

**Waterford Township Supervisors
Regular Business Meeting
October 1, 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 Roadmaster Jerry Hanas, Road Foreman, Secretary/Treasurer Sharon Risjan, Zoning Officer Lindsay Phillips, Planning member Ron Eliason, and several interested individuals.

PUBLIC COMMENT - None

PUBLIC COMMENT

APPROVAL OF MINUTES

Motion by Risjan, seconded by Kondzielski, to approve the September 17, 2025, minutes, as presented. Motion carried

**APPROVAL OF
MINUTES**

ROADMASTER – See attached report. Jerry reported that we ordered 10,000T of 2A gravel and are about ½ way there, so will be continuing with that. He also reported that he received a text from Bruce Coffin on Monday about a safety cone in a hole at the John Deere dealership. After looking at it, it was determined that, when the sewer line plugged, the pressure built up and blew out there. So, we need to clean the line and put on a riser if it is needed. Then, we will notify Mansfield to get the line cleaned out.

ROADMASTER

ZONING – See attached report

ZONING

WATER/SEWER – None

WATER/SEWER

OLD BUSINESS - None

OLD BUSINESS

NEW BUSINESS

Motion was made by Risjan, seconded by Smith, to sign the 911 Intergovernmental Cooperation Agreement with Erie County. Motion carried.

NEW BUSINESS

Motion was made by Risjan, seconded by Smith, to adopt Resolution 2025-05 for the LSA grants for a new mower and a new loader. Motion carried.

Regarding office and restroom areas in the Township building, Lindsay explained what needs to be considered, after which a motion was made by Smith, seconded by Risjan, to get quotes on upgrading the office space and the restrooms. Motion carried.

RECEIPTS – No questions

RECEIPTS

BILL PAYMENT LIST - No questions

BILL PAYMENT

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

CORRESPONDENCE

CORRESPONDENCE – None

Chairman Kondzielski opened discussion on HB 1291 Public Notice Reform. He would like a letter to be sent to all State representatives encouraging them to vote for this bill. It states that, instead of the newspaper being the primary source of public notice, as only 1% of the public read the newspaper, municipalities would be permitted to use their website, Saavy Citizen, or other public avenues, and bypass the newspaper.

**CHAIRMAN'S
COMMENTS**

Chairman would also like a letter to pertinent representatives indicating that Waterford Township is against requiring Waterford Township to have to pay for police protection.

NO EXECUTIVE SESSION

Motion by Smith, seconded by Risjan, to adjourn the meeting at 7:15 p.m. Motion carried.

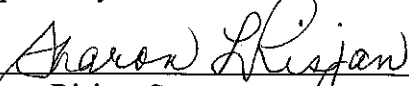
APPROVED:



Flory Kondzielski, Chairman

10-15-23
Date

Respectfully submitted



Sharon Risjan, Secretary

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
October 1, 2025**

AGENDA

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF SEPTEMBER 17, 2025, MINUTES

ROADMASTER

ZONING

WATER/SEWER

OLD BUSINESS

NEW BUSINESS

- Discussion/authorization to sign the 911 Intergovernmental Cooperation Agreement.
- Discussion/action - Resolution #2025-05 – LSA grants for new mower & loader.
- Discussion/action on upgrading office space and restrooms.

RECEIPTS

BILL PAYMENT

MOTION TO APPROVE PAYMENT OF BILLS

CORRESPONDENCE

EXECUTIVE SESSION – Discussion on legal/personnel issues, if needed.

MOTION TO ADJOURN MEETING

ROADMASTER'S REPORT 10/01/25

- We have been filling potholes with cold patch.
- Started putting 2A gravel on Middleton Road on Monday and as of 12:30pm today we put down over 4600 tons. Wilkinson's informed me that they are running out of material but they are continuing to process.

