

**Waterford Township Supervisors
Regular Business Meeting
August 16, 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 Secretary/Treasurer Sharon Risjan, Solicitor Martinucci, Ron Eliason, Dale Blum, Tom Sekula, Keith Doverspike, John Orr, Bart Beeman, Linda & Kevin Carroll, and Ron Jagta.

CALL TO ORDER

PUBLIC COMMENT –

John Orr, representing Stancliff Hose Company, thanked the Township for donating \$24,000 for new air packs. He brought one in to show the supervisors, and explained how they work. He also spoke about purchasing a rebuilt motor for a tanker, and indicated they are going to go with West County for EMS staffing. He is part of the EMS Authority and they are trying to expand their areas to make it a more usable system.

**PUBLIC
COMMENT**

MINUTES –

Motion by Smith, seconded by Senger, to approve the minutes of the July 19, 2023, Regular Business Meeting, as presented. Vote: 3/0

MINUTES

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

RECEIPTS

BILL PAYMENT LIST– See attached report.

Payroll for Pay Period 07/22/23-08/04/23; Check Date 8/9/23; Cash Required \$20,095.99.

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

**APPROVAL TO
PAY BILLS**

ROADMASTER – See attached report. Chairman read the report submitted.

ROADMASTER

PLANNING AND ZONING – See attached report. Chairman read the report submitted.

**PLANNING &
ZONING**

SOLICITOR

SOLICITOR

- **Waterford Municipal Authority - ongoing issues**
- **Himrod Road Bridge Replacement** - An issue came up with the utility poles because of the need to use a crane. They will need to relocate the Penelec transmission lines. One pole is in the ROW and one is outside the ROW. If we have Penelec move a pole that is outside of the ROW, we may have to pay for that part of the relocation. The other in the ROW we would not have to pay for. As far as the gas line out there is concerned, we have received nothing from Empire Gas. They may have to relocate the line.
- **Short Term Rentals** - the amendment to the zoning ordinance will be ready for advertising for the first meeting in September as it is an amendment.

OLD BUSINESS

- **Niemeyer bridge update** –The bid came in significantly above their budget even after the project was re-bid. As of now, it is their intention to fund the project and proceed with construction. However, there is some maneuvering required to secure and commit the extra funding.
- **Circuit Street** (south of Depot Road) completed survey by Allen Yard.

OLD BUSINESS

NEW BUSINESS

- Discussion/action regarding the **reimbursement agreement letter of amendment R21010001-5**, indicating review and approval. **Motion was made by Senger, seconded by Smith, having been reviewed, to approve the letter of amendment R21010001-5. Vote: 3/0**
- Discussion/action on **adoption of Resolution 2023-08**, Erie County 2023 Hazard Vulnerability Assessment and Mitigation Plan Update. **Motion was made by Senger, seconded by Smith, to adopt Resolution 2023-08. Vote: 3/0**
- Discussion/action on offer to **purchase property from the County Repository for unsold properties list**. Erie County Index #47-011-004.0-001.00, Greenlee Road. Offer to purchase made by Kurt Hinkle for the sum of \$250. **Motion was made by Smith, seconded by Senger, to accept the offer of \$250 from Kurt Hinkle. Vote: 3/0**
- Discussion/action on **adoption of Resolution 2023-09**, to support Erie County Planning & Community Development in the development of a zoning ordinance amendment to regulate solar energy systems, technical assistance. **Motion by Senger, seconded by Smith, to adopt Resolution 2023-09. Vote: 3/0**
- Discussion/action on **subdivision request of Thomas Sekula at 11274 Donation Road**. **Motion was made by Smith, seconded by Senger, to approve the subdivision request of Thomas Sekula at 11274 Donation Road. Vote: 3/0**

NEW BUSINESS

Reimbursement Agreement

Resolution 2023-08

Repository for Unsold Properties

Resolution 2023-09

Sekula Subdivision Approval

CORRESPONDENCE

- Erie County Health Department Small Flow Sewage Treatment Facility report showing compliance status of the SFTFs located in Waterford Township.

