

**Waterford Township Supervisors  
Regular Business Meeting  
November 16, 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, Derek Brown, Larry Thompson, Ron Jagta and Tom Brumbaugh from Stancliff Hose Co.

**PUBLIC COMMENT**

**Stancliff Hose Co.** – Ron Jagta explained the financial statement he presented to each supervisor. Fundamentally, it looks good; they are up in cash in the bank. They are purchasing a new fire engine; scheduled for delivery at the end of the year after next. They sold their International pumper. They have the money for the new truck, and some put away for a new firehouse. They are having a difficult time getting volunteers; they are working on a study funded by the County where they would look at the area, including Union City and LeBoeuf, and make some recommendations. They are going to advertise for part time people to cover times when no one is around to go on calls. The fund drive for this year is looking good. Individual fund raisers did well. All rental properties are rented now. Jake Banta will be renting the property between the fire hall and the Country Fair, for his State office.

**MINUTES –**

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

**RECEIPTS** – See attached list

**BILL PAYMENT LIST:** Attached. Pay Period 10/29/22-11/11/22 Cash Required \$15,167.19

**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 October 2022 Treasurer’s Report as presented. Vote: 3/0**

**ROADMASTER** – See attached report

- ADESTA
- F600 to Stephenson Equipment
- East Stancliff high water
- Everything ready for winter
- Mowing has stopped; brush cutting could continue, depending on the weather
- Shingledecker quote for repairing covered bridge - \$6,731.10
- Unique Paving cold patch seminar

**PLANNING & ZONING** – See attached report

## SOLICITOR

- Solicitor Martinucci noted that Robin Harrison had asked at the last meeting if the supervisors could change from a three-person to a five-person board of supervisors. The Second Class Township Code states that there could be a petition signed by 5% of the registered voters asking to be put on the ballot. However, the supervisors could, by resolution, place it on the ballot at the next municipal election. The petition would have to be filed with the County by the 13<sup>th</sup> Tuesday before the general election, or the supervisors could pass a resolution to be put on the ballot. This is all covered in Section 402.
- There is a holding tank question for Dollar General. November 4, Solicitor was advised that there was an issue with the permitting process for the holding tank. The State was looking at the permit requirements, when they looked at the Township's ordinance, there was no language regarding the receipt and retention of pumping receipts. The Township needs to adopt an ordinance, to amend the prior ordinance (#2018-01, Section 7), to include "O" "*Deliver to the Township a copy of pumping receipts from each permitted holding tank, which shall maintain such records in accordance with all applicable statutes or regulations.*". At the first meeting in December we could have it on the agenda and accept it at the second December meeting.

## WATER/SEWER AUTHORITY

Nothing new to discuss as there was no meeting in November.

## OLD BUSINESS

- **Insurance coverage for 2023** – Chairman stated that the 2023 insurance plans will stay with the current companies, with the rates as quoted. Solicitor advised this will be discussed in executive session.
- **Niemeyer Bridge Repair** – Motion was made by Smith, seconded by Kondzielski, to have Shingledecker Welding, Inc., stabilize the Niemeyer Road covered bridge, at a quoted cost of \$6,731.10, and charge the insurance carrier of B.W. Stroup Disposal LLC, for costs. Vote: 3/0
- **Roundabout** – Kondzielski explained that at the last meeting Cindy Kreider asked about dressing up the roundabout. We contacted the State who informed us that in order to do anything there, the Township would have to enter into an agreement to adopt the roundabout, and then be responsible for it. He would like to suggest to Cindy to put efforts into the covered bridge instead of the roundabout. Discussion ensued.

## NEW BUSINESS

- **Budget** – Motion was made by Smith, seconded by Kondzielski, to approve the proposed budget, and authorize advertising. Vote: 3/0
- **Motion by Kondzielski, seconded by Smith, to advertise for 15,000+ tons of State approved 2A road material, and 2,000+ tons of State Approved antiskid material.** Vote: 3/0
- **Motion by Smith, seconded by Senger, to allow attendance at the Farmulated Natural Health Products open house on December 2, 2022.** Vote: 3/0
- **Motion by Kondzielski, seconded by Smith, authorizing Allen Yard to survey Circuit St from Depot Road to West 1<sup>st</sup> Street.** Vote: 3/0
- No action on purchasing winter jackets. Jerry to get quotes.

