

**Waterford Township Supervisors
Regular Business Meeting
January 18, 2023**

Chairman Kondzielski called the meeting to order at 7:00 p.m., followed by the salute to the flag. Supervisors Senger and Smith were in attendance as was Roadmaster Jerry Hanas, Secretary/Treasurer Sharon Risjan, Ron Eliason, Bill Phillips, Solicitor Martinucci, Larry Thompson, Zoning Officer Lindsay Ethridge, Matt Swanson (representing Sparrow Pond), Randy Vroman, and Derek Brown.

PUBLIC COMMENT

Ron Eliason stated that the Township is doing a good job of keeping up with road maintenance.

MINUTES –

Motion by Senger, seconded by Smith, to approve the minutes of the January 3, 2023, Reorganization Meeting, as presented. Vote: 3/0

Motion by Senger, seconded by Smith, to approve the minutes of the January 3, 2023, Regular Business Meeting, as presented. Vote: 3/0

BILL PAYMENT LIST– See attached report.

Payroll for Pay Period 12/24/22-01/06/2023 Cash Required \$17,922.83

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

ROADMASTER – See attached report

The road crew has been doing some work on equipment and have a couple trucks that will require some extensive work. The oldest truck needs a lot of work; will need to discuss what we want to do with that.

PLANNING AND ZONING – See attached report.

Matt Swanson of Rabell Services was present regarding the Sparrow Pond subdivision. He stated that Waterford Planning recommended approval as did Erie County Planning. He explained what they are wanting to do.

Motion was made by Smith, seconded by Senger, to approve the Sparrow Pond subdivision, as presented. Vote: 3/0

SOLICITOR

- Solicitor Martinucci indicated that he spent some time on the holding tank ordinance.
- Explained paying compensation for planning commission and zoning hearing board commission, from Section 202 of the Second Class Township Code, “Except for elected or appointed officers or employees of the municipality, members of the commission may receive compensation in an amount fixed by the governing body. Compensation shall not exceed the rate of compensation authorized to be paid to members of the governing body.”
- Following up on correspondence to the insurance company of the trucking company that did the damage to the Niemeyer Road covered bridge.

WATER/SEWER AUTHORITY – Chairman advised that there is nothing new to report; they are waiting for a report from the PUC.

OLD BUSINESS –

Purchase of transit – Motion by Smith, seconded by Senger, to purchase the Geomax 6013526 Zone60 HG Semi-Automatic Dual Grade Laser, at a price of \$1,372.50 Vote: 3/0

New Employee – Motion was made by Smith, to hire Benjamin Tallman at a rate of \$19.50/hour. After 90 days he would be eligible for an increase if he proves himself.

Senger proposed a friendly amendment, adding “pending passing drug and alcohol testing”.

The friendly amendment was accepted by Smith, seconded by Senger. Vote: 3/0

Benefits for full-time employees – Motion was made by Smith, seconded by Senger, authorizing benefits for full-time employees working 32+ hours per week. Vote: 3/0

Zoning Officer’s Established Hours – Motion by Senger, seconded by Smith, to establish Zoning Officer’s official hours as Monday, Tuesday, Wednesday and Friday 9 a.m. to 3:30 p.m., and Thursday 4 p.m. to 7 p.m., allowing approximately 3 hours per week for meetings. Vote: 3/0

NEW BUSINESS –

Resolution 2023-01 County Aid 2023 – Motion was made by Senger, seconded by Smith, to sign Resolution 2023-01 for County Aid 2023. Vote: 3/0

Chairman recessed the meeting at 7:25 p.m. for executive session to discuss pending personnel/legal matters. Meeting reconvened at 8:02 p.m.


CORRESPONDENCE –

- Erie MPO Committee Meeting Schedule.
- PSATS Morning News – Notice of 2023 bid and quote limits. Minimum purchase amount that requires advertising bids increased from \$21,900 to \$22,500. The minimum purchase amount for telephone quotes increased from \$11,800 to \$12,200.

