

**Waterford Township Supervisors  
Regular Business Meeting  
May 17, 2023**

Chairman Kondzielski called the meeting to order at 7:00 p.m., followed by the salute to the flag. Supervisors Smith and Senger were in attendance as was Roadmaster Jerry Hanas, Secretary/Treasurer Sharon Risjan, Solicitor Martinucci, Zoning Officer Lindsay Ethridge, Ron Eliason and Matt Erickson.

**CALL TO ORDER**

**PUBLIC COMMENT** – None

**PUBLIC COMMENT**

**MINUTES** –

**Motion by Smith, seconded by Senger, to approve the minutes of the May 3, 2023, Public Input Session, as presented. Vote: 2/0 (Senger was not present)**

**MINUTES**

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

**RECEIPTS** – See attached receipt listing; no questions or comments received

**RECEIPTS**

**BILL PAYMENT LIST**– See attached report.

Payroll for Pay Period 04/29/23-05/12/23 Cash Required \$31,689.71

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

**APPROVAL TO PAY  
BILLS**

**ROADMASTER** – See attached report

Regarding the Mike Geer issue, after a short discussion, supervisors suggested putting rip-rap at the Township's pipe, and stay within the right-of-way.

**ROADMASTER**

Roadmaster is requesting another welder, indicating that the current welder keeps cutting out as it is a little welder. Brief discussion ensued. No action taken.

Supervisor Senger asked about the survey of Circuit St. Roadmaster responded that, after speaking with Allen Yard, it should be done any day.

Supervisor Smith asked about the lid for the water meter pit. Roadmaster responded that the correct lid had to be special ordered and should be shipped any time.

**PLANNING AND ZONING** – See attached report.

**PLANNING &  
ZONING**

The zoning administrator wanted to discuss the Wagon Wheel stormwater management issue, and what should have been done, and what the alternatives may now be. Possibly, the two abutting property owners, Mike Anen (Wagon Wheel), and Mr. Pavkov, could try and work things out.

**SOLICITOR**

**SOLICITOR**

**HOFIUS** – No report from Ed since the last meeting.

**HIMROD BRIDGE GAS LINE** – He reached out to Empire Energy, owners of the line. He talked to the head guy there and he acknowledged that it is a private

line. Art asked him if they had any evidence that tells him that the line was allowed to be put there, but has not had contact since then.

**PER CAPITA TAX** – Anyone that resides in the Township, they are subject to the tax, regardless of where they say their address is. The fact that they are living in the Township subjects them to tax.

**KROL PROPERTY PURCHASE** – Solicitor advised that he has a hearing on May 25, in front of the Tax Assessment Board of Appeals to convince them that the Krol property is part of our parcel now, and is being used for Township purposes and not subject to taxation.

**WATER/SEWER AUTHORITY** – Nothing new to report.

**WATER/SEWER**

**OLD BUSINESS** –

**OLD BUSINESS**

**Niemeyer Road Bridge Update** – Email today from Gregory Lindsay advises that the project has NOT been awarded as of this time. There was only one bid and it came in significantly over the budget. They are currently in the process of gathering information to determine if the project should be awarded or re-bid. They will keep the Township in the loop and will be contacting us with relevant information and a recommendation within the next thirty days.

**NEW BUSINESS**

**NEW BUSINESS**

**Wagon Wheel Storm Water** – Was already discussed. **Motion was made by Smith, seconded by Senger, to have the Zoning Administrator offer to mediate between the Wagon Wheel and Mr. Pavkov. Vote: 3/0**

**Motion was made by Senger, seconded by Smith, to allow Sharon Risjan to attend the PAMA Conference July 30-August 2, 2023, in Boalsburg, PA. Vote: 3/0**

**Motion was made by Senger, seconded by Smith, to send truck #8 to get a new bed liner installed. Vote: 3/0**

**Motion by Smith, seconded by Senger, authorizing the road crew to attend a paving demonstration at Summit Township on May 18, 2023, hosted by Stephenson Equipment. Vote: 3/0**

**Motion by Smith, seconded by Senger, authorizing attendance at the ECATO Yearbook Dinner on May 25, 2023. Vote: 3/0**

**AFLAC Coverage through ADP** – Jerry Hanas explained what the representative discussed with the employees. Some of the guys are interested in it. Supervisors suggested we request a schedule of benefits. If we do this will we be able to have all employees piggy back on or would they have to sign up for AFLAC. Tabled to June 7, 2023 for possible action.

