

**Waterford Township Supervisors
Regular Business Meeting
June 18, 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 Darren Smith and Kim Risjan were present as was Secretary/Treasurer Sharon Risjan, Road Foreman Ben Tallman, Zoning Officer Lindsay Ethridge, Solicitor Art Martinucci, Planning Commission member Ron Eliason, and seven interested individuals.

PUBLIC COMMENT

**PUBLIC
COMMENT**

Question was asked when Niemeyer Road will be tar and chipped. Ben advised that next week we will be starting the tar and chip process, weather permitting.

Question was asked about the final coat of material for Barton Road. Ben advised that all three coats were put on last year. Brief discussion ensued.

APPROVAL OF MINUTES

MINUTES

Motion by Risjan, seconded by Smith, to approve the June 4, 2025, Regular Business Meeting minutes, as presented. Motion carried.

ROADMASTER – See attached report

ROADMASTER

ZONING – See attached report

ZONING

SOLICITOR

SOLICITOR

Regarding the ongoing issue with Mr. Ferraro, we received a request from Mr. Ferraro's attorney to continue the hearing to another time. We gave the continuance with the understanding that he would try to move forward with improvements. They were also given the information regarding the volunteers that offered to come and help. As of today, there has been no progress made.

Solicitor had a discussion with Jerry about Mr. Burbules and the beaver dam, and advised that we cannot go onto his property to remove the beavers, but must stay in the right-of-way.

Solicitor responded to a Right to Know request on behalf of the Board of Supervisors.

WATER/SEWER

WATER/SEWER

Water service application. **Motion was made by Risjan, seconded by Smith, to approve the application for water service on Himrod Road property owned by Scott & Betsy Greggs. Motion carried.**

OLD BUSINESS

OLD BUSINESS

Regarding the issue of the beavers building dams inside the cross pipes, Chairman explained that the thought was to get the hose company to blow them out using their water hoses. He said, however, that in years past, we had the same situation and

called Mansfield Sanitation. They came out and had to use a grinder to chew the material out, and it took all day.

NEW BUSINESS

A motion was made by Kim authorizing Sharon Risjan to attend the PAMA Secretaries Conference in Bethlehem, PA, August 10-13, 2025. Second by Smith. Motion carried.

**NEW
BUSINESS**

RECEIPTS – Attached; No comments

RECEIPTS

BILL PAYMENT LIST – Attached; no comments.

**PAYMENT OF
THE BILLS**

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

CORRESPONDENCE

CORRESP.

- Request from Gregory Burbules to cease beaver removal activities on his Dorman Rd property. Solicitor reiterated that the Township is responsible for the condition of the roadways; we just need to stay in the ROW and do what we need to do.
- Letter from School Bus Transportation Supervisor Bev Clark, thanking the Township for assistance during the winter season.
- Letter from Charter Communications requesting a meeting to discuss the franchise renewal proceedings. Current franchise agreement expires on March 29, 2028. Solicitor advised that is what we did previously through the COG. The firm that works on this; all they do is work on these franchises. Brief discussion ensued. Nothing prevents the Township from getting internet other than Spectrum/Charter.
- Letter from Northwest Bank Trust and Retirement Plan Services that Denny Fortin is no longer with Northwest Bank. Our new contact will be Ray Lombardi for pension information.
- Letter from McKean Township with their response to Erie County Council about ARPA fund distribution.
- Erie County Conservation letter providing advance payment of 50% of the total grant for the Middleton Road Dirt and Gravel Road project.

Lindsay noted that Parks and Recreation will have a table set up during the opening of the new dock at the lake on Saturday.

