

**Waterford Township Supervisors  
Regular Business Meeting  
October 15, 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**

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

**PUBLIC COMMENT**

**PUBLIC  
COMMENT**

Andrew Church was present to express concerns about the gravel pit on Middleton Road, and permitting by DEP. He indicated that there are trucks going down the road all day long. His big concern is that they are looking into a formal change in use to industrial use. He feels there are industrial activities going on now. The scale house is right on the property line with no setbacks. Solicitor Martinucci explained about the heavy truck traffic that Middleton Road is controlled by a number of different municipalities, namely Amity and LeBoeuf. The Township is looking into closing the portion of Middleton Road on the Union City Dam side. Regarding bonding, there is no formal agreement between the Township and Erie Aggregates. There is a frost law posting in March, April and May over 10 ton. They are not operating in excess of the law. If pot holes appear, Erie Aggregates offered gravel for them. There is no formal agreement. As far as noise; the Township has no noise ordinance. Sewage – the port-a-potties are not there for public use. The pit was there before there was zoning, so it is a pre-existing non-conforming use. The Township can regulate the expansion of activities. Lindsay can take a look and see if there are changes going on to give her something to get in touch with them about that makes it more like an industrial site. Scale house – Lindsay will look into when it was put in, and if it was put in without a permit. Formal change – They would have to go to Lindsay and submit an application for a conditional use permit. Then it would be taken to the ZHB for a hearing and they would determine if it is appropriate. If they grant it, they can put conditions on it. Bruce Kelly stated that there are trucks on the road all the time and they do whatever they want to do. Jake brakes all the time and they are not necessary.

**APPROVAL OF MINUTES**

**MINUTES**

**Motion by Risjan, seconded by Kondzielski, to approve the October 1, 2025, Regular Business Meeting, as presented. Motion carried.**

**ROADMASTER** – See attached report

**ROADMASTER**

**ZONING** – See attached report

**ZONING**

**SOLICITOR**

**SOLICITOR**

- Army Corp of Engineers – brief discussion
- Andrew Church – answered his questions

**WATER/SEWER**

**WATER/SEWER**

**OLD BUSINESS** - None

**OLD BUSINESS**

**NEW BUSINESS**

**NEW BUSINESS**

Motion was made by Smith, seconded by Risjan, to authorize Thomas Construction Change Order #1 to document additional work and cost to remove existing buried abutments that were discovered last month during initial excavation. Motion carried.

Motion was made by Risjan, seconded by Smith, to set Trick or Treat hours from 6-8 p.m. on October 31, 2025. Motion carried.

**TRICK OR TREAT HRS**

Motion was made by Risjan, seconded by Smith, to approve Thomas Construction Application for Payment #3 in the amount of \$220,243.52. Motion carried.

**THOMAS CONST APP #3**

**RECEIPTS** – Attached; no comments

**RECEIPTS**

**BILL PAYMENT LIST** – Attached; no comments.

**BILLS**

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

**CORRESPONDENCE** – None

**CORRESP.**

Chairman noted the meeting at the school district about the possibility and the effect it would be on property taxes. He encouraged everyone to attend the meeting.

**EXECUTIVE SESSION; Meeting resumed at 7:57 p.m.**

**EXEC SESSION**

Solicitor Martinucci announced that at the end of October he will be leaving the Quinn Law Firm and is going to Leech Tishman. Katelyn will be taking his place as solicitor of Waterford Township. Solicitor Martinucci indicated that she has background in municipal service.

**MARTINUCCI LEAVING**

Motion was made by Risjan, seconded by Kondzielski, to adjourn the meeting at 8:02 p.m. Motion carried.

**ADJOURN**

Approved

Respectfully submitted,

  
\_\_\_\_\_  
Chairman, Board of Supervisors

11-3-25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary

**WATERFORD TOWNSHIP SUPERVISORS  
REGULAR BUSINESS MEETING  
October 15, 2025**

**AGENDA**

**CALL TO ORDER / SALUTE TO THE FLAG**

**PUBLIC COMMENT**

1. Andrew Church – Erie Aggregates Gravel Pit concerns.

**APPROVAL OF OCTOBER 1, 2025, MINUTES**

**ROADMASTER** – See attached Roadmaster Report

**ZONING** – See attached Zoning Report

**SOLICITOR**

**WATER/SEWER**

**OLD BUSINESS**

**NEW BUSINESS**

1. Thomas Construction Change Order #1 to document additional work and cost to remove existing buried abutments that were discovered last month during initial excavation.
2. Set Trick or Treat hours from 6-8 p.m. on October 31, 2025.
3. Thomas Construction Application for Payment #3 in the amount of \$220,243.52.