ZONING REPORT

October 1, 2025

- Permit #6325 – 1288 Bagdad Road – Decks x 2
- Permit #6425 – 11592 N Route 97 – Shed
- Permit #6525 – 11095 Greenlee Road – Shed
- Permit #6625 – 11362 Donation Road – Detached garage addition
- 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 – No response since phone call
 - 11384 Sharp Road – Short-term Rental with no yearly license
 - Paperwork has been submitted for review by the planning commission – the packet was incomplete; a letter has been sent.
 - 10399 N Route 19 – Short-term Rental with no yearly license
 - 2nd notice going out this week – No response
 - 11095 Greenlee Road – building without permits
 - Permit was issued
- Quarterly Zoning meeting was held at Shade's Beach on September 18, 2025, a presentation by Donna Ulna Smith on Act 537 Sewage planning. Copies of the webinar for your review.
- Parks & recreation committee
 - Met with the Army Corps of Engineers, September 29, 2025, to begin contracts for a land lease – Meeting went well. Several applications need to be completed, and we are waiting on some responses, but moving forward.
 - The board is still making revisions and changes to the proposed upgrades at the Union City Dam; all input is appreciated.
 - A park survey is available online and in hard copy. Please take the time to fill this out.
- The Planning Commission voted at the September meeting to move a new draft of the property maintenance ordinance to the supervisors. You have a copy to review. We will advertise, post, and announce for review once dates have been coordinated with all parties.

Waterford Township
Unpaid Bills Detail
As of October 1, 2025

Type	Date	Num	Open Balance	Credit
AFLAC				
Bill	09/28/2025	588995	284.42	284.42
Total AFLAC			284.42	284.42
American Funds				
Bill Pmt -Check	02/21/2024	1374	-9,807.60	
Bill	10/01/2025	3Q2025 Pension	6,745.90	6,745.90
Total American Funds			-3,061.70	6,745.90
AmTrust Financial Services, Inc.				
Bill	09/19/2025	September 2025	1,177.00	1,177.00
Total AmTrust Financial Services, Inc.			1,177.00	1,177.00
Ashley Frank				
Bill	09/25/2025	9/25/25 Planning	25.00	25.00
Total Ashley Frank			25.00	25.00
B.W. Stroup Disposal				
Bill	09/17/2025	675739	1,150.00	1,150.00
Total B.W. Stroup Disposal			1,150.00	1,150.00
Brian Jarrett				
Bill	09/25/2025	9/25/25 Planning Mtg	25.00	25.00
Total Brian Jarrett			25.00	25.00
Cintas Corp.				
Bill	09/24/2025	4244354380	35.71	35.71
Bill	10/01/2025	4245106522	65.36	65.36
Total Cintas Corp.			101.07	101.07
David Malinowski				
Bill	09/23/2025	9/23/25 ZHB Meeting	30.00	30.00
Total David Malinowski			30.00	30.00
Deiss & Halmi Engineering, Inc.				
Bill	09/19/2025	8-25-40	3,016.25	3,016.25
Total Deiss & Halmi Engineering, Inc.			3,016.25	3,016.25
ECATO				
Bill	09/01/2025	2025 Convention	168.00	168.00
Total ECATO			168.00	168.00
Erie Aggregates				
Bill	08/15/2025	7034	1,564.69	1,564.69
Bill	09/15/2025	7199	1,286.15	1,286.15
Bill	09/18/2025	7212	8,811.30	8,811.30
Bill	09/19/2025	7221	13,672.72	13,672.72
Total Erie Aggregates			25,334.86	25,334.86
Erie Truck & Trailer, Inc.				
Bill	09/22/2025	1282501	20.92	20.92
Bill	09/22/2025	1282101	225.70	225.70
Total Erie Truck & Trailer, Inc.			246.62	246.62
FWF Insurance, Inc.				
Bill	09/01/2025	46093	2,518.40	2,518.40
Total FWF Insurance, Inc.			2,518.40	2,518.40
J. H. Auto Parts, Inc.				
Bill	08/27/2025	597671	21.98	21.98