- EACOG Budget Resolution – Motion by Smith, seconded by Kondzielski, to adopt Waterford Township Resolution #2022-07, approving the annual budget of the Erie Area Council of Governments for the calendar year ending December 31, 2023. Vote: 3/0
- Motion by Smith, seconded by Kondzielski, to purchase holiday gift cards for employees, \$100 each. Vote: 3/0
- Motion by Smith, seconded by Kondzielski, to pay the \$100 application fee for the PA Small Water and Sewer Program Application. Vote: 3/0
- Motion by Kondzielski, seconded by Smith, authorizing payment to HRG for the Niemeyer Road Bridge Final Design in the amount of \$1,840.99. Vote: 3/0
- Motion by Smith, seconded by Kondzielski, authorizing the zoning officer to attend PSATS Zoning Academy on 11/30 & 12/1/22, in Butler County, at a cost of \$249.00. Vote: 3/0

**CORRESPONDENCE**

- The Board of Supervisors want to thank Matt Erickson for donating eight 2’x2’x6’ concrete blocks.

Chairman recessed the meeting at 8:07 to executive session for legal discussions on pending or potential litigation, as well as personnel matters.

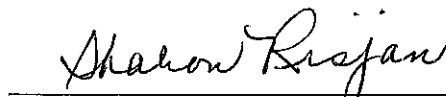
Meeting reconvened at 8:28 p.m.

Chairman adjourned the meeting at 8:29 p.m.

Respectfully submitted,

  
 David Senger, Chairman

*Dec 7. 2022*  
 Date

  
 Sharon Risjan, Secretary

**AGENDA**

**WATERFORD TOWNSHIP SUPERVISORS  
November 16, 2022**

**SALUTE TO FLAG**

**PUBLIC COMMENT**

**APPROVAL OF MINUTES** – November 2, 2022 Regular Business Meeting

**RECEIPTS** – Attached

**BILL PAYMENT LIST**: Attached. Pay Period 10/29/22-11/11/22 Cash Required \$15,167.19

**TREASURER'S REPORT**

**MOTION TO APPROVE PAYMENT OF BILLS**

**EXECUTIVE SESSION TO DISCUSS PENDING OR POTENTIAL LITIGATION**

**ROADMASTER'S REPORT**

**PLANNING & ZONING**

**SOLICITOR REPORT**

**WATER/SEWER**

**OLD BUSINESS**

- Discussion on insurance coverage for 2022
- *Shinglededer - Niemeyer bridge repair.*

**NEW BUSINESS**

- Approve Preliminary Budget for advertising
- Authorize advertisement for 15,000+ tons of State approved 2A gravel, and 2,000+ tons of State approved antiskid
- Authorize attendance at Farmulated Natural Health Products open house 12/2/22
- Authorize Allen Yard to survey Circuit Road
- Authorization to purchase winter jackets for road crew
- Resolution 2022-07 Approval of EACOG 2023 budget
- Authorize purchase of holiday gift cards for employees
- Authorize \$100 application fee for the PA Small Water and Sewer Program Application.
- Authorize HRG invoice for Niemeyer Road Bridge Final Design \$1,840.99
- Authorization for Z.O. to attend PSATS Zoning Academy 11/30 & 12/1/22 in Butler County, at a cost of \$249.00.

**CORRESPONDENCE**

**ADJOURNMENT**

# Waterford Township Supervisors

## Regular Business Meeting

Wednesday, November 16, 2022

### SIGN IN SHEET

1 Ronald L. Ellison

2 Derek A. Brawly

3 Larry Thompson

4 Paul Jagta - Stanoliff

5 Tom Brumbaugh - "

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## ROADMASTER'S REPORT 11-16-22

- Met with Steve Halmi, Bob - ADESTA Fibre Optic Communications, Dennis from Empire Gas company at the Himrod rd. bridge project, discussing utility conflict with the bridge project. ADESTA is off the south side and deep enough to be out of the way. Empire Gas line is currently laying on top of the culvert pipes. Steve offered to supply hanging brackets on the inside of the first span beam but Dennis wasn't very interested in that option and requested brackets on the outside edge of the bridge. We also discussed boring under the creek as another option which would solve the long shutdown of their line.
- We had to take the F-600 Ford truck to Stephenson's to have the PTO clutch pack replaced. The hydraulics quit working during the first snow storm, we had them come to see why and they changed the wiring harness, solenoid valve and the relief valve then they decided it was the clutch pack and were unable to fix it here because of "lack of tooling". It has a 2 – year warranty on the hydraulics. They replaced the PTO and we picked it up on Tuesday and it's ready to go
- Friday's heavy rain ended up with us having to set up cones on East Stancliff Rd. for high water
- We have all of the trucks put together and are ready to go for winter. All of the road markers have been placed
- Mowing has stopped for the time being. Weather permitting, we could continue brush cutting.
- Dick Shingledecker came up to look at the Covered Bridge damage on Friday and was supposed to get a price together for repairs.
- Carl and I went to a cold patch seminar put on by Unique Paving on Tuesday. They are the distributor for the cold patch that we buy from Joe McCormick Paving

