

*Approved 12-17-25
online 12-18-25*

**Waterford Township Supervisors
Regular Business Meeting
December 3, 2025**

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

Supervisors Darren Smith 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 –

- Bill Loop asked what the property maintenance ordinance is about that was passed in November. Zoning officer explained.
- Bruce Hunt asked about the budget. Supervisors responded.

APPROVAL OF MINUTES

**Motion by Risjan, seconded by Smith, to approve the November 19, 2025, minutes, as presented.
Motion carried**

ROADMASTER – See attached report. After the report was explained, Supervisor Smith stated that the Township had a meeting with Thomas Construction and, apparently, they are going to keep going with the project as long as they can. Discussion ensued.

ZONING – See attached report.

Lindsay spoke with Ed Betza and he agreed to represent the Township. He cannot be here at every meeting but will be here if needed. They are working with an associate that can help with that.

WATER/SEWER – Nothing new

OLD BUSINESS –

Discussion ensued on action to adopt the 2026 preliminary budget which includes a .5 mill increase. Action to take place on December 29, 2025 at a special 10 a.m. meeting. Supervisors Smith and Risjan explained why we are increasing the tax. We have not had an increase for 13 years. We need new trucks and equipment, as well as covering increased insurance rates.

NEW BUSINESS

- Motion was made by Risjan, seconded by Smith, authorizing the signing of an authorization for FWF to obtain quotes from various insurance carriers for renewal comparisons. Motion carried.
- Motion was made by Risjan, seconded by Smith, to sponsor the 2026 Palettes of Waterford Art Tour & Auction. \$150.00. Motion carried.
- Motion by Risjan, seconded by Smith, authorizing advertisement of a special meeting on Monday, December 29, 2025 at 10 a.m. for the purpose of adopting the final 2026 budget. Motion carried.
- Motion was made by Risjan, seconded by Smith, to hire Marc Borgia as a road employee, with a \$24.00 starting hourly pay rate. Motion carried.
- After a brief discussion, motion was made by Risjan, seconded by Smith, authorizing payment for Thomas Construction's Request #5 for payment, in the amount of \$56,350.53. Motion carried

RECEIPTS – No questions

BILL PAYMENT LIST - No questions

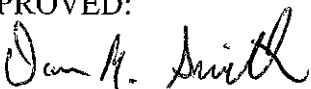
Motion by Risjan, seconded by Smith, to approve payment of the bills, as presented. Motion carried.

CORRESPONDENCE – None

NO EXECUTIVE SESSION

Motion by Risjan, seconded by Smith, to adjourn the meeting at 8:38 p.m. Motion carried.

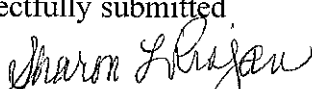
APPROVED:



Darren Smith, Vice-Chairman

12-17-25
Date

Respectfully submitted,



Sharon Risjan, Secretary

shawn

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
December 3, 2025**

AGENDA

SALUTE TO FLAG

PUBLIC COMMENT

APPROVAL OF NOVEMBER 19, 2025, MINUTES

ROADMASTER

ZONING

WATER/SEWER - Steve Halmi called and advised that the contractor for the flow meter project is waiting for the meter to come in. Should be pretty soon and then they will start working on the installation; may be as soon as next week.

OLD BUSINESS

- Action to adopt the 2026 Preliminary budget which includes a .5 mill increase. Adoption of the final budget will take place at a special business meeting on December 29, 2025, 10 a.m.

NEW BUSINESS

- Authorization to sign letter of authorization for FWF to obtain quotes from various insurance companies for renewal comparisons.
- Discussion/action to sponsor the 2026 Palettes of Waterford Art Tour & Auction. (2025 contribution was \$150).
- Authorization to advertise a special meeting on Monday, December 29, 2025 at 10 a.m., for the purpose of adopting the final 2026 Budget.
- Discussion/action to hire Marc Borgia as a road employee, with a \$24.00 starting hourly pay rate.
- Discussion/action to authorize payment of Thomas Construction Company's Application for Payment No. 5 for the replacement of the Himrod Road bridge, in the amount of \$56,350.55.

RECEIPTS

BILL PAYMENT

MOTION TO APPROVE PAYMENT OF BILLS

CORRESPONDENCE

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

MOTION TO ADJOURN MEETING

ROADMASTER'S REPORT 12/3/25

- The guys have been installing road edge markers on the plow routes.
- We received the guide rail posts on Monday 12/1 for Middleton Road. We received the barricade reflective panels today. We will need to make a Pa. One call for the affected area.
- We have been plowing and treating the roads and maintaining equipment as needed.
- There has been no advancement in the Himrod Road bridge construction due to the inclement weather and high water.
- Ben and I attended a meeting at Summit Township this morning about different styles of front and wing plows that are offered by Stevenson Equipment.

