

**Waterford Township Supervisors
Regular Business Meeting
February 5, 2025**

The regular business meeting of the Board of Supervisors was called to order by Chairman Kondzielski at 7:00 p.m.

**CALL TO
ORDER**

Supervisors Darren Smith and Kim Risjan were present as was Secretary/Treasurer Sharon Risjan, Zoning Officer Lindsay Ethridge, Ron Eliason, Larry Thompson, and Steve Halmi from Deiss & Halmi.

PUBLIC COMMENT – Ron Eliason commented that the road crew is doing great on the roads this winter.

**PUBLIC
COMMENT**

APPROVAL OF MINUTES

Motion by Risjan, seconded by Smith, to approve the January 15, 2025 minutes, as presented. Motion carried

MINUTES

ROADMASTER – See attached report

ROADMASTER

ZONING – See attached report

ZONING

WATER/SEWER – Nothing new to report

WATER/SEWER

OLD BUSINESS

OLD BUSINESS

NEW BUSINESS

NEW BUSINESS

- After extensive discussion with Steve Halmi, motion was made by Smith, second by Risjan, to approve the Game Commission Special Use Permit for the Himrod Road bridge project. Motion carried.
- After extensive discussion with Steve Halmi, motion was made by Risjan, seconded by Smith, to award the construction contract for the Himrod Road bridge replacement to Thomas Construction, Inc., Grove City, PA, in the amount of \$1,382,720.03. Motion carried.
- After brief discussion, motion was made by Smith, seconded by Risjan, to adopt Agreement #PN523HR, between Waterford Township Board of supervisors, and Pennsylvania Electric company, as regards the Himrod Road bridge replacement. Motion carried.
- Motion was made by Smith, seconded by Risjan, authorizing AmTrust Financial as the Township's Worker's Compensation carrier for 2025. Motion carried.
- Motion by Risjan, seconded by Smith, to hire Abigail S. Groner, Esq., of Lighthouse Law, as the ZHB solicitor, at a rate of \$110/hour. Motion carried.
- Motion by Risjan, seconded by Smith, to approve a water service application from Troyer Growers, Inc., for use in case of a catastrophic fire. Motion carried.
- Motion by Risjan, seconded by Smith to adopt the Parks & Recreation budget for 2025. Motion carried.
- Action to hire a tree service to cut trees on Hull Road, Bagdad Road, Link Hull Road and Dorman Road. Two bids received: Ranyak Tree Service - \$4,450.00 (this is an

estimate), and Eric Walter Tree & Stump Removal - \$4,600.00. Action was tabled to contact additional contractors, and get a little more information on the ones received.

RECEIPTS

RECEIPTS

TREASURER’S REPORT FOR DECEMBER 2024

**TREASURER’S
REPORT**

BILL PAYMENT LIST: See attached

Motion by Risjan, seconded by Smith, to approve payment of the bills, as presented. Motion carried.

APPROVE BILLS

CORRESPONDENCE

CORRESPONDENCE

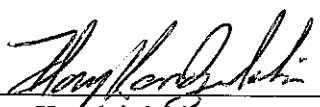
- Darren Myer (HRG) regarding Niemeyer Road bridge replacement. Asks if the Township would like a plaque with the completed bridge picture. Cost would be \$125.00.
- DCNR – Survey results for creation of the Agency’s upcoming 2025-2029 Pennsylvania Statewide Comprehensive Outdoor Recreation plan, and what their plans are.
- Thank-you card from the LeBoeuf Little League for helping to improve the driveway at the Little League complex.

**Motion by Kim, seconded by Darren, to adjourn the meeting at 7:52 p.m.
Motion carried.**

ADJOURN

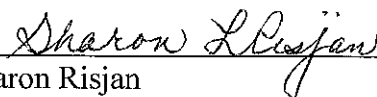
APPROVED:

Respectfully submitted



 Flory Kondzielski
 Chairman

2-19-25
 Date



 Sharon Risjan
 Secretary

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
February 5, 2025**

AGENDA

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF JANUARY 15, 2025, MINUTES

ROADMASTER

ZONING

WATER/SEWER

OLD BUSINESS

EXECUTIVE SESSION – Discussion on legal/personnel matters

NEW BUSINESS

- Approval to accept the PA Game Commission Special Use Permit for the Himrod Road bridge.
- Award of construction contract to Thomas Construction, Inc., Grove City, PA, in the amount of \$1,382,720.03, for the Himrod Road bridge replacement.
- Adoption of agreement, #PN523HR, between Waterford Township Board of supervisors, and Pennsylvania Electric company, as regards the Himrod Road bridge replacement.
- Authorization AmTrust Financial as the Township's Worker's Compensation carrier for 2025.
- Action to hire Abigail S. Groner, Esq., of Lighthouse Law, as the ZHB solicitor, at a rate of \$110/hour.
- Approve application for Water Service from Troyer Growers, Inc.
- Adoption of Parks and Recreation budget for 2025.
- Action to hire a tree service to cut trees on Hull Road, Bagdad Road, Link Hull Road and Dorman Road.
Two bids received: Ranyak Tree Service - \$4,450.00 (this is an estimate)
Eric Walter Tree & Stump Removal - \$4,600.00