**RECEIPTS:**

Berkheimer	EIT October 2022	4355.27
Berkheimer	LST October 2022	103.93
Berkheimer	EIT November 2022	7088.34
Erie County Planning	Himrod Rd engineering reimbursement	4982.00
Berkheimer	EIT November 2022	6972.50
Berkheimer	LST November 2022	135.55
ECGRA	Gaming settlement 3Q2022	37484.93
Berkheimer	EIT November 2022	16929.67
Zoning	October 2022 zoning receipts	2129.32
Erie County Tax Claim	Delinquent taxes	3262.97
Erie County Recorder of Deeds	Realty transfers	284.57
Magisterial District 06-3-05	Local fines	50.00

November 3 – November 15, 2022

## ZONING REPORT

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- Permit # 6822 – 817 Route 97 – Farm Storage Shed
- Permit #6922 – 2092 Route 97 S – 12 x 18 Shed
- Permit #7022 – 2789 Dublin Rd – Sign Permit
- Working on small water & sewer grant application. Waiting on plans & cost estimates from Steve Halmi. \$100 application fee to be paid.
- Resident Phone calls & complaints.
- Violation letters for Seroka Road – 3 separate addresses all with the same owner will go out this week. Nuisance vehicles, trash, debris, & new attached porch without a permit.
- Violation letter – 12 Roosevelt Ave – new shed placed without a permit.
- Violation Letter to Hare Road new camper placed on vacant land appears to be for permanent living, mailbox at the end of the driveway.
- New address issued for Dollar General Route 19 N
- Worked on air bnb / short term rental ordinance with planning commission
- Worked on surveys and paperwork for the hazard mitigation plan for Erie County Planning.
- Final DEP approval for 222 Seroka Rd has been given for the new SFD.
- Worked on sections of the ordinance for the comprehensive plan, updated the website.
- Township drive to look for violations / new builds



12:32 PM

11/16/22

**Waterford Township**  
**Check Detail**  
 November 16, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1423	11/16/2022	Akerly Concrete, Inc.		100.100 · General Fu...		-960.00
Bill	24 2x2...	11/07/2022			438.212 · Retaining W...	-960.00	960.00
TOTAL						-960.00	960.00
Bill Pmt -Check	1424	11/16/2022	CHAMPION FORD		100.100 · General Fu...		-493.39
Bill	Q0000...	11/08/2022			437.220 · #20 2019 ...	-414.79	414.79
Bill	460410...	11/08/2022			437.200 · #15 2019 ...	-78.60	78.60
TOTAL						-493.39	493.39
Bill Pmt -Check	1425	11/16/2022	Cross Paving, LLC		100.100 · General Fu...		-1,774.52
Bill	70211	10/28/2022			438.203 · Paving/Over...	-1,774.52	1,774.52
TOTAL						-1,774.52	1,774.52
Bill Pmt -Check	1426	11/16/2022	E.L. Heard & Son, Inc.		100.100 · General Fu...		-3,386.20
Bill	219185	10/10/2022			432.202 · Plows - Mai...	-15.49	15.49
Bill	223205	10/13/2022			437.100 · Equip. - Mis...	-36.00	36.00
Bill	218805	10/20/2022			437.099 · Tool Purcha...	-6.36	6.36
Bill	190320	10/25/2022			438.300 · Diesel Fuel	-3,156.14	3,156.14
Bill	222393	10/27/2022			437.199 · # 8 2008 ...	-10.07	10.07
Bill	124211...	10/31/2022			438.301 · Unleaded G...	-162.14	162.14
TOTAL						-3,386.20	3,386.20
Bill Pmt -Check	1427	11/16/2022	Erie Truck & Trailer, ...		100.100 · General Fu...		-35.76
Bill	0788101	11/03/2022			437.203 · #10 2010 ...	-35.76	35.76
TOTAL						-35.76	35.76
Bill Pmt -Check	1428	11/16/2022	Gatehouse Media Pe...		100.100 · General Fu...		-244.46
Bill	005009...	10/31/2022			414.460 · Zoning Hear...	-244.46	244.46
TOTAL						-244.46	244.46
Bill Pmt -Check	1429	11/16/2022	Hagan Business Mac...		100.100 · General Fu...		-5,548.73
Bill	A098367	10/27/2022			400.260 · Office Equip...	-5,295.00	5,295.00
Bill	A099335	11/09/2022			405.310 · Contracted ...	-253.73	253.73
TOTAL						-5,548.73	5,548.73
Bill Pmt -Check	1430	11/16/2022	Highmark Blue Shield		100.100 · General Fu...		-74.86
Bill	221104...	11/04/2022			487.154 · Vision Care	-74.86	74.86
TOTAL						-74.86	74.86
Bill Pmt -Check	1431	11/16/2022	Hines, Muhanna & Fl...		100.100 · General Fu...		-140.00
Bill	13934	11/01/2022			414.460 · Zoning Hear...	-140.00	140.00
TOTAL						-140.00	140.00
Bill Pmt -Check	1432	11/16/2022	Hunter Truck Sales ...		100.100 · General Fu...		-100.87
Bill	X1023...	11/14/2022			437.100 · Equip. - Mis...	-100.87	100.87
TOTAL						-100.87	100.87
Bill Pmt -Check	1433	11/16/2022	ITUAbsorbTech		100.100 · General Fu...		-159.46
Bill	8013866	11/02/2022			487.164 · Uniform Exp...	-51.35	51.35

