

**Waterford Township Supervisors  
Regular Business Meeting  
October 5, 2022**

Vice-Chairman Kondzielski called the meeting to order at 7:00 p.m., followed by the salute to the flag. Supervisor Smith was in attendance, as was Roadmaster Jerry Hanas, Secretary/Treasurer Sharon Risjan, Zoning Officer Lindsay Ethridge, Ron Eliason and Larry Thompson. Supervisor Senger was absent.

**PUBLIC COMMENT**

Ron Eliason stated that he, Kim Risjan, and Lindsay Ethridge would like to take the CPR class.

**Motion by Smith, seconded by Kondzielski, to approve the minutes of the September 21, 2022, Regular Business Meeting, as presented. Vote: 2/0**

**RECEIPTS** - Attached

**BILL PAYMENT LIST** - attached

Payroll Period 09/17/22-09/30/22 Check Date: 10/05/2022 Cash Required \$17,412.36

**Motion was made by Smith, seconded by Kondzielski, to approve payment of the bills, as presented. Vote: 2/0**

**ROADMASTER'S REPORT** – See attached report

- Jerry reviewed his report. Discussion on damage done to the Niemeyer Road covered bridge, and required repairs.

**ZONING REPORT** – See attached report

- Lindsay reviewed her report. Regarding the Comprehensive Plan, supervisors will be following that closely so they know what is going on. The first meeting will be held on October 17, 2022, 6:30 p.m., at Stancliff Hose Company.

**WATER/SEWER AUTHORITY**

Flory thanked Darren for the document from Senator Brooks regarding the application period for PA Financing Authority's PA Small Water/Sewer & H2O PA programs. At the next Water/Sewer meeting they would like to move forward on grant financing. Lindsay said it could be done in phases. Brief discussion ensued.

**OLD BUSINESS**

- We received the 8/1/22-7/31/23 Co-Stars salt contract through Compass Materials. 325 ton approved; cost is \$50.54/ton; must purchase at least 60% of our requested tons.

**NEW BUSINESS**

- Budget work session – October 12, 2022, 7 p.m.
- Jerry explained the proposed engineering for weight limit & speeds for un-engineered roads in the Township. Jerry will continue working on this.

- Motion by Smith, seconded by Kondzielski, authorizing Lindsay to attend Floodplain Management Course 10/31/22-11/04/22. Cost \$50. Vote: 2/0
- Motion by Smith, seconded by Kondzielski, authorization for Sharon and Lindsay to attend the zoom Quick Books course on November 10, 2022. Cost \$50. Vote: 2/0
- Motion by Smith, seconded by Kondzielski, authorizing the zoning officer to send out Comprehensive Plan surveys and letters to all residents. Vote: 2/0
- Motion by Smith, seconded by Kondzielski, authorizing the first Comprehensive Planning meeting, October 17, 2022, 6:30 p.m., at Stancliff Hose Company. Vote: 2/0
- Motion by Kondzielski, seconded by Smith, authorizing Sharon and Jerry to attend the ECATO annual convention on October 27, 2022, at Nick's Place. Vote: 2/0
- Motion by Smith, seconded by Kondzielski, authorizing whatever emergency repairs are needed on the Niemeyer Road covered bridge to make it safe. Vote: 2/0

Meeting recessed to Executive Session at 7:40 p.m., regarding personnel.

Meeting reconvened at 8:22 p.m.

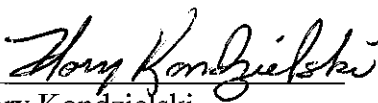
CORRESPONDENCE

- Erie County Dept of Veterans Affairs – Operation Green Light for Veterans.
- Erie County Executive – wants to identify municipal projects through the fall so implementation can begin by Spring/Summer 2023. Possibly for water/broadband infrastructure needs.

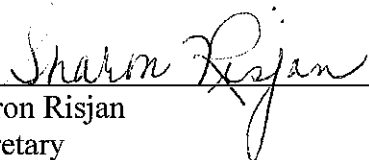
Discussion opened on the need for a new copier. Sharon to look into new computers, or upgrading current computers.

