

**Waterford Township Supervisors
Regular Business Meeting
October 19, 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, Zoning Officer Lindsay Ethridge, Derek Brown, Dale Blum, Robin Harrison, Larry Thompson, and Michelle Jaggi.

PUBLIC COMMENT

Ron Eliason – He was at the Comprehensive Plan informational meeting on Monday night at Stancliff Hose Company. Lindsay did a terrific job. He thinks we are off to a great start.

Robin Harrison – Questioned if we could go to a five-member board of supervisors. Brief discussion ensued in which Solicitor Martinucci stated he would have to look into the Second Class Township Code book to see what the requirements are. Chairman Senger's understanding is that it would have to be placed on the election ballot. Supervisor Smith feels it would be harder to get things done with a five-man board.

MINUTES –

Motion by Smith, seconded by Kondzielski, to approve the minutes of the October 5, 2022, Regular Business Meeting, as presented. Vote: 2/0 Senger abstained.

RECEIPTS – See attached list

BILL PAYMENT LIST: Attached. Pay Period 10/1/22-10/14/22 Cash Required \$15,527.53 .

APPROVAL OF BILLS

Motion by Smith, seconded by Kondzielski, 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 as presented. Vote: 3/0

Michelle Jaggi – Executive Director of the Erie Area Council of Government (EACOG) –

Gave a brief explanation of the COG as well as an overview of the programs and projects, membership, member benefits, annual meetings, joint bidding, joint broadband franchises, grant assistance, etc. One supervisor should be appointed delegate, and the alternate can be another supervisor, roadmaster, secretary, zoning officer, etc. Meetings are the first Wednesday of the month at 3 p.m.

ROADMASTER – See attached report

- Also, today, the electricity went off so the overhead doors would not open. He found out then that the generator has not been hooked up. There's no wire, no transfer switch. He can get quote from some contractors and get it installed.

- Jerry gave the supervisors a “Road Projects” file to review before next Wednesday’s work session so they can look at what he is working on.
- Jerry got prices on locator equipment. He had given the supervisors some information on various devices.

PLANNING & ZONING – See attached report

Supervisors reviewed the subdivision plans for Duran’s subdivision on Route 97. It has been signed off by Erie County Planning and Waterford Township’s Planning.

Motion was made by Kondzielski, seconded by Smith, to accept the subdivision plans for the Blaine and Karen Duran subdivision on Route 97. Vote: 3/0

SOLICITOR

- Solicitor Martinucci advised that there are two things to discuss in executive session – Hofius situation, and the Proper litigation.
- Solicitor is working on getting paperwork ready to submit to the County so the Township does not have to pay property taxes on the parcel purchased from Garrett Krol.
- Cable Franchise Agreement – He has worked on this before with other municipalities.

WATER/SEWER AUTHORITY

Kondzielski explained that at the last meeting they made up a maintenance agreement that the Waterford Borough Municipal Authority wanted. It was sent to Attorney Smith for review; we will go from there on it. They made a motion to have Lindsay apply for any grants for water/sewer for the benefit of Waterford Township.

OLD BUSINESS

Brief discussion on the Niemeyer Road bridge; when it is supposed to go out for bid, recent vandalism, and not receiving updates on bid letting.

NEW BUSINESS

- **Copy Machine Replacement** – Supervisors reviewed comparison quotes received from Ford Technologies, Hagan Technologies, and ubeo Business Services, for replacement of the current copy machine. **Motion was made by Kondzielski to purchase a new printer, Toshiba Model 2515ac, from Hagan Technologies on their quoted price of \$5,295. Vote: 3/0**
- Chairman Senger tabled the motion to purchase equipment to find water lines until the next meeting.
- **Motion was made by Kondzielski, seconded by Smith, authorizing Jerry Hanas to investigate hiring a new employee of his choice. Vote: 3/0**
- **DUBLIN ROAD CROSS PIPE PROJECT** – Quotes received, Amendola \$13,100, Dwyer \$7,200, and Chivers \$11,724.
- Supervisor Smith made a motion to award the project to Dwyer to change the pipes on Dublin Road for \$7,200, conditional on their water control bypass pump. Supervisor Kondzielski offered an amendment that if, for any reason, Dwyer says they will not do the water control, that the bid will then default to Chivers on their quote of \$11,724. **Vote: 3/0**

CORRESPONDENCE

- **PISC (Presque Isle Snowmobile Club)** – Will be holding an open house to celebrate International Snowmobile Day on October 29, 2022, 10 a.m. to 4 p.m.

Chairman recessed the meeting at 8:02 to executive session for legal discussions on the PUC regarding Hofius, and also the Proper matter.