**RECEIPTS**

**MOTION TO APPROVE PAYMENT OF BILLS**

**CORRESPONDENCE**

**EXECUTIVE SESSION** – if needed

**MOTION TO ADJOURN**

**Waterford Township Supervisors**  
**Regular Business Meeting**

**October 15, 2025**

**SIGN IN SHEET**

**Print your name**

- 1 Ronald E. Elison
- 2 [Signature]
- 3 [Signature]
- 4 Bruce KELLEY
- 5 Stephen Jeff Kelding
- 6 [Signature]
- 7 Scott
- 8 Brian Dwyer
- 9 BART BEEMAS
- 10 \_\_\_\_\_
- 11 \_\_\_\_\_
- 12 \_\_\_\_\_
- 13 \_\_\_\_\_
- 14 \_\_\_\_\_
- 15 \_\_\_\_\_
- 16 \_\_\_\_\_

## ROADMASTER'S REPORT 10/15/25

- We have completed work on Middleton and Cross roads. It has been a large project with a lot of moving parts including Center draining, changing and adding 7 cross pipes varying in sizes from 15" to 36", adding a catch basin and 200' of 18" storm sewer pipe, adding 12" of bank gravel and 8" of 2A gravel. We also lifted the guide rail. *250' grant from County.*
- I worked with Mansfield Sanitation clearing the Waterford Township Sanitary Sewer lines from John Deere to the Waterford Municipal pump house by Tops.
- I had Mansfield Sanitation clear beaver dams out of several culvert pipes including: a 24" on Woods rd. – triple 24" pipes on Himrod rd. and a 4' X 6' squashed pipe on Dorman Road.
- Cintas is offering winter jackets and cleaning service. \$6/weekly for 2 jackets each man.
- We still have tires, televisions/computers and refrigerators/ dehumidifiers in the parking lot that need to go before winter. Who is taking care of this?
- We need 16 drive tires for 2 Peterbilt trucks. We have been buying General Grabber OD tires. Price from - Gormont Tire is \$600/ea. - \$9600 /16 - Finck Tire is \$586.39/ea. \$9382.24/16 - Good Tire is \$547.39/ea. \$8758.24/16 - But they have a Continental Tire same tread design as the Grabber on sale for \$488.39/ea. - \$7814.24/16.
- Mr. Montgomery from Thomas Construction sent me a couple of pictures of additional bridge abutments they needed to remove to place the new foundation for the Himrod Road bridge.
- Short discussion about the closure of Middleton Road where it ends at the turnaround.

# ZONING REPORT

October 15, 2025

- 
- Permit #6725 – 1368 Bagdad Road – New driveway x 2
  - Permit #6825 – 1855 Woods Road – Shed
  - Permit #6925 – 11389 Donation Road – Roof mount solar
  - Permit #7025 – 1956 Strong Road – Temporary Ramp
  - Permit #7125 – 13106 Old Rout 19 - Shed
  - 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
      - 2<sup>nd</sup> Violation letter sent 10/8/2025 – No response since phone call
    - 10399 N Route 19 – Short-term Rental with no yearly license
      - 2<sup>nd</sup> notice going out this week – No response
  - 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.
    - Working to coordinate parties to advertise this
  - Lindsay will be out of the office October 25<sup>th</sup> – November 2<sup>nd</sup>, 2025. The website has been updated with no zoning office hours during this time.
  - Review of questions from Andrew Church about the Erie Aggregates gravel pit
  - Did quarterly reporting for both municipal grant applications, meter pit, and bathrooms at the UC Dam
  - Working on 2 LSA grant applications for new equipment

