill	08/10/2022	x102369804 01	419.16	419.16
Total Hunter Truck Sales & Service, Inc.			419.16	419.16
ITUAbsorbTech				
Bill	08/03/2022	7960651	51.35	51.35
Bill	08/10/2022	7964838	51.35	51.35
Total ITUAbsorbTech			102.70	102.70
J. H. Auto Parts, Inc.				
Credit	07/20/2022	513373	-179.42	
Bill	07/19/2022	513186	189.25	189.25
Bill	07/25/2022	513654	37.85	37.85
Bill	07/25/2022	513652	75.70	75.70
Bill	07/27/2022	513853	38.10	38.10
Bill	08/04/2022	514525	1,023.05	1,023.05
Bill	08/09/2022	514939	15.99	15.99

Waterford Township
Unpaid Bills Detail
 As of August 17, 2022

Type	Date	Num	Open Balance	Credit
Bill	08/10/2022	515056	161.84	161.84
Total J. H. Auto Parts, Inc.			1,362.36	1,541.78
Keep Heating & Cooling				
Bill	08/09/2022	150362	1,295.00	1,295.00
Total Keep Heating & Cooling			1,295.00	1,295.00
Ken Lewis				
Bill	08/11/2022	8/11/22 W/S Meeting	25.00	25.00
Total Ken Lewis			25.00	25.00
M & K Truck Center of Erie				
Bill	08/10/2022	105464EP	216.25	216.25
Total M & K Truck Center of Erie			216.25	216.25
Manuf. & Business Assoc - Ins.				
Bill	07/29/2022	261400	427.07	427.07
Total Manuf. & Business Assoc - Ins.			427.07	427.07
Matt Erickson				
Bill	08/13/2022	8/13/22 Planning	25.00	25.00
Total Matt Erickson			25.00	25.00
National Fuel Gas				
Bill	08/13/2022	8/9/2022	20.72	20.72
Total National Fuel Gas			20.72	20.72
PA One Call				
Bill	07/31/2022	0000962252	24.26	24.26
Total PA One Call			24.26	24.26
Pat Long				
Bill	08/11/2022	8/11/22 W/S Meeting	25.00	25.00
Total Pat Long			25.00	25.00
Pro Waste Services, Inc.				
Bill	08/01/2022	15583159	70.00	70.00
Total Pro Waste Services, Inc.			70.00	70.00
Quinn, Buseck, Leemhuis, Toohey & Kroto				
Bill	08/04/2022	465941	1,950.00	1,950.00
Bill	08/08/2022	465980	1,010.46	1,010.46
Total Quinn, Buseck, Leemhuis, Toohey & Kroto			2,960.46	2,960.46
Ron Eliason				
Bill	08/13/2022	08/13/22 Planning	25.00	25.00
Total Ron Eliason			25.00	25.00
Steiner Diesel Service				
Bill	08/16/2022	12544	213.95	213.95
Total Steiner Diesel Service			213.95	213.95
Stephenson Equipment, Inc.				
Bill	08/08/2022	18056707	314.39	314.39
Total Stephenson Equipment, Inc.			314.39	314.39
William Phillips				
Bill	08/13/2022	8/13/22 Planning	25.00	25.00

1:42 PM

08/17/22

Waterford Township
Unpaid Bills Detail
As of August 17, 2022

Type	Date	Num	Open Balance	Credit
Total William Phillips			25.00	25.00
TOTAL			81,438.83	81,618.25

Waterford Township Supervisors

Regular Business Meeting

Wednesday, August 17, 2022

SIGN IN SHEET

1 Ronald E. Elia

2 Amy Thompson

3 Blaine Duran

4 Karen DURAN

5 Derek Brown

6 _____

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____

14 _____

15 _____