Jerry noted that we need to do something about getting the Circuit St (south of Depot Rd) surveyed. He will reach out to Bob Mitchell and get some activity going.

Motion by Smith, seconded by Kondzielski, to adjourn the meeting at 8:34 p.m. Vote: 2/0

  
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 Flory Kondzielski  
 Vice Chairman

11/02/22  
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 Date

  
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 Sharon Risjan  
 Secretary

**WATERFORD TOWNSHIP SUPERVISORS  
REGULAR BUSINESS MEETING  
October 5, 2022**

**AGENDA**

**CALL TO ORDER/SALUTE TO FLAG**

**PUBLIC COMMENT**

**APPROVAL OF MINUTES** – September 21, 2022 Regular Business Meeting

**RECEIPTS** – see attached listing

**BILL PAYMENT LIST:**

Payroll Period 09/17/22-09/30/22 Check Date: 10/05/2022 Cash Required \$17,412.36

**MOTION TO APPROVE PAYMENT OF BILLS**

**ROADMASTER'S REPORT**

**ZONING REPORT**

**WATER/SEWER**

- Senator Michele Brooks – application period for PA Financing Authority's PA Small Water & Sewer and H2O PA programs.

**OLD BUSINESS**

- Received the 8/1/22-7/31/23 Co-Stars salt contract through Compass Minerals. 325 ton approved; cost is \$50.54/ton; Must purchase at least 60% of our requested tons.

**NEW BUSINESS**

- Schedule budget work session.
- Proposed engineering for weight limit & speeds for un-engineered roads in the Township.
- Authorization for Lindsay Ethridge to attend Floodplain Management Course G-273, 10/31/22-11/04/22, at EMA office, 2880 Flower Road, Erie, PA 16509; Cost is \$50.
- Authorization to attend zoom Quick Books course on November 10, 2022. Cost \$50.
- Authorization to have Z.O. send out Comprehensive Plan surveys and letters to all residents.
- Authorization to have first Comprehensive Planning meeting on October 17, 2022, 6:30 p.m., at Stancliff Hose Company. No fee for the Township to use Stancliff's facility.
- Authorization to attend ECATO's Annual Convention on October 27, 2022, at Nick's Place, Edinboro, PA. Cost is \$30/person.
- Authorize emergency repairs to the Niemeyer covered bridge; who and how?

**EXECUTIVE SESSION REGARDING PERSONNEL**

**CORRESPONDENCE**

- **Erie County Dept of Veterans Affairs** – Operation Green Light for Veterans.
- **Erie County Executive** – wants to identify municipal projects through the fall so implementation can begin by Spring/Summer 2023. Possibly for water/broadband infrastructure needs.

**ADJOURNMENT**

**RECEIPTS**

ADP	Employee insurance contribution	494.74
Berkheimer	EIT September 2022	995.91
Zoning Office	September permits	878.80
CCI	Monthly administration fees	170.60
Commonwealth of PA	2022 State Pension	24024.60
Berkheimer	EIT September 2022	2501.60
Tax Claim Bureau	Delinquent taxes	2213.65
Berkheimer	LST September 2022	13.43
Berkheimer	EIT September 2022	2016.79
Commonwealth of PA	PURTA Tax for 2021	925.69
ADP	Employee insurance contribution	494.74

## ROADMASTER'S REPORT 10/05/22

- Replaced culvert pipe on Bagdad Rd. 1000' west of Woods Rd. – 18" X 40' long - had phone line, gas line and fiber optic line on top of crosspipe – no damage – 9/22/22
- Replaced culvert pipe on Seroka at 19 – 24" X 60' long – 9/23/22
- Contacted Chivers Construction, Showman's Excavating and Dwyers Excavating to give a bid on changing the pipe on Dublin Rd. from 48" to 72" – What I told them was we would supply pipe, haul away material, old pipe and supply 411 gravel they would be doing the work replacing. They would be responsible for water bypass. Received one quote so far from Chivers Construction for \$11,724
- Himrod road meeting 9/26/2022 Steve Halmi reported they are waiting on Fish and boat Commission to report on endangered species (mussels)
- Hi-T Fence installed the fence, gates and wings at the covered bridge. We also installed the "No Trespassing" signs and padlocks
- Placed Hot Mix 19mm asphalt on Seroka and Bagdad culvert pipe crossings
- Filled washed out ditch With Merv's gravel and lined with R4 stone on Swailes across from Scott Eaton's house
- I met with David McCowin from HRG at the Covered bridge to inspect damage from the accident on Friday. He called me this morning with the report after he met with the senior engineers and they recommend stabilizing the damaged end of the bridge before winter. They will be in touch with design options and suggestions of who will do the repairs.
- Continuing with mowing
- Working on 2023 project plans
- Working on cold patching

