

**Waterford Township Supervisors
Regular Business Meeting
September 17, 2025**

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

**CALL TO
ORDER**

Supervisor Kim Risjan was present as was Secretary/Treasurer Sharon Risjan, Roadmaster Jerry Hanas, Zoning Officer Lindsay Ethridge, Solicitor Art Martinucci, and other individuals.

PUBLIC COMMENT

Alison Wurst from the Waterford Public Library explained that this is her annual visit to the Township to give the supervisors a budget for the library, and an update on how they have been doing.

**PUBLIC
COMMENT**

APPROVAL OF MINUTES

Motion by Risjan, seconded by Kondzielski, to approve the September 3, 2025, Regular Business Meeting, as presented. Motion carried.

MINUTES

ROADMASTER – See attached report

ROADMASTER

ZONING – See attached report

ZONING

SOLICITOR

- Advised that he reviewed the resolution for intermunicipal cooperation with Amity Township and saw everything was in order.
- He has been working on the complaint regarding Warren Ferraro on Route 19N.
- He has been working on the WMA litigation.

SOLICITOR

WATER/SEWER

Flory advised that this past week we had a plugged sewer line in the old section of our line coming from John Deere. Mansfield came down, scoped and blew out the line. We are now looking to have the entire line cleaned out. We contacted the engineers to go to Shearer's and see what they are pumping through the line.

**WATER/
SEWER**

OLD BUSINESS - None

**OLD
BUSINESS**

NEW BUSINESS

Motion was made by Risjan, seconded by Kondzielski, allowing Jerry Hanas to have Lindsay submit an application for LSA grants for a new mower and a new loader. The fee is \$100 per application. Motion carried.

**NEW
BUSINESS**

Motion was made by Risjan, seconded by Kondzielski, to adopt Resolution #2025-04, to enter into intergovernmental cooperation agreement with Amity Township, and to adopt, verbatim, Amity Township's Resolution #2025-9. Motion carried. Amity will fully maintain, plow, grade, etc., the Waterford Township section of Middleton Road from the dead end up about 1100' to the east. Waterford Township will pay Liquid Fuels received to Amity Township for that portion.

**Resolution
2025-04**

Motion was made by Risjan, seconded by Kondzielski, authorizing attendance to the ECATO Convention on October 23, 2025, at Nick's Place, at a cost of \$28 per person. Motion carried.

TREASURER'S REPORT – No comments

RECEIPTS – Attached; no comments

BILL PAYMENT LIST – Attached; no comments.

Motion was made by Risjan, seconded by Kondzielski, to approve payment of the bills, as presented. Motion carried.

CORRESPONDENCE – E-mail from Steve Halmi stating that the Himrod Road bridge construction is underway.

NO EXECUTIVE SESSION

Lindsay notified the supervisors that there will be a ZHB hearing on October 23 at 6 p.m.

Motion was made by Risjan, seconded by Kondzielski, to adjourn the meeting at 7:28 p.m. Motion carried.

Approved

Respectfully submitted,



Chairman, Board of Supervisors

Oct 1, 2025

Date



Secretary

TREAS REPT
RECEIPTS
BILLS
PAYMENT OF
BILLS
CORRESP.
ADJOURN

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
September 17, 2025**

AGENDA

CALL TO ORDER / SALUTE TO THE FLAG

PUBLIC COMMENT

APPROVAL OF SEPTEMBER 3, 2025, MINUTES

ROADMASTER – See attached Roadmaster Report

ZONING – See attached Zoning Report

SOLICITOR

WATER/SEWER

OLD BUSINESS

NEW BUSINESS

- Request to allow Jerry Hanas to have Lindsay submit applications for LSA grants for a new mower and a new loader. The fee \$100 per application.
- RESOLUTION #2025-04 to enter into intergovernmental cooperation agreement with Amity Township, and to adopt, verbatim, Amity Township's Resolution #2025-9.
- Authorization to attend the ECATO Convention on October 23, 2025 at Nick's Place. Cost is \$28 per person.
- Discussion/possible action on sewer line cleanout.

TREASURER'S REPORT FOR AUGUST, 2025

RECEIPTS

MOTION TO APPROVE PAYMENT OF BILLS

CORRESPONDENCE

- E-mail from Steve Halmi stating that the Himrod Road bridge construction is underway.

