Waterford Township Supervisors
Regular Business Meeting
June 4, 2025

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

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

PUBLIC COMMENT –

APPROVAL OF MINUTES
Motion by Smith, seconded by Risjan, to approve the May 21, 2025, minutes, as presented. Motion carried

ROADMASTER – See attached report
Discussion opened on preparations for Middleton Road project as far as the local people being able to get through. Jerry explained that there is usually enough room for them to pass any equipment or work that is being done.

ZONING – See attached report

WATER/SEWER – Chairman explained that we received grant money for the meter pit so we need to move forward on that. It was concluded that we could have Steve Halmi put the project out for bid since he did the preliminary work on it.

OLD BUSINESS – No old business to discuss.

NEW BUSINESS

- **Folkland Foods Land Development Plan** has been signed by Pete Link, and stormwater approval has been received. Lindsay explained the plan to the supervisors. **Motion was made by Smith, seconded by Risjan, to accept the Folkland Foods Land Development Plan, as presented. Motion carried.**

- **Mobile Food Facility Fee** - Lindsay explained that the Supervisors had approved the Ordinance but did not set a fee. **Motion was made by Risjan, seconded by Smith, to approve a $50 per event fee for Mobile Food Facilities in Waterford Township. Motion carried.**

- **Resolution 2025-02 Sanmar Woodlands LLC Plan Revision for New Land Development. Motion was made by Risjan, seconded by Smith, to adopt Resolution 2025-02 for the Sanmar Woodlands LLC Plan Revision for New Land Development. Motion carried.**

- **F550 and F600 wheels and winter tires.** Jerry explained that he would like another set of rims and studded tires for these trucks. Discussion ensued. **Motion was made by Smith, seconded by Risjan, to purchase the rims and get the studded tires. Motion carried.** Jerry noted that the cost of the rims is about $1200.

RECEIPTS – No questions

BILL PAYMENT LIST - No questions
Motion by Smith, seconded by Risjan, to approve payment of the bills, as presented. Motion carried.

CORRESPONDENCE – None

Discussion opened on Middleton Road and the 4" drain in the center of the road, the drain to the cross pipes and how the water disperses. Jerry explained the "sheeting" process of the water and how the water will drain to the ditches.

Motion by Risjan, seconded by Smith, to adjourn the meeting at 7:35 p.m. Motion carried.

APPROVED:

Flory Kondzielski
Chairman

6-18-25
Date

Respectfully submitted

Sharon Risjan
Secretary

WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
June 4, 2025

AGENDA

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF MAY 21, 2025, MINUTES

ROADMASTER

ZONING

WATER/SEWER

OLD BUSINESS

NEW BUSINESS

- Discussion/action on Folkland Foods Land Development Plan.
- Discussion/action to set a fee for Mobile Food Facilities.
- Resolution #2025-02 Plan Revision for New Land Development. Sanmar Woodlands LLC Small Flow Treatment Facility.
- Discussion/possible action to purchase rims for the Ford F550 and the Ford F600 for winter tires.

RECEIPTS

BILL PAYMENT

MOTION TO APPROVE PAYMENT OF BILLS

CORRESPONDENCE

EXECUTIVE SESSION – Discussion on legal/personnel issues

MOTION TO ADJOURN MEETING

3850-FM-BCW0356 Rev. 5/2016

pennsylvania
DEPARTMENT OF ENVIRONMENTAL PROTECTION

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF CLEAN WATER

DEP Code No.
M6-16-109

RESOLUTION FOR PLAN REVISION FOR NEW LAND DEVELOPMENT

2025-02

RESOLUTION OF THE (SUPERVISORS) (COMMISSIONERS) (COUNCILMEN) of Waterford (TOWNSHIP) (BOROUGH) (CITY), Erie COUNTY, PENNSYLVANIA (hereinafter "the municipality").