CORRESPONDENCE

EXECUTIVE SESSION TO DISCUSS PENDING PERSONNEL MATTERS


Chairman recessed the meeting to executive session at 7:35 p.m. for legal matters. Meeting resumed at 8:13 p.m.

EXECUTIVE SESSION


Motion was made by Senger, seconded by Smith, to adjourn the meeting at 8:14 p.m. Vote: 3/0

ADJOURNMENT

Respectfully submitted,


Flory Kondzielski, Chairman

9-16-2023
Date


Sharon Risjan, Secretary

Sharon

AGENDA

WATERFORD TOWNSHIP SUPERVISORS

August 16, 2023

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF MINUTES – July 19, 2023 Regular Business Meeting

NOTE: The August 2, 2023, meeting was canceled.

RECEIPTS – Attached

BILL PAYMENT LIST – See attached.

P/R 07/22/23-08/04/23; Check Date 08/09/23; Cash Required \$20,095.99

MOTION TO APPROVE PAYMENT OF BILLS

ROADMASTER – See attached report

PLANNING & ZONING – See attached report

SOLICITOR

OLD BUSINESS

- Niemeyer bridge update –The bid came in significantly above their budget even after the project was re-bid. As of now, it is their intention to fund the project and proceed with construction. However, there is some maneuvering required to secure and commit the extra funding.
- Circuit Street (south of Depot Road) completed survey by Allen Yard.

NEW BUSINESS

- Discussion/action regarding the reimbursement agreement letter of amendment R21010001-5, indicating review and approval.
- Discussion/action on adoption of Resolution 2023-08, Erie County 2023 Hazard Vulnerability Assessment and Mitigation Plan Update.
- Discussion/action on offer to purchase property from the County Repository for unsold properties list. Erie County Index #47-011-004.0-001.00, Greenlee Road. Offer to purchase made by Kurt Hinkle for the sum of \$250.
- Discussion/action on adoption of Resolution 2023-09, to support Erie County Planning & Community Development in the development of a zoning ordinance amendment to regulate solar energy systems, technical assistance.
- Discussion/action on subdivision request of Thomas Sekula at 11274 Donation Road.

CORRESPONDENCE

- Erie County Health Department Small Flow Sewage Treatment Facility report showing compliance status of the SFTFs located in Waterford Township.

EXECUTIVE SESSION TO DISCUSS PENDING PERSONNEL MATTERS

ADJOURNMENT

RECEIPTS:

Berkheimer	Earned Income Tax	4186.58
Berkheimer	Earned Income Tax	5025.14
ADP	Employee insurance contribution	556.53
Berkheimer	Earned Income Tax	1887.16
Tax Claim Bureau	Delinquent taxes	5521.21
Berkheimer	Earned Income Tax	2966.67
Wtfd Twp Tax Collector	Real Estate & Per Capita Taxes	767.44
Commonwealth of PA	Niemeyer Bridge HRG Exp Reimb.	2743.84
Commonwealth of PA	Niemeyer Bridge HRG Exp Reimb.	3486.36
Cass Information Systems	Dollar General sewer fee	31.63
Wtfd Twp Tax Collector	Real Estate & Per Capita	839.47
Waterford Twp Tax Collector	Interim tax	27.11
Berkheimer	EIT July	5319.79
Berkheimer	Local Services Tax	136.54
Zoning Office	Permits & Subdivision	1492.80
Recorder of Deeds	Realty transfers	5568.85
Berkheimer	Earned Income Tax	6384.97
Berkheimer	Earned Income Tax	6341.89
Erie County	Himrod Bridge Engineering Reimb.	18386.00