EXECUTIVE SESSION – Legal matters

MOTION TO ADJOURN

Waterford Township Supervisors
Regular Business Meeting

September 17, 2025

SIGN IN SHEET

Print your name

- 1 Nick Brace
- 2 Larry Thompson
- 3 Alison Wurst
- 4 _____
- 5 _____
- 6 _____
- 7 _____
- 8 _____
- 9 _____
- 10 _____
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____
- 16 _____

ROADMASTER'S REPORT 9/17/25

- Continued adding material to Middleton Road. We will be adding more material in the next few days. I will contact Wilkinson to see their availability to deliver the 2A material starting next week.
- Continued Mowing.
- Received quotes for inserting camera in our Sanitary Sewer lines.
- Showman replaced the culvert pipe on Middleton Road on Monday and completed it on Tuesday, then moved to Martin Road and got the old pipe out and the new 36" pipe in and completed it today.
- The guys seeded and mulched Martin Road this afternoon.

ZONING REPORT

September 17, 2025

- Permit #6025 – 100 Talcott Road – New Driveway
- Permit #6125 – 12648 Cronin Road – Detached Garage
- Permit #6225 – 13048 Flatts Road – Detached Garage
- Drive of the township & follow ups on violations
- Return resident calls & met with residents
- Violation letters sent to:
 - 222 Seroka Road – New deck without permits
 - Violation letter sent 9/2/2025
 - 11384 Sharp Road – Short-term Rental with no yearly license
 - Paperwork has been submitted for review by the planning commission
 - 10399 N Route 19 – Short-term Rental with no yearly license
 - 2nd notice going out this week
- Quarterly Zoning meeting at Shade's Beach on September 18, 2025 at noon
- Parks & recreation committee
 - Meeting with the Army Corps of Engineers September 29, 2025 to begin contacts for a land lease – Art will attend also
 - The board is still making revisions and changes to the proposed upgrades at the Union City Dam; all input in appreciated.
 - A park survey is available online and in hard copy. Please take the time to fill this out.
- The Planning Commission is still working to revise the property maintenance ordinance. A final copy should be ready to go for advertising and to the supervisors in October.
- The Planning Commission will be doing a webinar called "Managing the subdivision process" on November 12, 2025. Any supervisor who wants to attend this is welcome.

WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

August 31, 2025

	BAL. FWD	RECEIPTS	EXPENDITURES	END BAL.	
GENERAL ACCOUNT					
Previous Balance - PLGIT	49,540.41				
Previous Balance - Northwest	371,446.69				
Receipts NWS		163,723.86			
Transfer from PLGIT to Northwest		236,227.03			
Interest Earned NWS		16.13			
Interest Earned (PLGIT)		303.09			
NW Transfer to PLGIT W/S, Equipment & GF			371,378.63		
Transfer from NW General Fund to PLGIT		200,000.00			
Expenditures Northwest			320,195.95		
TOTALS	420,987.10	600,270.11	691,574.58	\$ 329,682.63	#
*BRIDGE FUND					
Previous Balance (PLGIT)	458,705.65				
Receipts		-			
Interest Earned (PLGIT)		1,698.82			
Transfer to General Fund		-	-		
TOTALS		1,698.82	-	\$ 460,404.47	#
*BUILDING FUND					
Previous Balance (PLGIT)	250,313.17				
Receipts		-			
Transfer to General Fund		-	-		
Interest Earned (PLGIT)		927.04			
TOTALS		927.04	-	\$ 251,240.21	#
*EQUIPMENT FUND					
Previous Balance (PLGIT)	12,844.93				
Receipts		150,000.00			
Transfer to General Fund		-	-		
Interest Earned (PLGIT)		137.29			
TOTALS		150,137.29	-	\$ 162,982.22	#
STATE LIQUID FUELS					
Previous Balance (PLGIT)	303,822.48				
Receipts		-			
Interest Earned (PLGIT)		448.00			
Expenditures			236,227.03		
TOTALS	303,822.48	448.00	236,227.03	\$ 68,043.45	#
*SEWER FUND					
Previous Balance (PLGIT)	191,933.27				
Receipts		21,378.63			
Interest Earned (PLGIT)		723.37			
Expenditures		-	-		
TOTALS		22,102.00	-	\$ 214,035.27	#
**SMALL FLOW TREATMENT FACILITIES					
Previous Balance PLGIT)	5,092.46				
Receipts		-			

Interest Earned (PLGIT)	18.86			
Transfer to General Fund			-	
TOTALS	18.86		-	5,111.32 #

PARKS & RECREATION

Previous Balance (PLGIT)	442,817.27			
Previous Balance General Ckg - NW	6,982.18			
Receipts PLGIT			-	
Receipts NW Ckg		3,207.25		
Interest Earned (PLGIT)		1,639.97		
Interest Earned NW Bank Ckg		0.23		
Expenditures - PLGIT			-	
Expenditures - NW Bank			3,384.11	
Transfers			-	
TOTALS	449,799.45	4,847.45	3,384.11	451,262.79 #