WHEREAS Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the *Pennsylvania Sewage Facilities Act*, as Amended, and the rules and Regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

WHEREAS Sanmar Woodlands LLC (land developer) has proposed the development of a parcel of land identified as Sanmar Woodlands LLC Subdivision (name of subdivision), and described in the attached Sewage Facilities Planning Module, and proposes that such subdivision be served by: (check all that apply), ☐ sewer tap-ins, ☐ sewer extension, ☐ new treatment facility, ☐ individual onlot systems, ☐ community onlot systems, ☐ spray irrigation, ☐ retaining tanks, ☒ other, (please specify). Small Flow Treatment Facility

WHEREAS, Waterford Township (municipality) finds that the subdivision described in the attached Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that the (Supervisors) (Commissioners) (Councilmen) of the (Township) (Borough) (City) of Waterford hereby adopt and submit to DEP for its approval as a revision to the "Official Sewage Facilities Plan" of the municipality the above referenced Sewage Facilities Planning Module which is attached hereto.

I Sharon L Risjan (Signature), Secretary, Waterford Township Board of Supervisors ~~(Borough Council) (City Councilmen)~~, hereby certify that the foregoing is a true copy of the Township (Borough) (City) Resolution # 2025-02, adopted, June 4, 2025.

Municipal Address:

Waterford Township
12451 Circuit St
Waterford, PA 16441

Telephone 814 796 2109

Seal of Governing Body

MIDDLETON ROAD IMPROVEMENTS 2025

This year, Waterford Township and Leboeuf Township will be doing road improvements on Middleton Road, consisting of road widening, tiling (center draining), ditching, adding additional cross pipes, building up of road base, and adding 6" of State approved 2A gravel for the road driving surface. We have applied for, and have been awarded, grants from the Erie County Conservation District in the amount of $250,000 for Waterford Township's portion and $170,000 for Leboeuf Township's portion to help with the improvements.

With the use of these funds, we will be required to apply "environmentally sensitive practices" in these areas of the French Creek watershed adjacent to the Union City Dam area, which includes:

- Fill Material – The program requires a minimum 12" of compacted bank run gravel over the entire length of the road; some areas will have additional fill, like the grade break on the initial incline up Middleton, to create sheet flow to the west and east. The driving surface will be an additional 6" of State approved 2A gravel.
- Sheet Flow – One of the program's goals is to achieve sheet flow of water and eliminate the need for roadside ditches where possible. Raising the road profile and widening the road will contribute to sheet flow.
- Additional Cross-pipes – Disconnection of storm water is one of the key elements of the program. Wherever possible, the addition of a cross-pipe out-letting into a vegetated or wooded area relieves the pressure on the road system.
- Adding Turnouts – Prior to where the ditches outlet directly to the streams, turnouts will be added to slow and filter stormwater.
- Center Draining – We will be placing a 4" tile approximately 36" deep in the center of the road to eliminate ground water to help stabilize the road.
- Driveways – Additional material will be added to driveways to address the change in the road profile.

We would like to apologize for any inconvenience, and thank you for your cooperation, as this will be a lengthy project to complete, taking most of the summer, possibly continuing into next summer, with road closures and reduced use, as we are working towards the completion of these road improvements.

ROADMASTER'S REPORT 6/2/25

- We graded a section of Welsh Road on Tuesday 5/27 and then it rained. Which caused a lot of complaints, we were able to rework the road on Friday, and it will eventually receive some gravel later this year after the Middleton Road project is completed.
- We have continued to mow roadsides, manpower and weather permitting.
- We have received our grant contract with the Erie County Conservation District for the Middelton Road improvement project for the amount of $250,000. Tom McClure and Tyler (intern) from the conservation district met with Bill Phillips from Leboeuf Township, Ben Tallman and myself on Middleton Road on Wednesday 5/28, to discuss the project features of adding crosspipes, tiling and replacing crosspipes. Also, adding 12" of base gravel and 6" of 2A gravel.
- I went out with Kellie from Suit-Kote to mark and measure the roads for Tar and Chipping, which will be Neimeyer, Circuit in front of the office, Smedley, Lane and Trask roads.
- We are preparing for the front parking lot to be paved and then it will all get one layer of Tar and Chip whenever the roads get coated. The Proposed date to chip the roads is 6/20 and 6/23 weather permitting.
- We are planning to tile Middleton Road and Cross Road next week the week of 6/9/25.

