

5-13-26 EM to  
all sup.

**WATERFORD TOWNSHIP SUPERVISORS  
REGULAR BUSINESS MEETING  
May 6, 2026**

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

Supervisor Kim Risjan was present as was Road Roadmaster Jerry Hanas, Sec'y/Treas. Sharon Risjan, Zoning Officer Lindsay Phillips, and several other persons. Supervisor Nick Brace was absent.

**PUBLIC COMMENT**

1. David Gray, 1530 Woods Road, voiced concerns about the work being done by Spectrum; who is responsible to repair damages done by their employees, or their hired contractors? Discussion ensued on the bond the Township has with Spectrum, and if there should be a bond amount change. Suggested contacting Ed Betza about a letter to Spectrum to get something done about this.
2. Kristen Eliason, 2658 Dublin Road, regarding solar panels. There are some going in on PA Game lands. Discussion ensued.
3. Andrew Church, regarding the ZHB meeting on March 31. He wants a written outcome of the hearing. Township will contact Abbey Groner about this.
4. Rob Petro, Himrod Road, believes the bridge is about 2' too low, and the water is up to the bottom of the bridge. Brief discussion ensued.
5. Flory Kondzielski gave supervisors an article regarding tick bites and new issues with them. There are other things that you can get now from the bites.

**APPROVAL OF MINUTES** – Motion was made by Risjan, seconded by Smith, to approve the minutes of the April 15, 2026, Regular Business Meeting, as presented. Motion carried.

**BILL PAYMENT LIST** – See attached list.

**RECEIPTS**

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

**ROADMASTER** – See attached report.

**PLANNING & ZONING** – See attached report.

**WATER & SEWER** – Flory reported that we received the new outside reader for the meter pit and will wait for a good date to put it in.

**OLD BUSINESS**

1. Tailgate cross conveyor – Motion was made by Risjan, seconded by Smith, to sell the conveyor for \$1,000. Motion carried.

May 6, 2026 RBM

**NEW BUSINESS**

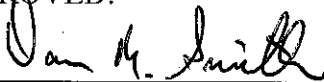
1. Motion was made by Risjan, seconded by Smith, to include Waterford Borough in the Township's cleanup day on May 30, 2026. Motion carried.
2. Motion was made by Risjan, seconded by Smith, to get quotes on having Township documents scanned into a digital data base. Motion carried
3. Motion by Risjan, seconded by Smith, according to the 180-day review period, to give Jesse Moore a pay raise of \$.75 per hour, effective May 16, 2026. Motion carried.
4. Motion by Risjan, seconded by Smith, to advertise for the Roadmaster position. Motion carried.

**CORRESPONDENCE** - None

**EXECUTIVE SESSION** - None

**ADJOURNMENT** – Motion was made by Risjan, seconded by Smith, to adjourn the meeting at 7:45 p.m. Motion carried.

APPROVED:



\_\_\_\_\_  
Darren Smith, Chairman

5-20-26

\_\_\_\_\_  
Date

Respectfully submitted,

  
\_\_\_\_\_  
Sharon L. Risjan, Secretary

**WATERFORD TOWNSHIP SUPERVISORS  
REGULAR BUSINESS MEETING  
May 6, 2026**

**AGENDA**

**SALUTE TO THE FLAG**

**PUBLIC COMMENT**

1. David Gray

**APPROVAL OF MINUTES** – April 15, 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**

**OLD BUSINESS**

1. Extra tailgate cross conveyor - action to keep or sell, as discussed at the last meeting.

**NEW BUSINESS**

1. Discussion/action for Waterford Borough to piggyback our cleanup day on May 30, 2026. They will have volunteers to help, and will pay their portion of costs.
2. Discussion and authorization to get quotes from ScanTek Information Solutions to scan Township records and put them into a digital data base.
3. Discussion/action to give Jesse Moore a pay raise of \$.75/hour, having completed his 180-day review period on May 16, 2026.
4. Discussion/action to advertise for new roadmaster when Jerry Hanas retires.