**Waterford Township**  
**Deposit Detail**  
 October 1 - 16, 2025

Type	Num	Date	Name	Account	Amount
Deposit		10/03/2025		100.200 · General ...	7,264.58
			Erie County Genera...	341.342 · Rents an...	-20.00
			GeoSource, Inc.	380.135 · Cleanup ...	-391.24
			Erie County Tax Cla...	301.400 · R.E. Tax, ...	-2,753.34
			DCOMM	321.812 · Returnabl...	-2,500.00
			DCOMM	321.811 · Road Bon...	-1,250.00
			DCOMM	321.810 · Road Bon...	-350.00
TOTAL					-7,264.58
General Journal		10/06/2025	PLGIT	100.200 · General ...	55,000.00
			PLGIT	100.940 · PLGIT P...	-55,000.00
TOTAL					-55,000.00
Deposit		10/08/2025		100.200 · General ...	1,321.70
			Berkheimer Tax Ad...	310.210 · Earned In...	-1,295.51
			Berkheimer Tax Ad...	310.220 · Earned In...	-45.50
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	19.31
TOTAL					-1,321.70
Deposit		10/10/2025		100.200 · General ...	55,836.33
			Erie County Local \$...	357.062 · Himrod R...	-55,836.33
TOTAL					-55,836.33
General Journal		10/15/2025	PLGIT	100.200 · General ...	60,000.00
			PLGIT	100.940 · PLGIT P...	-60,000.00
TOTAL					-60,000.00
Deposit		10/16/2025		100.200 · General ...	226,736.52
			Erie County Record...	310.100 · Real Esta...	-6,468.00
			Magisterial District ...	331.110 · Fines Incl...	-25.00
			Erie County Local \$...	357.062 · Himrod R...	-220,243.52
TOTAL					-226,736.52

2:05 PM

10/15/25

**Waterford Township  
Check Detail  
October 15, 2025**

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>2251</b>	<b>10/15/2025</b>	<b>Boyle Equipment</b>		<b>100.200 · General Ch...</b>		<b>-218.73</b>
Bill	3182	10/02/2025			437.219 · #05 - 2015 ...	-91.30	91.30
Bill	3251	10/14/2025			437.210 · Tractor - J...	-127.43	127.43
<b>TOTAL</b>						<b>-218.73</b>	<b>218.73</b>
<b>Bill Pmt -Check</b>	<b>2252</b>	<b>10/15/2025</b>	<b>Cintas Corp.</b>		<b>100.200 · General Ch...</b>		<b>-101.07</b>
Bill	424584...	10/08/2025			409.250 · Repairs and...	-2.31	2.31
					437.100 · Equip. - Mis...	-6.35	6.35
					487.164 · Uniform Exp...	-27.05	27.05
Bill	424657...	10/15/2025			409.250 · Repairs and...	-2.31	2.31
					437.100 · Equip. - Mis...	-6.35	6.35
					409.250 · Repairs and...	-29.65	29.65
					487.164 · Uniform Exp...	-27.05	27.05
<b>TOTAL</b>						<b>-101.07</b>	<b>101.07</b>
<b>Bill Pmt -Check</b>	<b>2253</b>	<b>10/15/2025</b>	<b>E.L. Heard &amp; Son, Inc.</b>		<b>100.200 · General Ch...</b>		<b>-1,554.66</b>
Bill	204503	09/17/2025			438.300 · Diesel Fuel	-1,466.56	1,466.56
Bill	124855...	09/30/2025			438.301 · Unleaded G...	-88.10	88.10
<b>TOTAL</b>						<b>-1,554.66</b>	<b>1,554.66</b>
<b>Bill Pmt -Check</b>	<b>2254</b>	<b>10/15/2025</b>	<b>Gannett Pennsylvani...</b>		<b>100.200 · General Ch...</b>		<b>-275.10</b>
Bill	000731...	09/30/2025			400.100 · Advertising ...	-275.10	275.10
<b>TOTAL</b>						<b>-275.10</b>	<b>275.10</b>
<b>Bill Pmt -Check</b>	<b>2255</b>	<b>10/15/2025</b>	<b>Gormont Tire Servic...</b>		<b>100.200 · General Ch...</b>		<b>-395.00</b>
Bill	16656	09/30/2025			437.212 · 2023 JD Lo...	-395.00	395.00
<b>TOTAL</b>						<b>-395.00</b>	<b>395.00</b>
<b>Bill Pmt -Check</b>	<b>2256</b>	<b>10/15/2025</b>	<b>Heather Powell</b>		<b>100.200 · General Ch...</b>		<b>-150.00</b>
Bill	10/01/2...	10/01/2025			414.460 · Zoning Hear...	-150.00	150.00
<b>TOTAL</b>						<b>-150.00</b>	<b>150.00</b>
<b>Bill Pmt -Check</b>	<b>2257</b>	<b>10/15/2025</b>	<b>Highmark Blue Shield</b>		<b>100.200 · General Ch...</b>		<b>-8,943.77</b>
Bill	251003...	10/03/2025			487.156 · Health Insur...	-8,943.77	8,943.77
<b>TOTAL</b>						<b>-8,943.77</b>	<b>8,943.77</b>
<b>Bill Pmt -Check</b>	<b>2258</b>	<b>10/15/2025</b>	<b>Manuf. &amp; Business A...</b>		<b>100.200 · General Ch...</b>		<b>-331.01</b>
Bill	312367	10/01/2025			487.152 · Dental, Life,...	-331.01	331.01
<b>TOTAL</b>						<b>-331.01</b>	<b>331.01</b>
<b>Bill Pmt -Check</b>	<b>2259</b>	<b>10/15/2025</b>	<b>Nick Brace</b>		<b>100.200 · General Ch...</b>		<b>-160.00</b>
Bill	104	09/29/2025			439.317 · Martin Rd C...	-80.00	80.00
					439.500 · Middleton R...	-80.00	80.00
<b>TOTAL</b>						<b>-160.00</b>	<b>160.00</b>
<b>Bill Pmt -Check</b>	<b>2260</b>	<b>10/15/2025</b>	<b>PA One Call</b>		<b>100.200 · General Ch...</b>		<b>-123.50</b>
Bill	000112...	09/30/2025			438.350 · PA One Call	-123.50	123.50
<b>TOTAL</b>						<b>-123.50</b>	<b>123.50</b>