NO EXECUTIVE SESSION

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

ADOURN

Approved

Respectfully submitted,



Chairman, Board of Supervisors



Date



Secretary

Waterford Township Supervisors

Regular Business Meeting

June 18, 2025

SIGN IN SHEET

1	<u>Ronald E. Ellison</u>	15	_____
2	<u>John + Floyd Scott</u>	16	_____
3	<u>LARRY THOMPSON</u>	17	_____
4	<u>BART BEEHAW</u>	18	_____
5	<u>Matt Erickse</u>	19	_____
6	<u>B. Zimmerman</u>	20	_____
7	<u>NA</u>	21	_____
8	_____	22	_____
9	_____	23	_____
10	_____	24	_____
11	_____	25	_____
12	_____	26	_____
13	_____	27	_____
14	_____	28	_____

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
June 18, 2025**

AGENDA

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF JUNE 4, 2025, MINUTES

ROADMASTER – See attached Roadmaster Report

ZONING – See attached Zoning Report

SOLICITOR

WATER/SEWER –

- Authorize application for water service on Himrod Road property owned by Scott and Betsy Greggs

OLD BUSINESS

NEW BUSINESS

- Authorization to attend the PAMA Secretaries Conference in Bethlehem, PA August 10-13, 2025.

RECEIPTS

MOTION TO APPROVE PAYMENT OF BILLS

CORRESPONDENCE

- Request from Gregory Burbules to cease beaver removal activities on his Dorman Rd property.
- Letter from School Bus Transportation Supervisor Bev Clark, thanking the Township for assistance during the winter season.
- Letter from Charter Communications requesting a meeting to discuss the franchise renewal proceedings. Current franchise agreement expires on March 29, 2028.
- Letter from Northwest Bank Trust and Retirement Plan Services that Denny Fortin is longer with Northwest Bank. Our new contact will be Ray Lombardi for pension information. *ND*
- Letter from McKean Township with their response to Erie County Council about ARPA fund distribution.
- Erie County Conservation letter providing advance payment of 50% of the total grant for the Middleton Road Dirt and Gravel Road project

EXECUTIVE SESSION – Legal and personnel matters.

MOTION TO ADJOURN

ZONING REPORT

June 18, 2025

-
- Permit # 2325 – 10315 Sharp Road – Misc Accessory
 - Permit # 2425 – 11584 Donation Road – Misc Accessory
 - Permit # 2525 – 11294 N Route 97 – Misc Accessory
 - Permit # 2625 – 1900 Bagdad Road – Detached Garage
 - Permit # 2725 – 13167 Clute Road – Detached Garage
 - Permit # 2825 – 11682 N Route 97 – Deck
 - Permit # 2925 – 12291 Sharp Road – Demo deck & rebuild + new deck
 - Permit # 3025 – 12695 Smedley Road – New driveway
 - 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
 - 15 Cottage Drive – New deck without permits
 - Parks & recreation committee
 - The July meeting was moved to July 10, 2025, due to a conflicting Holiday
 - We have a mock-up first draft of a master site plan for the Union City Dam. Some revisions have been made, and a new draft will be presented at the July 10, 2025, meeting.
 - Ben and I met with Ranger Joe at the Dam to review plans for the playground and site prep area. Parks & Recreation is working to put together a build day to get the playground up this summer. It consists of swings, rock stepping stones, and a fake log.
 - Tickets are on sale for Rock the Park. Hours this year are 2 pm – 10 pm
 - The Planning Commission is still working to revise the property maintenance ordinance. I believe they should have a new draft created after the June 26, 2025, meeting.
 - Meeting at the Girard Solar farm on June 26, 2025, to take a tour and learn about the different aspects of it, and how zoning is applied. Our quarterly zoning meeting will follow directly after the tour.
 - Ferraro hearing has been postponed until next month, very little progress being made.

ROADMASTER'S REPORT 6/18/25

- We tiled Middleton Road and Cross Road on 6/11/25 and 6/12/25 assisted by Leboeuf Township, also helping them with their portion of Middleton Road. We received a lot of rain Friday night and Saturday causing settling and had to close Cross road due to a dump truck getting stuck where the tile ditch gave way.
- We have been completing tile outlets and adding material where needed on the roads.
- We will be replacing culverts and adding additional culverts within the next couple of weeks.
- Suit-Kote notified us that weather permitting will be adding Tar and Chip to our roads starting on Tuesday 6/24/25.
- We will be mowing roadsides as soon as possible when we aren't using the tractor for raking the graded roads.