ZONING REPORT June 4, 2025

- Permit # 2125 – 3953 Lowe Road - Shed
- Permit #2225 – 784 Hull Road – Deck
- Drive of the township & follow ups on violations
- Return resident calls & met with residents
- Violation letters sent to:
    - 13174 Old Route 19 – New deck without permits
    - 1372 Dublin Road – Shed no permits
- Parks & recreation committee
    - We will have a mock-up master site plan at the June 5, 2025, meeting. I am requesting that all supervisors attend the next few Parks and Recreation meetings so we can get this finalized. We have also begun the discussion with ECDH and DEP to find bathroom options for the Dam, so we can use the infrastructure grant money appropriately.
    - Ben and I are meeting with Ranger Joe at the Dam Friday morning to review plans for the playground and site prep area. Parks & Recreation is working to put together a community build day to get the playground up this summer.
    - Tickets go on sale for Rock the Park on June 1st, 2025. Food vendors have been closed, but we are still looking for more craft vendors. Hours this year are 2 pm – 10 pm
- The Planning Commission is working to revise the property maintenance ordinance
- Sanmar Woodlands – Small flow treatment facility checklist & approvals
- I am working to gather articles so Sharon and I can put together a summer newsletter to be mailed to all homes. We will also include the savvy citizen sign-up with that in hopes that this will be one of our last mailed newsletters, and also so we can do one more often.
- Trailer Park inspections have been completed. Reports will be completed for the June 18, 2025 meeting
- Applied for 100k with the Corry Redevelopment through the Municipal Economic Development Support Grant for the comprehensive plan on behalf of Waterford Township & Waterford Borough.
- Watched the safe streets for all grant presentation from Verdantas on Monday, June 2, 2025. Discussion ensued.

Waterford Township
Deposit Detail
May 22 through June 4, 2025

Type	Num	Date	Name	Account	Amount
Deposit		**05/23/2025**		**100.200 · General C...**	**15,514.88**
			Berkheimer Tax Ad...	310.210 · Earned In...	-15,741.56
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	226.68
TOTAL					-15,514.88
Deposit		**05/23/2025**		**100.200 · General C...**	**487.07**
			Berkheimer Tax Ad...	305.100 · LST - OC...	-487.07
TOTAL					-487.07
Deposit		**05/27/2025**		**100.200 · General C...**	**18,948.68**
			Berkheimer Tax Ad...	310.210 · Earned In...	-19,005.17
			Berkheimer Tax Ad...	310.220 · Earned In...	-220.36
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	276.85
TOTAL					-18,948.68
Deposit		**05/28/2025**		**100.200 · General C...**	**2,235.53**
			Berkheimer Tax Ad...	305.100 · LST - OC...	-2,235.53
TOTAL					-2,235.53
Deposit		**05/28/2025**		**100.200 · General C...**	**9,730.13**
			Berkheimer Tax Ad...	310.210 · Earned In...	-9,830.29
			Berkheimer Tax Ad...	310.210 · Earned In...	-42.00
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	142.16
TOTAL					-9,730.13