RECEIPTS

TREASURER'S REPORT - December 31, 2024

BILL PAYMENT

MOTION TO APPROVE PAYMENT OF BILLS

CORRESPONDENCE

- Darren Myer (HRG) regarding Niemeyer Road bridge replacement. Asks if the Twp would like a plaque with the completed bridge picture. Cost would be \$125.00.
- DCNR – Survey results for creation of the Agency's upcoming 2025-29 Pennsylvania Statewide Comprehensive Outdoor Recreation Plan, and what their plans are.
- Thank-you card from the LeBoeuf Little League for helping to improve the driveway at the Little League Complex.

• **MOTION TO ADJOURN MEETING**

Waterford Township Supervisors

Regular Business Meeting

Monday, February 5, 2025

SIGN IN SHEET

Signature

Print Name

1 Ronald E. Eliason

Ronald E. Eliason

2 Larry Thompson

3 [Signature]

Steve Walms

4 _____

5 _____

6 _____

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____

14 _____

ROADMASTER'S REPORT 2/5/25

- Tree trimming quotes – Ranyak Tree Service \$4450, Eric Walter Tree and stump removal \$4600
- Continuing with routine winter maintenance.
- Revising the grant application for Middleton Road.
- We had Ben take the Road Grader out to push some drifted areas on various roads that the trucks couldn't push any farther.

ZONING REPORT

February 5, 2025

- Permit #125 – 1036 Central Drive – Misc Accessory
- Permit #225 – 902 Sedgwick Road – Deck
- Permit #325 – 11014 Greenlee Road – New single – family dwelling
- Drive of the township & follow ups on violations
- Return resident calls & met with residents
- Violation letters sent to:
 - 10266 Route 19N – Junk cars are building up again
 - This has been filed. Waiting for hearing date
 - 11652 Route 19 N – Junk vehicles building up again
 - He is working to load and clean, waiting to see what he gets done
 - 684 Benson Road – More junk is being dumped again. Re-sent violation notice
 - Clean-up is happening. Most of the new trash that was brought in has been taken. People living in camper to be dealt with next – ECDH has been notified.
 - 11584 Donation Road – enclosing a porch without permits.
 - 2714 Strong Road – Shed with no permits
- Parks & recreation committee
 - Working with ACOE to get a lease agreement in place.
 - 2025 Budget to be voted on by supervisors
 - Planning for fundraisers to be held this summer at the Union City Dam
- The rezone on Rube Road & M-1A district has been advertised and posted, all residents within 600 feet have been notified by mail. The supervisors will vote on this February 19, 2025 at 6:00 pm.
- Advertisement has been placed for the mobile food facilities and property maintenance ordinance, to be voted on February 19, 2025.
- The planning commission is still working to put a shooting range ordinance together. Also looking forward to beginning the comprehensive plan. We have met with Verdantas to get us moving on this. Hoping to kick this off officially in April or May 2025. Waiting for a cost estimate from the engineers. Finishing the MAP grant application this month, it's due March 31, 2025 to be voted on in April of 2025.

**Waterford Township
Unpaid Bills Detail
As of February 5, 2025**

Type	Date	Num	Open Balance	Credit
Bill	01/27/2025	12/21/24-1/22/25	20.09	20.09
Total Penelec			287.92	287.92
Plyler Overhead Door Co., Inc. Bill	01/15/2025	SVC0043861	514.00	514.00
Total Plyler Overhead Door Co., Inc.			514.00	514.00
Pro Waste Services, Inc. Bill	02/01/2025	17896905	72.10	72.10
Total Pro Waste Services, Inc.			72.10	72.10
Ron Eliason Bill	01/23/2025	1/23/25 Planning Mtg	25.00	25.00
Total Ron Eliason			25.00	25.00
Spectrum Business Bill	01/21/2025	138197601012125	169.97	169.97
Total Spectrum Business			169.97	169.97
Visa / Northwest Bill	01/30/2025	1/12/25 Stmt	1,983.82	1,983.82
Total Visa / Northwest			1,983.82	1,983.82
Vision Benefits of America, Inc. Bill	02/03/2025	1875494	79.98	79.98
Total Vision Benefits of America, Inc.			79.98	79.98
Waterford Food Pantry Bill	01/07/2025	Contribution	500.00	500.00
Total Waterford Food Pantry			500.00	500.00
William Phillips Bill	01/23/2025	1/23/25 Planning Mtg	25.00	25.00
Total William Phillips			25.00	25.00
TOTAL			30,261.31	40,410.63

