

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING MINUTES
April 15, 2026**

The regular business meeting of the Board of Supervisors was called to order by Chairman Darren Smith at 7 p.m. Supervisors Nick Brace and Kim Risjan were present as was Roadmaster Jerry Hanas, Secretary Sharon Risjan, Zoning Officer Lindsay Ethridge, and several interested persons.

PUBLIC COMMENT

APPROVAL OF MINUTES – Motion was made by Brace, seconded by Risjan, to approve the minutes of the April 1, 2026, Regular Business Meeting, as presented. Motion carried.

RECEIPTS – Attached

BILL PAYMENT LIST – Attached

MOTION TO APPROVE PAYMENT OF BILLS – Motion was made by Brace, seconded by Risjan, to approve payment of the bills as presented. Motion carried.

ROADMASTER – See attached report. Jerry indicated the Township has a tailgate cross conveyor that is not being used. LeBoeuf Township is interested in it if the supervisors want to sell it.

PLANNING & ZONING – See attached report

SOLICITOR – Nothing to report

WATER/SEWER – A letter was received from Bruce Coffin about Five Star Equipment water freezing. Flory Kondzielski reported that he talked to Bruce about it and discussed remedies.

OLD BUSINESS - None

NEW BUSINESS

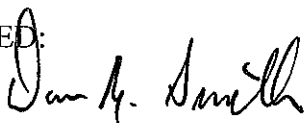
1. Cleanup Day – Discussion ensued. Jerry suggested we get the roll off containers here and put all the stuff from last year's cleanup days in it and add what we get this year. Once the freon is removed, those items can be put in the metal dumpster. **Motion was made by Risjan, seconded by Brace, to designate May 30, 2026, as our community clean-up day.**
2. **Motion by Brace, seconded by Risjan, to invite the hose company members and supervisors to attend the annual Firemen's Appreciation banquet. Motion carried. Flory will attend.**
3. **Motion was made by Brace, seconded by Risjan, to purchase 10 tires from AG Tire for the John Deere loader (4) and the John Deere grader (6). Motion carried.**
4. **Motion was made by Risjan, seconded by Brace, to purchase a truck bed liner for Truck 19. Motion carried.**
5. **Motion by Risjan, seconded by Brace, to sign and return the 2026 Asphalt Seal Coat Project bid award to Suit Coat. Motion carried.**

CORRESPONDENCE – None

EXECUTIVE SESSION - Chairman recessed the meeting at 7:41 p.m. for a brief executive session. Reconvened at 7:52 p.m.

ADJOURNMENT – Motion was made by Brace, seconded by Risjan, to adjourn the meeting at 7:56 p.m.
Motion carried.

APPROVED:

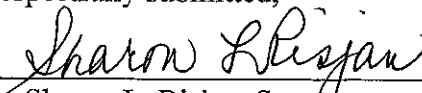


Darren Smith, Chairman

5-6-2026

Date

Respectfully submitted,



Sharon L. Risjan, Secretary

Shanon

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
April 15, 2026**

AGENDA

PUBLIC COMMENT

1. Scott Proctor from the Waterford Municipal Authority regarding a grant.

APPROVAL OF MINUTES – April 1, 2026, Regular Business Meeting

RECEIPTS – Attached

BILL PAYMENT LIST – See attached list.

MOTION TO APPROVE PAYMENT OF BILLS

ROADMASTER – See attached report

PLANNING & ZONING – See attached report

SOLICITOR

WATER/SEWER

1. Letter from Bruce Coffin regarding water service freezing at Five Star/John Deere, 46 Rt 97, Waterford.

OLD BUSINESS

NEW BUSINESS

1. Discussion/action on Clean Up Days 2026.
2. Invitation from ECATO for Fireman's Appreciation Conference on April 30, 2026, at St. Francis Ushers Club. Cost is \$20/person. Invitation for officials and firemen.
3. Discussion/possible action to purchase four (4) new tires for the John Deere loader.
4. Discussion/possible action to purchase six (6) new tires for the John Deere grader.
5. Discussion/possible action to purchase a truck bed liner for Truck #19.
6. Authorization to sign and return the 2026 Asphalt Seal Coat Project bid award to Suit-Kote.