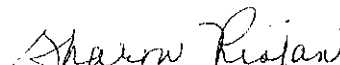
Roadmaster reported that, regarding Gary White’s concern about Seroka Road, he went up the next day, took pictures. He explained what he found. He feels there is no erosion. No evidence of what Mr. White is claiming.

Motion was made by Senger, seconded by Smith, to adjourn the meeting at 8:07 p.m. Vote: 3/0

Respectfully submitted,


Flory Kondzielski, Chairman

02-01-2023
Date


Sharon Risjan, Secretary

RECEIPTS:

Berkheimer	EIT December 2022	444.26
Berkheimer	LST December 2022	231.17
Martin Byler Lumber	Pre & Post Inspection Fees	100.00
Berkheimer	EIT January 2023	708.72
FWF Insurance Agency	Refund for sold truck	262.00
Berkheimer	EIT January 2023	3700.51
Erie County Recorder of Deeds	Realty Transfers 12/2022	112.70
ADP	Employee insurance contribution	497.84
Cass Info	Sewer payment	31.63
Mag. District 06-3-05	Local fines	50.00
Waterford Twp Tax Collector	Realty and per capita tax	9141.12
Gomo	November & December 2022 sewer pmt	126.52
Zoning Office	Permit fees and stormwater deposit	3905.00
ADP	Employee insurance contribution	430.22

ROADMASTER'S REPORT 1/18/23

- Serviced Loader – Replaced pins and bushings in Mini excavator end of boom
- Reset a couple of blocks on the East Dublin rd. pipe crossing from last fall
- Replaced air control for the dump valve on the Mack Dump truck
- Started Crosspipe inventory assessment / condition survey of all roads
- Ditching on various roads
- Graded / added anti-skid to Middleton, Lane, Trask and Sedgwick roads.
- Delivered our Mini Excavator to Summit for tail ditch cleaning in trade for their Hot Box to fix potholes on various Tar and Chip roads
- Had an incident at the West end of the Covered Bridge on Saturday Night Sunday morning 1/15/23 where someone crashed into two concrete barrier blocks moving one approximately 6' and spinning the other one 90 degrees. No damage to township property. I contacted the State Police on Monday and spoke with Officer McAndrews and he didn't give me an incident report with not having any damage. I found a credit union ID card and gave it to him and he was going to follow up with the owner and see if he had any vehicle damage.
- Monday -1/16/23 spent the day cold patching on various roads
- Emptied Summit Township's Hot Box of cold patch and returned it with 2 tons of cold patch
- Went to Summit township to pick up our Excavator, They completed their tail ditch cleaning

January 4, 2023 - January 18, 2023

ZONING REPORT

- Permit #123 – Deck – 283 Seroka Road
- Permit #223 – Deck/ detached garage – 1538 Cronin Road
- Pennvest meeting 1/18/2023
- ★ • Schedule comprehensive plan informational session – January 23, 2023 at 6:00 pm at Waterford Township
- Violations corrected at 283 Seroka Rd & 367 Seroka Road – 483 Seroka Rd is being worked on, gave them a week extension to complete.
- No contact from Old State shooting range
- Met with resident of 11492 Route 19 N to walk his property. Complained about neighbors but all issues were neighbor disputes I advised him to take it to district justice that I don't get involved.
- Review of old comprehensive plan – joint with Waterford Borough
- Completion of short-term rental ordinance. Sent to solicitor for review.
- Hazard Mitigation survey & meeting - January 18, 2023 @ 1:00pm

WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

December 30, 2022

	BAL. FWD	RECEIPTS	EXPEND.	END BAL.
GENERAL ACCOUNT				
Previous Balance	407,823.76			
Receipts		49,448.45		
Com of PA Covid Relief Funds		-		
Interest Earned		3.10		
Expenditures			107,621.34	
PNC Bank Fees (to be refunded)		-	2.00	
Transfer to Bridge Fund			-	
Transfer to Equipment Fund			-	
Transfer to Covid Relief Acct			-	
TOTALS	-	49,451.55	107,623.34	\$ 349,651.97
*BRIDGE FUND				
Previous Balance	415,311.42			
Receipts		6.00		
Transfer from General Fund		-		
Interest Earned		3.41		
Transfer to General Fund			-	
PNC Bank Fees (to be refunded)		-	2.00	
TOTALS		9.41	2.00	\$ 415,318.83
*BUILDING FUND				
Previous Balance	226,639.08			
Receipts		6.00		
Transfer from General Fund		-		
Interest Earned		1.86		
PNC Bank Fees (to be refunded)		-	2.00	
TOTALS		7.86	2.00	\$ 226,644.94
*EQUIPMENT FUND				
Previous Balance	113,225.91			
Receipts		6.00		
Transfer from General Fund		-		
Interest Earned		0.93		
PNC Bank Fees (to be refunded)		-	2.00	
TOTALS		6.93	2.00	\$ 113,230.84
STATE LIQUID FUELS				
Previous Balance	772.93			
Receipts		81.00		
Interest Earned		-		
PNC Bank Fees (to be refunded)		-	27.00	
Expenditures			-	
TOTALS		81.00	27.00	\$ 826.93
*SEWER FUND				
Previous Balance	94,850.11			
Receipts		227.41		
Interest Earned		0.78		
PNC Bank Fees (to be refunded)		-	2.00	
Expenditures			-	
TOTALS		228.19	2.00	\$ 95,076.30
**SMALL FLOW TREATMENT FACILITIES				
Previous Balance	4,723.54			
Receipts		81.00		
Interest Earned		0.04		
PNC Bank Fees (to be refunded)		-	27.00	
Expenditures			-	
TOTALS		81.04	27.00	4,777.58
ARP RELIEF FUND				
Previous Balance	309,500.04			
Receipts		6.00		
Interest Earned		2.55		
PNC Bank Fees (to be refunded)		-	2.00	
TOTALS		8.55	2.00	\$ 309,506.59
		Total Expenses	\$ 107,687.34	