September 15- 30, 2022

## ZONING REPORT

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- Permit #5922 – Trask Road – Privacy Fence
- Permit #6022 – 1605 Dublin Rd – Roof Mount Solar Panels
- Mobile Home Park inspections are complete, letters and approval certificates have been finished. Attached is my report to the board.
- Set up Zoning Hearing Board for new Dollar General – Route 19 N – October 28, 2022 at 5:30pm
- Violation notice to Beeman Estates – 12752 S Route 19 – Building without permits (floodzone)
- Possible sewage violation 41 Roosevelt Drive – Sewage leaking under trailer
- Prepared Holding Tank Letters to begin inspections
- Prepare surveys and letters for the first comprehensive plan meeting
- Begin preparing sections of the comprehensive plan

# Township of Waterford



12451 Circuit Street  
Waterford, Erie County, PA 16441

Phone 814/796-2109  
FAX 814/796-6915

October 5, 2022

Waterford Township Board of Supervisors:

This week I completed the mobile home park inspections.

Bagdad Rd Mobile Home Park: Sue Greenley

Parcel 47-012-028.0-010.00

This Park contains 4 older model mobile homes. The Park appears to be kept tidy, with upkeep on the homes to standard. One has a tarp with tires on the roof, indicating some issues need addressed with maintenance.

Beeman Estates LLC: Bart & Peggy Beeman

Parcel 47-027-060.0-001.01

This Park contains 7 older model mobile homes. The Park has been declining over the years, so the inspection was mostly to make sure it hasn't declined significantly over the last 12 months. Some of the homes appear to need repairs. Several have skirting issues. One has a tarp with tires on the roof, indicating some issues need addressed with maintenance. Overall, has stayed the same as previous year. Set backs for trailers are still almost nonexistent.

Rainbow Valley Mobile Home Park: J. Brian Foht

Parcel 47-009-025.0-010.00

This park contains 127 mobile homes. Two were added with permits from the last inspection. While this is an aging park, it appears to be kept tidy. Only a couple had skirting issues. There are several open lots available. One concern is a camper being used as a dwelling. I've sent notice to the owner, still awaiting their reply on this situation.

Hickory Hill: Waypoint Property Management, Kyle Luciano

Parcel 47-011-027.0-007.01

This park contains 155 mobile homes it has not changed in number of mobile homes from last year. This park appears to be declining in the original section. Numerous uninspected vehicles, a few homes with skirting issues, and a few with trash building up. One mobile home had almost all windows broken out, only some were boarded up. Several are in poor condition. The newer section all homes are free of debris and in good condition. I have addressed my concerns with the owner in my formal letter to them.

