

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
NOVEMBER 15, 2023**

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

CALL TO ORDER

A motion was made by Senger amending the agenda under new business to include authorization for an amendment to the OPT Tax. Seconded by Smith. Vote: 3/0

PUBLIC COMMENT

PUBLIC COMMENT – Dale Blum commented on how nice the brush cutting has been on the roads. Ron Eliason agreed,

APPROVAL OF MINUTES

APPROVAL OF MINUTES

Motion was made by Senger, seconded by Smith, to approve the minutes of the November 1, 2023 Regular Business Meeting, as presented. Motion carried.

RECEIPTS

RECEIPTS:

Erie County Gaming Revenue	3Q2023 gaming revenue	36,819.13
Berkheimer	Earned Income Tax	12,052.98
Berkheimer	Local Services Tax	199.48
Berkheimer	Earned Income Tax	16,062.86
Wtfd Twp Tax Collector	October 2023 taxes & Per Capita	2,748.85
Wtfd Twp Tax Collector	Interim Taxes	229.45
Magisterial 06-3-05	Local fines	13.29
Cass Information	Sewer Fees	31.63

BILL PAYMENT LIST – See attached.

APPROVAL TO PAY BILLS

P/R 10/28/23-11/10/2023 Check Date 11/15/23; Cash Required \$13,228.42

TREASURER’S REPORT

Motion was made by Smith, seconded by Senger, to pay the bills, as presented. Motion carried.

ROADMASTER REPORT

ROADMASTER’S REPORT - See attached report.

ZONING REPT

ZONING REPORT – See attached report

SOLICITOR REPORT

SOLICITOR REPORT

- Himrod Road bridge – They are looking at ROW plans for Penelec and ROWs in general. Penelec sent out paperwork for their ROW. It is in favor of them, not us. They would like us to approach the Greggs about this. The property owner would be responsible for recording this, and Steve Halmi feels the Township should pay for the recording. The other ROW’s they are working on.
- Empire Gas has the gas line. Art wrote to them and they are asking for Township ROW for along this bridge.

- Art went through the revised Short Term Rental and Solar ordinances.
- The Waterford Municipal Authority's attorney said they are looking at engaging a third party auditor to review their records.
- Question on a local person who wants to have images of the bridge. If the Township has a photo of the bridge and they wanted a copy of it, they would need documentation to be allowed to do this. If they are using their own original equipment and work, there is probably no issue.

OLD BUSINESS

- **NIEMEYER ROAD UPDATE** – Contractor is waiting on DOT for demo approval, and they are asking for an extension to continue working.

NEW BUSINESS

- **Motion was made by Smith, seconded by Senger, to authorize the work on the trailers. Motion carried.**
- **Motion by Senger, seconded by Smith, adopting Resolution #2023-12, designating Lindsay Ethridge, Zoning Officer, as the official to execute all documents and agreements between the Township of Waterford and the Commonwealth Financing Authority to facilitate and assist in obtaining grants. Motion carried.**
- **Motion by Senger, seconded by Smith, authorizing a \$250 Heard's gift certificate for Justin Gibala for mowing the lawn around the Township building this summer.**
- Requested credit of remaining taxes on a Link Hull Road camper trailer, Index #47-007-021.0-018.50. Discussion ensued. Lindsay indicated that it is basically a hunting camp; still being used; owned by Nick Rocco. The County wants the Township to relieve the taxes on this property. It is against our zoning for it to be there. She asked if this is something we really want to exonerate the back taxes? Solicitor responded that Lindsay could send out a notice of violation. Total amount due is around \$2,600. Solicitor suggested we just approve it, and send a letter to the owner. **Motion was made by Senger, seconded by Smith, to approve the abatement of taxes on this trailer. Motion carried.**
- **Motion was made by Senger, seconded by Smith, to advertise for 10,000+ tons of State approved 2A gravel, and 2,000+ tons of State approved antiskid. Motion carried.**
- **Motion by Smith, seconded by Senger, to approve the Preliminary Budget for advertising. Motion carried.**
- 2024 Health Insurance – Lindsay explained the spread sheet and the results from the three different agents we met with. Loesel Shaaf has a better plan. \$4,176.96 less expensive. **Motion was made by Smith, seconded by Senger, to offer the Loesel/Schaaf Insurance Highmark PPO plan, between \$500 and \$2,000 deductibles. Motion carried.**
- **Motion was made by Smith, seconded by Senger, to give the employees \$150 gift cards. \$100 is the normal amount given, but, as the employees all accomplished more this year, \$50 to be added. Motion carried.**
- **Motion by Senger, seconded by Smith, to authorize advertising an amendment to the OPT Tax Ordinance. Motion carried.**