Waterford Township
Check Detail
June 4, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	**2046**	**06/04/2025**	**AFLAC**		**100.200 · General Ch...**		**-175.32**
Bill	290769	05/28/2025			487.151 · AFLAC - E...	-175.32	175.32
TOTAL						-175.32	175.32
Bill Pmt -Check	**2047**	**06/04/2025**	**American Funds**		**100.200 · General Ch...**		**-187.50**
Bill	938862...	05/12/2025			483.000 · Pension Ex...	-187.50	187.50
TOTAL						-187.50	187.50
Bill Pmt -Check	**2048**	**06/04/2025**	**AmTrust Financial S...**		**100.200 · General Ch...**		**-1,177.00**
Bill	June 2...	05/21/2025			484.000 · Workers Co...	-1,177.00	1,177.00
TOTAL						-1,177.00	1,177.00
Bill Pmt -Check	**2049**	**06/04/2025**	**Ashley Frank**		**100.200 · General Ch...**		**-25.00**
Bill	April 2...	04/24/2025			414.400 · Planning Co...	-25.00	25.00
TOTAL						-25.00	25.00
Bill Pmt -Check	**2050**	**06/04/2025**	**Brian Jarrett**		**100.200 · General Ch...**		**-50.00**
Bill	April 2...	05/30/2025			414.400 · Planning Co...	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	**2051**	**06/04/2025**	**Cintas Corp.**		**100.200 · General Ch...**		**-108.50**
Bill	423196...	05/29/2025			409.250 · Repairs and...	-2.16	2.16
					437.100 · Equip. - Mis...	-6.20	6.20
					409.250 · Repairs and...	-28.84	28.84
					487.164 · Uniform Exp...	-30.96	30.96
Bill	423261...	06/04/2025			409.250 · Repairs and...	-2.31	2.31
					437.100 · Equip. - Mis...	-6.35	6.35
					487.164 · Uniform Exp...	-31.68	31.68
TOTAL						-108.50	108.50
Bill Pmt -Check	**2052**	**06/04/2025**	**Dave's Welding Sho...**		**100.200 · General Ch...**		**-160.00**
Bill	12988	05/22/2025			437.199 · # 08 - 2008 ...	-160.00	160.00
TOTAL						-160.00	160.00
Bill Pmt -Check	**2053**	**06/04/2025**	**Erie Aggregates**		**100.200 · General Ch...**		**-1,159.94**
Bill	6634	05/23/2025			438.249 · Gravel (bank)	-1,159.94	1,159.94
TOTAL						-1,159.94	1,159.94
Bill Pmt -Check	**2054**	**06/04/2025**	**Erie Truck & Trailer, ...**		**100.200 · General Ch...**		**-3.25**
Bill	1230901	05/29/2025			437.206 · #09 - 2000 ...	-3.25	3.25
TOTAL						-3.25	3.25
Bill Pmt -Check	**2055**	**06/04/2025**	**FWF Insurance, Inc.**		**100.200 · General Ch...**		**-2,518.40**
Bill	46089	05/01/2025			486.350 · INSURANC...	-2,518.40	2,518.40
TOTAL						-2,518.40	2,518.40
Bill Pmt -Check	**2056**	**06/04/2025**	**J. H. Auto Parts, Inc.**		**100.200 · General Ch...**		**-344.99**
Bill	588459	05/05/2025			437.103 · Equipment ...	-110.12	110.12
Bill	588570	05/06/2025			437.103 · Equipment ...	-19.79	19.79

Waterford Township
Check Detail
June 4, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill	589369	05/14/2025			437.100 · Equip. - Mis...	-70.16	70.16
Bill	589964	05/21/2025			437.203 · #10 - 2010 ...	-69.82	69.82
Bill	590412	05/28/2025			437.100 · Equip. - Mis...	-75.10	75.10
TOTAL						-344.99	344.99
Bill Pmt -Check	**2057**	**06/04/2025**	**Joe McKinney**		**100.200 · General Ch...**		**-25.00**
Bill	4/24/25...	05/30/2025			414.400 · Planning Co...	-25.00	25.00
TOTAL						-25.00	25.00
Bill Pmt -Check	**2058**	**06/04/2025**	**Johnston's Evergree...**		**100.200 · General Ch...**		**-120.42**
Bill	131121...	05/17/2025			400.310 · General Exp...	-120.42	120.42
TOTAL						-120.42	120.42
Bill Pmt -Check	**2059**	**06/04/2025**	**Kimball Midwest**		**100.200 · General Ch...**		**-289.05**
Bill	103407...	05/27/2025			437.100 · Equip. - Mis...	-289.05	289.05
TOTAL						-289.05	289.05
Bill Pmt -Check	**2060**	**06/04/2025**	**Lindsay Ethridge**		**100.200 · General Ch...**		**-81.27**
Bill	Mileag...	05/30/2025			414.200 · Zoning - Mil...	-81.27	81.27
TOTAL						-81.27	81.27
Bill Pmt -Check	**2061**	**06/04/2025**	**Matt Erickson**		**100.200 · General Ch...**		**-50.00**
Bill	4/24 & ...	05/30/2025			414.400 · Planning Co...	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	**2062**	**06/04/2025**	**National Lime and St...**		**100.200 · General Ch...**		**-1,894.96**
Bill	976234	05/31/2025			438.248 · Stone	-1,894.96	1,894.96
TOTAL						-1,894.96	1,894.96
Bill Pmt -Check	**2063**	**06/04/2025**	**Penelec**		**100.200 · General Ch...**		**-932.59**
Bill	4/18/25...	05/21/2025			409.360 · Utilities	-81.40	81.40
Bill	4/18-5/...	05/22/2025			409.360 · Utilities	-494.22	494.22
Bill	4/21-5/...	05/23/2025			434.200 · Round-abou...	-148.92	148.92
Bill	4/23/25...	05/27/2025			434.100 · Roads, Stre...	-208.05	208.05
TOTAL						-932.59	932.59
Bill Pmt -Check	**2064**	**06/04/2025**	**Printing Concepts, Inc.**		**100.200 · General Ch...**		**-587.82**
Bill	084185	05/15/2025			403.200 · Tax Collect...	-587.82	587.82
TOTAL						-587.82	587.82
Bill Pmt -Check	**2065**	**06/04/2025**	**Quinn, Buseck, Lee...**		**100.200 · General Ch...**		**-6,297.87**
Bill	485502	05/13/2025			404.314 · Quinn Law ...	-210.00	210.00
Bill	485503	05/13/2025			404.314 · Quinn Law ...	-4,827.87	4,827.87
Bill	485501	05/13/2025			480.01 · Sewer & Wat...	-1,260.00	1,260.00
TOTAL						-6,297.87	6,297.87
Bill Pmt -Check	**2066**	**06/04/2025**	**Ron Eliason**		**100.200 · General Ch...**		**-50.00**
Bill	4/21 & ...	05/29/2025			414.400 · Planning Co...	-50.00	50.00
TOTAL						-50.00	50.00

