

**Waterford Township Supervisors  
Regular Business Meeting Minutes  
February 4, 2026**

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

Supervisors Nick Brace and Kim Risjan were present as was Roadmaster Jerry Hanas, Secretary/Treasurer Sharon Risjan, Zoning Officer Lindsay Ethridge, and several interested persons.

**PUBLIC COMMENT** – Flory Kondzielski stated that Jerry and the boys are doing a good job.

Chris Truitt, 2621 E. Stancliff Road, indicated that Bagdad and his road have been very, very rough. He is concerned because of the price of salt and what it is going to do to the roads in the Spring. He feels the salt is making it worse. Jerry explained the process he may have to do this Spring.

**APPROVAL OF MINUTES**

**Motion by Risjan, seconded by Brace, to approve the January 21, 2026 Regular Business Meeting minutes, as presented. Motion carried**

**ROADMASTER** – See attached report. Jerry said nothing has been happening at the Himrod bridge.

**ZONING** – See attached report.

**OLD BUSINESS** – Tabled from the January 21, 2026, Regular Business Meeting. Authorization to sign the Municipal Economic Development Support Grant Agreement administered by the Redevelopment Authority of the City of Corry, in the amount of \$37,679.70, for the Waterford Township and the Waterford Borough Comprehensive Plan. **Motion was made by Brace, seconded by Risjan, authorizing the Municipal Economic Development Support Grant Agreement. Motion carried.**

**NEW BUSINESS**

- **Motion by Risjan, seconded by Brace, adopting Resolution 2026-01 for 2026 County Aid – Winter Maintenance, in the amount of \$16,904.00. Motion carried.**
- **Motion was made by Brace, seconded by Risjan, to update the Northwest Bank signatories for advisory services provided for the Township's pension plan. Motion carried.**
- **Motion by Risjan, seconded by Brace, to update the Northwest Bank signatories for Waterford Township checking accounts. Motion carried.**

**CORRESPONDENCE** – No Correspondence

Chairman recessed the meeting for an executive session at 7:17 p.m. Reconvened at 7:37 p.m.

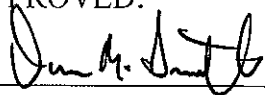
**RECEIPTS** – No comments

**BILL PAYMENT LIST**: See attached

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

**Motion by Risjan, seconded by Brace, to adjourn the meeting at 7:38 p.m. Motion carried.**

APPROVED:

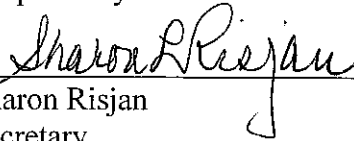


Darren Smith  
Chairman

2-18-26

Date

Respectfully submitted



Sharon Risjan  
Secretary

*Sharon*

**WATERFORD TOWNSHIP SUPERVISORS  
REGULAR BUSINESS MEETING  
FEBRUARY 4, 2026**

**AGENDA**

**SALUTE TO FLAG**

**PUBLIC COMMENT**

**APPROVAL OF JANUARY 21, 2026 REGULAR BUSINESS MEETING MINUTES**

**EXECUTIVE SESSION** – Discussion on legal/personnel matters (if needed)

**ROADMASTER'S REPORT**

**ZONING REPORT**

**OLD BUSINESS**

**Tabled from January 21, 2026, RBM** – Authorization to sign the Municipal Economic Development Support Grant Agreement administered by the Redevelopment Authority of the City of Corry, in the amount of \$37,679.70, for the Waterford Township and the Waterford Borough Comprehensive Plan.

**NEW BUSINESS**

**RESOLUTION 2026-01** for 2026 County Aid – Winter Maintenance. This is a contribution from County Liquid Fuels toward the winter road maintenance. \$16,904.00.

Action to update the Northwest Bank signatories for advisory services provided for the Township's pension plan.

Action to update the Northwest Bank signatories on checking accounts.