ROADMASTER'S REPORT 8/16/23

- Continued graveling Cronin Road
- Friday 7/21/23 Harbor Creek Township sent 2 men to operate the road milling machine and they did a full depth reclamation to Flatts Road from Rt.97 South to the bridge 1400' (approx.). It turned out well; we graded it, rolled it and elevated the intersection for safety and added a couple of inches of 2A gravel to improve the crown for runoff and ride smoothness. In lieu of payment for Harbor Creek's service, they asked for us to haul asphalt for them to help pave their roads. On 8/1 and 8/2 we had the support of Summit Twp with their tri-axle dump truck, 10 ton double drum roller and their Road Foreman to assist with operating our paver.
- Storms caused some damage to Klemmer Road. We are straightening the ditch and lining it with R4's. Also, it washed ditches in Welsh Road and we added gravel to the hill to elevate the road and keep the water in the ditches.
- Installed the new flag and rope on the flagpole.
- Allen Yard was able to locate the right-of-way markers and add a few more on Circuit Street in front of the office so we can plan to widen the road to make it safer. I met with Verizon and Penelec to discuss moving the poles to within 5' of the Right-of-way to allow for widening of each side of the road. Both companies are favorable to moving the poles.

July 20, 2023 – August 15, 2023

ZONING REPORT

- #5623 – 12827 Union Road – Shed & deck
- #5723 – 11682 N Rte 97 – Deck
- #5823 – 12654 Flatts Road – Shed
- #5923 – 11517 N Rte 19 – Home addition
- #6023 – 1524 Cronin Road – Shed
- #6123 – 13122 Old Route 19 – Driveway repair permit
- #6223 – 984 Depot Road – Deck
- #6323 – 2476 McLaughlin Road – Deck
- #6423 – 1505 Lane Road – Home addition
- #6523 – 2308 Old State Road – Detached garage
- #6623 – 575 Colt Station Road – New SFD
- #6723 – 12243 Barton Road – Driveway Repair
- #6823 – 34 Circuit Street – 7 new townhomes
- #6923 – 4439 Loop Road – New driveway
- Working on putting together a plan for a parks and recreation committee and looking at possible places for a park development. Working on ordinance to form parks and recreation committee as well.
- Development of newsletter articles for zoning, planning, parks & recreation, & DCED.
- Drive of Township to check on permits and violations
- Benson Road – Civil Suit has been typed up and will be filed next week with District Justice pending check.
- Erie County Solar Ordinance Development Program – Resolution to be adopted at tonight's meeting.

