

**Waterford Township Supervisors
Regular Business Meeting
March 19, 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

Chairman stated that the Supervisors held an executive session prior to the meeting to discuss legal matters.

Supervisors Darren Smith and Kim Risjan were present as was Roadmaster Jerry Hanas, Secretary/Treasurer Sharon Risjan, Zoning Officer Lindsay Ethridge, Solicitor Art Martinucci, Planning Commission member Ron Eliason, and 66+ interested persons.

PUBLIC COMMENT

Brian Garlick was present to represent Troyer Growers. They are going to withdraw their petition for rezoning based on the comments and concerns. Joe Markiewicz, Flatts Road, asked if Troyer has alternate plans. Solicitor stated that the Township will have to take this item off the table. What Troyer does after this is up to them, and to the supervisors as to what they will do. The original rezoning was just for Troyer and the Supervisors added to it because “spot zoning” is not allowed.

**PUBLIC COMMENT
TROYER GROWERS**

Brittany Fritz (Scott Rd), Bruce Hunt (Rt 97), Matt Stebick (Donation Rd), Tina Flook (Benson Rd), Ruth Newton (Rt 19N), Yvonne Hawley (Old State Rd), Paul Saurwein (Loop Rd), and others that were present commented or asked questions regarding the proposed Property Maintenance Ordinance. Solicitor advised that the International Property Maintenance Code is the basis for this Ordinance and there are things that can be adjusted by the Township. Z.O. Lindsay Ethridge stated that the Township has a process for any violations that take place in the Township, comprising of a courtesy letter, then a violation letter, then a second violation letter, then a final notice. At that point, it goes to the District Justice for action. Supervisor Smith stated that if you want to be a part of this study, come to the Planning Commission meetings. This issue has been in the Planning state for a year and a half, and no one came to add input. The meetings are posted on the website as well as on the Township’s Facebook page.

PROPERTY MAINTENANCE

APPROVAL OF MINUTES

Motion by Risjan, seconded by Smith, to approve the March 5, 2025, Regular Business Meeting minutes, as presented. Motion carried.

MINUTES

RECEIPTS – See attached

RECEIPTS

BILL PAYMENT LIST – See attached.

Pay Period 03/01/2025-03/14/2025 Cash Required \$17,578.54

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

PAYABLES

ROADMASTER – See attached report.

ROADMASTER

PLANNING & ZONING – See attached report.

ZONING

SOLICITOR –

- Himrod Road – keeping track of the developments on this and answering any questions that are received.
- Submitted an offer for the estate of Newton/Penny.
- Working on pending litigation regarding the Municipal Authority.

SOLICITOR

OLD BUSINESS

OLD BUSINESS

NEW BUSINESS

M-1A DISTRICT

Motion was made by Risjan, seconded by Smith, to take the proposed Ordinance 2025-04 for rezoning of M-1A district off the table. Motion carried.

Motion by Smith to pass Ordinance #2025-04 for rezoning of M-1A. Motion failed for lack of a second.

Motion was made by Smith, seconded by Risjan, to take the proposed Property Maintenance Ordinance #2025-03, off the table. Motion carried.

PROPERTY MAINTENANCE ORDDINANCE TABLED

Motion was made by Smith to pass the Property Maintenance Ordinance #2025-03. Motion failed for lack of a second.

Supervisor Smith stated that we have to do something. Everyone has worked hard on this Ordinance. Solicitor stated that, if you are planning on coming to the Planning Commission meeting, you should come with your concerns and they will be discussed. The purpose of the Ordinance is to address issues when they come up. Go to the Township office, get a copy of the Ordinance, and take your questions to the Planning Commission meeting. Planning meetings are on the 4th Thursday of each month at 6 p.m., here at the Township building.

Motion was made by Smith to send the draft Property Maintenance Ordinance #2025-03 back to the Planning Commission for further consideration. Second was made by Risjan, with apologies to the Planning Commission and the Zoning Officer. Motion carried.

Motion was made by Smith, seconded by Risjan, to adopt Resolution 2025-01 County Aid 2025. Project description is “2025 Winter Services Wages & Overtime”. Total estimated project cost is \$30,000; Allocation requested is \$16,361. Motion carried.

COUNTY AID 2025

Motion was made by Risjan, seconded by Smith, to sign the Middleton Road Improvement 2025 paperwork. Erie County Conservation District grant to Waterford Twp is \$250,000; and to LeBoeuf Twp in the amount of \$170,000. Motion carried.

MIDDLETON ROAD 2025

Motion was made by Risjan, seconded by Smith, to advertise for bids to furnish \$10,000+/- tons of bank gravel, to be picked up, or delivered to Middleton Road. Motion carried.