Waterford Township
Unpaid Bills Detail
As of October 1, 2025

Type	Date	Num	Open Balance	Credit
Bill	08/27/2025	597670	43.68	43.68
Bill	09/03/2025	598228	52.62	52.62
Bill	09/10/2025	598747	1,698.00	1,698.00
Bill	09/17/2025	599291	104.70	104.70
Bill	09/18/2025	599358	15.63	15.63
Bill	09/22/2025	599722	31.45	31.45
Bill	09/24/2025	599865	15.99	15.99
Bill	09/25/2025	599963	31.45	31.45
Total J. H. Auto Parts, Inc.			2,015.50	2,015.50
Joe McKinney				
Bill	09/25/2025	9/25/25 Planning Mtg	25.00	25.00
Total Joe McKinney			25.00	25.00
Keep Heating & Cooling				
Bill	09/26/2025	167864	520.00	520.00
Total Keep Heating & Cooling			520.00	520.00
Koldrock Waters, Inc.				
Bill	09/30/2025	9/30/2025 Stmt	34.90	34.90
Total Koldrock Waters, Inc.			34.90	34.90
Lakeshore Employee Testing				
Bill	09/19/2025	51052	70.00	70.00
Total Lakeshore Employee Testing			70.00	70.00
Larry Thompson, ZHB Member				
Bill	09/23/2025	9/23/25 ZHB	30.00	30.00
Total Larry Thompson, ZHB Member			30.00	30.00
Lindsay Ethridge				
Bill	10/01/2025	Sept. mileage	123.34	123.34
Total Lindsay Ethridge			123.34	123.34
Matt Erickson				
Bill	09/25/2025	9/25/25 Planning Mtg	25.00	25.00
Total Matt Erickson			25.00	25.00
Penelec				
Bill	09/22/2025	8/19/25-9/17/2025	74.21	74.21
Bill	09/23/2025	8/19-9/17/25	508.73	508.73
Bill	09/24/2025	8/20-9/18/25	175.18	175.18
Bill	09/25/2025	8/22-9/22/25	219.34	219.34
Total Penelec			977.46	977.46
Robert Papesch				
Bill	09/23/2025	9/23/25 ZHB mtg	30.00	30.00
Total Robert Papesch			30.00	30.00
Ron Eliason				
Bill	09/25/2025	9/25/25 Planning Mtg	25.00	25.00
Total Ron Eliason			25.00	25.00
Spectrum Business				
Bill	09/21/2025	13819601092125	180.00	180.00
Total Spectrum Business			180.00	180.00
Stancliff Hose Company Fire Relief Assoc.				
Bill	09/17/2025	2025 Fire Relief	25,190.38	25,190.38

Waterford Township Unpaid Bills Detail As of October 1, 2025

Type	Date	Num	Open Balance	Credit
Total Stancliff Hose Company Fire Relief Assoc.			25,190.38	25,190.38
Suit-Kote Corpotation				
Bill	09/26/2025	IN083330	3,089.95	3,089.95
Bill	09/29/2025	IN083447	1,535.62	1,535.62
Total Suit-Kote Corpotation			4,625.57	4,625.57
Verdantas				
Bill	07/18/2025	254185	6,000.00	6,000.00
Total Verdantas			6,000.00	6,000.00
Verizon Wireless				
Bill	09/17/2025	6123779977	39.55	39.55
Total Verizon Wireless			39.55	39.55
William Phillips				
Bill	09/25/2025	9/25/25 Planning Mtg	25.00	25.00
Total William Phillips			25.00	25.00
TOTAL			70,951.62	80,759.22

Waterford Township Parks & Recreation
Check Detail
October 1, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	107	10/01/2025	Verdantas		P & R PLGIT Ckg &...	-5,500.00	-5,500.00
Bill	253722	06/16/2025			408.100 Engineering...	-5,500.00	5,500.00
TOTAL						-5,500.00	5,500.00

Waterford Township Deposit Detail September 18 through October 1, 2025

Type	Num	Date	Name	Account	Amount
Deposit		09/19/2025		100.200 · General C...	4,460.56
			Melissa Oberlander, ...	301.100 · Real Estat...	-1,898.10
			Melissa Oberlander, ...	310.010 · Per Capita...	-121.00
			Magisterial District ...	331.110 · Fines Incl...	-12.31
			Melissa Oberlander, ...	301.600 · Real Estat...	-116.35
			Erie County Clerk of ...	310.100 · Real Estat...	-2,312.80
TOTAL					-4,460.56
Deposit		09/22/2025		100.200 · General C...	2,297.89
			Berkheimer Tax Ad...	310.210 · Earned In...	-1,964.83
			Berkheimer Tax Ad...	310.220 · Earned In...	-366.63
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	33.57
TOTAL					-2,297.89
Deposit		09/24/2025		100.200 · General C...	32,182.42
			Commonwealth of PA	355.050 · State Fire...	-32,182.42
TOTAL					-32,182.42
Deposit		09/24/2025		100.200 · General C...	32,182.42
			Commonwealth of PA	355.130 · State Pen...	-32,182.42
TOTAL					-32,182.42

Waterford Township Supervisors
Regular Business Meeting

October 1, 2025

SIGN IN SHEET

Print your name

- 1 Ronald E. Elison
- 2 Rhiannon Donnan
- 3 Kenneth Mattice
- 4 Mike O'Connell
- 5 William Loop
- 6 Bruce Hunt
- 7 _____
- 8 _____
- 9 _____
- 10 _____
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____
- 16 _____