ZONING REPORT

December 3, 2025

- 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
 - 2nd 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 board is still making revisions and changes to the proposed upgrades at the Union City Dam
 - Spoke with Justin Tech, and he is willing to help write grants for the Union City Dam Park upgrades
- Completed 3 LSA grant applications for new equipment total of the grants is \$1,131,254.00.
- The planning commission will meet on December 11, 2025, at 6:00 pm. The December 25, 2025, meeting is cancelled.
- 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.

Waterford Township
Unpaid Bills Detail
 As of December 3, 2025

Type	Date	Num	Open Balance	Credit
American Funds				
Bill Pmt -Check	02/21/2024	1374	-9,807.60	
Bill	11/13/2025	8/01/25-10/31/25	187.50	187.50
Total American Funds			-9,620.10	187.50
Chemung Supply Corp.				
Bill	11/26/2025	040102	1,010.00	1,010.00
Total Chemung Supply Corp.			1,010.00	1,010.00
Cintas Corp.				
Bill	11/25/2025	4251038772	145.61	145.61
Bill	12/03/2025	425194051	42.24	42.24
Total Cintas Corp.			187.85	187.85
Compass Minerals America, Inc.				
Bill	11/13/2025	1565371	1,302.70	1,302.70
Total Compass Minerals America, Inc.			1,302.70	1,302.70
G & S Safety Products				
Bill	11/21/2025	205992	415.44	415.44
Total G & S Safety Products			415.44	415.44
Hunter Truck Sales & Service, LLC				
Credit	11/07/2025	X102552209:01	-52.50	
Credit	11/07/2025	X102552205:01	-218.75	
Bill	11/19/2025	X102553648:01	801.94	801.94
Total Hunter Truck Sales & Service, LLC			530.69	801.94
J. H. Auto Parts, Inc.				
Credit	10/31/2025	602833R	-55.97	
Bill	11/03/2025	603004	20.32	20.32
Bill	11/06/2025	603329	13.49	13.49
Bill	11/11/2025	603660	350.22	350.22
Bill	11/12/2025	603823	99.90	99.90
Bill	11/14/2025	603955	108.04	108.04
Bill	11/19/2025	604280	30.79	30.79
Bill	11/20/2025	604362	26.49	26.49
Total J. H. Auto Parts, Inc.			593.28	649.25
Koldrock Waters, Inc.				
Bill	11/03/2025	032584	27.90	27.90
Total Koldrock Waters, Inc.			27.90	27.90
Lindsay Ethridge				
Bill	12/03/2025	November Mileage	37.45	37.45
Total Lindsay Ethridge			37.45	37.45
McMaster-Carr				
Bill	12/02/2025	56190496	144.67	144.67
Total McMaster-Carr			144.67	144.67
Penelec				
Bill	11/21/2025	10/20/25-11/18/25	104.76	104.76
Bill	11/24/2025	10/20-11/18/25	610.14	610.14
Bill	11/25/2025	10/21/25-11/19/25	219.51	219.51
Bill	11/26/2025	10/23/25-11/21/25	220.32	220.32
Total Penelec			1,154.73	1,154.73
Spectrum Business				
Bill	11/21/2025	138197601112125	180.00	180.00

1:59 PM

12/03/25

Waterford Township
Unpaid Bills Detail
As of December 3, 2025

Type	Date	Num	Open Balance	Credit
Total Spectrum Business			180.00	180.00
Verizon Wireless Bill	11/17/2025	6128761061	39.62	39.62
Total Verizon Wireless			39.62	39.62
Vision Benefits of America, Inc. Bill	12/01/2025	1935593	88.82	88.82
Total Vision Benefits of America, Inc.			88.82	88.82
TOTAL			-3,906.95	6,227.87

Waterford Township Supervisors
Regular Business Meeting

December 3, 2025

SIGN IN SHEET

Print your name

1 Ronald E. ELIASON

2 [Signature]

3 LARRY THOMPSON

4 Wilson Loop

5 BRUCE HUNT

6 [Signature]

7 Jill Hunt

8 [Signature]

9 Harri Roberts

10 Nick Brace

11 _____

12 _____

13 _____

14 _____

15 _____

16 _____