

**WATERFORD TOWNSHIP SUPERVISORS
REGULAR BUSINESS MEETING
January 19, 2022**

Chairman Senger called the meeting to order at 7 p.m., followed by the pledge to the flag. Supervisors Kondzielski and Smith were present, as was Solicitor Martinucci, Secretary/Treasurer Sharon Risjan, Zoning Officer Lindsay Ethridge, Ron Eliason, Larry Thompson, Ken Lewis, and Gary White.

PUBLIC COMMENT –

- Robin Harrison – asked supervisors if the plows could be out a little earlier in the mornings. Chairman explained that our trucks leave at 3 a.m. and it takes four hours to do their routes. Robin asked if they can leave at 2 a.m. instead. Chairman indicated that the supervisors would talk to the roadmaster about these questions.
- Ron Eliason – likes the lights on the front of the municipal building.

Chairman recessed at 7:11 p.m. to executive session, to discuss legal issues and roadmaster and solicitor applications/proposals. Meeting resumed at 7:59 p.m.

APPROVAL OF MINUTES

- Chairman asked for a motion to approve the January 3, 2022, Reorganization Meeting minutes with the amendment to include Sharon Risjan in the 3% pay raise given to all regular employees. **Motion by Kondzielski, seconded by Smith, to approve the minutes of the January 3, 2022, Reorganization Meeting, as amended, to include the 3% pay increase for Sharon Risjan. Vote: 3/0**
- **Motion by Smith, seconded by Kondzielski, to approve the minutes of the January 3, 2022, Regular Business Meeting, as presented. Vote: 3/0**

ROADS

- Finished re-decking the equipment trailer floor.
- Plowed and sanded roads.

SOLICITOR

- Litigation on Jason Proper – Mr. Proper’s answer to the complaint has been filed.
- Armstrong – The appeal is pending before the Commonwealth Court. Solicitor will eventually have to make the trip to Harrisburg for this. Solicitor would like the current list of application fees. For the new applications, we need to calculate everything.

OLD BUSINESS

- **SOLICITOR APPOINTMENT – Motion by Kondzielski, seconded by Smith, to retain Quinn Law Firm to represent Waterford Township in 2022. Vote: 3/0**
- **ROADMASTER APPLICATIONS/ACTION – Motion by Kondzielski, seconded by Smith, to table at this time. Vote: 3/0**

NEW BUSINESS

- **UPGRADE INTERNET AND BROADBAND – Supervisor Smith indicated that we need to work on this. It was suggested to talk to PSATS and to Jessica at ECCOG, and**

possibly to Velocity. He wants to make sure we have good internet security and wants good broadband here. Lindsay stated that Greene Township has cyber insurance.

- **PUBLIC USE COMPUTER TERMINAL** – Supervisor Smith would like to set up a secure public use terminal, with firewalls, in the Township building. It could be used if someone has a complaint. Also, if we want citizens to be more productive, this would be a way the Township can help. He will do some research. Regarding broadband, the County is supposed to be getting this in the townships, and we need to come up with a plan. Discussion ensued on Coax and Fiber cable.
- **2022-2023 COSTARS SALT CONTRACT REQUIREMENT** – Motion was made by Smith, seconded by Kondzielski, to continue with CoStars and request 325 ton for the 2022-2023 winter season. Vote: 3/0
- **RESOLUTION 2022-02 PLAN REVISION FOR NEW LAND DEVELOPMENT** – Stephen P. Andersen, 10564 Route 19N, for a single residence sewage treatment plant. Motion by Kondzielski, seconded by Smith, authorizing Secretary Risjan to sign the required documentation. Vote: 3/0

CORRESPONDENCE

- ECATO Committee Member list for 2022
- Bruce Coffin – Regarding winter services
- Suit-Kote 2022 Sales Contacts
- Erie County Conservation – Shearer’s Technical Deficiency Letter

RECEIPTS

Zoning Office	Zoning permits	1503.54
Berkheimer	EIT December 2021	559.75
Cass Information	Sewer fee	31.63
Berkheimer	LST December 2021	19.50
Berkheimer	EIT December 2021	538.25
Magisterial Court	Local fines	198.82
ADP	Employee insurance contribution	236.39
Recorder of Deeds	December realty transfers	583.49
Berkheimer	EIT January 2022	7047.68
ECGRA	3Q2021 Settlement	38506.34
Wtfd Twp Tax Collector	December Interim Taxes	104.94
Wtfd Twp Tax Collector	December tax	17562.30
Berkheimer	EIT January 2022	4890.66

