

**Waterford Township Supervisors  
Regular Business Meeting  
December 17, 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 Kim Risjan and Darren Smith were present as was Secretary/Treasurer Sharon Risjan, Roadmaster Jerry Hanas, and other individuals.

**PUBLIC COMMENT**

Ron Eliason said the road crew is doing a great job on snow plowing.

**PUBLIC  
COMMENT**

**APPROVAL OF MINUTES**

**Motion by Risjan, seconded by Darren, to approve the minutes of the December 3, 2025, Regular Business Meeting, as presented. Motion carried.**

**MINUTES**

**ROADMASTER** – See attached report; brief discussion Himrod Road bridge project.

**ROADMASTER**

**ZONING** – See attached report

**SOLICITOR** – Solicitor was not present.

**SOLICITOR**

**WATER/SEWER** – Discussion on the water meter pit progress.

**WATER/SEWER**

**OLD BUSINESS** - None

**OLD BUSINESS**

**Chairman recessed the meeting to an executive session; resumed at 7:29 p.m.**

**EXECUTIVE  
SESSION**

**NEW BUSINESS**

**Motion was made by Risjan, seconded by Smith, to approve the medical insurance coverage with a 3% increase, and implementation of the medical program for deductibles. Motion carried.**

**NEW BUSINESS**

**Motion was made by Risjan, seconded by Smith, amending the resolutions for the new truck and the mower and loader to make them non-specific items. Motion carried.**

**KEN WISE** – Supervisor Smith explained that Ken Wise now knows how to operate all the equipment, has become a valued employee, and is due for an anniversary increase in pay. **Based on his performance progress, a motion was made by Smith, seconded by Risjan, to increase Ken Wise’s pay rate by \$2.00/hr. Motion carried.**

**Motion was made by Risjan, seconded by Smith, to amend the Waterford Township Personnel Handbook to include a “Road Employee Wage Structure”, as per previously discussed. Motion carried.**

**Motion was made by Smith, seconded by Risjan, to give the employees a \$250 gift card for Christmas. Motion carried.**

**PLANK ROAD SUBDIVISION** – This has been through Erie County Planning and Waterford Township Planning. **Motion was made by Risjan, seconded by Smith, to approve the Sanmar Woodlands subdivision on Plank Road, as approved. Motion carried.**

Plank Road  
Subdivision

**2026 2A and Antiskid Material bids:** 4 bids received. See attached results **After opening and reviewing the bid proposals, a motion was made by Smith, seconded by Risjan, to award ACA Sand & Gravel LLC the contract to provide Waterford Township with 2A gravel and Antiskid material in 2026. Motion carried.**

2A & Antiskid

**RECEIPTS** – Attached; no comments

Receipts

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

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

Bill Payment

**CORRESPONDENCE** – None

Correspondence

**ADJOURNMENT**

**Motion was made by Risjan, seconded by Smith, to adjourn the meeting at 7:46 p.m. Motion carried.**

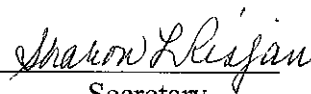
Adjournment

Approved

Respectfully submitted,

  
Chairman, Board of Supervisors

12-29-25  
Date

  
Secretary

**WATERFORD TOWNSHIP SUPERVISORS  
REGULAR BUSINESS MEETING  
December 17, 2025**

**AGENDA**

**SALUTE TO THE FLAG**

**PUBLIC COMMENT**

**APPROVAL OF DECEMBER 3, 2025, MINUTES**

**ROADMASTER**

**ZONING**

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

**WATER/SEWER -**

**OLD BUSINESS**

**NEW BUSINESS**

- Discussion/ action on the 2026 insurance benefits.
- Discussion/ action to amend resolution #2025-05 & 2025-06.
- Discussion/action for an anniversary pay increase for Kenneth Wise.
- Discussion/ action to amend road crew wage structure.
- Discussion/action to purchase gift cards for the employees for Christmas.
- Discussion/action on the Plank Rd. subdivision.
- Discussion/ action on the bids for 2A gravel & anti – skid.