Waterford Township
Unpaid Bills Detail
As of August 16, 2023

Type	Date	Num	Due Date	Aging	Open Balance
A.R.E.A. Surveying/Allen Yard					
Bill	08/01/2023	434-1	08/02/2023	14	850.00
Total A.R.E.A. Surveying/Allen Yard					850.00
Albrecht Farms					
Bill	07/26/2023	7/18/23	07/27/2023	20	400.00
Total Albrecht Farms					400.00
BCD Properties, Inc.					
Bill	08/16/2023	Feb & ...	08/17/2023		2,460.00
Total BCD Properties, Inc.					2,460.00
Cohen Law Group					
Bill	08/01/2023	2	08/02/2023	14	2,408.33
Total Cohen Law Group					2,408.33
Cross Paving, LLC					
Bill	08/09/2023	70559	08/10/2023	6	36,611.75
Total Cross Paving, LLC					36,611.75
Dave's Welding Shop, Inc.					
Bill	07/13/2023	11899	07/14/2023	33	552.00
Total Dave's Welding Shop, Inc.					552.00
Deiss & Halmi Engineering, Inc.					
Bill	07/28/2023	06-23-...	07/29/2023	18	18,386.00
Total Deiss & Halmi Engineering, Inc.					18,386.00
E.L. Heard & Son, Inc.					
Bill	07/10/2023	12087	07/11/2023	36	2,064.90
Bill	07/11/2023	310822	07/12/2023	35	11.96
Bill	07/17/2023	12301	07/18/2023	29	1,578.04
Bill	07/18/2023	228683	07/19/2023	28	22.28
Bill	07/19/2023	227589	07/20/2023	27	84.99
Bill	07/19/2023	227593	07/20/2023	27	34.00
Bill	07/25/2023	12331	07/26/2023	21	2,143.39
Bill	07/31/2023	12438...	08/01/2023	15	75.50
Total E.L. Heard & Son, Inc.					6,015.06
ECATO Treasurer					
Bill	07/26/2023	2023 ...	07/27/2023	20	108.00
Total ECATO Treasurer					108.00
Erie Aggregates					
Bill	07/20/2023	4579	07/21/2023	26	3,262.35
Bill	07/24/2023	4590	07/25/2023	22	9,056.45
Bill	07/25/2023	4599	07/26/2023	21	3,934.97
Bill	07/27/2023	4608	07/28/2023	19	8,911.63
Bill	08/04/2023	4620	08/05/2023	11	1,950.78
Bill	08/07/2023	4638	08/08/2023	8	2,144.60
Bill	08/08/2023	4653	08/09/2023	7	1,218.75
Bill	08/10/2023	4659	08/11/2023	5	5,688.28
Bill	08/11/2023	4661	08/12/2023	4	5,732.74
Bill	08/14/2023	4670	08/15/2023	1	7,602.53
Bill	08/15/2023	4680	08/16/2023		995.02
Total Erie Aggregates					50,498.10
Erie Crawford Cooperative					
Bill	07/28/2023	T1-03...	07/29/2023	18	77.70
Total Erie Crawford Cooperative					77.70

Waterford Township
Unpaid Bills Detail
As of August 16, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Erie Truck & Trailer, Inc.					
Bill	07/09/2023	0922201	07/10/2023	37	600.08
Bill	07/21/2023	0923001	07/22/2023	25	10.50
Bill	07/31/2023	0928301	08/01/2023	15	54.14
Total Erie Truck & Trailer, Inc.					664.72
Five Star Equipment Inc					
Bill	06/12/2023	P37404	06/13/2023	64	343.60
Total Five Star Equipment Inc					343.60
FWF Insurance, Inc.					
Bill	08/01/2023	42247	08/02/2023	14	18.00
Bill	08/01/2023	40400	08/02/2023	14	3,674.80
Total FWF Insurance, Inc.					3,692.80
Gormont Tire Services LLC					
Bill	07/31/2023	12628	08/01/2023	15	410.00
Total Gormont Tire Services LLC					410.00
Great Lakes Finishes, LLC					
Bill	07/26/2023	10213...	07/27/2023	20	155.25
Total Great Lakes Finishes, LLC					155.25
Hagan Business Machines, Inc.					
Bill	07/27/2023	A1189...	07/28/2023	19	137.57
Total Hagan Business Machines, Inc.					137.57
Highmark Blue Shield					
Bill	08/04/2023	23080...	08/05/2023	11	100.99
Total Highmark Blue Shield					100.99
Hunter Truck Sales & Service, Inc.					
Credit	05/04/2023	X1024...			-135.54
Total Hunter Truck Sales & Service, Inc.					-135.54
ITUAbsorbTech					
Bill	07/19/2023	8163779	07/20/2023	27	118.21
Bill	07/26/2023	8167828	07/27/2023	20	59.74
Bill	08/02/2023	8171785	08/03/2023	13	59.74
Bill	08/09/2023	8175900	08/10/2023	6	59.74
Total ITUAbsorbTech					297.43
J. H. Auto Parts, Inc.					
Credit	07/19/2023	540600			-35.88
Bill	07/20/2023	540641	07/21/2023	26	238.20
Bill	07/20/2023	540711	07/21/2023	26	24.35
Total J. H. Auto Parts, Inc.					226.67
Joseph McCormick Construction Co.					
Bill	06/30/2023	2107	07/01/2023	46	560.00
Total Joseph McCormick Construction Co.					560.00
Kim Risjan					
Bill	08/12/2023	8/12/2...	08/13/2023	3	25.00
Total Kim Risjan					25.00
Kimball Midwest					
Bill	07/31/2023	10129...	08/01/2023	15	360.60
Total Kimball Midwest					360.60