**CORRESPONDENCE** – None

**CORRESPONDENCE**

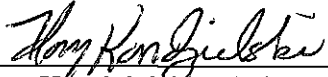
Chairman recessed the meeting at 7:58 p.m. for executive session to discuss pending personnel/legal matters. Meeting reconvened at 8:30 p.m.

**EXECUTIVE  
SESSION**

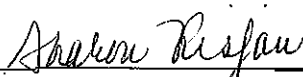
Motion was made by Senger, seconded by Smith, to adjourn the meeting at 8:30 p.m. Vote: 3/0

ADJOURNMENT

Respectfully submitted,

  
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Flory Kondzielski, Chairman

6/7/2023  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Sharon Risjan, Secretary

**RECEIPTS:**

Berkheimer	EIT May 2023	11487.76
Berkheimer	EIT May 2023	5844.68
Berkheimer	LST May 2023	810.24
Mag. District 06-3-05	Local Fines	425.00
Erie County Recorder of Deeds	Realty Transfers	1732.15
Real Estate Tax Collector	Real Estate Taxes April	270286.50
Erie County Tax Claim Bureau	Delinquent taxes	3634.59
Berkheimer	EIT May 2023	3670.03
Berkheimer	LST May 2023	206.22
Berkheimer	EIT May 2023	10211.87
Cass Information Systems	Sewer fee	31.63

## ROADMASTER'S REPORT 5/17/23

- We have been fixing asphalt potholes and alligator areas on various roads
- We bought a 3200' roll of 4" perforated tile that Sharon found on Facebook
- We're going to an asphalt training/seminar on Thursday at Summit Twp.
- Took truck #10 to get the bed liner installed and it looks good
- I would like to send Truck #8 down to get a bedliner put in it also
- I met with Michael Geer on Colt Station Rd. there is a lot of erosion on his son's property off of right -of-way below our crosspipe. He would like us to remove our crosspipe or could we reinforce the bank. I told him that we typically don't work off right-of-way but, I would pass his request on to the board for their decision.
- We had Don Kowalczyk request that we remove the beaver dam at our Crosspipes on Plank rd. and we removed several others on Woods, Himrod and Dorman.
- We are planning to tile Barton rd. beginning May 30<sup>th</sup>
- We have begun mowing berms with the flail mower and boom mower
- We received the bucket hooks for the Backhoe forks. We need to establish an earth ground to be able to weld on the backhoe. I purchased a ground rod but we need to get a cable and clamp.

May 4, 2023 – May 17, 2023

## ZONING REPORT

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- #2823 – 12667 Donation Road – Deck permit
- #2923 – 765 Sedgwick Road – Detached garage
- #3023 – 546 Colt Station Road – Detached garage
- #3123 – 12518 Juva Valley Road – New SFD
- #3223 – 994 Depot Road – Patio Roof
- #3323 – 3989 Lowe Road – Detached Garage
- #3423 – 11992 Martin Road – New SFD
- #3523 – 2581 East Stancliff Road – Barn/ Detached garage
- Planning Commission was cancelled due to lack of agenda items and attendance. Final Short term rental ordinance to be distributed and advertised. Supervisors will see it next month for final approval.
- PMPEI – Managing the subdivision review process - \$25.00 would like to sign up and have the whole planning commission in attendance.
- Stormwater management issue at Wagon Wheel. Apparently, a neighbor dispute that I was unaware of. We need to vote on whether we want to be involved or not. Pavkov made no changes since obtaining the property, Wagon Wheel has made the changes hence why he was approached about diverting storm waters.
- Working on beginning the re-zoning of Rube Rd. Will get with Art on procedure and finalizing this.
- Zoning hearing board approved a new SFD build at 11992 Martin Road. Variance for setbacks was given.

