

**Waterford Township Supervisors
Regular Business Meeting
Monday, January 6, 2025**

The regular business meeting of the Board of Supervisors was called to order by Chairman Kondzielski at 7:35 p.m.

Supervisors Darren Smith and Kim Risjan were present as was Roadmaster Jerry Hanas, Secretary/Treasurer Sharon Risjan, Zoning Officer Lindsay Ethridge, Ron Eliason, Kirk Mientkiewicz and Nate Stein from Burns & Burns Insurance.

PUBLIC COMMENT – Nate Stein was present to present an alternative proposal for the commercial insurance. Brief discussion ensued.

Ron Eliason stated the road crew is doing good on keeping the roads open.

APPROVAL OF MINUTES

**Motion by Smith, seconded by Risjan, to approve the December 18, 2024, minutes, as presented.
Motion carried**

SOLICITOR

Solicitor stated we sent a final settlement agreement to Jason Proper but have not heard back from him. Regarding the WMA, they had a 10-day notice to get an answer to the Township.

ROADMASTER – See attached

Jerry stated he received a mail box complaint. Discussion ensued after which a letter is to be written indicating our standards for mailbox posts. The supervisors will sign the letter.

ZONING – See attached

OLD BUSINESS

Oberlander/Himrod Road. As of today, there has been no response to the letter that was sent to Mr. and Mrs. Oberlander. Brief discussion ensued. This area is in the flood plain and it will be just a regrading of the area on their property.

NEW BUSINESS

- PSATS Convention – Ben Tallman would like to attend. Motion was made by Risjan, seconded by Smith, to pay expenses for whomever wants to go. Motion passed.
- Motion was made by Risjan, seconded by Smith, to approve the firm of Heberlein & Falk, P.C. to complete the required annual audit for the Township. Motion carried
- Appointment of a commercial insurance/worker's comp carrier for 2025 was tabled to the next meeting.

CORRESPONDENCE

Letter from Heberlein & Falk, P.C. – formerly Felix & Gloekler

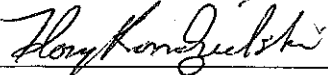
RECEIPTS

BILL PAYMENT LIST: See attached

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

Motion by Darren, seconded by Kim, to adjourn the meeting at 8:10 p.m. Motion carried.


APPROVED:



Flory Kondzielski
Chairman

Jan 15, 2025
Date

Respectfully submitted



Sharon Risjan
Secretary

ROADMASTER'S REPORT 1/6/25

- We received the Himrod Road bid packet from Steve Halmi on 12/27/24. We will be having a pre-bid meeting here at the office on 1/14/25 at 9:00 AM for all interested bidders.
- We had high winds on Sunday night / Monday morning that took down a couple of large trees and lots of smaller trees and branches. We had to close Sedgwick rd. and Strong rd. because the trees were in the electric wires and we had to wait until Monday afternoon for Penelec to remove the wires to make the trees safe to remove.
- We received 5 Tri-axle loads of salt to re-supply our stock in preparation of the upcoming snow events.
- Carl Deist has officially retired on 12/31/24 completing almost 10 years of service with Waterford Township.
- Jay Haley has also left us to pursue a different career.
- The snowstorms since New Years Day brought down several trees throughout the Township.
- Kenny Wise started working today 1/6/25.
- I had an unhappy resident call and demand that I fix his mailbox. I told him that we don't repair mailboxes, and he told me he was not going to let this go because a former employee told him that I had him repair one for somebody therefore I have to repair his. That mailbox the former employee was talking about was installed properly and the owner is in a wheelchair and incapable of repairing it. Whereas this mailbox is not to spec and this resident is capable of repairing his own mailbox.