ADVERTISE FOR BANK GRAVEL

Sharon

AGENDA

**WATERFORD TOWNSHIP SUPERVISORS
March 19, 2025**

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF MINUTES – March 5, 2025 Regular Business Meeting

RECEIPTS – Attached

BILL PAYMENT LIST – See attached list.

Pay Period 03/01/25-03/14/25 Cash Required \$17,578.54

MOTION TO APPROVE PAYMENT OF BILLS

TREASURER’S REPORT – February, 2025

EXECUTIVE SESSION TO DISCUSS PENDING PERSONNEL/LEGAL MATTERS

ROADMASTER – See attached report

PLANNING & ZONING – See attached report

SOLICITOR

OLD BUSINESS

NEW BUSINESS

1. Action adopt/reject Ordinance 2025-04, proposed rezoning of M-1A district.
2. Action to adopt Ordinance #2025-03 Property Maintenance Ordinance.
3. Action to adopt Resolution 2025-01 County Aid 2025; project description is “2025 Winter Services Wages & Overtime”. Total estimated Project Cost is \$30,000. Allocation Requested is \$16,361.
4. Discussion/possible action on Middleton Road Improvements 2025. Erie County Conservation District grant to Waterford Township is \$250,000; and to LeBoeuf Township in the amount of \$170,000.
5. Action to go out for bids for 10,000+/- tons of bank gravel to be picked up, or delivered to Middleton Road.
6. Authorization to purchase office furniture.

CORRESPONDENCE

ADJOURNMENT

ROADMASTER'S REPORT 3/19/25

- We have been filling potholes on tar and chipped roads.
- Graded Lane Road, we will get to the other gravel roads as the frost comes out of them and they stabilize.
- We have been performing maintenance on equipment.
- We had our bi-monthly meeting updating progress of the Himrod Road bridge replacement. Steve Halmi reported that Thomas Construction is completing another bridge and then they will start ours in August with an intended completion in October, they also reported that all funding has been secured for the project. The permit for Greenway Energy to move their gas line has been approved. I requested that Penelec mark their right-of-way so we are able to remove the trees and brush and build the access roads to the new pole locations.
- We have been awarded funding from the Erie County Conservation District for Middleton Road improvements in the amount of \$250,000. With these funds we will be adding four new cross pipes and center draining the entire length of the road then adding an additional 12" of bank gravel and 6" of state approved 2A gravel for the road surface. There will be multiple road closures as we are rehabilitating that road. *Working w/ de Boer's Troop.*
- There have been several reports of excessive weight vehicles travelling on our weight restricted roads, due to the deep frost this year we are having numerous crumbling areas that will need repaired whenever we have the opportunity to address them. Hopefully the PSP will be monitoring our roads and giving fines as they catch these overweight vehicles.

M G 07

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 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 in 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 road side 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 Turn Outs – Prior to where the ditches outlet directly to the streams, turn outs will be added to slow and filter stormwater.
- Center Draining – We will be placing a 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 taking most of the summer to complete, possibly continuing into next summer, with road closures and reduced use, as we work towards the completion of these road improvements.

ZONING REPORT

March 19, 2025

-
- Permit # 525 – 13 McKinley Ave– Addition to SFD
 - Drive of the township & follow ups on violations
 - Return resident calls & met with residents
 - Violation letters sent to:
 - Parks & recreation committee
 - Planning a Kayak poker float from the Union City Dam – tentative date May 25, 2025
 - Planning a learn to fish day and fishing derby at the Union City Dam – Working with ACOE and fish and boat to set this date.
 - Working with Verdantas for cost estimates for a master site plan for Union City Dam and Newt's property.
 - Waiting to hear back about the offer on Newt's property – No change
 - The planning commission is still working to assemble a shooting range ordinance, which is not going well. We are also looking forward to beginning the comprehensive plan. We have met with Verdantas to get us moving on this. We hope to kick this off officially in April or May 2025. We are waiting for a cost estimate from the engineers. We are finishing the MAP grant application this month, I need the cost estimate to submit. It's due March 31, 2025, to be voted on in April 2025.
 - I will be attending the Quarterly Zoning meeting on March 20, 2025, at Harborcreek Township
 - Tons of questions about the property maintenance ordinance
 - The court hearing for Ferraro has been set for April 4, 2025, at 9:00 am

