

**Waterford Township Supervisors  
Regular Business Meeting  
November 5, 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 Flory Kondzielski, Darren Smith (via phone) and Kim Risjan were present as was Roadmaster Jerry Hanas, Secretary/Treasurer Sharon Risjan, Zoning Officer Lindsay Phillips, Planning member Ron Eliason, and several interested individuals.

**PUBLIC COMMENT –**

**PUBLIC COMMENT**

- Dennis Luba, 14175 Middleton Road. Residents are still getting pot holes. Jerry stated the road will do this until it is chipped. Jerry explained the tar and chip process.
- Rob Algren, 13134 Clute Road. The tube on Clute Road by his house is worse than he thought; it has big holes in it. He feels something needs to be done about it. He is the only one affected by this pipe.
- Larry Thompson, 11485 Trask Road, questioned the \$10,000 payment to Mansfield. Chairman advised it was to clean out the sewer line which was clogged. It was an emergency situation.
- Greg Troyer, 7400 Route 97, representing Merv Troyer, asked why the Township is closing off the end of Middleton Road. He stated that many trucks use the road and now they cannot get through to the gravel pit.
- David Church, 7565 Middleton Road, asked what is happening on the other side of Middleton Road. Chairman advised that we were going to give Amity Township the liquid fuels monies we receive for maintenance of that portion of Middleton Road because they maintain it now and do the work on it. But, they do not want anything to do with it now. There is no agreement on maintaining it now because they do it anyways. They plow it, grade it, etc. It will stay the way it was. We are continuing to do our section of it.
- Andrew Church, 7522 Middleton Road. Supervisors advised that Lindsay is looking into the issues he has been questioning.

**APPROVAL OF MINUTES**

**Motion by Risjan, seconded by Smith, to approve the October 15, 2025, minutes, as presented. Motion carried**

**MINUTES**

**ROADMASTER** – See attached report. Jerry would like to apply for an LSA grant for a new Peterbilt truck. A complete unit with all plows and spreaders will cost \$352,200. He is hoping to get this grant to cover that cost.

**ROADMASTER**

**ZONING** – See attached report.

**ZONING**

**WATER/SEWER** – Chairman stated that, per Solicitor Ed Smith, they are deposing witnesses.

**WATER/SEWER**

**OLD BUSINESS** - None

**OLD BUSINESS**

**NEW BUSINESS**

**NEW BUSINESS**

- Motion was made by Risjan, seconded by Smith, that, to keep Middleton Road intact, and because it dead ends and goes onto private property, we will put the barriers up to close the road at the north end. Motion carried.

• Truck tires from Good Tire Service. Jerry got three phone quotes - \$488/tire was best. Motion was made by Risjan, seconded by Smith, to purchase the tires for two Peterbilt trucks from Good Tire Service. Motion carried.

• Motion was made by Risjan, seconded by Smith, to approve the subdivision request of Jeff and Stephanie Fielding for property located on Donation Road. Motion carried.

• Motion by Risjan, seconded by Smith, to approve payment of Thomas Construction's payment application #4 for the Himrod Road bridge construction. Motion carried.

• Motion by Risjan, seconded by Smith, to adopt Resolution #2025-05 requesting an LSA (Local Share Assessment) grant from the Commonwealth Financing Authority, to be used for the purchase of a Peterbilt tandem dump truck, plows and spreader box. Motion carried.

• Motion by Risjan, seconded by Smith, to hire Jesse Moore as a road employee/operator, effective November 5, 2025, at a beginning rate of \$24.00/hour. Motion carried.

• Motion by Risjan, seconded by Smith, to appoint Gary White as a member of the Water/Sewer Board, replacing Pat Long's term which ends 12/31/2027. Motion carried.

**RECEIPTS** – No questions

RECEIPTS

**BILL PAYMENT LIST** - No questions

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

**Motion carried.**

PMT OF BILLS

**CORRESPONDENCE** –

• Letter from Erie Area COG indicating a reduction in membership dues for 2026, to \$978.75 from current \$1,133.