Waterford Township
Unpaid Bills Detail
 As of February 5, 2025

Type	Date	Num	Open Balance	Credit
AFLAC				
Bill	01/28/2025	976180	195.60	195.60
Total AFLAC			195.60	195.60
American Funds				
Bill Pmt -Check	02/21/2024	1374	-9,807.60	
Total American Funds			-9,807.60	0.00
AmTrust Financial Services, Inc.				
Bill	01/10/2025	February 2025	1,441.00	1,441.00
Total AmTrust Financial Services, Inc.			1,441.00	1,441.00
Ashley Frank				
Bill	01/23/2025	1/23/25 Planning Mtg	25.00	25.00
Total Ashley Frank			25.00	25.00
Brian Jarrett				
Bill	01/23/2025	1*23/25 Planning Mt	25.00	25.00
Total Brian Jarrett			25.00	25.00
CHAMPION FORD				
Bill	01/22/2025	46053600/1	1,424.49	1,424.49
Total CHAMPION FORD			1,424.49	1,424.49
Chemung Supply Corp.				
Bill	01/09/2025	034312	34.00	34.00
Total Chemung Supply Corp.			34.00	34.00
Chivers Construction Co				
Bill	01/27/2025	Estimate #19	11,510.40	11,510.40
Bill	02/03/2025	Estimate #20	193.17	193.17
Total Chivers Construction Co			11,703.57	11,703.57
Cintas Corp.				
Bill	01/08/2025	4217143786	57.16	57.16
Bill	01/15/2025	4217881585	125.93	125.93
Bill	01/22/2025	4218623254	61.81	61.81
Bill	01/29/2025	4219341962	32.97	32.97
Total Cintas Corp.			277.87	277.87
Compass Minerals America, Inc.				
Bill	01/09/2025	1427441	3,902.49	3,902.49
Bill	01/10/2025	1428798	1,316.16	1,316.16
Bill	01/13/2025	1430279	1,283.80	1,283.80
Bill	01/27/2025	1443763	2,580.08	2,580.08
Bill	01/28/2025	1445100	2,609.04	2,609.04
Total Compass Minerals America, Inc.			11,691.57	11,691.57
Deiss & Halmi Engineering, Inc.				
Bill	01/27/2025	12-24-28	1,312.25	1,312.25
Total Deiss & Halmi Engineering, Inc.			1,312.25	1,312.25
Erie Area Council of Governments				
Bill	01/07/2025	716	1,133.00	1,133.00
Total Erie Area Council of Governments			1,133.00	1,133.00
FWF Insurance, Inc.				
Bill	01/01/2025	46085	2,518.40	2,518.40
Total FWF Insurance, Inc.			2,518.40	2,518.40

Waterford Township
Unpaid Bills Detail
As of February 5, 2025

Type	Date	Num	Open Balance	Credit
Gannett Pennsylvania Local iQ				
Bill	01/30/2025	December 2024	198.50	198.50
Total Gannett Pennsylvania Local iQ			198.50	198.50
Hagan Business Machines, Inc.				
Bill	01/27/2025	A157841	361.35	361.35
Total Hagan Business Machines, Inc.			361.35	361.35
Hunter Truck Sales & Service, LLC				
Bill	01/22/2025	X102510432:01	40.85	40.85
Total Hunter Truck Sales & Service, LLC			40.85	40.85
J. H. Auto Parts, Inc.				
Credit	01/06/2025	579633	-108.00	
Credit	01/16/2025	580431	-18.00	
Credit	02/03/2025	Statement credit	-215.72	
Bill	01/02/2025	579420	136.55	136.55
Bill	01/02/2025	579468	733.68	733.68
Bill	01/08/2025	579807	167.15	167.15
Bill	01/15/2025	580336	1,057.66	1,057.66
Bill	01/16/2025	580415	236.55	236.55
Bill	01/24/2025	581045	74.22	74.22
Total J. H. Auto Parts, Inc.			2,064.09	2,405.81
Kimball Midwest				
Bill	01/23/2025	102996012	395.14	395.14
Total Kimball Midwest			395.14	395.14
Kuhn Repair LLC				
Bill	01/19/2025	1203	490.00	490.00
Total Kuhn Repair LLC			490.00	490.00
Lakeshore Employee Testing				
Bill	01/08/2025	50207	70.00	70.00
Total Lakeshore Employee Testing			70.00	70.00
Lindsay Ethridge				
Bill	02/04/2025	January 2025	64.12	64.12
Total Lindsay Ethridge			64.12	64.12
Matt Erickson				
Bill	01/23/2025	1/23/25 Planning Mtg	25.00	25.00
Total Matt Erickson			25.00	25.00
McMaster-Carr				
Bill	01/28/2025	39856446	266.01	266.01
Total McMaster-Carr			266.01	266.01
National Fuel Gas				
Bill	01/08/2025	12/6/24-1/8/25	504.31	504.31
Total National Fuel Gas			504.31	504.31
PAMA				
Bill	01/08/2025	2025 PAMA dues	150.00	150.00
Total PAMA			150.00	150.00
Penelec				
Bill	01/23/2025	12/18/24-1/19/25	34.42	34.42
Bill	01/24/2025	12/18/24 - 1/19/25	186.56	186.56
Bill	01/24/2025	12/19/24-1/20/25	46.85	46.85