**CORRESPONDENCE**

**EXECUTIVE SESSION TO DISCUSS PENDING PERSONNEL/LEGAL MATTERS – if needed**

**ADJOURNMENT**

**Waterford Township**  
**Deposit Detail**  
**April 21 through May 6, 2026**

Date	Memo	Account	Amount
04/22/2026	Deposit	100.200 · General ...	6,912.07
	EIT current resident collections	310.210 · Earned In...	-6,578.24
	EIT current non-resident collections	310.210 · Earned In...	-138.25
	EIT delinquent resident collections	310.220 · Earned In...	-296.57
	Berkheimer commission	403.100 · 1% Tax R...	100.99
TOTAL			-6,912.07
04/22/2026	Deposit	100.200 · General ...	117.84
	LST Distribution	305.100 · LST - OC...	-117.84
TOTAL			-117.84
04/24/2026	Deposit	100.200 · General ...	92,556.41
	Delinquent taxes	301.400 · R.E. Tax, ...	-2,650.81
	Himrod Rd bridge - reimbursement of Tho...	357.062 · Himrod R...	-88,019.20
	Road turnback payment	355.150 · Municipal...	-1,866.40
	Election day building rent	341.342 · Rents an...	-20.00
TOTAL			-92,556.41
04/27/2026	Deposit	100.200 · General ...	2,587.19
	EIT current resident collections	310.210 · Earned In...	-2,624.98
	Berkheimer commission	403.100 · 1% Tax R...	37.79
TOTAL			-2,587.19
04/29/2026	Deposit	100.200 · General ...	649.90
	LST April 2026	305.100 · LST - OC...	-649.90
TOTAL			-649.90
04/29/2026	Deposit	100.200 · General ...	7,656.00
	EIT current resident collections	310.210 · Earned In...	-7,528.97
	EIT current non-resident collections	310.210 · Earned In...	-23.43
	EIT delinquent resident collections	310.220 · Earned In...	-215.46
	Berkheimer commission	403.100 · 1% Tax R...	111.86
TOTAL			-7,656.00
04/30/2026	Deposit	100.200 · General ...	13,029.65
	EIT current resident collections	310.210 · Earned In...	-12,919.29
	EIT current non-resident collections	310.210 · Earned In...	-300.73
	Berkheimer commission	403.100 · 1% Tax R...	190.37
TOTAL			-13,029.65
04/30/2026	Deposit	100.200 · General ...	14.73
	LST distribution for April 2026	305.100 · LST - OC...	-14.73
TOTAL			-14.73
04/30/2026	Interest	100.200 · General ...	10.77

**Waterford Township**  
**Deposit Detail**  
 April 21 through May 6, 2026

Date	Memo	Account	Amount
	Interest	341.100 · Interest E...	-10.77
TOTAL			-10.77
05/06/2026	Deposit	100.200 · General ...	153.19
	LST May 2026	305.100 · LST - OC...	-153.19
TOTAL			-153.19
05/06/2026	Deposit	100.200 · General ...	4,898.91
	EIT current resident collections	310.210 · Earned In...	-4,970.48
	Berkheimer commission	403.100 · 1% Tax R...	71.57
TOTAL			-4,898.91

**Waterford Township**  
**Unpaid Bills Detail**  
**As of May 6, 2026**

Type	Date	Num	Open Balance	Credit
<b>AFLAC</b>				
Bill	05/01/2026	April 2026	711.15	711.15
Total AFLAC			711.15	711.15
<b>AG Tire, LLC</b>				
Bill	04/22/2026	2760	15,000.00	15,000.00
Total AG Tire, LLC			15,000.00	15,000.00
<b>Boyle Equipment</b>				
Bill	05/04/2026	4136	430.15	430.15
Total Boyle Equipment			430.15	430.15
<b>Brian Jarrett</b>				
Bill	04/23/2026	4/23/26 Planning	25.00	25.00
Total Brian Jarrett			25.00	25.00
<b>CHAMPION FORD</b>				
Bill	04/21/2026	46060017	2,787.33	2,787.33
Total CHAMPION FORD			2,787.33	2,787.33
<b>Cintas Corp.</b>				
Bill	04/22/2026	4266770008	48.90	48.90
Bill	04/29/2026	4267520264	78.55	78.55
Bill	05/06/2026	4268276321	48.90	48.90
Total Cintas Corp.			176.35	176.35
<b>Dave's Welding Shop, Inc.</b>				
Bill	04/30/2026	13464	2,555.00	2,555.00
Total Dave's Welding Shop, Inc.			2,555.00	2,555.00
<b>Dias Spring Service, Inc.</b>				
Bill	05/01/2026	W98246	2,205.44	2,205.44
Total Dias Spring Service, Inc.			2,205.44	2,205.44
<b>Erie Truck &amp; Trailer, Inc.</b>				
Bill	04/23/2026	1380701	24.32	24.32
Bill	04/29/2026	1386601	6.50	6.50
Total Erie Truck & Trailer, Inc.			30.82	30.82
<b>Good Tire Service, Inc.</b>				
Bill	04/09/2026	3TK-550011	1,425.70	1,425.70
Total Good Tire Service, Inc.			1,425.70	1,425.70
<b>Green Distributors Co., Inc.</b>				
Bill	04/23/2026	117638	13,027.92	13,027.92
Total Green Distributors Co., Inc.			13,027.92	13,027.92
<b>Hagan Business Machines, Inc.</b>				
Bill	04/23/2026	A188664	292.00	292.00
Total Hagan Business Machines, Inc.			292.00	292.00
<b>Harborcreek Township Supervisors</b>				
Bill	04/20/2026	2600083	367.64	367.64
Total Harborcreek Township Supervisors			367.64	367.64
<b>Heather Powell</b>				
Bill	04/10/2026	3/31/26 ZHB Hearing	150.00	150.00
Total Heather Powell			150.00	150.00