CORRESPONDENCE

- Stancliff Hose Company Financial Report for 2022.

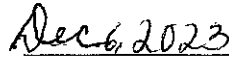
EXECUTIVE SESSION – Chairman recessed the meeting at 7:45 p.m. to executive session for legal and/or personnel issues. Meeting reconvened at 8:10 p.m.

Motion was made by Senger, seconded by Smith, to adjourn the meeting at 8:11 p.m. Motion carried.

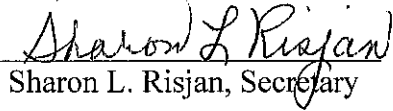
Respectfully submitted,



Flory Kondzielski, Chairman



Date



Sharon L. Risjan, Secretary

Shawok

**AGENDA
WATERFORD TOWNSHIP SUPERVISORS
November 15, 2023**

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF MINUTES – November 1, 2023, Regular Business Meeting

RECEIPTS – Attached

BILL PAYMENT LIST – See attached.

P/R 10/28/23-11/10/2023 Check Date 11/15/23; Cash Required \$13,228.42

TREASURER'S REPORT

MOTION TO APPROVE PAYMENT OF BILLS

ROADMASTER

PLANNING & ZONING

SOLICITOR

OLD BUSINESS

- Niemeyer bridge update

NEW BUSINESS

- Authorization to reconstruct both equipment trailer tails for installation of hydraulic lifts on both units, for safety purposes. Currently unable to load the paver and the small roller onto the trailers.
- Authorization to adopt and sign Resolution 2023-12, designating Lindsay Ethridge, Zoning Officer, as the official to execute all documents and agreements between the Township of Waterford and the Commonwealth Financing Authority to facilitate and assist in obtaining a requested grant.
- Authorize compensation to Justin Gibala for mowing the lawn around the Township building this summer.
- Discussion with possible action on proposed credit of remaining taxes on a Link Hull Road camper trailer, Parcel # 47-007-021.0-018.50.
- Authorize advertisement for 10,000+ tons of State approved 2A gravel, and 2,000+ tons of State approved antiskid.
- Approve Preliminary Budget for advertising.
- Authorize health, vision, dental, life, short term disability coverage for 2024.
- Authorization to purchase Christmas gift cards for Waterford Township employees.

CORRESPONDENCE

- Stancliff Hose Company Financial Report for 2022

EXECUTIVE SESSION TO DISCUSS PENDING LEGAL & PERSONNEL MATTERS

ADJOURNMENT

RECEIPTS:

Erie County Gaming Revenue	3Q2023 gaming revenue	36,819.13
Berkheimer	Earned Income Tax	12,052.98
Berkheimer	Local Services Tax	199.48
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WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