Waterford Township
Deposit Detail
 June 5 - 18, 2025

Type	Num	Date	Name	Account	Amount
Deposit		06/06/2025		100.200 · General C...	9,381.67
			Melissa Oberlander, ...	301.100 · Real Estat...	-4,800.48
			Melissa Oberlander, ...	310.010 · Per Capita...	-280.00
			Cass Information Sy...	380.124 · Sewer Fu...	-63.26
			Erie County Record...	310.100 · Real Estat...	-814.62
			Erie County Tax Clai...	301.400 · R.E. Tax, ...	-2,996.79
			Anthony Gomo	380.124 · Sewer Fu...	-126.52
			Jason Proper	331.120 · Fines, Viol...	-250.00
			Walter McDonald	321.340 · Mobile Ho...	-50.00
TOTAL					-9,381.67
Deposit		06/11/2025		100.200 · General C...	706.34
			Berkheimer Tax Ad...	310.210 · Earned In...	-594.08
			Berkheimer Tax Ad...	310.220 · Earned In...	-122.58
			Berkheimer Tax Ad...	405.315 · ADP Proc...	10.32
TOTAL					-706.34
Deposit		06/16/2025		100.200 · General C...	903.06
			Berkheimer Tax Ad...	310.210 · Earned In...	-916.25
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	13.19
TOTAL					-903.06
Deposit		06/17/2025		100.200 · General C...	126,463.60
			Erie County Conserv...	357.050 · ERIE CO ...	-125,000.00
			Zoning Office	362.410 · Zoning Pe...	-984.20
			Zoning Office	362.411 · Inspection...	-329.40
			Zoning Office	321.350 · Driveway ...	-150.00
TOTAL					-126,463.60

Waterford Township
Check Detail
 June 18, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	2075	06/18/2025	CHAMPION FORD		100.200 · General Ch...		-236.48
Bill	460550...	04/29/2025			437.221 · #21 2021 ...	-236.48	236.48
TOTAL						-236.48	236.48
Bill Pmt -Check	2076	06/18/2025	Chemung Supply Co...		100.200 · General Ch...		-2,272.50
Bill	037421	06/06/2025			432.200 · Supplies, C...	-2,272.50	2,272.50
TOTAL						-2,272.50	2,272.50
Bill Pmt -Check	2077	06/18/2025	Cintas Corp.		100.200 · General Ch...		-112.87
Bill	423336...	06/11/2025			409.250 · Repairs and... 437.100 · Equip. - Mis...	-2.31 -6.35	2.31 6.35
Bill	432410...	06/18/2025			409.250 · Repairs and... 487.164 · Uniform Exp... 409.250 · Repairs and... 437.100 · Equip. - Mis... 487.164 · Uniform Exp...	-29.65 -34.06 -2.31 -6.35 -31.84	29.65 34.06 2.31 6.35 31.84
TOTAL						-112.87	112.87
Bill Pmt -Check	2078	06/18/2025	Dave's Welding Sho...		100.200 · General Ch...		-80.00
Bill	13248	06/05/2025			437.199 · # 08 - 2008 ...	-80.00	80.00
TOTAL						-80.00	80.00
Bill Pmt -Check	2079	06/18/2025	E.L. Heard & Son, Inc.		100.200 · General Ch...		-1,945.88
Bill	354440	05/08/2025			409.250 · Repairs and...	-11.88	11.88
Bill	357726	05/21/2025			438.215 · Paint and P...	-90.00	90.00
Bill	220384	05/28/2025			438.300 · Diesel Fuel	-1,686.69	1,686.69
Bill	124800...	05/31/2025			438.301 · Unleaded G...	-157.31	157.31
TOTAL						-1,945.88	1,945.88
Bill Pmt -Check	2080	06/18/2025	Gannett Pennsylvani...		100.200 · General Ch...		-213.82
Bill	000711...	05/31/2025			400.100 · Advertising ...	-213.82	213.82
TOTAL						-213.82	213.82
Bill Pmt -Check	2081	06/18/2025	Heather Powell		100.200 · General Ch...		-150.00
Bill	5/21/20...	05/23/2025			414.460 · Zoning Hear...	-150.00	150.00
TOTAL						-150.00	150.00
Bill Pmt -Check	2082	06/18/2025	Highmark Blue Shield		100.200 · General Ch...		-11,017.63
Bill	250605...	06/05/2025			487.156 · Health Insur...	-11,017.63	11,017.63
TOTAL						-11,017.63	11,017.63
Bill Pmt -Check	2083	06/18/2025	Jerome Hanas		100.200 · General Ch...		-450.00
Bill	1Q202...	06/18/2025			487.167 · Cell Phone ...	-450.00	450.00
TOTAL						-450.00	450.00
Bill Pmt -Check	2084	06/18/2025	Koldrock Waters, Inc.		100.200 · General Ch...		-21.95
Bill	017255	05/30/2025			487.239 · Bottled Water	-21.95	21.95
TOTAL						-21.95	21.95
Bill Pmt -Check	2085	06/18/2025	Lakeshore Employee...		100.200 · General Ch...		-180.00