ZONING REPORT

January 6, 2025

- Permit #7124 – 1312 Sedgwick Road – New driveway
- 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
 - Will be filing with District Justice on January 10, 2025
 - 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.
- Parks & recreation committee
 - Working with ACOE to get a lease agreement in place. It will be a 6-8 month process we expect.
 - A copy of our 2025 budget has been provided for your review, to be voted on at the next meeting.
 - Entering a gap grant application for \$100,000 for Parks & Recreation.
 - Planning and booking for the 2nd annual Rock the Park. Date set for August 9, 2025 2pm – 10pm.
- Working on the rezone of Rube Road & M-1 A district with Art. I sent him the parcel numbers he needed today. I also sent him a copy of the food truck ordinance and property maintenance code ordinance for his review. I'm planning to advertise these before the end of the month.
 - Sharon gave me a sample advertisement so I made something as best I could, will send it and letters to Art for review, still waiting on Erie County planning for maps
 - Working with Art to clean up the food truck ordinance and property maintenance to advertise in January.
- The planning commission canceled the December meeting due to a lack of agenda items. Still working on an updated shooting range ordinance.

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
JANUARY 6, 2025**

AGENDA

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF DECEMBER 18, 2024 MINUTES

EXECUTIVE SESSION – Discussion on legal/personnel matters (if needed)

ROADMASTER'S REPORT

ZONING REPORT

OLD BUSINESS

Oberlander/Himrod Road. Letter w/offer was written and sent on December 20, 2024. No response has been received.

NEW BUSINESS

PSATS Convention – Approval of attendance.

Appointment of Heberlein & Falk, P.C., for the 2024 Audit.

Appointment of Commercial Insurance/Workers Comp carrier for 2025

CORRESPONDENCE

Letter from Heberlein & Falk, P.C. – formerly Felix & Gloekler

RECEIPTS

BILL PAYMENT LIST: See attached

MOTION TO APPROVE PAYMENT OF BILLS

MOTION TO ADJOURN MEETING

1:37 PM

01/06/25

Waterford Township Check Detail January 1 - 6, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1836	01/06/2025	AFLAC		100.200 · General Ch...		-215.88
Bill	644522	12/30/2024			487.151 · AFLAC - E...	-215.88	215.88
TOTAL						-215.88	215.88
Bill Pmt -Check	1837	01/06/2025	Chemung Supply Co...		100.200 · General Ch...		-1,085.00
Bill	034086	12/24/2024			432.200 · Supplies, C...	-1,085.00	1,085.00
TOTAL						-1,085.00	1,085.00
Bill Pmt -Check	1838	01/06/2025	Chivers Constructio...		100.200 · General Ch...		-430,547.77
Bill	Estima...	12/23/2024			439.312 · Niemeyer R...	-382,858.15	382,858.15
Bill	Estima...	12/26/2024			439.312 · Niemeyer R...	-47,689.62	47,689.62
TOTAL						-430,547.77	430,547.77
Bill Pmt -Check	1839	01/06/2025	Cintas Corp.		100.200 · General Ch...		-198.96
Bill	421498...	12/18/2024			409.250 · Repairs and... 437.100 · Equip. - Mis...	-44.12 -6.20	44.12 6.20
Bill	421578...	12/26/2024			487.164 · Uniform Exp... 409.250 · Repairs and... 437.100 · Equip. - Mis...	-34.36 -2.16 -6.20	34.36 2.16 6.20
Bill	421649...	01/02/2025			409.250 · Repairs and... 487.164 · Uniform Exp... 437.100 · Equip. - Mis... 487.164 · Uniform Exp...	-28.84 -34.36 -2.16 -6.20 -34.36	28.84 34.36 2.16 6.20 34.36
TOTAL						-198.96	198.96
Bill Pmt -Check	1840	01/06/2025	Erie Truck & Trailer, ...		100.200 · General Ch...		-24.50
Bill	1160402	12/27/2024			437.221 · #21 2021 ...	-24.50	24.50
TOTAL						-24.50	24.50
Bill Pmt -Check	1841	01/06/2025	Five Star Equipment ...		100.200 · General Ch...		-758.08
Bill	W07751	12/18/2024			437.212 · 2023 JD Lo...	-758.08	758.08
TOTAL						-758.08	758.08
Bill Pmt -Check	1842	01/06/2025	Koldrock Waters, Inc.		100.200 · General Ch...		-27.90
Bill	991275	12/31/2024			487.239 · Bottled Water	-27.90	27.90
TOTAL						-27.90	27.90
Bill Pmt -Check	1843	01/06/2025	Lindsay Ethridge		100.200 · General Ch...		-40.38
Bill	Decem...	01/03/2025			414.200 · Zoning - Mil...	-40.38	40.38
TOTAL						-40.38	40.38
Bill Pmt -Check	1844	01/06/2025	Manuf. & Business A...		100.200 · General Ch...		-237.26
Bill	301633	01/02/2025			487.152 · Dental, Life...	-237.26	237.26
TOTAL						-237.26	237.26
Bill Pmt -Check	1845	01/06/2025	McMaster-Carr		100.200 · General Ch...		-46.37
Bill	382244...	12/19/2024			437.222 · Excavator ... 409.250 · Repairs and...	-19.25 -27.12	19.25 27.12
TOTAL						-46.37	46.37