October 30, 2023

	BAL. FWD	RECEIPTS	EXPENDITURES	END BAL.
GENERAL ACCOUNT				
Previous Balance - NWS & PNC	309,971.18			
Receipts NWS		42,372.27		
Interest Earned NWS		7.66		
Interest Earned (PLGIT)		367.33		
Transfer from NWS (to PLGIT Investment Accounts)				
Expenditures Northwest			136,727.53	
TOTALS	309,971.18	42,747.26	136,727.53	\$ 215,990.91
*BRIDGE FUND				
Previous Balance (PLGIT)	418,326.05			
Receipts		-		
Interest Earned (PLGIT)		1,957.96		
Transfer to General Fund		-	-	
TOTALS		1,957.96	-	\$ 420,284.01
*BUILDING FUND				
Previous Balance (PLGIT)	228,278.25			
Receipts		-		
Transfer to General Fund		1,068.45	-	
Interest Earned (PLGIT)		-		
TOTALS		1,068.45	-	\$ 229,346.70
*EQUIPMENT FUND				
Previous Balance (PLGIT)	11,714.22			
Receipts		-		
Transfer to General Fund		-	-	
Interest Earned (PLGIT)		54.83		
TOTALS		54.83	-	\$ 11,769.05
STATE LIQUID FUELS				
Previous Balance (PLGIT)	2,623.15			
Receipts		-		
Interest Earned (PLGIT)		12.28		
Expenditures			-	
TOTALS	2,623.15	12.28	-	\$ 2,635.43
*SEWER FUND				
Previous Balance (PLGIT)	87,170.47			
Receipts		-		
Interest Earned (PLGIT)		408.00		
Expenditures			-	
TOTALS		408.00	-	\$ 87,578.47
**SMALL FLOW TREATMENT FACILITIES				
Previous Balance PLGIT)	4,644.16			
Receipts		-		
Interest Earned (PLGIT)		21.74		
Transfer to General Fund			-	
TOTALS		21.74	-	4,665.90
ARP RELIEF FUND				
Previous Balance (PLGIT)	311,743.30			
Receipts		-		
Interest Earned (PLGIT)		1,459.10		
Transfer to General Fund			-	
TOTALS		1,459.10	-	\$ 313,202.40
Total Expenses & Transfers				\$ 136,727.53

TOTAL OF ACCOUNT BALANCES AS OF

October 31, 2023

\$ 1,285,472.87

**Restricted Funds

*Capital Improvement Funds

Interest earned 8/2023:	\$0,060.59
Interest earned 9/2023:	\$4,791.77
Interest earned 10/2023:	\$5,357.35

ROADMASTER'S REPORT 11-15-23

- Put 411 in potholes on Smedley and Lane roads
- Graded areas on Middleton, Welsh and Trask roads
- Continued mowing brush on various roads
- Installing road markers for plow routes
- Filling potholes on tar and chips
- Getting prices for a Plate tamper for the excavator
 - John Deere -\$12,735
 - Highway Equipment –
 - A.R. Beatty –
- I was informed that Summit and Harborcreek Townships have scheduled the road milling machine for the first week of June next year – Circuit Road plan completion – meeting with residents – contact power company.
- Chivers Construction is waiting for Penndot approval of their bridge demolition plan and extension of work days this year.

ZONING REPORT

November 15, 2023

- Drive of township
- Peach St. & Sharp Road – Ferraro – Paid him a visit about the structure he is building without a permit. Also, hand delivered the violation notice about the trash and debris scattered all over the yard. It was also sent certified the day before. He will be in to speak with me and get a copy of the ordinance book. May see him at a conditional use hearing to get approved for a garage shop there.
- Still waiting on parks and rec ordinance, property maintenance ordinance, utility grade solar ordinance, and the permitted use ordinance from the solicitor. Utility grade solar is being reviewed by Erie County Planning.
- WMBA data input & review
- Met with three insurance carriers to compare options out there. Create a spreadsheet to show cost comparison and analysis.
- Working to begin the rezoning of Rube Rd to finish that up.
- Violation letters to Kermit disposal on S Route 19.