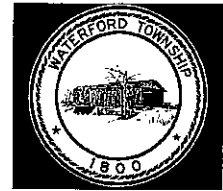
**BILL PAYMENT**

**MOTION TO APPROVE PAYMENT OF BILLS**

**CORRESPONDENCE**

**MOTION TO ADJOURN MEETING**

# Township of Waterford



12451 Circuit Street  
Waterford, Erie County, PA 16441

Phone 814/796-2109  
FAX 814/796-6915

December 17, 2025

- **BID OPENING FOR 2026 Season - 2A GRAVEL AND ANTISKID – Four bids received:**

		<u>10,000+/- T 2A gravel</u>	<u>2,000+/-T Antiskid</u>
Erie Aggregates, Inc.	FOB Plant	\$15.75	\$10.25
	Del. To Job Site	\$23.50	\$18.50
Wilkinson Aggregates Inc.	FOB Plant	\$12.00	\$ 7.00
	Del. To Job Site	\$17.95	\$12.95
	Del. As Directed	\$17.95	\$12.95
ACA Sand & Gravel LLC	FOB Plant	\$11.00	\$ 5.50
	Del. To Job Site	\$17.50	\$12.00
	Del. As Directed	\$17.50	\$12.00
Hasbrouck Sand & Gravel	FOB Plant	\$11.50	\$ 6.00
	Del. To Job Site	\$21.50	\$16.00

**Motion was made by Smith, seconded by Risjan, to award the 2A Contract and the Antiskid contract to ACA Sand and Gravel LLC. Motion carried.**

**Waterford Township**  
**Unpaid Bills Detail**  
 As of December 17, 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>Ashley Frank</b>				
Bill	12/11/2025	12/11/25 Planning	25.00	25.00
Total Ashley Frank			25.00	25.00
<b>Brian Jarrett</b>				
Bill	12/11/2025	12/11/25 Planning	25.00	25.00
Total Brian Jarrett			25.00	25.00
<b>Chemung Supply Corp.</b>				
Bill	12/05/2025	040254	2,506.00	2,506.00
Total Chemung Supply Corp.			2,506.00	2,506.00
<b>Cintas Corp.</b>				
Bill	12/10/2025	4252529534	130.37	130.37
Bill	12/17/2025	4253309125	169.99	169.99
Total Cintas Corp.			300.36	300.36
<b>Compass Minerals America, Inc.</b>				
Bill	12/08/2025	1579430	8,147.67	8,147.67
Total Compass Minerals America, Inc.			8,147.67	8,147.67
<b>Deiss &amp; Halmi Engineering, Inc.</b>				
Bill	12/03/2025	10-25-25	531.25	531.25
Bill	12/03/2025	10-25-22	12,725.35	12,725.35
Total Deiss & Halmi Engineering, Inc.			13,256.60	13,256.60
<b>E.L. Heard &amp; Son, Inc.</b>				
Bill	11/17/2025	204644	1,823.13	1,823.13
Bill	11/20/2025	283623	69.40	69.40
Bill	11/24/2025	285112	1.99	1.99
Bill	11/25/2025	283539	79.00	79.00
Bill	11/26/2025	285131	29.49	29.49
Bill	11/30/2025	12489709	37.31	37.31
Total E.L. Heard & Son, Inc.			2,040.32	2,040.32
<b>Five Star Equipment Inc</b>				
Bill	12/17/2025	P49208	297.52	297.52
Total Five Star Equipment Inc			297.52	297.52
<b>G &amp; S Safety Products</b>				
Bill	11/21/2025	205993	47.70	47.70
Bill	12/12/2025	206362	65.29	65.29
Total G & S Safety Products			112.99	112.99
<b>Gannett Pennsylvania Local iQ</b>				
Bill	11/30/2025	0007422067	262.18	262.18
Total Gannett Pennsylvania Local iQ			262.18	262.18
<b>Gormont Tire Services LLC</b>				
Bill	11/17/2025	16944	332.50	332.50
Total Gormont Tire Services LLC			332.50	332.50
<b>Highmark Coverage Advantage</b>				
Bill	12/08/2025	25120877736	8,938.40	8,938.40
Total Highmark Coverage Advantage			8,938.40	8,938.40