Waterford Township Check Detail January 1 - 6, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1846	01/06/2025	Penelec		100.200 · General Ch...		-1,980.09
Bill	11/19/2...	12/20/2024		409.360 · Utilities		-203.21	203.21
Bill	11/19-...	12/23/2024		409.360 · Utilities		-1,094.39	1,094.39
Bill	11/20-...	12/26/2024		434.200 · Round-abou...		-398.83	398.83
Bill	11/22-...	12/27/2024		434.100 · Roads, Stre...		-283.66	283.66
TOTAL						-1,980.09	1,980.09
Bill Pmt -Check	1847	01/06/2025	PSATS		100.200 · General Ch...		-1,258.00
Bill	164113...	12/09/2024		400.420 · Dues, Subs...		-1,258.00	1,258.00
TOTAL						-1,258.00	1,258.00
Bill Pmt -Check	1848	01/06/2025	Sharon Risjan - Petty...		100.200 · General Ch...		-49.36
Bill	Zoning ...	01/03/2025		414.301 · Planning & ...		-19.36	19.36
				400.430 · Classes, Mt...		-30.00	30.00
TOTAL						-49.36	49.36
Bill Pmt -Check	1849	01/06/2025	Spectrum Business		100.200 · General Ch...		-169.97
Bill	138197...	12/21/2024		409.370 · Telephone ...		-169.97	169.97
TOTAL						-169.97	169.97
Bill Pmt -Check	1850	01/06/2025	Verizon Wireless		100.200 · General Ch...		-255.45
Bill	610140...	12/17/2024		414.206 · Cell Phone -...		-255.45	255.45
TOTAL						-255.45	255.45
Bill Pmt -Check	1851	01/06/2025	Visa / Northwest		100.200 · General Ch...		-1,491.11
Bill	123721...	12/18/2024		437.100 · Equip. - Mis...		-15.98	15.98
				405.200 · Secretary S...		-100.72	100.72
				437.224 · Flail Mower ...		-246.73	246.73
				439.200 · Supplies, Br...		-593.52	593.52
				438.205 · Cold patch		-208.19	208.19
				439.200 · Supplies, Br...		-180.55	180.55
				400.420 · Dues, Subs...		-100.00	100.00
				409.260 · Small Tools ...		-27.42	27.42
				439.313 · Engineering...		-18.00	18.00
TOTAL						-1,491.11	1,491.11

438,386.08

Waterford Township Supervisors

Regular Business Meeting *and Regy. Meeting*

Monday, January 6, 2025

SIGN IN SHEET

Signature

Print Name

1 Ronald E. Eliason

Ronald E. ELIASON

2 Mirk E. Miontkiewicz

Mirk E. Miontkiewicz

3 _____

4 _____

5 _____

6 _____

7 _____

8 _____

9 _____

10 _____

11 _____

12 _____

13 _____

14 _____