• E-mail from WECAN thanking the Township for donating to the 2025 Palettes of Waterford program, and requesting continued support in 2026.

CORRESPOND

Flory explained that the school district wants to get 12M funding to refurbish existing schools. So, do we need to go another \$70M to build another school.

Jerry reported that Himrod Road, due to unforeseen circumstances, will not be able to finish the bridge this year. The road will continue to be closed through the winter. Discussion ensued. Darren stated that there is a contract with the State and they are paying for the majority of the costs.

**NO EXECUTIVE SESSION**

**Motion by Risjan, seconded by Smith, to adjourn the meeting at 7:45 p.m. Motion carried.**

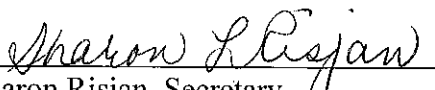
ADJOURN

APPROVED:

Respectfully submitted

  
Flory Korodzielski, Chairman

11-19-25  
Date

  
Sharon Risjan, Secretary

*Saron*

**WATERFORD TOWNSHIP SUPERVISORS  
REGULAR BUSINESS MEETING  
November 5, 2025**

**AGENDA**

**SALUTE TO FLAG**

**PUBLIC COMMENT**

- Melissa Oberlander regarding PerCapita taxes.

**APPROVAL OF OCTOBER 15, 2025, MINUTES**

**ROADMASTER**

**ZONING**

**WATER/SEWER**

**OLD BUSINESS**

**NEW BUSINESS**

- Discussion/action to close Middleton Road; the portion on the Union City Dam side.
- Discussion/action to purchase truck tires from Good Tire Service.
- Discussion/action on the subdivision request of Jeff and Stephanie Fielding for property on Donation Road.
- Action to approve payment of Thomas Construction's payment application #4 for the Himrod Road bridge construction.
- Discussion/adoption of Resolution #2025-05 requesting a LSA (Local Share Assessment) grant from the Commonwealth Financing Authority, to be used for the purchase of a Peterbilt tandem dump truck, plows and spreader box.
- Discussion/action to hire Jesse Moore as a road employee/operator, effective November 5, 2025, at a beginning rate of \$24 per hour.
- Appoint Gary White as a member of the Water/Sewer Board, replacing Pat Long's term which ends 12/31/2027.

**RECEIPTS**

**BILL PAYMENT**

**MOTION TO APPROVE PAYMENT OF BILLS**

**CORRESPONDENCE**

- Letter from Erie Area COG indicating a reduction in membership dues for 2026, to \$978.75 from current \$1,133.
- E-mail from WECAN thanking the Township for donating to the 2025 Palettes of Waterford program, and requesting continued support in 2026.

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

**MOTION TO ADJOURN MEETING**

**Waterford Township Supervisors  
Regular Business Meeting**

**November 5, 2025**

**SIGN IN SHEET**

**Print your name**

1 Ronald E. Eliason

2 [Signature]

3 Dennis Luba

4 Jeff - Stephane Fielding

5 [Signature]

6 LARRY J. HORN

7 Dave Chard

8 [Signature]

9 BART REEMAN

10 Robert Ahlgren

11 Craig J. Rover

12 Beverly Heberlein

13 \_\_\_\_\_

14 \_\_\_\_\_

15 \_\_\_\_\_

16 \_\_\_\_\_

## **ROADMASTER'S REPORT 11/5/25**

- Mansfield Sanitation completed jetting and videoing the sanitary sewer lines from John Deere to Tops pump station on 10/15 and 10/16 at a cost of \$7,625.
- We had Mansfield Sanitation clear out beaver dams inside of culvert pipes on Woods Road (1 – 24” pipe), Himrod Road (3 - 24” pipes) and Dorman Road (1- 4’ X 6’ squashed pipe) at a cost of \$2,612.50.
- We completed adding 2A gravel to Hare Road.
- We paved over the culvert replacement area on Martin Road.
- We filled potholes and bad areas with cold patch.
- We have been performing maintenance on the trucks getting them ready for winter.
- We continued with roadside mowing, cutting brush back and clearing tall grass that will catch snow and drop it on the road.

