

**Waterford Township Supervisors  
Regular Business Meeting  
Wednesday, July 7, 2021**

Chairman Kondzielski called the regular business meeting to order at 7 p.m. Supervisor Malinowski was present, as was Roadmaster Brian Tinko, Secretary/Treasurer Sharon Risjan, Zoning Officer Leeann Ormsbee, Bruce Coffin, Larry Thompson, Cindy Kreider, Robin Harrison, and Solicitor Martinucci.

**PUBLIC COMMENT**

- Joe Cunningham was not present.
- Bruce Coffin was present to further discuss the 2RC material, as well as to clarify comments previously made regarding Robin Harrison.
- Robin Harrison asked for an update on the Jason Proper situation.

Chairman recessed the meeting at 7:36 p.m. to discuss legal issues, and reconvened at 7:56 p.m.

Larry Thompson advised of recent damage to the Niemeyer Road covered bridge. He indicated that someone sawed a portion from one of the side supports and someone tied a rope to the bridge and tried to pull it down. He also asked if there were any plans for berms. Brian responded that they try to work on the berms when they can.

**APPROVAL OF MINUTES**

**Motion by Malinowski, seconded by Kondzielski, to approve the minutes of June 2, 2021, as presented. Vote: 2/0**

**ROADMASTER'S REPORT**

- Seal coat is done; everything looks nice.
- Started trenching; 1570' in four (4) hours.
- Spotts' pit reclamation is done; final payment okayed by Deiss & Halmi.
- To set the record straight, the 30+ ton of cold patch on Himrod, Talcott and Greenlee roads were 2017 roads. They fell all apart.
- Hydraulic pump went out on the loader. We are going to need a new pump for it.
- Tree trimming is completed.

**ZONING**

- **11291 RT 19N Parcel # 47-002-007.0-011.00** Kinder Jack LLC (Oberlander) has been reviewed by the Erie County Planning. Waterford Planning Commission recommends approval. The Health Department has issued a non-building waiver for the residual land.
- **34 CIRCUIT ST-** I've spoken with Erie County Planning and public safety about Woodland Hills private drive name and addressing. The name "Woodland Hills Circle" has preliminary approval.
- **DOLLAR GENERAL** zoning issues are still being addressed. They are currently working on combining the lots.
- **RESIDENTS** are taking advantage of the good market. Selling or refinancing are causing zoning violations to come to light.

- **13185 CLUTE RD** – Demolition is coming along. They are working on it and need a little more time to complete.
- **12327 DONATION RD** – Storm water management plan; Sanford Engineering will be working on this project.
- **11560 DONATION RD** – Property has yet to be transferred to the neighbor; no progress on cleaning up.
- **12607 DONATION RD** – The violation notice is active. They have the cabin listed for sale.
- **RESIGNATION** – Thanked supervisors for their confidence in her as the Township's zoning administrator, but is respectfully resigning.

### SOLICITOR

- **GARRETT KROL** – We are getting the deed worked up; making sure everything is okay.
- **ARMSTRONG** – Briefing is scheduled for August 2, 2021.
- **PHONE BID SOLICITATION** – When we have a bid that is under the advertising threshold, the best practice is to create a template to follow up to make sure everything is agreeable by both parties, and have it signed by all parties.

### NEW BUSINESS

- **CINDY KREIDER** – Roundabout plantings. Asked if it would be a consideration. Presented supervisors with a estimate from Johnston Nursery. She feels we could get funding from other local groups.
- **DIESEL FUEL REBID** – Motion by Kondzielski, second by Malinowski, to advertise for 20,000+/- gallons of diesel fuel #2 Clear: undyed B2-B5. Bid to exclude all fuel taxes. Winning bidder to provide and maintain ownership of one 1,000-gallon double wall tank and pump provided to Waterford Township at no charge. Fuel to be delivered on an auto refill basis. Vote: 2/0
- Motion by Malinowski, seconded by Kondzielski, to approve the Kinder Jack LLC subdivision of property at 11291 Route 19N. Vote: 2/0
- Motion by Kondzielski, seconded by Malinowski, to approve payment of solicitor bills from the Water/Sewer checking account. Vote: 2/0
- Motion by Kondzielski, seconded by Malinowski, to hire Deiss & Halmi to do GIS mapping for the complete sewer/water lines in Waterford Township. Vote: 2/0
- Motion by Kondzielski, seconded by Malinowski, authorizing Sharon Risjan to attend the PAMA conference in Gettysburg, PA, August 8-11, 2021. Vote: 2/0
- Motion by Kondzielski, seconded by Malinowski, authorizing purchase of a new hydraulic pump for the loader. Vote: 2/0
- Motion by Kondzielski, seconded by Malinowski, to allow the solicitor to move forward with the lawsuit against Jason Proper. Vote: 2/0
- Motion by Malinowski, seconded by Kondzielski, to advertise for a certified zoning officer with experience. Vote: 2/0

### CORRESPONDENCE

- PSATS October 14, 15, 2021 Annual Business Meeting & Centennial Celebration Dinner in Hershey.