12:32 PM

11/16/22

### Waterford Township Check Detail November 16, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill	8017933	11/09/2022			487.164 · Uniform Exp...	-51.35	51.35
					409.250 · Repairs and...	-56.76	56.76
TOTAL						-159.46	159.46
Bill Pmt -Check	1434	11/16/2022	J. H. Auto Parts, Inc.		100.100 · General Fu...		-191.98
Bill	522316	11/10/2022			437.216 · Grader - Jo...	-154.58	154.58
Bill	522520	11/14/2022			437.100 · Equip. - Mis...	-37.40	37.40
TOTAL						-191.98	191.98
Bill Pmt -Check	1435	11/16/2022	Kimball Midwest		100.100 · General Fu...		-146.25
Bill	100459...	11/03/2022			437.100 · Equip. - Mis...	-107.25	107.25
Bill	100478...	11/10/2022			437.100 · Equip. - Mis...	-39.00	39.00
TOTAL						-146.25	146.25
Bill Pmt -Check	1436	11/16/2022	Koldrock Waters, Inc.		100.100 · General Fu...		-25.90
Bill	916790	10/10/2022			487.239 · Bottled Water	-25.90	25.90
TOTAL						-25.90	25.90
Bill Pmt -Check	1437	11/16/2022	Lindy Paving, Inc.		100.100 · General Fu...		-10,684.65
Bill	11/05/2...	11/05/2022			438.205 · Cold patch	-10,684.65	10,684.65
TOTAL						-10,684.65	10,684.65
Bill Pmt -Check	1438	11/16/2022	Manuf. & Business A...		100.100 · General Fu...		-427.07
Bill	268343	11/01/2022			487.152 · Dental, Life,...	-427.07	427.07
TOTAL						-427.07	427.07
Bill Pmt -Check	1439	11/16/2022	National Fuel Gas		100.100 · General Fu...		-389.74
Bill	10/04/2...	11/07/2022			409.360 · Utilities	-389.74	389.74
TOTAL						-389.74	389.74
Bill Pmt -Check	1440	11/16/2022	PA One Call		100.100 · General Fu...		-29.88
Bill	000097...	10/31/2022			438.350 · PA One Call	-29.88	29.88
TOTAL						-29.88	29.88
Bill Pmt -Check	1441	11/16/2022	Pro Waste Services, ...		100.100 · General Fu...		-70.00
Bill	157962...	11/01/2022			409.250 · Repairs and...	-70.00	70.00
TOTAL						-70.00	70.00
Bill Pmt -Check	1442	11/16/2022	Quinn, Buseck, Lee...		100.100 · General Fu...		-345.00
Bill	468035	11/08/2022			404.314 · Quinn Law ...	-45.00	45.00
Bill	468031	11/08/2022			404.314 · Quinn Law ...	-300.00	300.00
TOTAL						-345.00	345.00
Bill Pmt -Check	1444	11/16/2022	Steiner Diesel Service		100.100 · General Fu...		-144.10
Bill	12984	11/10/2022			08 · Tk #8 Spreader	-130.10	130.10