1:43 PM

05/17/23

**Waterford Township**  
**Check Detail**  
 May 17, 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1001	05/17/2023	Dave's Welding Sho...		100.200 · General Ch...		-475.00
Bill	11871	05/01/2023			437.204 · #4 2005 M...	-475.00	475.00
TOTAL						-475.00	475.00
Bill Pmt -Check	1002	05/17/2023	E.L. Heard & Son, Inc.		100.200 · General Ch...		-2,465.32
Bill	12647	04/12/2023			438.300 · Diesel Fuel	-2,279.76	2,279.76
Bill	225292	04/24/2023			437.204 · #4 2005 M...	-75.99	75.99
Bill	124344...	04/30/2023			438.301 · Unleaded G...	-109.57	109.57
TOTAL						-2,465.32	2,465.32
Bill Pmt -Check	1003	05/17/2023	Erie Aggregates		100.200 · General Ch...		-1,959.88
Bill	4214	05/05/2023			438.211 · Gravel - 2A	-243.23	243.23
Bill	4224	05/12/2023			438.211 · Gravel - 2A	-1,716.65	1,716.65
TOTAL						-1,959.88	1,959.88
Bill Pmt -Check	1004	05/17/2023	FWF Insurance, Inc.		100.200 · General Ch...		-4,919.80
Bill	40397	05/01/2023			486.350 · INSURANC...	-3,674.80	3,674.80
Bill	41531	05/03/2023			486.350 · INSURANC...	-355.00	355.00
Bill	41580	05/09/2023			486.350 · INSURANC...	-890.00	890.00
TOTAL						-4,919.80	4,919.80
Bill Pmt -Check	1005	05/17/2023	Gatehouse Media Pe...		100.200 · General Ch...		-320.40
Bill	000552...	04/30/2023			414.460 · Zoning Hear...	-244.46	244.46
					400.100 · Advertising ...	-75.94	75.94
TOTAL						-320.40	320.40
Bill Pmt -Check	1006	05/17/2023	Heather Powell		100.200 · General Ch...		-150.00
Bill	ZHB 4/...	05/03/2023			414.460 · Zoning Hear...	-150.00	150.00
TOTAL						-150.00	150.00
Bill Pmt -Check	1007	05/17/2023	Highmark Blue Shield		100.200 · General Ch...		-100.99
Bill	230505...	05/05/2023			487.154 · Vision Care	-100.99	100.99
TOTAL						-100.99	100.99
Bill Pmt -Check	1008	05/17/2023	ITUAbsorbTech		100.200 · General Ch...		-112.39
Bill	8119330	05/03/2023			487.164 · Uniform Exp...	-52.65	52.65
Bill	8123305	05/10/2023			487.164 · Uniform Exp...	-59.74	59.74
TOTAL						-112.39	112.39
Bill Pmt -Check	1009	05/17/2023	J. H. Auto Parts, Inc.		100.200 · General Ch...		-2,010.27
Bill	534335	05/01/2023			437.103 · Equipment ...	-1,503.29	1,519.98
Bill	534341	05/01/2023			437.100 · Equip. - Mis...	-23.38	23.38
Bill	534477	05/02/2023			437.103 · Equipment ...	-54.78	54.78
					437.100 · Equip. - Mis...	-35.88	35.88
Bill	534524	05/03/2023			437.103 · Equipment ...	-209.93	209.93
Bill	534731	05/05/2023			437.099 · Tool Purcha...	-167.99	167.99
Bill	535275	05/11/2023			437.103 · Equipment ...	-15.02	15.02
TOTAL						-2,010.27	2,026.96
Bill Pmt -Check	1010	05/17/2023	Jerome Hanas		100.200 · General Ch...		-53.99
Bill	Home ...	05/11/2023			437.099 · Tool Purcha...	-53.99	53.99