CORRESPONDENCE

1. Fort LeBoeuf School District Capital Projects and Elementary School Infrastructure update.
2. BCD Properties notice of drilling a brine well, and deepening another well, at 10195 Osborne Rd, McKean.
3. Notification of upcoming Northwest Commission quarterly virtual meeting on June 11, 2026, 10 a.m.
4. E-mail from Erie County Planning and Community Development regarding 2025 annual recycling report.

EXECUTIVE SESSION TO DISCUSS PENDING LEGAL MATTERS

ADJOURNMENT

Waterford Township Supervisors
Regular Business Meeting
April 15, 2026

SIGN IN SHEET

Print your name

- 1 Ronald E. ELIASON
- 2 Flam Romboli
- 3 [Signature]
- 4 Adam Thompson
- 5 ALAN DUBAJ
- 6 William Loop
- 7 _____
- 8 _____
- 9 _____
- 10 _____

Waterford Township
Deposit Detail
 April 1 - 15, 2026

Type	Num	Date	Name	Account	Amount
Deposit		04/08/2026		100.200 · General ...	726.49
			Berkheimer Tax Ad...	310.210 · Earned In...	-667.46
			Berkheimer Tax Ad...	310.220 · Earned In...	-69.64
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	10.61
TOTAL					-726.49
Deposit		04/10/2026		100.200 · General ...	112,330.79
			Melissa Oberlander,...	301.100 · Real Esta...	-112,330.79
TOTAL					-112,330.79
Deposit		04/13/2026		100.200 · General ...	2,498.27
			Berkheimer Tax Ad...	310.210 · Earned In...	-2,559.77
			Berkheimer Tax Ad...	310.220 · Earned In...	25.00
			Berkheimer Tax Ad...	403.100 · 1% Tax R...	36.50
TOTAL					-2,498.27

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04/15/26

Waterford Township
Check Detail
April 15, 2026

General Ckg

Type	Num	Date	Name	Memo	Account	Original Amount
Bill Pmt -Check	2513	04/15/2026	AFLAC		100.200 · General Checking - Northwest	-284.42
Bill	499369	04/13/2026		March 2026 AFLAC	487.151 · AFLAC - Employee Contributi...	284.42
TOTAL						284.42
Bill Pmt -Check	2514	04/15/2026	CHAMPION FORD		100.200 · General Checking - Northwest	-2,218.10
Bill	Pre-Invoice	03/23/2026		Truck #20 multipoint inspection and repair of tra...	437.220 · #20 - 2019 Ford F550	2,218.10
TOTAL						2,218.10
Bill Pmt -Check	2515	04/15/2026	Chemung Supply C...		100.200 · General Checking - Northwest	-2,737.00
Bill	042708	03/30/2026		winter tire chains	432.200 · Supplies, Chains, Cutting Edges	2,737.00
TOTAL						2,737.00
Bill Pmt -Check	2516	04/15/2026	Clintas Corp.		100.200 · General Checking - Northwest	-125.58
Bill	4265319790	04/08/2026		urinal mat	409.250 · Repairs and Maintenance	2.31
				shop towels	437.100 · Equip. - Misc.Supplies	6.35
				Uniforms	487.164 · Uniform Expense	38.37
Bill	4266D25049	04/15/2026		urinal mat	409.250 · Repairs and Maintenance	2.31
				shop towels	437.100 · Equip. - Misc.Supplies	6.35
				rugs	409.250 · Repairs and Maintenance	29.65
				Uniforms	487.164 · Uniform Expense	38.37
				urinal screen service	409.250 · Repairs and Maintenance	1.87
TOTAL						125.58
Bill Pmt -Check	2517	04/15/2026	Dave's Welding Sh...		100.200 · General Checking - Northwest	-305.00
Bill	13188	04/01/2026		washers; wall tube; plow pins	437.100 · Equip. - Misc.Supplies	305.00
TOTAL						305.00
Bill Pmt -Check	2518	04/15/2026	E.L. Heard & Son, I...		100.200 · General Checking - Northwest	-2,952.54
Bill	03/03/2026	03/03/2026		post, screws and adhesive for mailbox post	409.250 · Repairs and Maintenance	26.45
Bill	0304	03/04/2026		Milwaukee 35' tape measure for in the pickup tr...	437.100 · Equip. - Misc.Supplies	39.00
Bill	218252	03/20/2026		672.0 gallons of diesel fuel at \$4.02/gallon	438.300 · Diesel Fuel	2,701.44
Bill	4/1/26 Stmt	04/01/2026		61.154 gallons regular gasoline	438.301 · Unleaded Gas	185.65
TOTAL						2,952.54
Bill Pmt -Check	2519	04/15/2026	Green Distributors ...		100.200 · General Checking - Northwest	-5,067.00
Bill	117451	03/31/2026		Haugh (4235') and Hare (2165') roads perforate...	438.207 · Pipes and Drainage	5,067.00
TOTAL						5,067.00
Bill Pmt -Check	2520	04/15/2026	H J FINCK TIRES I...		100.200 · General Checking - Northwest	-325.00
Bill	289814	03/31/2026		Truck #20 tire repairs	437.220 · #20 - 2019 Ford F550	162.50
				Truck 21 tire repair	437.221 · #21 2021 Ford F600XL	162.50
TOTAL						325.00
Bill Pmt -Check	2521	04/15/2026	Highmark Blue Shi...		100.200 · General Checking - Northwest	-12,465.32
Bill	260403246933	04/03/2026		May 2026 health insurance premium plus addin...	487.156 · Health Insurance	12,465.32
TOTAL						12,465.32
Bill Pmt -Check	2522	04/15/2026	Highmark Spendin...		100.200 · General Checking - Northwest	-1,805.22
Bill	F260414A3831	04/14/2026		INVOICE F260414A3831	487.156 · Health Insurance	1,805.22
TOTAL						1,805.22
Bill Pmt -Check	2523	04/15/2026	Hunter Truck Sales...		100.200 · General Checking - Northwest	-637.54
Bill	X102570970:01	04/02/2026		Truck #5 driveshaft parts; air dryer assembly w/...	437.219 · #05 - 2015 Peterbilt	831.97
Bill	X102571542:01	04/07/2026		Truck #8 blank key and charge for key cutting	437.199 · # 08 - 2008 Peterbilt	24.32
TOTAL						856.29