OK 1443  
voided

12,454.57

## Waterford Township Check Detail November 16, 2022

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill	12994	11/14/2022			437.199 · # 8 2008 ...	-14.00	14.00
TOTAL						-144.10	144.10
Bill Pmt -Check	1445	11/16/2022	Stephenson Equipm...		100.100 · General Fu...		-203.96
Bill	180599...	11/14/2022			437.223 · Boom mower	-203.96	203.96
TOTAL						-203.96	203.96
Bill Pmt -Check	1446	11/16/2022	Waterford Hardware ...		100.100 · General Fu...		-97.99
Bill	20603	11/15/2022			409.250 · Repairs and...	-97.99	97.99
TOTAL						-97.99	97.99
Bill Pmt -Check	1447	11/16/2022	Waterford Public Lib...		100.100 · General Fu...		-1,000.00
Bill	2022 D...	11/09/2022			456.500 · Libraries, C...	-1,000.00	1,000.00
TOTAL						-1,000.00	1,000.00
Bill Pmt -Check	1448	11/16/2022	Stancliff Hose Comp...		100.100 · General Fu...		-32,000.00
Bill	2022 c...	11/16/2022			411.500 · Fire Dept C...	-32,000.00	32,000.00
TOTAL						-32,000.00	32,000.00

33301.95

58,674.77

WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

October 31, 2022

	BAL. FWD	RECEIPTS	EXPEND.	END BAL.
<b>GENERAL ACCOUNT</b>				
Previous Balance	411,797.97			
Receipts		91,714.93		
Com of PA Covid Relief Funds		-		
Interest Earned		3.36		
Expenditures			102,366.29	
PNC Bank Fees (to be refunded)		-	2.00	
Transfer to Bridge Fund			-	
Transfer to Equipment Fund			-	
Transfer to Covid Relief Acct			-	
<b>TOTALS</b>	<b>-</b>	<b>91,718.29</b>	<b>102,368.29</b>	<b>\$ 401,147.97</b>

<b>*BRIDGE FUND</b>				
Previous Balance	415,308.47			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		3.53		
Transfer to General Fund			-	
PNC Bank Fees (to be refunded)		-	2.00	
<b>TOTALS</b>		<b>3.53</b>	<b>2.00</b>	<b>\$ 415,310.00</b>

<b>*BUILDING FUND</b>				
Previous Balance	226,639.29			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		1.93		
PNC Bank Fees (to be refunded)		-	2.00	
<b>TOTALS</b>		<b>1.93</b>	<b>2.00</b>	<b>\$ 226,639.22</b>

<b>*EQUIPMENT FUND</b>				
Previous Balance	113,228.02			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		0.96		
PNC Bank Fees (to be refunded)		-	2.00	
<b>TOTALS</b>		<b>0.96</b>	<b>2.00</b>	<b>\$ 113,226.98</b>

<b>STATE LIQUID FUELS</b>				
Previous Balance	826.91			
Receipts		-		
Interest Earned		0.01		
PNC Bank Fees (to be refunded)		-	27.00	
Expenditures			-	
<b>TOTALS</b>		<b>0.01</b>	<b>27.00</b>	<b>\$ 799.92</b>

<b>*SEWER FUND</b>				
Previous Balance	95,045.89			
Receipts		31.63		
Interest Earned		0.81		
PNC Bank Fees (to be refunded)		-	2.00	
Expenditures			75.00	
<b>TOTALS</b>		<b>32.44</b>	<b>77.00</b>	<b>\$ 95,001.33</b>

<b>**SMALL FLOW TREATMENT FACILITIES</b>				
Previous Balance	4,777.46			
Receipts		-		
Interest Earned		0.04		
PNC Bank Fees (to be refunded)		-	27.00	
Expenditures			-	
<b>TOTALS</b>		<b>0.04</b>	<b>27.00</b>	<b>4,750.50</b>

<b>ARP RELIEF FUND</b>				
Previous Balance	309,498.87			
Receipts		-		
Interest Earned		2.63		
PNC Bank Fees (to be refunded)		-	2.00	
<b>TOTALS</b>		<b>2.63</b>	<b>2.00</b>	<b>\$ 309,499.50</b>

**Total Expenses      \$      102,507.29**

**TOTAL OF ACCOUNT BALANCES AS OF                      October 31, 2022                      \$                      1,566,375.42**

**\*\*Restricted Funds**  
**\*Capital Improvement Funds**