Waterford Township
Check Detail
June 4, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	**2067**	**06/04/2025**	**Seneca Mineral Com...**		**100.200 · General Ch...**		**-1,050.00**
Bill	3310	05/27/2025			438.206 · Salt Brine	-1,050.00	1,050.00
TOTAL						-1,050.00	1,050.00
Bill Pmt -Check	**2068**	**06/04/2025**	**Spectrum Business**		**100.200 · General Ch...**		**-180.00**
Bill	138197...	05/21/2025			409.370 · Telephone ...	-180.00	180.00
TOTAL						-180.00	180.00
Bill Pmt -Check	**2069**	**06/04/2025**	**Stancliff Hose Comp...**		**100.200 · General Ch...**		**-65,000.00**
Bill	2025 H...	06/04/2025			411.500 · Fire Dept C...	-65,000.00	65,000.00
TOTAL						-65,000.00	65,000.00
Bill Pmt -Check	**2070**	**06/04/2025**	**Suit-Kote Corportation**		**100.200 · General Ch...**		**-14,184.00**
Bill	IN0712...	05/30/2025			438.200 · Crack Sealing	-14,184.00	14,184.00
TOTAL						-14,184.00	14,184.00
Bill Pmt -Check	**2071**	**06/04/2025**	**Verizon Wireless**		**100.200 · General Ch...**		**-52.78**
Bill	611376...	05/17/2025			414.206 · Cell Phone -...	-52.78	52.78
TOTAL						-52.78	52.78
Bill Pmt -Check	**2072**	**06/04/2025**	**Visa / Northwest**		**100.200 · General Ch...**		**-2,549.36**
Bill	April/M...	05/12/2025			400.260 · Office Equip...	-26.37	26.37
					405.200 · Secretary S...	-34.65	34.65
					414.301 · Planning & ...	-34.65	34.65
					433.200 · Street Signs...	-2,255.96	2,255.96
					432.202 · Plows - Mai...	-119.98	119.98
					439.313 · Engineering...	-18.00	18.00
					439.313 · Engineering...	-35.06	35.06
					405.200 · Secretary S...	-24.69	24.69
TOTAL						-2,549.36	2,549.36
Bill Pmt -Check	**2073**	**06/04/2025**	**William Phillips**		**100.200 · General Ch...**		**-50.00**
Bill	April & ...	05/29/2025			414.400 · Planning Co...	-50.00	50.00
TOTAL						-50.00	50.00

Waterford Township Supervisors

Regular Business Meeting

June 4, 2025

SIGN IN SHEET

1	Ronald E. Ellison	15	
2	Harry Rearick	16	
3		17	
4	B. Zimmerly	18	
5	BART BEEMAN	19	
6	Nick Brace	20	
7		21	
8		22	
9		23	
10		24	
11		25	
12		26	
13		27	
14		28	