Waterford Township
Unpaid Bills Detail
As of August 16, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Knox, McLaughlin, Gornall, & Sennett					
Bill	08/03/2023	2305168	08/04/2023	12	115.00
Total Knox, McLaughlin, Gornall, & Sennett					115.00
Koldrock Waters, Inc.					
Bill	07/31/2023	943804	08/01/2023	15	25.90
Total Koldrock Waters, Inc.					25.90
M & K Truck Center of Erie					
Bill	08/14/2023	11458...	08/15/2023	1	690.19
Total M & K Truck Center of Erie					690.19
Magisterial District No. 06-3-05					
Bill	08/14/2023	Werth;...	08/15/2023	1	73.85
Total Magisterial District No. 06-3-05					73.85
Manuf. & Business Assoc - Ins.					
Bill	08/01/2023	280794	08/02/2023	14	594.69
Total Manuf. & Business Assoc - Ins.					594.69
McMaster-Carr					
Bill	07/20/2023	11353...	07/21/2023	26	98.74
Total McMaster-Carr					98.74
National Fuel Gas					
Bill	08/08/2023	7/6/23...	08/09/2023	7	19.42
Total National Fuel Gas					19.42
PA One Call					
Bill	07/31/2023	00010...	08/01/2023	15	29.86
Total PA One Call					29.86
Penelec					
Bill	07/21/2023	6/16/2...	07/22/2023	25	67.51
Bill	07/24/2023	6/16/2...	07/25/2023	22	372.03
Bill	07/25/2023	6/20/2...	07/26/2023	21	83.86
Bill	07/26/2023	6/22-7...	07/27/2023	20	167.81
Total Penelec					691.21
Pro Waste Services, Inc.					
Bill	08/01/2023	16452...	08/02/2023	14	70.00
Total Pro Waste Services, Inc.					70.00
Quinn, Buseck, Leemhuis, Toohey & Kroto					
Bill	07/13/2023	473189	07/14/2023	33	435.00
Bill	07/13/2023	473190	07/14/2023	33	1,500.00
Total Quinn, Buseck, Leemhuis, Toohey & Kroto					1,935.00
Robert Brace & Sons, Inc.					
Bill	08/15/2023	140	08/16/2023		5,000.00
Total Robert Brace & Sons, Inc.					5,000.00
Ron Eliason					
Bill	08/12/2023	8/12/2...	08/13/2023	3	25.00
Total Ron Eliason					25.00
Sharon Risjan					
Bill	08/09/2023	2023 ...	08/10/2023	6	371.25

1:48 PM

08/16/23

Waterford Township
Unpaid Bills Detail
As of August 16, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Total Sharon Risjan					371.25
Spectrum Business					
Bill	07/21/2023	00173...	07/22/2023	25	167.96
Total Spectrum Business					167.96
Stephenson Equipment, Inc.					
Bill	07/31/2023	18068...	08/01/2023	15	352.21
Total Stephenson Equipment, Inc.					352.21
UPMC Health Plan / UPMC Health Network					
Bill	08/10/2023	10000...	08/11/2023	5	8,038.86
Total UPMC Health Plan / UPMC Health Network					8,038.86
Verizon Wireless					
Bill	07/17/2023	6/18/2...	07/18/2023	29	52.24
Total Verizon Wireless					52.24
Waterford Municipal Authority					
Bill	08/02/2023	July 2...	08/03/2023	13	75.00
Total Waterford Municipal Authority					75.00
William Phillips					
Bill	08/12/2023	8/12/2...	08/13/2023	3	25.00
Total William Phillips					25.00
TOTAL					143,657.41