Waterford Township
Unpaid Bills Detail
 As of November 15, 2023

Type	Date	Num	Open Balance	Credit
AFLAC				
Bill	10/28/2023	853883	230.28	230.28
Total AFLAC			230.28	230.28
E.L. Heard & Son, Inc.				
Bill	10/11/2023	273839	4.50	4.50
Bill	10/13/2023	278079	17.70	17.70
Bill	10/20/2023	274885	14.00	14.00
Bill	10/24/2023	279607	1.39	1.39
Bill	10/27/2023	220960	2,183.80	2,183.80
Bill	10/31/2023	12443286	106.44	106.44
Total E.L. Heard & Son, Inc.			2,327.83	2,327.83
G & S Safety Products				
Bill	11/02/2023	11645	115.04	115.04
Total G & S Safety Products			115.04	115.04
Highmark Blue Shield				
Bill	11/03/2023	231103318647	94.87	94.87
Total Highmark Blue Shield			94.87	94.87
Hunter Truck Sales & Service, Inc.				
Credit	05/04/2023	X102415492:01	-135.54	
Bill	10/18/2023	X102446088:01	42.62	42.62
Total Hunter Truck Sales & Service, Inc.			-92.92	42.62
ITUAbsorbTech				
Bill	11/01/2023	8224239	43.51	43.51
Bill	11/08/2023	8228268	101.98	101.98
Total ITUAbsorbTech			145.49	145.49
J. H. Auto Parts, Inc.				
Bill	11/01/2023	695838	31.20	31.20
Total J. H. Auto Parts, Inc.			31.20	31.20
Lindy Paving, Inc.				
Bill	10/30/2023	DA204755	198.58	198.58
Total Lindy Paving, Inc.			198.58	198.58
Manuf. & Business Assoc - Ins.				
Bill	10/31/2023	284588	557.92	557.92
Total Manuf. & Business Assoc - Ins.			557.92	557.92
Matt Swanson				
Bill	11/15/2023	Refund	100.00	100.00
Total Matt Swanson			100.00	100.00
National Fuel Gas				
Bill	11/06/2023	10/3/23-11/02/23	187.26	187.26
Total National Fuel Gas			187.26	187.26
PA One Call				
Bill	10/31/2023	0001029282	46.14	46.14
Total PA One Call			46.14	46.14
Pro Waste Services, Inc.				
Bill	11/01/2023	16681480	70.00	70.00
Total Pro Waste Services, Inc.			70.00	70.00
PSATS				

Waterford Township
Unpaid Bills Detail
As of November 15, 2023

Type	Date	Num	Open Balance	Credit
Bill	11/07/2023	143015-K6X8	240.00	240.00
Total PSATS			240.00	240.00
Steiner Diesel Service				
Bill	11/15/2023	15003	193.48	193.48
Total Steiner Diesel Service			193.48	193.48
Stephenson Equipment, Inc.				
Bill	11/01/2023	18071484	1,457.71	1,457.71
Total Stephenson Equipment, Inc.			1,457.71	1,457.71
Suit-Kote Corpotation				
Bill	11/10/2023	2719725	381.60	381.60
Total Suit-Kote Corpotation			381.60	381.60
UPMC Health Plan / UPMC Health Network				
Bill	11/10/2023	12/1/23-12/31/23	7,413.97	7,413.97
Total UPMC Health Plan / UPMC Health Network			7,413.97	7,413.97
Webster Plumbing Heating & AC				
Bill	11/06/2023	4188	337.20	337.20
Total Webster Plumbing Heating & AC			337.20	337.20
TOTAL			14,035.65	14,171.19

WATERFORD TOWNSHIP
Erie County, PA

RESOLUTION NUMBER 2023-12

November 15, 2023


Be it RESOLVED, that the Township of Waterford, Erie County, PA, hereby requests a Statewide Local Share Assessment grant of \$354,227.00 from the Commonwealth Financing Authority, to be used for the purchase of a 2024 Mack tandem from Stephenson Equipment, Inc.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Lindsay Ethridge, Zoning Officer, as the official to execute all documents and agreements between the Township of Waterford and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Sharon L. Risjan, duly qualified Secretary of the Township of Waterford, Erie County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Waterford Township Board of Supervisors at a regular business meeting held on November 15, 2023, and said Resolution #2023-11 has been duly recorded in the minutes of the Township of Waterford, and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand, and attach the seal of the Waterford Township Board of Supervisors, this 15th day of November, 2023.

ATTEST:


Sharon L. Risjan
Sharon L. Risjan, Secretary

Flory Kondzielski
Flory Kondzielski, Chairman

Darren Smith
Darren Smith, Supervisor

David Senger
David Senger, Supervisor

Waterford Township Supervisors

Regular Business Meeting

Wednesday, November 15, 2023

SIGN IN SHEET

- 1 DW [Signature]
- 2 Rosi J. H. [Signature]
- 3 Ronald E. Eliason
- 4 L. Amy Thompson
- 5 _____
- 6 _____
- 7 _____
- 8 _____
- 9 _____
- 10 _____
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____