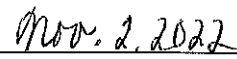
Meeting reconvened at 8:18 p.m.

**Motion was made by Kondzielski, seconded by Smith, to adjourn the meeting at 8:20 p.m.
Vote: 3/0**

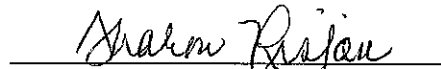
Respectfully submitted,



David Senger, Chairman



Date



Sharon Risjan, Secretary

AGENDA

**WATERFORD TOWNSHIP SUPERVISORS
October 19, 2022**

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF MINUTES – October 5, 2022 Regular Business Meeting

RECEIPTS – Attached

BILL PAYMENT LIST: Attached. Pay Period 10/1/22-10/14/22 Cash Required \$15,527.53

TREASURER'S REPORT

MOTION TO APPROVE PAYMENT OF BILLS

ERIE AREA COG – Michelle Jaggi – Orientation to the COG.

EXECUTIVE SESSION FOR LEGAL MATTERS

ROADMASTER'S REPORT

PLANNING & ZONING

- Motion to approve the Blaine & Karen Duran Subdivision on Route 97.

SOLICITOR REPORT

WATER/SEWER

OLD BUSINESS

NEW BUSINESS

- Motion to approve purchase of a new copier.
- Motion to approve purchase of equipment to find water lines.
- Motion authorizing Jerry Hanas to investigate hiring a new employee of his choice.
- Motion to approve a contractor to replace cross pipes at the east end of Dublin Road.

CORRESPONDENCE

- Presque Isle Snowmobile Club – Open House 10/29/2022, 10 a.m. to 4 p.m. International Snowmobile Day celebration.

ADJOURNMENT

RECEIPTS:

Berkheimer	EIT October	1480.94
Magisterial District 06-3-05	Local fines	200.00
Waterford Twp Tax Collector	Real estate taxes	3152.39
Berkheimer	EIT October	1129.86
Erie County General Fund	Poll rent	20.00
Erie County Liquid Fuels	County Aid 2022	14813.00
Erie County Recorder of Deeds	Realty transfers	4066.53
Berkheimer	EIT October	4006.05
Cass Info Systems	\$ General sewer charges	31.63
ADP	Employee insurance contribution	494.74

Roadmaster's Report – 10/19/22

- John, Scott H. and I went to Pa. 1-Call Locator training – Meadville
- Cold patched Flatts, Union, Elk Creek and other roads
- Working on trucks replacing brakes, changing oil
- Replacing cutting edges / painting blades
- Working on budget items/ next year's projects
- Had to call the State Police two times – once last week and once this week for vandalism to the new fence that was installed on each end of the Covered Bridge – the Gates were found in the creek.
- The cameras arrived this afternoon – We will get them installed ASAP and connected to Dave's phone
- We received three quotes for replacing the culvert pipe
- Wet snow the last two days has taken down lots of trees on various roads
- Truck #10 is at HBR getting a new clutch

October 1-19, 2022

ZONING REPORT

- Permit # 6122 – Neil Blyth – Donation Road – Saw mill/ accessory building
- Permit #6222 – LB Waterford Realty – Route 97 S – Ground mount solar
- Permit #6322 – Derek Brown – Donation Road – sign permit
- Permit #6422 – Derek Brown – Donation Road – Business occupancy permit
- Permit #6522 – Mike Crocker – Old Wattsburg Road – Pipe Repair permit
- Prepare for comprehensive plan & meeting – 34 in attendance – 28 signed up for committee. October 17, 2022
- 1,510 letters mailed to residents
- Resident phone calls
- McCall sewage module failure – follow up with DEP
- Spoke with Beeman's and their illegal build, I advised them they will need a zoning permit and stormwater management since it's in a flood zone.
- Set up zoning hearing board for October 28, 2022 @530pm for proposed Dollar General on Route 19 N
- Assigned 3 need addresses – 2 on Lowe Road 1 on Route 19N
- Set up Facebook page for Waterford Township/ comprehensive plan meetings and info. Comments will be turned off.
- Added a tab to the Township website for the comprehensive plan – survey is available there or in the office

WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

September 30, 2022

	BAL. FWD	RECEIPTS	EXPEND.	END BAL.
GENERAL ACCOUNT				
Previous Balance	458,684.38			
Receipts		294,946.02		
Com of PA Covid Relief Funds		-		
Interest Earned		3.75		
Expenditures			341,840.18	
PNC Bank Fees (to be refunded)		6.00	2.00	
Transfer to Bridge Fund			-	
Transfer to Equipment Fund			-	
Transfer to Covid Relief Acct			-	
TOTALS	-	294,955.77	341,842.18	\$ 411,797.97
*BRIDGE FUND				
Previous Balance	415,301.06			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		3.41		
Transfer to General Fund			-	
PNC Bank Fees (to be refunded)		6.00	2.00	
TOTALS		9.41	2.00	\$ 415,308.47
*BUILDING FUND				
Previous Balance	226,633.43			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		1.86		
PNC Bank Fees (to be refunded)		6.00	2.00	
TOTALS		7.86	2.00	\$ 226,639.29
*EQUIPMENT FUND				
Previous Balance	113,223.08			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		0.94		
PNC Bank Fees (to be refunded)		6.00	2.00	
TOTALS		6.94	2.00	\$ 113,228.02
STATE LIQUID FUELS				
Previous Balance	847.91			
Receipts		-		
Interest Earned		-		
PNC Bank Fees (to be refunded)		6.00	27.00	
Expenditures			-	
TOTALS		6.00	27.00	\$ 826.91
*SEWER FUND				
Previous Balance	95,509.47			
Receipts		31.63		
Interest Earned		0.79		
PNC Bank Fees (to be refunded)		6.00	2.00	
Expenditures			500.00	
TOTALS		38.42	502.00	\$ 95,045.89
**SMALL FLOW TREATMENT FACILITIES				
Previous Balance	4,798.42			
Receipts		-		
Interest Earned		0.04		
PNC Bank Fees (to be refunded)		6.00	27.00	
Expenditures			-	
TOTALS		6.04	27.00	4,777.46
ARP RELIEF FUND				
Previous Balance	96,447.67			
Receipts		213,045.30		
Interest Earned		1.90		
PNC Bank Fees (to be refunded)		6.00	2.00	
TOTALS		213,053.20	2.00	\$ 309,498.87
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		Total Expenses	\$ 342,406.18	

TOTAL OF ACCOUNT BALANCES AS OF September 30, 2022 \$ 1,577,122.88

****Restricted Funds**

***Capital Improvement Funds**

Waterford Township
Unpaid Bills Detail
 As of October 19, 2022

Type	Date	Num	Open Balance	Credit
BCD Properties, Inc.				
Bill	10/07/2022	10/07/22 #109	3,000.00	3,000.00
Total BCD Properties, Inc.			3,000.00	3,000.00
Ben Green				
Bill	10/13/2022	10/13/22 W/S Mtg	25.00	25.00
Total Ben Green			25.00	25.00
Chemung Supply Corp.				
Bill	10/06/2022	019349	1,262.00	1,262.00
Total Chemung Supply Corp.			1,262.00	1,262.00
Cross Paving, LLC				
Bill	09/30/2022	70151	902.06	902.06
Bill	10/07/2022	70169	441.04	441.04
Total Cross Paving, LLC			1,343.10	1,343.10
Dave's Welding Shop, Inc.				
Bill	10/13/2022	11769	325.00	325.00
Total Dave's Welding Shop, Inc.			325.00	325.00
Doug Brace				
Bill	10/13/2022	10/13/22 Planning	25.00	25.00
Total Doug Brace			25.00	25.00
E.L. Heard & Son, Inc.				
Bill	09/06/2022	188600	2,517.17	2,517.17
Bill	09/12/2022	258734	33.00	33.00
Bill	09/23/2022	196717	2,453.22	2,453.22
Bill	09/26/2022	220454	15.58	15.58
Bill	09/30/2022	226876	3.96	3.96
Bill	09/30/2022	9/30/22 Stmt	205.15	205.15
Total E.L. Heard & Son, Inc.			5,228.08	5,228.08
ECATO				
Bill	10/13/2022	ECATO Conv. 10/2...	60.00	60.00
Total ECATO			60.00	60.00
Erie Truck & Trailer, Inc.				
Bill	10/13/2022	0769901	3,304.82	3,304.82
Total Erie Truck & Trailer, Inc.			3,304.82	3,304.82
Gatehouse Media Pennsylvania Holdings, In				
Bill	09/30/2022	0004953357	190.84	190.84
Total Gatehouse Media Pennsylvania Holdings, In			190.84	190.84
Hagan Business Machines, Inc.				
Bill	10/06/2022	A097016	56.60	56.60
Total Hagan Business Machines, Inc.			56.60	56.60
Hi-T-Fence Systems, Inc.				
Bill	10/18/2022	1004126	1,650.00	1,650.00
Total Hi-T-Fence Systems, Inc.			1,650.00	1,650.00
Highmark Blue Shield				
Bill	10/05/2022	221005437043	74.86	74.86
Total Highmark Blue Shield			74.86	74.86
Hunter Truck Sales & Service, Inc.				
Credit	09/13/2022	X102373415:01	-245.53	