# ZONING REPORT

November 5, 2025



- 
- Permit #7125 – 13106 Old Route 19 – Shed
  - Permit #7225 – 11963 Hermar Way – New SFD
  - Permit #7325 – 1400 Sedgwick Road – New Driveway
  - Permit #7425 – 1400 Sedgwick Road – New SFD
  - Permit #7525 – 10754 Route 19 N – Detached garage
  - Permit #7625 – 13112 Flatts Road – Home occupation
  - Permit #7725 – 222 Seroka Road – Decks x 2
  - Drive of the township & follow ups on violations
  - Return resident calls & met with residents
  - Violation letters sent to:
    - 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
    - Finalized the real estate application for ACOE – in solicitor review
    - 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.
  - Property Maintenance hearing will be held on November 19<sup>th</sup> at 6:00 pm.
  - Working on 3 LSA grant applications for new equipment
  - November 12, 2025 – Webinar “Managing the subdivision review process” 6:30 – 8:00 pm. You can view it at home or here at the Township building. I would encourage supervisors as well as the planning commission to attend.

## Waterford Township Unpaid Bills Detail As of November 5, 2025

Type	Date	Num	Open Balance	Credit
<b>American Funds</b>				
Bill Pmt -Check	02/21/2024	1374	-9,807.60	
Total American Funds			-9,807.60	0.00
<b>AmTrust Financial Services, Inc.</b>				
Bill	10/21/2025	10/21/2025	1,177.00	1,177.00
Total AmTrust Financial Services, Inc.			1,177.00	1,177.00
<b>Ashley Frank</b>				
Bill	10/23/2025	10/23/25 Planning	25.00	25.00
Total Ashley Frank			25.00	25.00
<b>Boyle Equipment</b>				
Bill	10/24/2025	3314	197.88	197.88
Total Boyle Equipment			197.88	197.88
<b>Brian Jarrett</b>				
Bill	10/23/2025	10/23/2025 Planning	25.00	25.00
Total Brian Jarrett			25.00	25.00
<b>Cintas Corp.</b>				
Bill	10/22/2025	4247322034	35.71	35.71
Bill	10/29/2025	4248062386	65.36	65.36
Bill	11/05/2025	4248807031	35.71	35.71
Total Cintas Corp.			136.78	136.78
<b>Erie Truck &amp; Trailer, Inc.</b>				
Bill	10/24/2025	1299301	221.66	221.66
Bill	11/03/2025	1302101	17.49	17.49
Total Erie Truck & Trailer, Inc.			239.15	239.15
<b>Five Star Equipment Inc</b>				
Bill	10/31/2025	P48561	120.05	120.05
Total Five Star Equipment Inc			120.05	120.05
<b>Heberlein &amp; Falk, P.C.</b>				
Bill	10/15/2025	2024 audit	4,900.00	4,900.00
Total Heberlein & Falk, P.C.			4,900.00	4,900.00
<b>Hunter Truck Sales &amp; Service, LLC</b>				
Bill	10/24/2025	X102550304:01	48.79	48.79
Bill	10/31/2025	X102551309:01	801.94	801.94
Bill	10/31/2025	X102551305:01	206.10	206.10
Total Hunter Truck Sales & Service, LLC			1,056.83	1,056.83
<b>J. H. Auto Parts, Inc.</b>				
Credit	10/31/2025	602833R	-55.97	
Bill	10/03/2025	600602	127.26	127.26
Bill	10/16/2025	601679	57.75	57.75
Bill	10/22/2025	602114	556.89	556.89
Bill	10/24/2025	602255	40.88	40.88
Bill	10/27/2025	602421	405.60	405.60
Bill	10/28/2025	602549	63.92	63.92
Bill	10/29/2025	602615	757.75	757.75
Bill	10/30/2025	602724	289.54	289.54
Total J. H. Auto Parts, Inc.			2,243.62	2,299.59
<b>LandPro Equipment LLC</b>				
Bill	10/23/2025	3432385	258.51	258.51
Total LandPro Equipment LLC			258.51	258.51