**RECEIPTS:**

Berkheimer	June EIT	2977.05
Berkheimer	June LST	203.06
Berkheimer	June EIT	1114.31
Berkheimer	June LST	138.93
ADP	Employee insurance contribution	441.77
Magisterial District Judge	Local fines	123.81
PSATS	Conference refund	390.00
North East Township	Sale of Tiger Mower	6000.00
Beeman Estates	May Sewer	63.26
ADP	Employee Insurance contribution	441.77
Berkheimer	June LST	21.24
Berkheimer	June EIT	1607.04
Commonwealth of PA	Covid 19 Relief Grant	212373.83

**BILL PAYMENT LIST:** See attached

Payroll Period 6/12/21-6/25/21 Ck Date 06/30/2021 Cash Required: \$12,598.88

**MOTION TO APPROVE PAYMENT OF BILLS** – Motion by Malinowski, seconded by Kondzielski, to approve payment of the bills as presented. Vote: 2/0

**Motion by Kondzielski, second by Malinowski, to adjourn the meeting at 8:42 p.m. Vote: 2/0**

Respectfully submitted,

\_\_\_\_\_  
Flory Kondzielski  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sharon Risjan  
Secretary

**Waterford Township**  
**Unpaid Bills Detail**  
 As of July 7, 2021

Type	Date	Num	Open Balance	Credit
<b>Ashley and Jill Orris</b>				
Bill	07/06/2021	Pool Permit Refund	7.96	7.96
Total Ashley and Jill Orris			7.96	7.96
<b>Deiss &amp; Halmi Engineering, Inc.</b>				
Bill	06/25/2021	5-21-36	412.50	412.50
Total Deiss & Halmi Engineering, Inc.			412.50	412.50
<b>E.L. Heard &amp; Son, Inc.</b>				
Bill	06/03/2021	6/2021 Diesel & Unle	2,318.11	2,318.11
Bill	06/03/2021	236041	64.84	64.84
Bill	06/06/2021	241391	0.99	0.99
Bill	06/23/2021	239674	276.82	276.82
Bill	06/24/2021	244299	28.50	28.50
Bill	06/25/2021	236921	27.85	27.85
Bill	06/28/2021	239842	52.00	52.00
Bill	06/28/2021	238046	34.92	34.92
Bill	06/28/2021	239743	100.26	100.26
Bill	06/29/2021	237159	86.64	86.64
Bill	06/29/2021	7867	25.10	25.10
Bill	06/29/2021	7869	59.14	59.14
Bill	06/29/2021	7868	32.62	32.62
Bill	06/30/2021	240178	52.32	52.32
Bill	06/30/2021	0630	25.89	25.89
Total E.L. Heard & Son, Inc.			3,186.00	3,186.00
<b>Erie Aggregates</b>				
Bill	06/15/2021	2170	11,650.28	11,650.28
Bill	06/29/2021	2215	1,282.67	1,282.67
Total Erie Aggregates			12,932.95	12,932.95
<b>Felix &amp; Gloekler, P.C.</b>				
Bill	06/23/2021	56541	3,400.00	3,400.00
Total Felix & Gloekler, P.C.			3,400.00	3,400.00
<b>Five Star Equipment Inc</b>				
Bill	06/18/2021	P30016	22.40	22.40
Bill	06/24/2021	R04021	1,815.00	1,815.00
Total Five Star Equipment Inc			1,837.40	1,837.40
<b>FWF Insurance, Inc.</b>				
Bill	06/01/2021	34291	2,730.00	2,730.00
Total FWF Insurance, Inc.			2,730.00	2,730.00
<b>ITUAbsorbTech</b>				
Bill	06/16/2021	7714922	51.35	51.35
Bill	06/23/2021	7719211	108.11	108.11
Bill	06/30/2021	7723398	51.35	51.35
Total ITUAbsorbTech			210.81	210.81
<b>J. H. Auto Parts, Inc.</b>				
Credit	06/24/2021	480039CR	-79.00	
Credit	07/06/2021	Credits to Adjust	-30.71	
Bill	06/09/2021	478542	11.82	11.82
Bill	06/16/2021	479187	23.87	23.87
Bill	06/18/2021	479405	23.87	23.87
Bill	06/18/2021	479464	36.96	36.96
Bill	06/18/2021	479468	185.99	185.99
Bill	06/24/2021	480039	10.79	10.79
Bill	06/30/2021	480526	9.99	9.99
Total J. H. Auto Parts, Inc.			193.58	303.29