**Waterford Township**  
**Unpaid Bills Detail**  
As of December 17, 2025

Type	Date	Num	Open Balance	Credit
<b>Manuf. &amp; Business Assoc - Ins.</b>				
Bill	12/01/2025	314442	414.01	414.01
Total Manuf. & Business Assoc - Ins.			414.01	414.01
<b>Manufacturer's &amp; Business Association</b>				
Bill	12/03/2025	PA283	29.68	29.68
Total Manufacturer's & Business Association			29.68	29.68
<b>Matt Erickson</b>				
Bill	12/11/2025	12/11/25 Planning	25.00	25.00
Total Matt Erickson			25.00	25.00
<b>National Fuel Gas</b>				
Bill	12/09/2025	11/4/25-12/08/25 rea	533.25	533.25
Total National Fuel Gas			533.25	533.25
<b>PA Municipal Supply, Inc.</b>				
Bill	12/04/2025	6234918	445.80	445.80
Total PA Municipal Supply, Inc.			445.80	445.80
<b>PA One Call</b>				
Bill	11/30/2025	0001129960	37.34	37.34
Total PA One Call			37.34	37.34
<b>Pro Waste Services, Inc.</b>				
Bill	12/01/2025	37630	72.10	72.10
Total Pro Waste Services, Inc.			72.10	72.10
<b>Quinn, Buseck, Leemhuis, Toohey &amp; Kroto</b>				
Bill	12/07/2025	488791	1,121.35	1,121.35
Total Quinn, Buseck, Leemhuis, Toohey & Kroto			1,121.35	1,121.35
<b>Ron Eliason</b>				
Bill	12/11/2025	12/11/25 planning	25.00	25.00
Total Ron Eliason			25.00	25.00
<b>Stephenson Equipment, Inc.</b>				
Bill	12/03/2025	P0696818	31.95	31.95
Bill	12/08/2025	P0714018	118.87	118.87
Total Stephenson Equipment, Inc.			150.82	150.82
<b>WECAN</b>				
Bill	12/03/2025	2025 Contrib	150.00	150.00
Total WECAN			150.00	150.00
<b>William Phillips</b>				
Bill	12/11/2025	12/11/25 Planning	25.00	25.00
Total William Phillips			25.00	25.00
<b>TOTAL</b>			<b>29,466.29</b>	<b>39,273.89</b>

4:30 PM

12/17/25

**Waterford Township**  
**Deposit Detail**  
December 1 - 17, 2025

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Type	Num	Date	Name	Account	Amount
Deposit		12/05/2025		100.200 · General C...	4,943.94
			Melissa Oberlander, ...	301.100 · Real Estat...	-4,063.80
			Melissa Oberlander, ...	310.010 · Per Capita...	-143.00
			Erie County Tax Clai...	301.400 · R.E. Tax, ...	-458.11
			Melissa Oberlander, ...	301.600 · Real Estat...	-279.03
TOTAL					-4,943.94

## **ROADMASTER'S REPORT 12/17/25**

- We received an additional 200 tons of salt.
- We have been plowing and treating roads.
- We have been repairing and maintaining equipment.
- They built forms on the east side headwall of the Himrod Road bridge since our last meeting and haven't been there since the 10<sup>th</sup>.
- Chivers started on the meter pit for the waterline today and discovered that the line is metal and changes to plastic about in line with the face of the vault and they can only hot tap the plastic so the vault may need to be moved to accommodate the connections. Chivers did contact Steve Halmi and he did suggest moving the vault approximately 6 feet but since this is an unforeseen Chivers said that it would be a "time and materials job" and estimate it will take about a half day and it would be around a few thousand dollars extra to move it.

# ZONING REPORT

December 17, 2025

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- 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 – He called and will be getting documents in to be reviewed by the planning commission
- Parks & recreation committee
  - Real estate application for ACOE has been submitted
  - The committee voted to make an application with the Erie County Department of Health to begin exploring septic options for the Union City Dam to use up the 100k grant money.
- Asked Caitlyn about the Ferraro hearing and where we are at on their appeal. Waiting to hear so we can keep it moving forward. This has been placed with a new attorney.
  - Still no word on this

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

**December 17, 2025**

**SIGN IN SHEET**

**Print your name**

1 DAVID BLUM

2 Ronald E. ELIASOST

3 Harry Percub

4 Mary

5 Kurt Hill

6 Ed Landler

7 Nick Brace

8 Larry Thompson

9 \_\_\_\_\_

10 \_\_\_\_\_

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14 \_\_\_\_\_

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16 \_\_\_\_\_