Total Expenses & Transfers \$ 931,185.72

Balance \$ 1,942,762.36

Interest 2025
 Jan. - Aug. \$ 42,347.21

Waterford Township

Check Detail

September 17, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2195	09/17/2025	CHAMPION FORD		100.200 · General Ch...		-549.50
Bill	460569...	09/11/2025			437.220 · #20 - 2019 ...	-549.50	549.50
TOTAL						-549.50	549.50
Bill Pmt -Check	2196	09/17/2025	Cintas Corp.		100.200 · General Ch...		-144.56
Bill	424222...	09/04/2025			409.250 · Repairs and... 437.100 · Equip. - Mis...	-2.31 -6.35	2.31 6.35
Bill	4242B...	09/10/2025			409.250 · Repairs and... 487.164 · Uniform Exp... 409.250 · Repairs and... 437.100 · Equip. - Mis... 487.164 · Uniform Exp...	-29.65 -70.54 -2.31 -6.35 -27.05	29.65 70.54 2.31 6.35 27.05
TOTAL						-144.56	144.56
Bill Pmt -Check	2197	09/17/2025	E.L. Heard & Son, Inc.		100.200 · General Ch...		-1,899.04
Bill	289301	08/11/2025			438.229 · Middleton R... 409.250 · Repairs and...	-9.00 -20.50	9.00 20.50
Bill	218431	08/21/2025			438.300 · Diesel Fuel	-1,761.18	1,761.18
Bill	281699	08/22/2025			437.100 · Equip. - Mis...	-24.50	24.50
Bill	124840...	08/31/2025			438.301 · Unleaded G...	-83.86	83.86
TOTAL						-1,899.04	1,899.04
Bill Pmt -Check	2198	09/17/2025	Erie Aggregates		100.200 · General Ch...		-38,080.67
Bill	7157	09/05/2025			438.229 · Middleton R... 438.229 · Middleton R...	-21,178.20 -3,944.10	21,178.20 3,944.10
Bill	7170	09/09/2025			438.229 · Middleton R...	-5,166.39	5,166.39
Bill	7177	09/10/2025			438.229 · Middleton R...	-7,791.98	7,791.98
TOTAL						-38,080.67	38,080.67
Bill Pmt -Check	2199	09/17/2025	Erie Truck & Trailer, ...		100.200 · General Ch...		-33.92
Bill	1272701	09/04/2025			437.220 · #20 - 2019 ...	-33.92	33.92
TOTAL						-33.92	33.92
Bill Pmt -Check	2200	09/17/2025	Gannett Pennsylvani...		100.200 · General Ch...		-1,852.40
Bill	000726...	08/31/2025			400.100 · Advertising ... 480.01 · Sewer & Wat...	-1,401.12 -451.28	1,401.12 451.28
TOTAL						-1,852.40	1,852.40
Bill Pmt -Check	2201	09/17/2025	Great Lakes Finishes...		100.200 · General Ch...		-900.00
Bill	19289	08/28/2025			437.220 · #20 - 2019 ... 437.221 · #21 2021 ...	-450.00 -450.00	450.00 450.00
TOTAL						-900.00	900.00
Bill Pmt -Check	2202	09/17/2025	H J FINCK TIRES INC		100.200 · General Ch...		-3,461.04
Bill	285863	09/11/2025			437.220 · #20 - 2019 ... 437.221 · #21 2021 ...	-1,730.52 -1,730.52	1,730.52 1,730.52
TOTAL						-3,461.04	3,461.04
Bill Pmt -Check	2203	09/17/2025	Highmark Blue Shield		100.200 · General Ch...		-8,042.51
Bill	250905...	09/05/2025			487.156 · Health Insur...	-8,042.51	8,042.51
TOTAL						-8,042.51	8,042.51
Bill Pmt -Check	2204	09/17/2025	Jim Turner Sales		100.200 · General Ch...		-2,552.46