**Waterford Township**  
**Unpaid Bills Detail**  
**As of November 5, 2025**

Type	Date	Num	Open Balance	Credit
<b>Lindsay Ethridge</b>				
Bill	10/31/2025	October mileage	92.68	92.68
Total Lindsay Ethridge			92.68	92.68
<b>Mansfield Sanitation Services LLC</b>				
Bill	10/10/2025	16985	10,237.50	10,237.50
Total Mansfield Sanitation Services LLC			10,237.50	10,237.50
<b>National Fuel Gas</b>				
Bill	10/08/2025	9/5/25-10/06/25	22.90	22.90
Total National Fuel Gas			22.90	22.90
<b>Penelec</b>				
Bill	10/22/2025	9/18-10/19/25	91.13	91.13
Bill	10/23/2025	9/18/25-10/19/25	528.19	528.19
Bill	10/24/2025	9/19/25-10/20/25	202.54	202.54
Bill	10/27/2025	9/23/25-10/22/2025	215.08	215.08
Total Penelec			1,036.94	1,036.94
<b>PSATS</b>				
Bill	10/20/2025	178856-L5T6	125.00	125.00
Total PSATS			125.00	125.00
<b>Ron Eliason</b>				
Bill	10/23/2025	10/23/25 Planning	25.00	25.00
Total Ron Eliason			25.00	25.00
<b>Seneca Mineral Company, LLC</b>				
Bill	10/27/2025	241820	37.45	37.45
Total Seneca Mineral Company, LLC			37.45	37.45
<b>Sharon Risjan - Petty Cash</b>				
Bill	11/05/2025	Zon P.C.	45.25	45.25
Total Sharon Risjan - Petty Cash			45.25	45.25
<b>Spectrum Business</b>				
Bill	10/21/2025	138197601102125	180.00	180.00
Total Spectrum Business			180.00	180.00
<b>Suit-Kote Corporation</b>				
Bill	10/31/2025	IN085757	1,277.05	1,277.05
Total Suit-Kote Corporation			1,277.05	1,277.05
<b>Thomas Construction, Inc.</b>				
Bill	09/26/2025	Pmt Request #3	198,219.18	198,219.18
Total Thomas Construction, Inc.			198,219.18	198,219.18
<b>Verizon Wireless</b>				
Bill	10/17/2025	6126266770	39.57	39.57
Total Verizon Wireless			39.57	39.57
<b>Visa / Northwest</b>				
Bill	10/12/2025	9/26/25-10/10/25	387.07	387.07
Total Visa / Northwest			387.07	387.07
<b>Wilkinson Aggregates, Inc.</b>				
Bill	10/06/2025	FW2752	25,734.51	25,734.51
Bill	10/10/2025	FW2802	9,980.70	9,980.70
Bill	10/14/2025	FW2847	4,845.96	4,845.96

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11/05/25

**Waterford Township**  
**Unpaid Bills Detail**  
**As of November 5, 2025**

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>	<u>Credit</u>
Bill	10/15/2025	FW2861	527.40	527.40
Total Wilkinson Aggregates, Inc.			41,088.57	41,088.57
<b>William Phillips</b>				
Bill	10/23/2025	10/23/25 Planning	25.00	25.00
Total William Phillips			25.00	25.00
<b>TOTAL</b>			<b>253,411.38</b>	<b>263,274.95</b>

