

**Waterford Township Supervisors  
Regular Business Meeting  
Monday, January 5, 2026**

The regular business meeting of the Board of Supervisors was called to order by Chairman Smith at 7:42 p.m.

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

**PUBLIC COMMENT** – Larry Thompson asked about flood zones in the Township. Lindsay explained that there are different levels of flood zones. Discussion ensued on FEMA and what the benefits are. Flory indicated that we were required to join during his first term of office.

Flory Kondzielski wanted the supervisors to know that the road crew is doing well on keeping the road in good shape. The new drivers seem to know what they are doing.

**APPROVAL OF MINUTES**

**Motion by Risjan, seconded by Smith, to approve the December 29, 2025, special business meeting minutes, as presented. Motion carried**

**No executive session**

**ROADMASTER** – See attached

Jerry explained how the salt purchasing program works. After brief discussion, Jerry indicated that he would have a request for purchase of additional salt.

**ZONING** – See attached

**OLD BUSINESS** - None

**NEW BUSINESS**

- Motion was made by Risjan, seconded by Brace, approving attendance to the PSATS Conference in April 2026. Motion carried.
- Motion by Risjan, seconded by Brace, to appoint Heberlein & Falk, P.C. for the 2025 audit. Motion carried.
- After review and discussion, a motion was made by Brace, seconded by Risjan, to use Loesel Schaaf for 2026 Workers Compensation coverage with \$1,000,000 limits, and to Burns and Burns for the other commercial coverages. Motion carried.
- Motion was made by Brace, seconded by Risjan, to sign check writing authorization for Northwest Bank and PLGIT. Motion carried.
- Brief discussion ensued on the Himrod Road bridge project

**CORRESPONDENCE** – No Correspondence

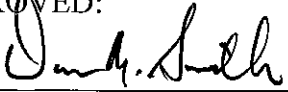
**RECEIPTS** – No comments

**BILL PAYMENT LIST**: See attached

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

**Motion by Risjan, seconded by Brace, to adjourn the meeting at 8:08 p.m. Motion carried.**

APPROVED:

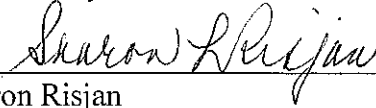


Darren Smith  
Chairman

1-21-26

Date

Respectfully submitted



Sharon Risjan  
Secretary

## ROADMASTER'S REPORT 1/5/26

- We received an additional 100+ tons of road salt leaving us with about an additional 125 tons to fulfill our allowable amount. We typically order 325 tons a year, but after last year we upped the order to 500 tons on the 2025 budget, and they will allow 140 percent of the ordered amount which is 700 tons at \$59/ton at a cost of \$41,300. We will probably run out before the end of winter. We budgeted \$25,000. We would then have an option to purchase additional salt at market price. If we don't have enough salt to finish out the year, will you authorize me to purchase additional salt if needed at market price?
- We have been plowing and treating roads and maintaining equipment.

# ZONING REPORT

January 5, 2026

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- Drive of the township & follow ups on violations
- Return resident calls & met with residents
- Permit recap for 2025 – 77 permits were written in 2025
- 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.
- Planning commission will meet on January 22, 2026, for an organizational meeting followed by the regular meeting.
- The Planning Commission is wondering where we are with the comprehensive plan and if we should move forward without grant monies. The last plan is from 1972.
- Parks & recreation committee
  - The Parks & Recreation committee will meet on January 8, 2026, for their organizational meeting to be followed by their regular meeting.
  - Real estate application for ACOE has been submitted
    - They had a round table meeting today, January 5, 2026, to discuss what other documents or paperwork they require to finalize this agreement.
  - 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 – Followed up with Ed Betza of Quinn Elderkin Law firm to see where this is at.
- No LSA grants from the November 2024 round were awarded to Waterford Township. We still have 3 applications in for this year's round.
- We have an ASA Application to add land from Mark Troyer. Wondering how to proceed with one of these

## Waterford Township Check Detail

December 30, 2025 through January 5, 2026

Type	Num	Date	Name	Memo	Account	Original Amount
Bill Pmt -Check	2373	01/05/2026	Cintas Corp.		100.200 · General Checking - Northwest	-47.03
Bill	4254846226	12/31/2025		urinal mat shop towels Uniforms	409.250 · Repairs and Maintenance 437.100 · Equip. - Misc.Supples 487.164 · Uniform Expense	2.31 6.35 38.37
TOTAL						47.03
Bill Pmt -Check	2374	01/05/2026	Cintas Fire 636525		100.200 · General Checking - Northwest	-1,380.11
Bill	OF87601873	01/05/2026		Fire Extinguisher Maintenance - 2026	409.250 · Repairs and Maintenance	1,380.11
TOTAL						1,380.11
Bill Pmt -Check	2375	01/05/2026	Compass Minerals ...		100.200 · General Checking - Northwest	-1,276.46
Bill	1589781	12/19/2025		21.41T salt @ \$59.62	432.220 · Salt - Snow & Ice removal	1,276.46
TOTAL						1,276.46
Bill Pmt -Check	2376	01/05/2026	JDL Computers		100.200 · General Checking - Northwest	-225.00
Bill	24764	11/17/2025		2-years IDRIVE BACKUP and MONITORING O...	405.500 · Office equipment repair	225.00
TOTAL						225.00
Bill Pmt -Check	2377	01/05/2026	Koldrock Waters, L...		100.200 · General Checking - Northwest	-21.95
Bill	037989	12/30/2025		Bottled Water	487.239 · Bottled Water	21.95
TOTAL						21.95
Bill Pmt -Check	2378	01/05/2026	Lindsay Phillips		100.200 · General Checking - Northwest	-85.19
Bill	December 20...	12/31/2025		December 2025 mileage	414.200 · Zoning - Mileage	85.19
TOTAL						85.19
Bill Pmt -Check	2379	01/05/2026	Penelec		100.200 · General Checking - Northwest	-1,145.25
Bill	11/19-12/17/25	12/23/2025		Municipal Building	409.360 · Utilities	685.75
Bill	11/22-12/20/25	12/26/2025		Intersection street lights	434.100 · Roads, Street Lighting	227.55
Bill	11/20/25-12/1...	12/26/2025		roundabout	434.200 · Round-about Street Lighting	231.95
TOTAL						1,145.25
Bill Pmt -Check	2380	01/05/2026	PSATS		100.200 · General Checking - Northwest	-1,269.00
Bill	187007-h8b8	12/08/2025		2026 Webinar powerpass; dues; New Laws; Le...	400.420 · Dues, Subscriptions, Members...	1,269.00
TOTAL						1,269.00
Bill Pmt -Check	2381	01/05/2026	Spectrum Business		100.200 · General Checking - Northwest	-180.00
Bill	13819760112...	12/21/2025		Phones and Internet Service	409.370 · Telephone & Internet Services	180.00
TOTAL						180.00
Bill Pmt -Check	2382	01/05/2026	Verizon Wireless		100.200 · General Checking - Northwest	-39.57
Bill	842542977-0...	12/17/2025		zoning officer cell phone bill	414.206 · Cell Phone - Zoning Officer	39.57
TOTAL						39.57