**Waterford Township**  
**Unpaid Bills Detail**  
As of May 6, 2026

Type	Date	Num	Open Balance	Credit
<b>Highmark Blue Shield</b>				
Bill	05/05/2026	June 2026	9,459.68	9,459.68
Total Highmark Blue Shield			9,459.68	9,459.68
<b>J. H. Auto Parts, Inc.</b>				
Credit	04/06/2026	613924	-8.60	
Bill	04/01/2026	613613	849.00	849.00
Bill	04/01/2026	613642	441.56	441.56
Bill	04/01/2026	613619	434.23	434.23
Bill	04/06/2026	613920	15.23	15.23
Bill	04/08/2026	614130	494.28	494.28
Bill	04/13/2026	614593	42.62	42.62
Bill	04/20/2026	615200	10.49	10.49
Bill	05/01/2026	ERROR	206.53	206.53
Total J. H. Auto Parts, Inc.			2,485.34	2,493.94
<b>Joe McKinney</b>				
Bill	04/23/2026	4/23/26 Planning	25.00	25.00
Total Joe McKinney			25.00	25.00
<b>Keep Heating &amp; Cooling</b>				
Bill	04/29/2026	171572	169.60	169.60
Total Keep Heating & Cooling			169.60	169.60
<b>Kimball Midwest</b>				
Bill	04/14/2026	104370128	661.37	661.37
Total Kimball Midwest			661.37	661.37
<b>Kuhn Repair LLC</b>				
Bill	04/10/2026	1545	859.60	859.60
Total Kuhn Repair LLC			859.60	859.60
<b>LandPro Equipment LLC</b>				
Bill	04/15/2026	3545952	668.11	668.11
Total LandPro Equipment LLC			668.11	668.11
<b>Lindsay Phillips</b>				
Bill	05/04/2026	April 2026 mileage	513.08	513.08
Total Lindsay Phillips			513.08	513.08
<b>Manuf. &amp; Business Assoc - Ins.</b>				
Bill	04/30/2026	320515	413.05	413.05
Total Manuf. & Business Assoc - Ins.			413.05	413.05
<b>National Fuel Gas</b>				
Bill	04/10/2026	3/9/26-4/8/26 estim.	631.51	631.51
Total National Fuel Gas			631.51	631.51
<b>PAMA</b>				
Bill	04/16/2026	193680-X7V3	150.00	150.00
Total PAMA			150.00	150.00
<b>Penelec</b>				
Bill	04/21/2026	3/18/26-4/16/26	120.13	120.13
Bill	04/22/2026	3/18/2026-4/16/2026	567.00	567.00
Bill	04/23/2026	3/19/26-4/19/26	185.24	185.24
Bill	04/24/2026	3/21/26-4/21/26	210.13	210.13
Total Penelec			1,082.50	1,082.50
<b>Pro Waste Services, Inc.</b>				