Lindsay Ethridge  
Zoning Administrator



**Waterford Township**  
**Unpaid Bills Detail**  
**As of October 5, 2022**

Type	Date	Num	Open Balance	Credit
<b>Deiss &amp; Halmi Engineering, Inc.</b>				
Bill	09/28/2022	08-22-31	2,144.90	2,144.90
Bill	09/28/2022	08-22-32	14,239.00	14,239.00
Total Deiss & Halmi Engineering, Inc.			16,383.90	16,383.90
<b>Erie Truck &amp; Trailer, Inc.</b>				
Bill	09/26/2022	0746801	26.99	26.99
Total Erie Truck & Trailer, Inc.			26.99	26.99
<b>Gormont Tire Services LLC</b>				
Bill	09/21/2022	11010	340.00	340.00
Bill	09/30/2022	11098	920.00	920.00
Total Gormont Tire Services LLC			1,260.00	1,260.00
<b>Hi-T-Fence Systems, Inc.</b>				
Bill	10/03/2022	1004107	11,855.00	11,855.00
Total Hi-T-Fence Systems, Inc.			11,855.00	11,855.00
<b>Hines, Muhanna &amp; Flowers</b>				
Bill	09/29/2022	13916	140.00	140.00
Total Hines, Muhanna & Flowers			140.00	140.00
<b>Hunter Truck Sales &amp; Service, Inc.</b>				
Bill	09/13/2022	X102376068:01	1,327.20	1,327.20
Bill	09/26/2022	X102378406:02	166.26	166.26
Bill	09/26/2022	X102378408:03	131.48	131.48
Bill	09/26/2022	X102378408:02	43.04	43.04
Total Hunter Truck Sales & Service, Inc.			1,667.98	1,667.98
<b>ITUAbsorbTech</b>				
Bill	09/21/2022	7989355	51.35	51.35
Bill	09/28/2022	7993358	51.35	51.35
Total ITUAbsorbTech			102.70	102.70
<b>J. H. Auto Parts, Inc.</b>				
Bill	09/21/2022	518165	12.21	12.21
Bill	09/26/2022	518589	255.87	255.87
Bill	09/26/2022	518565	10.99	10.99
Bill	09/27/2022	518688	331.79	331.79
Total J. H. Auto Parts, Inc.			610.86	610.86
<b>Johnson's Gearing &amp; Fleet Supplies, Inc.</b>				
Bill	09/21/2022	87579	137.60	137.60
Total Johnson's Gearing & Fleet Supplies, Inc.			137.60	137.60
<b>Kimball Midwest</b>				
Bill	09/27/2022	100332103	208.60	208.60
Total Kimball Midwest			208.60	208.60
<b>McMaster-Carr</b>				
Bill	09/26/2022	85414129	26.88	26.88
Bill	10/03/2022	85808055	176.06	176.06
Total McMaster-Carr			202.94	202.94
<b>National Lime and Stone, Inc.</b>				
Bill	09/30/2022	838009	6,710.31	6,710.31
Total National Lime and Stone, Inc.			6,710.31	6,710.31
<b>Penelec</b>				
Bill	09/22/2022	8/19-9/19/22	54.05	54.05
Bill	09/23/2022	8/19/22-9/19/22	399.76	399.76

**Waterford Township**  
**Unpaid Bills Detail**  
As of October 5, 2022

Type	Date	Num	Open Balance	Credit
Bill	09/26/2022	8/22-9/20/22	127.75	127.75
Bill	09/27/2022	8/24-9/22/22	182.61	182.61
Total Penelec			764.17	764.17
<b>Seneca Mineral Company, LLC</b>				
Bill	09/30/2022	14008	6,015.40	6,015.40
Total Seneca Mineral Company, LLC			6,015.40	6,015.40
<b>Spectrum Business</b>				
Bill	09/21/2022	0017377092122	167.96	167.96
Total Spectrum Business			167.96	167.96
<b>Steiner Diesel Service</b>				
Bill	09/28/2022	12766	128.60	128.60
Bill	09/28/2022	12763	109.60	109.60
Total Steiner Diesel Service			238.20	238.20
<b>Visa / Northwest</b>				
Bill	09/09/2022	TOPS - water	66.42	66.42
Bill	09/09/2022	2469216kw366drp9x	48.84	48.84
Total Visa / Northwest			115.26	115.26
<b>Winter Equipment Company, Inc.</b>				
Bill	09/23/2022	SO51740	2,741.66	2,741.66
Total Winter Equipment Company, Inc.			2,741.66	2,741.66
<b>TOTAL</b>			<b>49,349.53</b>	<b>49,349.53</b>

# Waterford Township Supervisors

Regular Business Meeting

Wednesday, October 5, 2022

## SIGN IN SHEET

1 Ronald E. Lipson

2 Jerry Thompson

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