TREASURER’S REPORT

BILL PAYMENT LIST: See attached

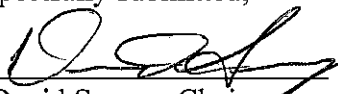
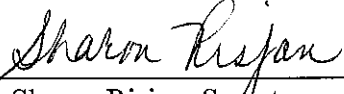
Payroll Period 12/25/2021-01/07/2022 Check Date: 01/12/2022 Cash Required \$12,373.81

Motion by Smith, seconded by Kondzielski, to approve payment of the bills, as submitted. Vote: 3/0

PLANNING COMMISSION ALTERNATE – Motion by Smith, seconded by Kondzielski, to appoint Lindsay Ethridge as Planning Commission alternate. Vote: 3/0

Motion by Smith, seconded by Kondzielski, to adjourn the meeting at 8:26 p.m. Vote: 3/0

Respectfully submitted,

 _____ David Senger, Chairman	<u>2-2-22</u> _____ Date	 _____ Sharon Risjan, Secretary
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WATERFORD TOWNSHIP, ERIE COUNTY, PA

TREASURER'S REPORT

December 31, 2021

	BAL. FWD	RECEIPTS	EXPEND.	END BAL.
GENERAL ACCOUNT				
11/30/2021	647,089.49			
Receipts		76,312.18		
Com of PA Covid Relief Funds		-		
Interest Earned		42.61		
Expenditures			46,816.23	
Transfer to Building Fund				
Transfer to Bridge Fund			-	
Transfer to Equipment Fund			-	
Transfer to Covid Relief Acct			-	
TOTALS	-	76,354.79	46,816.23	\$ 676,628.05
*BRIDGE FUND				
11/30/2021	309,623.18			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		19.09		
Expenditures			-	
TOTALS	-	19.09	-	\$ 309,642.27
*BUILDING FUND				
11/30/2021	126,599.84			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		7.80		
Expenditures			-	
TOTALS	-	7.80	-	\$ 126,607.64
*EQUIPMENT FUND				
11/30/2021	57,284.92			
Receipts		-		
Transfer from General Fund		-		
Interest Earned		2.43		
Expenditures			-	
TOTALS	-	2.43	-	\$ 57,287.35
STATE LIQUID FUELS				
11/30/2021	859.31			
Receipts		-		
Interest Earned		0.01		
Transfer from General Fund		-		
Expenditures			-	
TOTALS	-	0.01	-	\$ 859.32
*SEWER FUND				
11/30/2021	99,259.53			
Receipts		569.34		
Interest Earned		6.13		
Expenditures			75.00	
TOTALS	-	575.47	75.00	\$ 99,760.00
**SMALL FLOW TREATMENT FACILITIES				
11/30/2021	4,852.08			
Receipts		-		
Interest Earned		0.04		
Expenditures			-	
TOTALS	-	0.04	-	4,852.12
COVID RELIEF FUND				
11/30/2021	95,761.42			
Receipts		-		
Interest Earned		5.90		
Expenditures			-	
TOTALS	-	5.90	-	\$ 95,767.32
		Total Expenses	\$ 46,891.23	

TOTAL OF ACCOUNT BALANCES AS OF December 31, 2021 **\$ 1,371,404.07**

**Restricted Funds

*Capital Improvement Funds

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Waterford Township Supervisors

Regular Business Meeting

Wednesday, January 19, 2022

SIGN IN SHEET

- 1 Ken Lewis
- 2 Ronald E. Larson
- 3 Amy Thompson
- 4 GARY White
- 5 Lindsay Okridge
- 6 _____
- 7 _____
- 8 _____
- 9 _____
- 10 _____
- 11 _____
- 12 _____
- 13 _____
- 14 _____
- 15 _____