Waterford Township Supervisors

Regular Business Meeting

Wednesday, August 16, 2023

SIGN IN SHEET

1 

2 Ronald G. Eliason

3 Tom Sh

4 Keith Doverspike

5 John Orr

6 BART BEEMAN

7 Linda + Kevin Carroll

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____

14 _____

15 _____

Erie County 2023 Hazard Vulnerability Assessment and Mitigation Plan Update
Municipal Adoption Resolution

Resolution No. 2023-08

Waterford Township, Erie County, Pennsylvania

WHEREAS, the Township of Waterford, Erie County, Pennsylvania is most vulnerable to natural hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires State and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities, and

WHEREAS, the Township of Waterford acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds, and

WHEREAS, the Erie County 2023 Hazard Vulnerability Assessment and Mitigation Plan has been developed by the Erie County Department of Planning and Community Development and Erie County Department of Public Safety in cooperation with other county departments, and officials and citizens of Waterford Township, and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Erie County 2023 Hazard Mitigation Plan, and

WHEREAS, the Erie County 2023 Hazard Vulnerability Assessment and Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by natural hazards that face the County and its municipal governments,

NOW THEREFORE BE IT RESOLVED by the governing body for the Township of Waterford:

- The Erie County 2023 Hazard Vulnerability Assessment and Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of the Township, and
- The respective officials and agencies identified in the implementation strategy of the Erie County 2023 Hazard Vulnerability Assessment and Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

ADOPTED, this 16TH day of August, 2023

ATTEST:

Sharon L. Reshaw

Waterford Township Board of Supervisors

By [Signature]

By [Signature]

By [Signature]

cc to zoning RD

Resolution No. 2023-09

A resolution of support for development of a zoning ordinance amendment to regulate solar energy systems, and a request for technical assistance by the Erie County Department of Planning & Community Development

Waterford Township, Erie County, Pennsylvania

WHEREAS, Article VI, Section 601 of the Pennsylvania Municipalities Planning Code (Act 247) grants the governing body of the municipality the power to enact, amend and repeal zoning ordinances; and

WHEREAS, the Waterford Township Board of Supervisors desires zoning ordinance regulations to help guide the installation and construction of solar energy systems, subject to reasonable conditions that will protect the public health, safety and welfare; and

WHEREAS, the Erie County Department of Planning & Community Development has offered to provide technical assistance, at no cost to the municipality, which would include development of a zoning ordinance amendment to regulate solar energy systems; and

WHEREAS, the accompanying Exhibit A outlines the project scope and project schedule proposed by the Erie County Department of Planning & Community Development;

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of Waterford Township, Erie County, Pennsylvania, supports and encourages development of a zoning ordinance amendment to regulate solar energy systems, and formally request the assistance of the Erie County Department of Planning & Community Development.

Resolved this 16th day of August, 2023.

ATTEST:

Sharon L. Resjan

Waterford Township Board of Supervisors

By Thom Kerzner

By [Signature]