Waterford Township
Check Detail
 March 19, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1936	03/19/2025	Allen Yard		100.200 · General Ch...		-100.00
Bill	Heasle...	03/05/2025			360.361 · Subdivision ...	-100.00	100.00
TOTAL						-100.00	100.00
Bill Pmt -Check	1937	03/19/2025	Cintas Corp.		100.200 · General Ch...		-217.60
Bill	422302...	03/05/2025			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	422377...	03/12/2025			409.250 · Repairs and...	-2.16	2.16
					437.100 · Equip. - Mis...	-6.20	6.20
					409.250 · Repairs and...	-41.96	41.96
					487.164 · Uniform Exp...	-30.96	30.96
Bill	422452...	03/19/2025			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
TOTAL						-217.60	217.60
Bill Pmt -Check	1938	03/19/2025	E.L. Heard & Son, Inc.		100.200 · General Ch...		-3,931.92
Bill	205465	02/13/2025			438.300 · Diesel Fuel	-1,932.25	1,932.25
Bill	355410	02/19/2025			409.250 · Repairs and...	-13.49	13.49
Bill	221388	02/24/2025			438.300 · Diesel Fuel	-1,914.55	1,914.55
Bill	124749...	02/28/2025			438.301 · Unleaded G...	-71.63	71.63
TOTAL						-3,931.92	3,931.92
Bill Pmt -Check	1939	03/19/2025	Gannett Pennsylvani...		100.200 · General Ch...		-275.10
Bill	000695...	02/28/2025			400.100 · Advertising ...	-275.10	275.10
TOTAL						-275.10	275.10
Bill Pmt -Check	1940	03/19/2025	Heather Powell		100.200 · General Ch...		-150.00
Bill	Feb 9, ...	03/07/2025			414.460 · Zoning Hear...	-150.00	150.00
TOTAL						-150.00	150.00
Bill Pmt -Check	1941	03/19/2025	Highmark Blue Shield		100.200 · General Ch...		-8,637.85
Bill	April 2...	03/05/2025			487.156 · Health Insur...	-8,637.85	8,637.85
TOTAL						-8,637.85	8,637.85
Bill Pmt -Check	1942	03/19/2025	Laird Associates, Inc.		100.200 · General Ch...		-100.00
Bill	Sanma...	02/27/2025			360.361 · Subdivision ...	-100.00	100.00
TOTAL						-100.00	100.00
Bill Pmt -Check	1943	03/19/2025	Lakeshore Employee...		100.200 · General Ch...		-70.00
Bill	50367	02/28/2025			430.100 · CDL Licens...	-70.00	70.00
TOTAL						-70.00	70.00
Bill Pmt -Check	1944	03/19/2025	Manuf. & Business A...		100.200 · General Ch...		-312.85
Bill	April 2...	02/28/2025			487.152 · Dental, Life...	-312.85	312.85
TOTAL						-312.85	312.85
Bill Pmt -Check	1945	03/19/2025	National Fuel Gas		100.200 · General Ch...		-672.55

2:07 PM

03/19/25

Waterford Township
Check Detail
 March 19, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill	2/5/25-...	03/11/2025			409.360 · Utilities	-672.55	672.55
TOTAL						-672.55	672.55
Bill Pmt -Check	1946	03/19/2025	Northern Tool Comm...		100.200 · General Ch...		-375.44
Bill	547741...	03/09/2025			409.260 · Small Tools ...	-340.80	340.80
Bill	547815...	03/10/2025			409.260 · Small Tools ...	-14.32	14.32
Bill	547815...	03/10/2025			409.260 · Small Tools ...	-20.32	20.32
TOTAL						-375.44	375.44
Bill Pmt -Check	1947	03/19/2025	PJ Albrecht		100.200 · General Ch...		-100.00
Bill	Coffin/...	03/03/2025			360.361 · Subdivision ...	-100.00	100.00
TOTAL						-100.00	100.00
Bill Pmt -Check	1948	03/19/2025	Pro Waste Services, ...		100.200 · General Ch...		-72.10
Bill	179810...	03/01/2025			409.250 · Repairs and...	-72.10	72.10
TOTAL						-72.10	72.10
Bill Pmt -Check	1949	03/19/2025	UPMC Health Plan / ...		100.200 · General Ch...		-519.69
Bill	April 2...	02/13/2025			487.152 · Dental, Life,...	-519.69	519.69
TOTAL						-519.69	519.69
Bill Pmt -Check	1950	03/19/2025	Visa / Northwest		100.200 · General Ch...		-1,453.26
Bill	2/13/25...	03/19/2025			400.430 · Classes, Mt...	-321.09	321.09
					405.200 · Secretary S...	-130.10	130.10
					400.430 · Classes, Mt...	-126.59	126.59
					437.100 · Equip. - Mis...	-313.89	313.89
					437.215 · #07 - Roller ...	-40.84	40.84
					439.312 · Niemeyer R...	-18.00	18.00
					409.200 · General Su...	-248.48	248.48
					400.420 · Dues, Subs...	-254.27	254.27
TOTAL						-1,453.26	1,453.26

2:45 PM
03/19/25

Waterford Township Sewer Fund
Check Detail
March 1 - 19, 2025

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Bill Pmt -Check	1006	03/19/2025	Qiinn Law Firm		100 · Cash-Regul...		-3,362.13
Bill	484123	02/14/2025			448.220 · Legal Ex...	-3,362.13	3,362.13
TOTAL						-3,362.13	3,362.13

WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

February 28, 2025

	BAL. FWD	RECEIPTS	EXPENDITURES	END BAL.
GENERAL ACCOUNT				
Previous Balance - PLGIT	73,198.42			
Previous Balance - Northwest	69,298.14			
Receipts NWS		132,764.18		
Transfer from PLGIT to Northwest		-		
Interest Earned NWS		3.22		
Interest Earned (PLGIT)		252.48		
Transfer from NWS (to PLGIT Investment Accounts)				
Transfer from PLGIT to NWS				
Expenditures Northwest			107,383.79	
TOTALS	142,496.56	133,019.88	107,383.79	\$ 168,132.65
*BRIDGE FUND				
Previous Balance (PLGIT)	448,799.99			
Receipts				
Interest Earned (PLGIT)		1,548.33		
Transfer to General Fund				
TOTALS		1,548.33		\$ 450,348.32
*BUILDING FUND				
Previous Balance (PLGIT)	244,907.72			
Receipts				
Transfer to General Fund				
Interest Earned (PLGIT)		844.91		
TOTALS		844.91		\$ 245,752.63
*EQUIPMENT FUND				
Previous Balance (PLGIT)	12,567.55			
Receipts				
Transfer to General Fund				
Interest Earned (PLGIT)		43.36		
TOTALS		43.36		\$ 12,610.91
STATE LIQUID FUELS				
Previous Balance (PLGIT)	190.56			
Receipts				
Interest Earned (PLGIT)		0.64		
Expenditures				
TOTALS	190.56	0.64		\$ 191.20
*SEWER FUND				
Previous Balance (PLGIT)	127,159.95			
Receipts				
Interest Earned (PLGIT)		438.46		
Expenditures				
TOTALS		438.46		\$ 127,598.41
**SMALL FLOW TREATMENT FACILITIES				
Previous Balance PLGIT)	4,982.48			
Receipts				
Interest Earned (PLGIT)		17.19		
Transfer to General Fund				
TOTALS		17.19		4,999.67
PARKS & RECREATION				
Previous Balance (PLGIT)	334,152.79			
Previous Balance General Ckg - NW	6,650.49			
Receipts PLGIT				
Receipts NW Ckg				
Interest Earned (PLGIT)		1,152.79		
Interest Earned NW Bank Ckg		0.26		
Expenditures - PLGIT				
Expenditures - NW Bank				
Transfers				
TOTALS		1,153.05		341,956.33
Total Expenses & Transfers				\$ 107,383.79

TOTAL OF ACCOUNT BALANCES AS OF

\$ 1,009,633.79

**Restricted Funds

*Capital Improvement Funds

January 2025 Interest \$ 4,982.26
 February 2025 Interest \$ 4,301.64

Waterford Township Supervisors

Regular Business Meeting

March 19, 2025

SIGN IN SHEET

<u>Signature</u>	<u>Print Name</u>
1 B Zimmerly	B. Zimmerly
2 Ronald E. Eliason	Ronald E. Eliason
3 Cindy Steyer	Cindy Steyer
4 Tom R. Kreider	Tom R. Kreider
5 Audrey Jefferson	Audrey Jefferson
6 Sam Jeffe	Sam Jeffe
7 Bruce Kinsinger	Bruce Kinsinger
8 Jason, Tina, William Flook	Jason, Tina, William Flook
9 Michael Donovan	MICHAEL DONOVAN
10 Dew A Wadkins	DEW A WADKINS
11 Karen Kuhn	Karen Kuhn
12 Anthony Kondzielski	Anthony Kondzielski
13 Michael L. Austin	MICHAEL L. AUSTIN
14 Marshall W. McColl	Marshall W. McColl
Lisa Glover	Lisa Glover
Bethany Fritz	Bethany Fritz
Bruce Hunt	BRUCE HUNT

~~A R~~
~~Angie Berg~~

~~Paul Chaffin~~

~~Heather Mett~~

~~Jim~~

Tom Alth

~~Mark~~

~~John~~

Dianne Manning

~~Joseph~~ Joseph Matkewicz

~~John~~
Curtis

Mike Leslie

Chonae Miller

Ken Lewis

Sue Mackauski

Russ Newton

Justin Smith

David Gentile

Sarah & Mike Brown

Ann Vandyke

Andy Vandyke

William Loop

Jacob Bergel

Andy Bergel

Ronald Braae

Gina Braae

Jeff Baser / Shelby Baser

Paul Saarwein

Cindy Sauewein

John Esser

Andrew Sander

Brian Garlick

Troy Jewell

Heather Tractor

Harry Puckman

Alexis Bellis

Grinne Schwarzfeld

David Schwarzfeld

MIKE HARTER

Bill Harter

Hinda Diver

MATT STEBICK

Mitch Newcomer

Russ Maul

Don Guss

Pinkie Friedman