Waterford Township
Unpaid Bills Detail
 As of January 19, 2022

Type	Date	Num	Open Balance	Credit
American Funds				
Bill	01/01/2022	4Q2021 Pension	5,498.22	5,498.22
Total American Funds			5,498.22	5,498.22
E.L. Heard & Son, Inc.				
Bill	11/30/2021	192992	1,636.90	1,636.90
Bill	12/01/2021	229523	8.16	8.16
Bill	12/03/2021	234345	2.28	2.28
Bill	12/03/2021	227740	12.60	12.60
Bill	12/09/2021	227957	8.78	8.78
Bill	12/31/2021	12401861	199.89	199.89
Bill	12/31/2021	Adjustment	2.25	2.25
Total E.L. Heard & Son, Inc.			1,870.86	1,870.86
ECATO Treasurer				
Bill	01/11/2022	2022 dues	100.00	100.00
Total ECATO Treasurer			100.00	100.00
Five Star Equipment Inc				
Bill	01/04/2022	P32017	233.62	233.62
Total Five Star Equipment Inc			233.62	233.62
Gerlach's Power Equipment				
Bill	01/05/2022	98630	199.00	199.00
Total Gerlach's Power Equipment			199.00	199.00
Hagan Business Machines, Inc.				
Bill	01/11/2022	A076789	116.73	116.73
Total Hagan Business Machines, Inc.			116.73	116.73
Highmark Blue Shield				
Bill	01/05/2022	220105485666	80.80	80.80
Total Highmark Blue Shield			80.80	80.80
ITUAbsorbTech				
Bill	01/05/2022	7836931	108.11	108.11
Bill	01/12/2022	7841119	51.35	51.35
Total ITUAbsorbTech			159.46	159.46
J. H. Auto Parts, Inc.				
Credit	01/06/2022	497149	-12.84	
Bill	01/04/2022	496910	148.92	148.92
Bill	01/05/2022	497027	226.81	226.81
Bill	01/06/2022	497061	51.93	51.93
Bill	01/06/2022	497124	27.27	27.27
Bill	01/07/2022	497173	13.26	13.26
Bill	01/10/2022	497342	11.32	11.32
Bill	01/10/2022	497343	28.80	28.80
Bill	01/14/2022	497819	113.94	113.94
Total J. H. Auto Parts, Inc.			609.41	622.25
Kim Risjan				
Bill	01/08/2022	1/8/22 PI Mtg	25.00	25.00
Total Kim Risjan			25.00	25.00
Kimball Midwest				
Bill	01/05/2022	9509865	55.08	55.08
Bill	01/14/2022	9537788	274.44	274.44
Total Kimball Midwest			329.52	329.52
Koldrock Waters, Inc.				

Waterford Township
Unpaid Bills Detail
 As of January 19, 2022

Type	Date	Num	Open Balance	Credit
Bill	12/31/2021	887033	20.90	20.90
Total Koldrock Waters, Inc.			20.90	20.90
Manuf. & Business Assoc - Ins.				
Bill	01/01/2022	243260	444.82	444.82
Total Manuf. & Business Assoc - Ins.			444.82	444.82
McMaster-Carr				
Bill	12/27/2021	70423063	83.71	83.71
Total McMaster-Carr			83.71	83.71
Melissa Oberlander, Tax Collector				
Bill	01/14/2022	postage and acct lea	650.82	650.82
Total Melissa Oberlander, Tax Collector			650.82	650.82
National Fuel Gas				
Bill	01/11/2022	12/3/21-1/7/22 Est	572.69	572.69
Total National Fuel Gas			572.69	572.69
PA One Call				
Bill	12/31/2021	0000936109	22.44	22.44
Total PA One Call			22.44	22.44
Penelec				
Bill	01/12/2022	9/17-12/15/2021	169.67	169.67
Total Penelec			169.67	169.67
Pro Waste Services, Inc.				
Bill	01/03/2022	15099832	55.00	55.00
Total Pro Waste Services, Inc.			55.00	55.00
PSATS UC Group Trust				
Bill	01/04/2022	4@2021 UC Pmt	45.02	45.02
Total PSATS UC Group Trust			45.02	45.02
Ron Eliason				
Bill	01/08/2022	1/8/22 PI Mtg	25.00	25.00
Total Ron Eliason			25.00	25.00
Southside Trailer Service, Inc.				
Bill	01/11/2022	337244	56.71	56.71
Total Southside Trailer Service, Inc.			56.71	56.71
Steiner Diesel Service				
Bill	11/04/2021	11089	29.38	29.38
Bill	12/01/2021	11196	49.20	49.20
Bill	01/04/2022	11313	303.90	303.90
Bill	01/14/2022	11357	19.05	19.05
Total Steiner Diesel Service			401.53	401.53
Stephenson Equipment, Inc.				
Bill	01/04/2022	18049004	340.63	340.63
Total Stephenson Equipment, Inc.			340.63	340.63
Steveo's Diesel Truck Services, Inc.				
Bill	01/05/2022	115876	626.90	626.90
Total Steveo's Diesel Truck Services, Inc.			626.90	626.90
Tractor Supply				

11:40 AM

01/19/22

Waterford Township
Unpaid Bills Detail
As of January 19, 2022

Type	Date	Num	Open Balance	Credit
Bill	12/29/2021	100869158	349.97	349.97
Total Tractor Supply			349.97	349.97
Verizon Wireless				
Bill	01/02/2022	9896413159	54.53	54.53
Total Verizon Wireless			54.53	54.53
Visa / Northwest				
Bill	12/20/2021	29LC6G7GMED	18.04	18.04
Total Visa / Northwest			18.04	18.04
William Phillips				
Bill	01/08/2022	1/8/22 PI Mtg	25.00	25.00
Total William Phillips			25.00	25.00
TOTAL			13,186.00	13,198.84