2:05 PM

10/15/25

### Waterford Township Check Detail October 15, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2261	10/15/2025	Pro Waste Services, ...		100.200 · General Ch...		-72.10
Bill	30077	10/01/2025			409.250 · Repairs and...	-72.10	72.10
TOTAL						-72.10	72.10
Bill Pmt -Check	2262	10/15/2025	PSATS UC Group Tr...		100.200 · General Ch...		-617.92
Bill	3Q202...	10/15/2025			487.162 · Unemploym...	-617.92	617.92
TOTAL						-617.92	617.92
Bill Pmt -Check	2263	10/15/2025	Quinn, Buseck, Lee...		100.200 · General Ch...		-1,110.00
Bill	487967	10/03/2025			404.318 · Quinn Law -...	-735.00	735.00
					404.314 · Quinn Law ...	-375.00	375.00
TOTAL						-1,110.00	1,110.00
Bill Pmt -Check	2264	10/15/2025	Ray Showman Jr. Ex...		100.200 · General Ch...		-28,458.73
Bill	14159	09/16/2025			439.500 · Middleton R...	-15,727.18	15,727.18
Bill	14161	09/17/2025			439.317 · Martin Rd C...	-12,731.55	12,731.55
TOTAL						-28,458.73	28,458.73
Bill Pmt -Check	2265	10/15/2025	Southside Trailer Se...		100.200 · General Ch...		-58.05
Bill	436343	10/07/2025			437.199 · # 08 - 2008 ...	-58.05	58.05
TOTAL						-58.05	58.05
Bill Pmt -Check	2266	10/15/2025	Thomas Constructio...		100.200 · General Ch...		-198,219.18
Bill	App Fo...	10/15/2025			439.315 · Himrod Roa...	-198,219.18	198,219.18
TOTAL						-198,219.18	198,219.18
Bill Pmt -Check	2267	10/15/2025	UPMC Health Plan / ...		100.200 · General Ch...		-480.81
Bill	DO000...	10/08/2025			487.152 · Dental, Life,...	-480.81	480.81
TOTAL						-480.81	480.81
Bill Pmt -Check	2268	10/15/2025	Wilkinson Aggregate...		100.200 · General Ch...		-108,545.77
Bill	FW2669	09/29/2025			439.500 · Middleton R...	-24,937.65	24,937.65
Bill	FW2691	09/30/2025			439.500 · Middleton R...	-29,430.41	29,430.41
Bill	FW2711	10/01/2025			439.500 · Middleton R...	-30,809.60	30,809.60
Bill	FW2722	10/02/2025			439.500 · Middleton R...	-4,863.86	4,863.86
					438.211 · Gravel - 2A	-6,926.24	6,926.24
Bill	FW2733	10/03/2025			438.211 · Gravel - 2A	-11,578.01	11,578.01
TOTAL						-108,545.77	108,545.77

349,815.40