Waterford Township Check Detail September 17, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill	303412	09/15/2025			437.224 · Ffail Mower ...	-2,552.46	2,552.46
TOTAL						-2,552.46	2,552.46
Bill Pmt -Check	2205	09/17/2025	Mansfield Sanitation ...		100.200 · General Ch...		-1,725.00
Bill	16652	09/09/2025			480.01 · Sewer & Wat...	-1,725.00	1,725.00
TOTAL						-1,725.00	1,725.00
Bill Pmt -Check	2206	09/17/2025	Manuf. & Business A...		100.200 · General Ch...		-331.01
Bill	310902	08/29/2025			487.152 · Dental, Life,...	-331.01	331.01
TOTAL						-331.01	331.01
Bill Pmt -Check	2207	09/17/2025	Manufacturer's & Bu...		100.200 · General Ch...		-329.00
Bill	SO #0...	09/01/2025			400.420 · Dues, Subs...	-329.00	329.00
TOTAL						-329.00	329.00
Bill Pmt -Check	2208	09/17/2025	McMaster-Carr		100.200 · General Ch...		-604.63
Bill	515327...	09/04/2025			437.100 · Equip. - Mis...	-604.63	604.63
TOTAL						-604.63	604.63
Bill Pmt -Check	2209	09/17/2025	National Fuel Gas		100.200 · General Ch...		-50.47
Bill	8/6/25...	09/09/2025			409.360 · Utilities	-50.47	50.47
TOTAL						-50.47	50.47
Bill Pmt -Check	2210	09/17/2025	PA One Call		100.200 · General Ch...		-113.81
Bill	000111...	08/31/2025			438.350 · PA One Call	-113.81	113.81
TOTAL						-113.81	113.81
Bill Pmt -Check	2211	09/17/2025	Pro Waste Services, ...		100.200 · General Ch...		-72.10
Bill	26375	09/01/2025			409.250 · Repairs and...	-72.10	72.10
TOTAL						-72.10	72.10
Bill Pmt -Check	2212	09/17/2025	Quinn, Buseck, Lee...		100.200 · General Ch...		-2,867.40
Bill	487495	09/08/2025			414.229 · Planning & ...	-45.00	45.00
Bill	487494	09/08/2025			404.314 · Quinn Law ...	-600.00	600.00
Bill	487570	09/08/2025			448.100 · Water line/S...	-450.00	450.00
Bill					414.229 · Planning & ...	-1,772.40	1,772.40
TOTAL						-2,867.40	2,867.40
Bill Pmt -Check	2213	09/17/2025	Stancliff Hose Comp...		100.200 · General Ch...		-20,000.00
Bill	Contrib...	09/03/2025			411.500 · Fire Dept C...	-20,000.00	20,000.00
TOTAL						-20,000.00	20,000.00
Bill Pmt -Check	2214	09/17/2025	Suit-Kote Corporation		100.200 · General Ch...		-907.60
Bill	IN0815...	09/10/2025			409.250 · Repairs and...	-471.24	471.24
Bill	IN0819...	09/12/2025			438.205 · Cold patch	-436.36	436.36
TOTAL						-907.60	907.60
Bill Pmt -Check	2215	09/17/2025	Thomas Constructio...		100.200 · General Ch...		-50,252.69

Waterford Township Check Detail September 17, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill	Pmt Ap...	09/03/2025			439.315 · Himrod Roa...	-50,252.69	50,252.69
TOTAL						-50,252.69	50,252.69
Bill Pmt -Check	2216	09/17/2025	UPMC Health Plan / ...		100.200 · General Ch...		-480.81
Bill	DO000...	09/09/2025			487.152 · Dental, Life,...	-480.81	480.81
TOTAL						-480.81	480.81
Bill Pmt -Check	2217	09/17/2025	Verizon Wireless		100.200 · General Ch...		-39.53
Bill	7/18-8/...	09/09/2025			414.206 · Cell Phone -...	-39.53	39.53
TOTAL						-39.53	39.53
Bill Pmt -Check	2218	09/17/2025	Visa / Northwest		100.200 · General Ch...		-874.27
Bill	9/12/25...	09/12/2025			439.312 · Niemeyer R...	-410.24	456.00
					400.430 · Classes, Mt...	-179.93	200.00
					405.200 · Secretary S...	-9.89	10.99
					405.200 · Secretary S...	-42.53	47.28
					405.200 · Secretary S...	-39.12	43.48
					409.300 · Other Charg...	-89.95	99.99
					439.312 · Niemeyer R...	-14.39	16.00
					400.260 · Office Equip...	-37.86	42.08
					437.099 · Tool Purcha...	-50.36	55.98
TOTAL						-874.27	971.80
Bill Pmt -Check	2219	09/17/2025	Vision Benefits of A...		100.200 · General Ch...		-88.82
Bill	Octobe...	09/11/2025			487.154 · Vision Care	-88.82	88.82
TOTAL						-88.82	88.82
Bill Pmt -Check	2220	09/17/2025	Waterford Hardware ...		100.200 · General Ch...		-16.47
Bill	17542	08/14/2025			439.500 · Middleton R...	-16.47	16.47
TOTAL						-16.47	16.47

3:21 PM

09/17/25

Waterford Township
Deposit Detail
September 4 - 17, 2025

<u>Date</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
09/11/2025	Office of the Budget - 2025 Liquor and ...	100.200 · General ...	800.00
	Office of the Budget - 2025 Liquor and Ma...	355.080 · Liquor Lic...	-800.00
TOTAL			-800.00