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**Waterford Township**  
**Deposit Detail**  
**October 16 through November 5, 2025**

Type	Num	Date	Name	Account	Amount
Deposit		10/16/2025		100.200 · General C...	226,736.52
			Erie County Record...	310.100 · Real Estat...	-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
Deposit		10/20/2025		100.200 · General C...	32,804.23
			Erie County Gaming...	355.090 · Erie Count...	-32,804.23
TOTAL					-32,804.23
Deposit		10/20/2025		100.200 · General C...	4,915.78
			Berkheimer Tax Ad...	310.210 · Earned In...	-4,926.46
			Berkheimer Tax Ad...	310.220 · Earned In...	-61.14
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	71.82
TOTAL					-4,915.78
Deposit		10/20/2025		100.200 · General C...	103.60
			Berkheimer Tax Ad...	305.100 · LST - OC...	-103.60
TOTAL					-103.60
Deposit		10/20/2025		100.200 · General C...	1,282.25
			Berkheimer Tax Ad...	310.210 · Earned In...	-1,182.50
			Berkheimer Tax Ad...	310.220 · Earned In...	-118.49
			Berkheimer Tax Ad...	405.315 · ADP Proc...	18.74
TOTAL					-1,282.25
Deposit		10/22/2025		100.200 · General C...	718.82
			Berkheimer Tax Ad...	310.210 · Earned In...	-449.23
			Berkheimer Tax Ad...	310.220 · Earned In...	-280.09
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	10.50
TOTAL					-718.82
Deposit		10/24/2025		100.200 · General C...	28,381.38
			Waterford Municipal ...	380.124 · Sewer Fu...	-20,854.06
			Melissa Oberlander, ...	301.100 · Real Estat...	-3,794.70
			Melissa Oberlander, ...	310.010 · Per Capita...	-110.00
			Hartford Life	380.140 · Miscellane...	-4.83
			Erie County Local \$...	357.062 · Himrod R...	-1,480.49
			Construction Code I...	362.411 · Inspection...	-138.10
			Zoning Office	362.410 · Zoning Pe...	-1,199.20
			Zoning Office	361.330 · Variances,...	-650.00
			Zoning Office	321.350 · Driveway ...	-50.00
			Zoning Office	321.341 · Short Ter...	-100.00
TOTAL					-28,381.38
Deposit		10/27/2025		100.200 · General C...	3,404.56
			Berkheimer Tax Ad...	310.210 · Earned In...	-3,379.80

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11/05/25

**Waterford Township**  
**Deposit Detail**  
**October 16 through November 5, 2025**

Type	Num	Date	Name	Account	Amount
			Berkheimer Tax Ad...	310.220 · Earned In...	-74.50
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	49.74
TOTAL					-3,404.56
Deposit		10/31/2025		100.200 · General C...	147.30
			Berkheimer Tax Ad...	305.100 · LST - OC...	-147.30
TOTAL					-147.30
Deposit		10/31/2025		100.200 · General C...	6,748.75
			Berkheimer Tax Ad...	310.210 · Earned In...	-6,808.60
			Berkheimer Tax Ad...	310.220 · Earned In...	-38.75
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	98.60
TOTAL					-6,748.75
Deposit		10/31/2025		100.200 · General C...	3,834.80
			Erie County Tax Clai...	301.400 · R.E. Tax, ...	-3,834.80
TOTAL					-3,834.80
Deposit		10/31/2025		100.200 · General C...	19.64
			Berkheimer Tax Ad...	305.100 · LST - OC...	-19.64
TOTAL					-19.64
Deposit		10/31/2025		100.200 · General C...	12,812.27
			Berkheimer Tax Ad...	310.210 · Earned In...	-12,489.12
			Berkheimer Tax Ad...	310.210 · Earned In...	-299.06
			Berkheimer Tax Ad...	310.220 · Earned In...	-211.29
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	187.20
TOTAL					-12,812.27