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04/15/26

**Waterford Township
Check Detail
April 15, 2026**

General Ckg

Type	Num	Date	Name	Memo	Account	Original Amount
Bill Pmt -Check	2524	04/15/2026	LeBoeuf Little Lea...		100.200 - General Checking - Northwest	-5,000.00
Bill	2026 Donation	04/15/2026		2026 Contribution	452.000 - FLB Little League	5,000.00
TOTAL						5,000.00
Bill Pmt -Check	2525	04/15/2026	M & K Truck Cente...		100.200 - General Checking - Northwest	-2,144.38
Bill	140598EP	04/02/2026		Truck #19 DOC Cummins RF-547 - Exhaust filter	437.205 - #19 - 2019 Peterbilt	2,144.38
TOTAL						2,144.38
Bill Pmt -Check	2526	04/15/2026	Manuf. & Business ...		100.200 - General Checking - Northwest	-413.05
Bill	319206	04/01/2026		Life and short term disability premium for May 2...	487.152 - Dental, Life, Disability Ins.	413.05
TOTAL						413.05
Bill Pmt -Check	2527	04/15/2026	Pro Waste Service...		100.200 - General Checking - Northwest	-72.10
Bill	53721	04/01/2026		Waste Removal	409.250 - Repairs and Maintenance	72.10
TOTAL						72.10
Bill Pmt -Check	2528	04/15/2026	Quinn Elderkin La...		100.200 - General Checking - Northwest	-858.50
Bill	489740	04/08/2026		Warren Ferraro Ordinance Violation profession...	414.229 - Planning & Zoning Legal Fees	858.50
TOTAL						858.50
Bill Pmt -Check	2529	04/15/2026	UPMC Health Plan /...		100.200 - General Checking - Northwest	-615.60
Bill	DO0000193922	04/09/2026		May 2026 dental premium	487.152 - Dental, Life, Disability Ins.	615.60
TOTAL						615.60
Bill Pmt -Check	2530	04/15/2026	USA TODAY Media...		100.200 - General Checking - Northwest	-252.12
Bill	0007613082	03/31/2026		Legal advertisement for hearing	414.460 - Zoning Hearing Board Expens...	252.12
TOTAL						252.12
Bill Pmt -Check	2531	04/15/2026	Waterford Public Li...		100.200 - General Checking - Northwest	-5,000.00
Bill	2026 Contrib...	04/15/2026		Contribution 2026	456.500 - Libraries, Contribs, Grants,Etc	5,000.00
TOTAL						5,000.00
Bill Pmt -Check	2532	04/15/2026	Webster Plumbing ...		100.200 - General Checking - Northwest	-408.97
Bill	5320	03/31/2026		Urinal repair in men's room	409.250 - Repairs and Maintenance	408.97
TOTAL						408.97