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Type	Date	Num	Open Balance	Credit
<b>Kimball Midwest</b>				
Bill	07/02/2021	9012066	254.72	254.72
Total Kimball Midwest			254.72	254.72
<b>Koldrock Waters, Inc.</b>				
Bill	06/21/2021	870634	33.15	33.15
Total Koldrock Waters, Inc.			33.15	33.15
<b>L &amp; D Tree Service</b>				
Bill	06/29/2021	615	7,245.00	7,245.00
Total L & D Tree Service			7,245.00	7,245.00
<b>Lindy Paving, Inc.</b>				
Bill	04/30/2021	DA 164809	5,746.56	5,746.56
Bill	05/12/2021	DA164989	4,545.60	4,545.60
Bill	05/17/2021	DA165280	170.88	170.88
Bill	05/19/2021	DA165424	3,771.84	3,771.84
Bill	06/17/2021	DA166732	103.68	103.68
Bill	06/30/2021	DA167554	102.72	102.72
Total Lindy Paving, Inc.			14,441.28	14,441.28
<b>Manuf. &amp; Business Assoc - Ins.</b>				
Bill	07/01/2021	224829	277.70	277.70
Total Manuf. & Business Assoc - Ins.			277.70	277.70
<b>Merv Troyer</b>				
Bill	06/28/2021	June 2021 gravel	1,402.50	1,402.50
Total Merv Troyer			1,402.50	1,402.50
<b>National Lime and Stone, Inc.</b>				
Bill	06/23/2021	765520 Trout Run	1,581.75	1,581.75
Total National Lime and Stone, Inc.			1,581.75	1,581.75
<b>PA One Call</b>				
Bill	06/30/2021	0000912446	27.88	27.88
Total PA One Call			27.88	27.88
<b>PAMA</b>				
Bill	07/01/2021	Conference Reg	350.00	350.00
Total PAMA			350.00	350.00
<b>Penelec</b>				
Bill	06/22/2021	Muni Complex 6/20...	225.22	225.22
Bill	06/23/2021	Roundabout 6/2021	88.31	88.31
Bill	06/24/2021	Inters lights 6/21	142.94	142.94
Total Penelec			456.47	456.47
<b>Plyler Overhead Door Co., Inc.</b>				
Bill	07/02/2021	SVC0004255	147.85	147.85
Total Plyler Overhead Door Co., Inc.			147.85	147.85
<b>Pro Waste Services, Inc.</b>				
Bill	07/01/2021	14702978	55.00	55.00
Total Pro Waste Services, Inc.			55.00	55.00
<b>Ray Showman Jr. Excavating, Inc.</b>				
Bill	06/29/2021	13387	6,500.00	6,500.00
Total Ray Showman Jr. Excavating, Inc.			6,500.00	6,500.00
<b>Spectrum Business</b>				

11:44 AM

07/07/21

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Type	Date	Num	Open Balance	Credit
Bill	06/22/2021	349426801062221	97.96	97.96
Total Spectrum Business			97.96	97.96
Tractor Supply Credit	05/07/2021	5/24/2021	-15.62	
Total Tractor Supply			-15.62	0.00
<b>U.S. Municipal Supply, Inc.</b>				
Bill	06/11/2021	6184652-2	21.97	21.97
Bill	06/16/2021	6184799	258.89	258.89
Total U.S. Municipal Supply, Inc.			280.86	280.86
<b>Visa / Northwest</b>				
Bill	06/23/2021	Circle K gs F150	39.01	39.01
Bill	06/28/2021	4 imprint 1	1,056.14	1,056.14
Bill	06/28/2021	NVWS	41.62	41.82
Bill	06/28/2021	4imprint	140.87	140.87
Total Visa / Northwest			1,277.64	1,277.64
<b>TOTAL</b>			<b>59,325.34</b>	<b>59,450.67</b>

# Waterford Township Supervisors

Regular Business Meeting

Wednesday, July 7, 2021

## SIGN IN SHEET

- 1 Robert Harrison
- 2 Bruce Cooper
- 3 Gundy Kreider
- 4 Larry Thompson
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_
- 8 \_\_\_\_\_
- 9 \_\_\_\_\_
- 10 \_\_\_\_\_
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- 12 \_\_\_\_\_
- 13 \_\_\_\_\_
- 14 \_\_\_\_\_
- 15 \_\_\_\_\_