**Waterford Township**  
**Unpaid Bills Detail**  
As of May 6, 2026

Type	Date	Num	Open Balance	Credit
Bill	05/01/2026	58037	74.10	74.10
Total Pro Waste Services, Inc.			74.10	74.10
<b>Quinn Elderkin Law Firm</b>				
Bill	04/27/2026	April 2026	404.90	404.90
Total Quinn Elderkin Law Firm			404.90	404.90
<b>Ron Eliason</b>				
Bill	04/23/2026	4/23/26 Planning	25.00	25.00
Total Ron Eliason			25.00	25.00
<b>Spectrum Business</b>				
Bill	04/21/2026	138197601042126	200.05	200.05
Total Spectrum Business			200.05	200.05
<b>Suit-Kote Corportation</b>				
Bill	04/15/2026	IN87115	1,497.20	1,497.20
Bill	04/23/2026	IN087283	1,531.68	1,531.68
Total Suit-Kote Corportation			3,028.88	3,028.88
<b>Thomas Construction, Inc.</b>				
Bill	04/28/2026	Pmt Request #8	133,201.09	133,201.09
Total Thomas Construction, Inc.			133,201.09	133,201.09
<b>Verizon Wireless</b>				
Bill	04/17/2026	6141338526	39.55	39.55
Total Verizon Wireless			39.55	39.55
<b>Visa / Northwest</b>				
Bill	04/12/2026	3/21/26-4/10/2026	2,188.78	2,188.78
Total Visa / Northwest			2,188.78	2,188.78
<b>Vision Benefits of America, Inc.</b>				
Bill	05/01/2026	May 2026 vision	108.89	108.89
Total Vision Benefits of America, Inc.			108.89	108.89
<b>William Phillips</b>				
Bill	04/23/2026	4/23/26 Planning	25.00	25.00
Total William Phillips			25.00	25.00
<b>TOTAL</b>			<b>195,599.58</b>	<b>195,608.18</b>

## **ROADMASTER'S REPORT 5/6/26**

- Suit-Kote has stockpiled all the chip stone for our 2026 season Tar and Chip project in our lot out back of the shop.
- Ag Tire has installed our tires on the Loader and Grader. I was able to get them to take the old tires at no cost to us.
- We have been repairing potholes on the asphalt roads with cold patch beginning with the roads that will be chipped this year.
- We have been grading gravel roads (weather permitting).
- We added 48 truckloads of millings to defective areas on Lane Road that we obtained from Harbor Creek Township with the obligation of supplying 3 dump trucks to haul asphalt for a couple of days whenever they are blacktopping their roads. We will pave over the millings weather permitting.
- We added an additional 100' of 18" pipe in Middleton Road stormwater to complete what we needed to finish the road project.
- We are ditching Cross Road in preparation to Tar and Chipping.
- We have been doing repairs and maintenance on equipment.

# ZONING REPORT

May 6, 2026

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- Permit #1226 – 1505 Sedgwick Road – Driveway
- Permit #1326 – 463 Seroka Road - Driveway
- Permit #1426 – 13196 Clute Road – Driveway
- Permit #1526 – 7522 Middleton Road – Driveway
- Permit #1626 – 2099 S Route 97 – Barn Rebuild
- Permit #1726 – 10794 N Route 19 – Detached garage
- Permit #1826 – 11962 N Route 19 – Detached garage
- Permit #1926 – 12978 Flatt Road – Ag Sales stand
- Permit #2026 – 12664 S Route 19 – Change of use
- Return resident calls & met with residents
- Violation letters sent to:
  - 12855 Washington Circle – Property Maintenance violation
    - He was in and will be removing tires within the next 30 days
  - 91 Lincoln Ave – Property Maintenance violation
    - He is actively working on this
  - 598 Sedgwick Road - Property Maintenance violation
    - Actively working to clean this up
  - 10463 N Route 19 – 8+ people living in a garage with no water or septic, the home on this property burned in March 2026. The Department of Health has also been notified
- The Planning Commission – Will kick off the comprehensive plan in May 2026
  - Waterford Borough & Township have both signed and committed. We were shooting for a May 21, 2026, kickoff, but will have to push that date back to June at this point. Please give days/date suggestions, and supervisors are recommended to be in attendance.
- Parks & recreation committee
  - Working on quotes for vault toilets, I've also included a close to final version of the proposed layout at the Union City Dam.
- 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.
- No word on this.

**Waterford Township Supervisors**  
**Regular Business Meeting**  
**May 6, 2026**

**SIGN IN SHEET**

**Print your name**

- 1 Stan Kozlowski
- 2 ROD JAY
- 3 Kristen Clason
- 4 Ronald E. ELIASON
- 5 Matt
- 6 Rod & Dina Petro
- 7 Andrew Church
- 8 Ray Thompson
- 9 David Gray
- 10 \_\_\_\_\_