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04/15/26

Waterford Township Parks & Recreation

Check Detail

April 15, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	111	04/15/2026	Verdantas		P & R PLGIT Ckg & P...		-4,700.00
Bill	257857	04/09/2026	Union City Dam Project		408.100 Engineering/...	-4,700.00	4,700.00
TOTAL						-4,700.00	4,700.00

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04/15/26

Waterford Township Sewer Fund

Check Detail

April 15, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1018	04/15/2026	Leech/Tishman		100 · PLGIT Chec...		-525.00
Bill	379335	04/13/2026	Waterford Municip...		448.220 · Legal Ex...	-525.00	525.00
TOTAL						-525.00	525.00
Bill Pmt -Check	1019	04/15/2026	Waterford Munici...		100 · PLGIT Chec...		-408.00
Bill	5001	03/10/2026	Waterford Municip...		429.010 · Sewer S...	-333.00	333.00
Bill	Marc...	04/08/2026	Waterford Municip...		429.010 · Sewer S...	-75.00	75.00
TOTAL						-408.00	408.00

ROADMASTER'S REPORT 4/15/26

- Ben and I have begun locating and recording road drain tiles.
- We have been sweeping anti-skid off the tar and chipped roads and mowing brush.
- We are fixing potholes and defective areas on the tar and chipped roads.
- We have begun grading the gravel roads.
- I received notice that ABB Water will be here to install the external reader for the water master meter on the South End Waterline on Monday morning between 9 and 10 am 4/20.
- We received an invitation from Stephenson Equipment for a customer appreciation day luncheon at the Crawford County Fairgrounds on Thursday, May 14 from 9 am until 2 pm. We have attended in the past; would it be allowable for the road crew to attend this year?
 - Tires - Loader – Grader
 - Excess tailgate cross conveyor discussion.
 - We have located a few crosspipes on various roads that need replaced.
 - We will be receiving two loads of crosspipes and a roll of perforated tile on Friday ahead of the price increase.
 - We will dig into Lane Road to see why it failed this past winter after it was newly chipped last year and come up with a plan to prevent it from happening again.

*supervisor
road crew*

ZONING REPORT

April 15, 2026

- Permit #726 – 10820 Greenlee Road – Detached garage
- Permit #826 – 504 Benson Road – Porch
- Permit #926 – 942 Depot Road – Deck
- Permit #1026 – 10902 Greenlee Road – New Driveway
- Permit #1126 – 12927 Plank Road – New SFD
- Return resident calls & met with residents
- Violation letters sent to:
 - 12855 Washington Circle – Property Maintenance violation
 - 91 Lincoln Ave – Property Maintenance violation
 - Spoke with him he will be working to get this handled
 - 598 Sedgwick Road - Property Maintenance violation
- The Planning Commission – Will kick off the comprehensive plan in May 2026
 - Reviewed & accepted the scope of work from Verdantas
- Parks & recreation committee
 - Working on quotes for vault toilets.
- John Fessler is working the Ferraro case.
 - We are working to set up a meeting with Mr. Ferraro and the attorneys to work on a cleanup plan.
- 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 was held on March 31, 2026 @ 4:00 pm
 - This was passed with a 2-1 vote, a 5-year variance for industrial use.
- Calendar was updated with zoning hours for April.
- I will be at the PSATS conference April 18 – 22nd, back to work Thursday April 23rd.