1:59 PM

06/18/25

Waterford Township Check Detail June 18, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill	50734	06/06/2025			430.100 · CDL Licens...	-180.00	180.00
TOTAL						-180.00	180.00
Bill Pmt -Check	2086	06/18/2025	LandPro Equipment ...		100.200 · General Ch...		-300.90
Bill	3314723	06/17/2025			437.210 · Tractor - J...	-300.90	300.90
TOTAL						-300.90	300.90
Bill Pmt -Check	2087	06/18/2025	Lindy Paving, Inc.		100.200 · General Ch...		-2,757.81
Bill	DA227...	06/09/2025			409.250 · Repairs and...	-2,757.81	2,757.81
TOTAL						-2,757.81	2,757.81
Bill Pmt -Check	2088	06/18/2025	Manuf. & Business A...		100.200 · General Ch...		-440.01
Bill	307743	06/02/2025			487.152 · Dental, Life,...	-440.01	440.01
TOTAL						-440.01	440.01
Bill Pmt -Check	2089	06/18/2025	PA One Call		100.200 · General Ch...		-1.30
Bill	000110...	05/31/2025			438.350 · PA One Call	-1.30	1.30
TOTAL						-1.30	1.30
Bill Pmt -Check	2090	06/18/2025	Pro Waste Services, ...		100.200 · General Ch...		-72.10
Bill	182423...	06/02/2025			409.250 · Repairs and...	-72.10	72.10
TOTAL						-72.10	72.10
Bill Pmt -Check	2091	06/18/2025	R. Andrew Francisco		100.200 · General Ch...		-200.00
Bill	697078	06/13/2025			438.450 · Contracted ...	-200.00	200.00
TOTAL						-200.00	200.00
Bill Pmt -Check	2092	06/18/2025	Steveo's Diesel Truc...		100.200 · General Ch...		-328.50
Bill	14004	05/20/2025			437.203 · #10 - 2010 ...	-109.50	109.50
					437.205 · #19 - 2019 ...	-109.50	109.50
					437.219 · #05 - 2015 ...	-109.50	109.50
TOTAL						-328.50	328.50
Bill Pmt -Check	2093	06/18/2025	T.C. Paving, Inc.		100.200 · General Ch...		-288.00
Bill	6419	06/17/2025			438.203 · Paving/Over...	-288.00	288.00
TOTAL						-288.00	288.00
Bill Pmt -Check	2094	06/18/2025	UPMC Health Plan / ...		100.200 · General Ch...		-596.52
Bill	DO000...	06/11/2025			487.152 · Dental, Life,...	-596.52	596.52
TOTAL						-596.52	596.52
Bill Pmt -Check	2095	06/18/2025	Visa / Northwest		100.200 · General Ch...		-1,099.62
Bill	0513-0...	06/12/2025			409.200 · General Su...	-5.30	5.30
					438.242 · Safety & Se...	-256.85	256.85
					437.100 · Equip. - Mis...	-270.00	270.00
					438.242 · Safety & Se...	-18.00	18.00
					405.320 · Secretary, P...	-6.10	6.10
					409.200 · General Su...	-224.53	224.53
					438.242 · Safety & Se...	-91.11	91.11
					487.165 · Clothing All...	-79.34	79.34

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06/18/25

Waterford Township

Check Detail

June 18, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					437.100 - Equip. - Mis...	-148.39	148.39
TOTAL						-1,099.62	1,099.62