By Don M. Smith

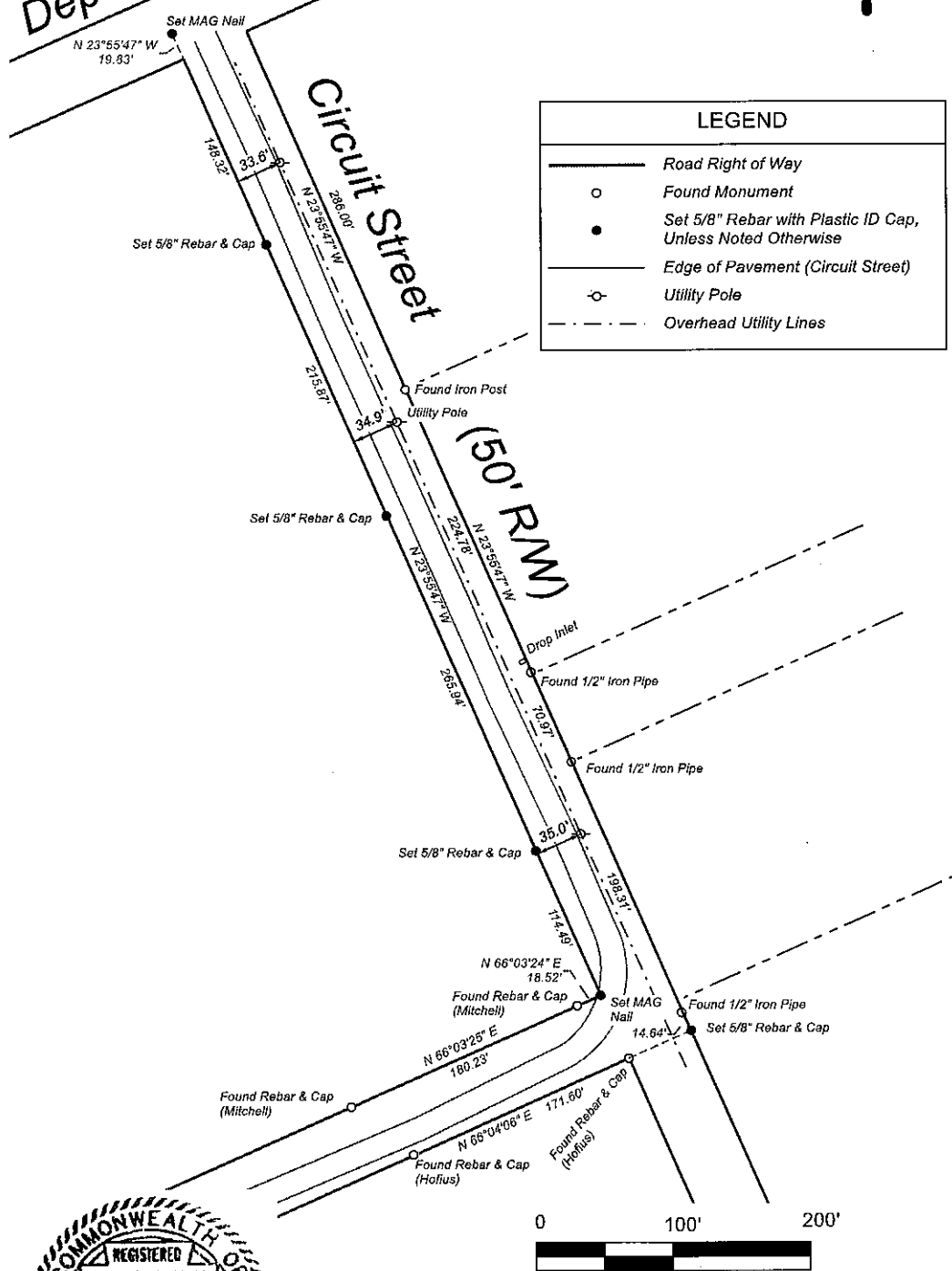
Depot Road (50' R/W)

Bearing Base:
 U.S. State Plane Coordinate System
 NAD 83 (2011) (Epoch 2010.0000)
 Pennsylvania North Zone



POLICE
 AUG 03 2023

LEGEND	
	Road Right of Way
	Found Monument
	Set 5/8" Rebar with Plastic ID Cap, Unless Noted Otherwise
	Edge of Pavement (Circuit Street)
	Utility Pole
	Overhead Utility Lines



Allen David Yard

Right of Way Delineation Circuit Street WATERFORD TOWNSHIP, ERIE COUNTY, PENNSYLVANIA			
A. R. E. A. Surveying P.O. Box 93 Waterford, PA 16441 (814) 796-4340 www.AREASurveying.net	Scale 1" = 100'	Date 8-1-2023	Field Book F-0434
	Drawing No. 0434 (46) 1-9-15	Tract 43	Drawn by ADY