cc BOS

WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

December 31, 2024

	BAL. FWD	RECEIPTS	EXPENDITURES	END BAL.
GENERAL ACCOUNT				
Previous Balance - PLGIT	172,036.30			
Previous Balance - Northwest	60,516.73			
Receipts NWS		716,193.33		
Interest Earned NWS		13.88		
Interest Earned (PLGIT)		683.68		
Transfer from NWS (to PLGIT Investment Accounts)				
Expenditures Northwest			345,381.69	
TOTALS	232,553.03	716,890.89	345,381.69	\$ 604,062.23
*BRIDGE FUND				
Previous Balance (PLGIT)	445,311.95			
Receipts		-		
Interest Earned (PLGIT)		1,769.69		
Transfer to General Fund				
TOTALS		1,769.69	-	\$ 447,081.64
*BUILDING FUND				
Previous Balance (PLGIT)	242,046.09			
Receipts		-		
Transfer to General Fund				
Interest Earned (PLGIT)		958.23		
TOTALS		958.23	-	\$ 243,004.32
*EQUIPMENT FUND				
Previous Balance (PLGIT)	12,469.87			
Receipts		-		
Transfer to General Fund				
Interest Earned (PLGIT)		49.56		
TOTALS		49.56	-	\$ 12,519.43
STATE LIQUID FUELS				
Previous Balance (PLGIT)	189.11			
Receipts		-		
Interest Earned (PLGIT)		0.74		
Expenditures				
TOTALS	189.11	0.74	-	\$ 189.85
*SEWER FUND				
Previous Balance (PLGIT)	127,974.23			
Receipts		-		
Interest Earned (PLGIT)		508.20		
Expenditures			270.00	
TOTALS		508.20	270.00	\$ 128,212.43
**SMALL FLOW TREATMENT FACILITIES				
Previous Balance PLGIT)	4,943.75			
Receipts		-		
Interest Earned (PLGIT)		19.65		
Transfer to General Fund				
TOTALS		19.65	-	4,963.40
PARKS & RECREATION				
Previous Balance (PLGIT)	331,555.79			
Previous Balance General Ckg - NW	7,489.11			
Receipts PLGIT		-		
Receipts NW Ckg		-		
Interest Earned (PLGIT)		1,317.61		
Interest Earned NW Bank Ckg		0.30		
Expenditures - PLGIT			413.02	
Expenditures - NW Bank			1,452.19	
Transfers				
TOTALS		1,317.91	1,865.21	331,008.49
		Total Expenses & Transfers	\$ 347,516.90	

TOTAL OF ACCOUNT BALANCES AS OF November 30, 2024 \$ 1,440,033.30

**Restricted Funds

*Capital Improvement Funds

Interest earned Jan. - June 2024	\$ 39,216.25
Interest earned July 2024	\$ 6,417.18
Interest earned in August 2024	\$ 5,965.50
Interest earned in September 2024	\$ 5,534.57
Interest earned in October 2024	\$ 5,520.82
Interest earned in November 2024	\$ 5,260.29
Interest earned in December 2024	\$ 6,321.54
Total interest earned in 2024	\$ 76,236.15

Waterford Township Parks and Rec Budget 2025		
Income		
Grants		\$100,000.00
Donations		\$5,000.00
Interest		\$15,000.00
Fundraisers		\$5,000.00
Tr from Savings		\$144,900.00
Rock the Park		\$15,000.00
	TOTAL:	\$284,900.00
Expenses		
Fundraisers		
	Rock the Park	\$5,000.00
Engineering		\$15,000.00
Equipment Purchases		\$15,000.00
Vehicle Purchase		\$20,000.00
Maintenance		\$250.00
Part Time Personnel		\$5,000.00
Legal Fees		\$6,000.00
Land Acquisition		\$175,000.00
Land Prep		\$40,000.00
Advertising		\$1,000.00
Miscellaneous		\$2,500.00
Membership Dues		\$150.00
	TOTAL:	\$284,900.00