Waterford Township
Unpaid Bills Detail
 As of October 19, 2022

Type	Date	Num	Open Balance	Credit
Bill	08/29/2022	X102373415:01	444.61	444.61
Bill	09/16/2022	R501006094:01	543.34	543.34
Bill	09/26/2022	X102378406:01	261.24	261.24
Bill	09/26/2022	X102378408:01	244.33	244.33
Bill	10/19/2022	X102382510:01	51.26	51.26
Total Hunter Truck Sales & Service, Inc.			1,299.25	1,544.78
ITUAbsorbTech				
Bill	10/05/2022	7997526	51.35	51.35
Bill	10/12/2022	8001608	108.11	108.11
Bill	10/19/2022	8005710	51.35	51.35
Total ITUAbsorbTech			210.81	210.81
J. H. Auto Parts, Inc.				
Bill	10/05/2022	519314	326.82	326.82
Bill	10/19/2022	520396	277.03	277.03
Total J. H. Auto Parts, Inc.			603.85	603.85
Ken Lewis				
Bill	10/13/2022	10/13/22 W/S Mtg	25.00	25.00
Total Ken Lewis			25.00	25.00
Kimball Midwest				
Bill	10/07/2022	100372539	230.30	230.30
Bill	10/13/2022	1003877493	366.20	366.20
Total Kimball Midwest			596.50	596.50
Knox, McLaughlin, Gornall, & Sennett				
Bill	10/05/2022	Stmt #2298393	149.50	149.50
Total Knox, McLaughlin, Gornall, & Sennett			149.50	149.50
Lakeshore Employee Testing				
Bill	10/13/2022	47060	65.00	65.00
Total Lakeshore Employee Testing			65.00	65.00
Lindsay Ethridge				
Bill	10/13/2022	Amazon--Light She...	22.78	22.78
Total Lindsay Ethridge			22.78	22.78
Lindy Paving, Inc.				
Bill	09/19/2022	DA187675	860.20	860.20
Total Lindy Paving, Inc.			860.20	860.20
Manuf. & Business Assoc - Ins.				
Bill	10/01/2022	266796	427.07	427.07
Total Manuf. & Business Assoc - Ins.			427.07	427.07
Matt Erickson				
Bill	10/13/2022	10/13/22 Planning	25.00	25.00
Total Matt Erickson			25.00	25.00
McMaster-Carr				
Bill	10/12/2022	86356699	68.32	68.32
Total McMaster-Carr			68.32	68.32
National Fuel Gas				
Bill	10/04/2022	9/6/22-10/4/22 Read	47.20	47.20
Total National Fuel Gas			47.20	47.20
Pat Long				

Waterford Township
Unpaid Bills Detail
 As of October 19, 2022

Type	Date	Num	Open Balance	Credit
Bill	10/13/2022	10/13/22 W/S Mtg	25.00	25.00
Total Pat Long			25.00	25.00
Pro Waste Services, Inc.				
Bill	10/01/2022	15725559	70.00	70.00
Total Pro Waste Services, Inc.			70.00	70.00
PSATS UC Group Trust				
Bill	09/30/2022	3Q2022 UC Pmt	388.79	388.79
Total PSATS UC Group Trust			388.79	388.79
Robert Papesch				
Bill	10/13/2022	W/S Mtg 10/13/22	25.00	25.00
Total Robert Papesch			25.00	25.00
Ron Eliason				
Bill	10/13/2022	10/13/22 Planning	25.00	25.00
Total Ron Eliason			25.00	25.00
Visa / Northwest				
Bill	09/24/2022	Spectrum--Zoning	34.84	34.84
Bill	09/24/2022	Visa fees	36.84	36.84
Bill	10/11/2022	PA Crash Report	22.00	22.00
Bill	10/11/2022	Hand tools	115.26	115.26
Bill	10/19/2022	U.S.P.S. 10-11-22	1,080.00	1,080.00
Total Visa / Northwest			1,288.94	1,288.94
William Phillips				
Bill	10/13/2022	10/13/22 Planning	25.00	25.00
Total William Phillips			25.00	25.00
TOTAL			22,793.51	23,039.04

Waterford Township Supervisors

Regular Business Meeting

Wednesday, October 19, 2022

SIGN IN SHEET

1 Derek A. Brown

2 Dal J. J. J.

3 Ronald E. Eliason

4 Nobi Hurns

5 Larry Thompson

6 Michelle Jaggs

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____

14 _____

15 _____