TOTAL OF ACCOUNT BALANCES AS OF December 30, 2022 \$ 1,515,033.98

**Restricted Funds

*Capital Improvement Funds

Waterford Township Check Detail January 18, 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1543	01/18/2023	American Funds		100.100 - General Fu...		-5,361.93
Bill	4Q202...	01/04/2023			483.000 - Pension Ex...	-5,361.93	5,361.93
TOTAL						-5,361.93	5,361.93
Bill Pmt -Check	1544	01/18/2023	Capital One		100.100 - General Fu...		-204.94
Bill	123120...	12/31/2022			437.099 - Tool Purcha...	-204.94	204.94
TOTAL						-204.94	204.94
Bill Pmt -Check	1545	01/18/2023	CHAMPION FORD		100.100 - General Fu...		-78.60
Bill	460410...	12/31/2022			437.220 - #20 2019 ...	-78.60	78.60
TOTAL						-78.60	78.60
Bill Pmt -Check	1546	01/18/2023	E.L. Heard & Son, Inc.		100.100 - General Fu...		-2,710.64
Bill	12508	12/03/2022			438.300 - Diesel Fuel	-2,388.98	2,388.98
Bill	221846	12/07/2022			437.100 - Equip. - Mis...	-20.00	20.00
Bill	224366	12/13/2022			437.100 - Equip. - Mis...	-1.77	1.77
Bill	217586	12/20/2022			437.099 - Tool Purcha...	-144.48	144.48
Bill	214559	12/21/2022			437.100 - Equip. - Mis...	-5.38	5.38
Bill	Dec 20...	12/31/2022			438.301 - Unleaded G...	-150.03	150.03
TOTAL						-2,710.64	2,710.64
Bill Pmt -Check	1547	01/18/2023	ECATO		100.100 - General Fu...		-100.00
Bill	2023 D...	01/10/2023			400.430 - Seminars, S...	-100.00	100.00
TOTAL						-100.00	100.00
Bill Pmt -Check	1548	01/18/2023	Erie Area Council of ...		100.100 - General Fu...		-1,133.00
Bill	548	01/12/2023			400.420 - Dues, Subs...	-1,133.00	1,133.00
TOTAL						-1,133.00	1,133.00
Bill Pmt -Check	1549	01/18/2023	FWF Insurance, Inc.		100.100 - General Fu...		-3,279.60
Bill	40393	01/01/2023			486.350 - INSURANC...	-3,279.60	3,279.60
TOTAL						-3,279.60	3,279.60
Bill Pmt -Check	1550	01/18/2023	G & S Safety Products		100.100 - General Fu...		-185.14
Bill	155396	12/16/2022			438.242 - Safety Supp...	-185.14	185.14
TOTAL						-185.14	185.14
Bill Pmt -Check	1551	01/18/2023	Gatehouse Media Pe...		100.100 - General Fu...		-269.93
Bill	817909...	01/13/2023			400.100 - Advertising ...	-269.93	269.93
TOTAL						-269.93	269.93
Bill Pmt -Check	1552	01/18/2023	Highmark Blue Shield		100.100 - General Fu...		-77.12
Bill	Februa...	01/05/2023			487.154 - Vision Care	-77.12	77.12
TOTAL						-77.12	77.12
Bill Pmt -Check	1553	01/18/2023	HRG Engineering, Inc.		100.100 - General Fu...		-2,533.75
Bill	164698	10/26/2022			439.313 - Engineering...	-692.76	692.76
Bill	165436	11/14/2022			439.313 - Engineering...	-1,840.99	1,840.99

Waterford Township
Check Detail
 January 18, 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-2,533.75	2,533.75
Bill Pmt -Check	1554	01/18/2023	ITUAbsorbTech		100.100 · General Fu...		-210.81
Bill	8050563	01/04/2023			487.164 · Uniform Exp...	-51.35	51.35
Bill	8054679	01/11/2023			409.250 · Repairs and...	-56.76	56.76
Bill	8058665	01/18/2023			487.164 · Uniform Exp...	-51.35	51.35
Bill					487.164 · Uniform Exp...	-51.35	51.35
TOTAL						-210.81	210.81
Bill Pmt -Check	1555	01/18/2023	Kimball Midwest		100.100 · General Fu...		-135.00
Bill	100587...	12/16/2022			437.099 · Tool Purcha...	-34.50	34.50
Bill	100601...	12/21/2022			437.099 · Tool Purcha...	-100.50	100.50
TOTAL						-135.00	135.00
Bill Pmt -Check	1556	01/18/2023	Koldrock Waters, Inc.		100.100 · General Fu...		-25.90
Bill	922252	12/31/2022			487.239 · Bottled Water	-25.90	25.90
TOTAL						-25.90	25.90
Bill Pmt -Check	1557	01/18/2023	Manuf. & Business A...		100.100 · General Fu...		-427.07
Bill	271464	01/05/2023			487.152 · Dental, Life,...	-427.07	427.07
TOTAL						-427.07	427.07
Bill Pmt -Check	1558	01/18/2023	Matheson Tri-Gas Inc.		100.100 · General Fu...		-235.00
Bill	002699...	01/04/2023			437.100 · Equip. - Mis...	-235.00	235.00
TOTAL						-235.00	235.00
Bill Pmt -Check	1559	01/18/2023	Matt Erickson		100.100 · General Fu...		-25.00
Bill	01/13/2...	01/13/2023			414.400 · Planning Co...	-25.00	25.00
TOTAL						-25.00	25.00
Bill Pmt -Check	1560	01/18/2023	Melissa Oberlander, ...		100.100 · General Fu...		-213.57
Bill	2022 E...	01/09/2023			403.200 · Tax Collect...	-213.57	213.57
TOTAL						-213.57	213.57
Bill Pmt -Check	1561	01/18/2023	National Fuel Gas		100.100 · General Fu...		-926.98
Bill	12/5/22...	01/11/2023			409.360 · Utilities	-926.98	926.98
TOTAL						-926.98	926.98
Bill Pmt -Check	1562	01/18/2023	PA One Call		100.100 · General Fu...		-22.78
Bill	000098...	12/31/2022			438.350 · PA One Call	-22.78	22.78
TOTAL						-22.78	22.78
Bill Pmt -Check	1563	01/18/2023	Pro Waste Services, ...		100.100 · General Fu...		-70.00
Bill	159378...	01/02/2023			409.250 · Repairs and...	-70.00	70.00
TOTAL						-70.00	70.00
Bill Pmt -Check	1564	01/18/2023	PSATS UC Group Tr...		100.100 · General Fu...		-281.46
Bill	4Q2022	12/31/2022			487.162 · Unemploym...	-281.46	281.46