1:43 PM

05/17/23

# Waterford Township Check Detail May 17, 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-53.99	53.99
Bill Pmt -Check	1011	05/17/2023	Kimball Midwest		100.200 · General Ch...		-179.00
Bill	101009...	05/01/2023			437.100 · Equip. - Mis...	-112.50	112.50
Bill	101006...	05/01/2023			437.100 · Equip. - Mis...	-66.50	66.50
TOTAL						-179.00	179.00
Bill Pmt -Check	1012	05/17/2023	Manuf. & Business A...		100.200 · General Ch...		-594.69
Bill	276637	05/02/2023			487.152 · Dental, Life,...	-594.69	594.69
TOTAL						-594.69	594.69
Bill Pmt -Check	1013	05/17/2023	National Fuel Gas		100.200 · General Ch...		-395.94
Bill	4/6/23-...	05/10/2023			409.360 · Utilities	-395.94	395.94
TOTAL						-395.94	395.94
Bill Pmt -Check	1014	05/17/2023	PAMA		100.200 · General Ch...		-300.00
Bill	2022 &...	05/17/2023			400.420 · Dues, Subs...	-300.00	300.00
TOTAL						-300.00	300.00
Bill Pmt -Check	1015	05/17/2023	Pro Waste Services, ...		100.200 · General Ch...		-140.00
Bill	162287...	05/01/2023			409.250 · Repairs and...	-140.00	140.00
TOTAL						-140.00	140.00
Bill Pmt -Check	1016	05/17/2023	Quinn, Buseck, Lee...		100.200 · General Ch...		-1,699.80
Bill	471626	04/26/2023			404.314 · Quinn Law ...	-349.80	349.80
Bill	471624	04/26/2023			404.314 · Quinn Law ...	-1,080.00	1,080.00
Bill	471625	04/26/2023			404.314 · Quinn Law ...	-270.00	270.00
TOTAL						-1,699.80	1,699.80
Bill Pmt -Check	1017	05/17/2023	Rudd Equipment Co.		100.200 · General Ch...		-281.88
Bill	102103...	05/11/2023			437.215 · #7 Roller - ...	-281.88	281.88
TOTAL						-281.88	281.88
Bill Pmt -Check	1018	05/17/2023	Waterford Municipal ...		100.200 · General Ch...		-75.00
Bill	April 2...	05/04/2023			405.310 · Contracted ...	-75.00	75.00
TOTAL						-75.00	75.00

16,234.35



Sharon

**AGENDA**

**WATERFORD TOWNSHIP SUPERVISORS**

**May 17, 2023**

**SALUTE TO FLAG**

**PUBLIC COMMENT**

**APPROVAL OF MINUTES** – May 3, 2023 Regular Business Meeting

**RECEIPTS** – Attached

**BILL PAYMENT LIST** – Attached.

Payroll Period 04/29/23-05/12/23; Check Date 05/17/2023; Cash Required \$31,689.71

**MOTION TO APPROVE PAYMENT OF BILLS**

**ROADMASTER** – See attached report

**PLANNING & ZONING** – See attached report

**SOLICITOR**

**WATER/SEWER**

**OLD BUSINESS**

- Niemeyer Road bridge update – Contract awarded to

**EXECUTIVE SESSION TO DISCUSS PENDING LEGAL AND PERSONNEL MATTERS**

**NEW BUSINESS**

- Discussion and possible action the Wagon Wheel's stormwater issues.
- Authorize attendance to PAMA Conference July 30-August 2, 2023, in Boalsburg, PA.
- Discussion/action to send Truck #8 to be repaired and new bed liner installed.
- Authorization to attend paving seminar at Summit Township on May 18, 2023; hosted by Stephenson Equipment.
- Authorization to attend ECATO Yearbook Dinner on May 25, 2023, at Colony Banquet & Catering; Cost \$30/person.
- Authorize employee AFLAC deductions through ADP Payroll.

**CORRESPONDENCE**

**ADJOURNMENT**

# Waterford Township Supervisors

Regular Business Meeting

Wednesday, May 17, 2023

## SIGN IN SHEET

1 Ronald Eliasow

2 Matt Erickson

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