**CORRESPONDENCE**

**RECEIPTS**

**BILL PAYMENT LIST**

**MOTION TO APPROVE PAYMENT OF BILLS**

**MOTION TO ADJOURN MEETING**

## **ROADMASTER'S REPORT 2/4/26**

- We have been plowing and treating roads.
- We were contacted by Greene Township with an opportunity to purchase some of their excess road salt. We have received our allotment for this season and we need more so, I requested 100 tons of their road salt, and they said it will be in either this week or next week.
- Waterford Municipal authority notified me that Five Star Equipment's water was frozen in their driveway and wanted to know if I wanted them to thaw it out, and I said that if they have fixed this in the past and it were familiar with it, please go ahead and take care of it. They did and then let me know it happened again this past weekend and took care of it again.
- We have been repairing and painting our cross-conveyor that we use for cold patching and putting stone and gravel in our tile ditches.
- We have been replacing the I-beam screen support on top of our spreader box for truck #10 because the original has rotted out.
- We received notice to let Mark Corey know square footages of how much Tar and Chip we will be planning this summer so we can join the rest of Erie County Municipalities to get the best price available.
- Steve Halmi notified us that Chiver's Construction has received the water meter so they will install it beginning on Monday 2/9/26.

# ZONING REPORT

February 4, 2026

- 
- 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 on January 22, 2026.
      - Never showed up with documents
  - The Planning Commission, Waterford Township, & Waterford Borough has been awarded jointly \$37,679.70 for the comprehensive plan. I will need approval to sign the grant award and move the comprehensive plan forward.
  - Parks & recreation committee
    - Real estate application for ACOE has been submitted
      - They had a round table meeting on January 5, 2026, to discuss what other documents or paperwork they require to finalize this agreement. I haven't heard anything back from this yet.
    - 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.
    - Met with Justin Cree to lay out and design phase 1. Planning will begin with surveying and moving forward with a detailed design of the initial projects.
    - We have a cost estimate put together for phase 1.
  - Tasked Ed with finding out where we are with the Ferraro case.
    - No update yet, other than it is still viable and moving.
  - We have an ASA Application to add land from Mark Troyer.
    - A hearing has been scheduled for February 18, 2026, at 6:30 pm
    - An ASA handbook has been provided for each of you to review before the meeting.
  - Zoning Hearing Board application has come in for a variance request for the gravel pit on Middleton Road, for a change in use variance request from mineral excavation to industrial use.
    - I will work to set up this hearing for March 2026.

**Waterford Township**  
**Deposit Detail**  
 January 22 through March 2, 2026

Type	Date	Name	Account	Amount
Deposit	01/26/2026		100.200 · General Checking - ...	2,271.31
		Berkheimer Tax Ad...	310.210 · Earned Income Taxes...	-2,304.49
		Berkheimer Tax Ad...	403.100 · 1% Tax Receiver - Be...	33.18
TOTAL				-2,271.31
General Journal	01/28/2026	ADP Payroll Service	100.200 · General Checking - ...	8.76
		ADP Payroll Service	487.161 · FICA - Employer	-8.76
TOTAL				-8.76
Deposit	01/28/2026		100.200 · General Checking - ...	
TOTAL				0.00
Deposit	01/30/2026		100.200 · General Checking - ...	18,648.31
		LeBoeuf Township	380.140 · Miscellaneous Revenue	-481.74
		Waterford Municipal ...	380.124 · Sewer Fund receipts	-18,013.02
		Erie County Tax Clai...	301.400 · R.E. Tax, delinquent ...	-153.55
TOTAL				-18,648.31
Deposit	01/30/2026		100.200 · General Checking - ...	14,166.69
		Berkheimer Tax Ad...	310.210 · Earned Income Taxes...	-14,026.55
		Berkheimer Tax Ad...	310.210 · Earned Income Taxes...	-347.12
		Berkheimer Tax Ad...	403.100 · 1% Tax Receiver - Be...	206.98
TOTAL				-14,166.69
Deposit	01/30/2026		100.200 · General Checking - ...	122.41
		Berkheimer Tax Ad...	305.100 · LST - OCCUP. PRIV...	-122.41
TOTAL				-122.41