3:12 PM

01/18/23

Waterford Township

Check Detail

January 18, 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-281.46	281.46
Bill Pmt -Check	1565	01/18/2023	Quinn, Buseck, Lee...		100.100 - General Fu...		-1,530.00
Bill	469422	01/12/2023			404.314 - Quinn Law ...	-1,530.00	1,530.00
TOTAL						-1,530.00	1,530.00
Bill Pmt -Check	1566	01/18/2023	Ron Eliason		100.100 - General Fu...		-25.00
Bill	01/13/2...	01/13/2023			414.400 - Planning Co...	-25.00	25.00
TOTAL						-25.00	25.00
Bill Pmt -Check	1567	01/18/2023	Steiner Diesel Service		100.100 - General Fu...		-95.50
Bill	13200	01/06/2023			437.100 - Equip. - Mis...	-95.50	95.50
TOTAL						-95.50	95.50
Bill Pmt -Check	1568	01/18/2023	William Phillips		100.100 - General Fu...		-25.00
Bill	01/13/2...	01/13/2023			414.400 - Planning Co...	-25.00	25.00
TOTAL						-25.00	25.00

20,183.72

26

Waterford Township Supervisors

Regular Business Meeting

Wednesday, January 18, 2023

SIGN IN SHEET

1 Bill Phillips

2 Ronald E. Eason

3 MATTHEW SWANSON

4 Larry Thompson

5 Derek A. Brown

6 RANDY A VROMAN

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____

14 _____

15 _____

AGENDA

WATERFORD TOWNSHIP SUPERVISORS January 18, 2023

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF MINUTES – January 3, 2023 Organization Meeting
January 3, 2023 Regular Business Meeting

RECEIPTS – Attached

BILL PAYMENT LIST – See attached.
Pay Period 12/24/22-1/6/23 Cash Required \$17,922.83

-TREASURER'S REPORT

MOTION TO APPROVE PAYMENT OF BILLS

ROADMASTER – See attached report

PLANNING & ZONING – See attached report
1. Sparrow Pond Subdivision review and approval.

SOLICITOR

WATER/SEWER

OLD BUSINESS

1. Authorization to purchase laser transit
2. Authorization to hire new employee
3. Authorize benefits for full-time employees working 32+ hours per week
4. Authorize established zoning officer's hours for payroll purposes

NEW BUSINESS

1. Approval of Resolution 2023-01 County Aid 2023

CORRESPONDENCE

1. Erie MPO Committee Meeting Schedule
2. PSATS Morning News – Notice of 2023 bid and quote limits. Minimum purchase amount that requires advertising for bids increased from \$21,900 to \$22,500. The minimum purchase amount for telephone quotes increased from \$11,800 to \$12,200.

EXECUTIVE SESSION TO DISCUSS PENDING PERSONNEL/LEGAL MATTERS

ADJOURNMENT