

Chairman, Jay Fitch called the regularly scheduled meeting of the Sheffield Township Supervisors to order at 7pm at the Sheffield Food Pantry with the pledge of allegiance and the following were in attendance:

Supervisors: Jay Fitch, Robin Copley and Nathan Lindberg
Secretary: Kristi Kulka
Roadmaster: Ian Lester
Guests: Rick Petruney, Matt Bell and Bob McMillen of the Sheffield Volunteer Fire Department

Bob McMillen acting Chief of the Sheffield Volunteer Fire Department and Matt Bell were present informing the Supervisor about the QRS or Quick Response Service that Commissioner Ben Kefferlin is establishing throughout Warren County to help the fire departments and ambulance services with added help in the time of an emergency. The number of volunteers is down all around the county so this will help with response time. They stated that the department has been busy with training in February. The stats for January were as follows: 4 calls and 5 personnel were on each call. They talked about truck maintenance on a regular schedule. Routine maintenance has not been done on any of the trucks. They were discussing oil change, filters and fluids. They were looking for permission to utilize Allegheny Oil for the trucks, they have the best price going for oil changes. Supervisor Fitch suggested 250 hours on the equipment. Supervisor Copley suggested they come up with maintenance schedule and get it started as soon as possible. They also informed the Supervisors that they will be doing pre-planning tours around the area of the following business: Senior Center, Drake Manufacturing and Johnson's Tire.

Rick Petruney was present to see what was going to be done about the tenant in 26 1st Mill Street putting raw sewage down the stormwater drain. Supervisor Copley contacted SEO Todd Fantaskey and he will send a certified letter to the property owner, Scott Holcomb informing him what is going on at his property. Mr. Fantaskey stated that Municipal Authority Operator, Justin Snell had put new sewage lines into this home. The supervisors informed Mr. Fantaskey that there is a broken toilet in the back yard and the property are currently not connected to the Mill Street Water. Mr. Fantaskey requested pictures be sent to his email along with Mr. Dan Parson's contact for the Mill Street Water Association. The Secretary will get this information to him in the morning.

With a motion by Supervisor Lindberg, seconded by Supervisor Copley and duly carried the Minutes of the February 18th Supervisors Meeting, the February Treasurer's Report and the Bills for Approval in the amount of \$18,669.82 were all approved and placed on file at the township office.

With a motion by Supervisor Copley, seconded by Supervisor Lindberg and duly carried Resolution No 498 Blighted Property Resolution for 61 2nd Mill Street owned by John H. Hilyer was passed. This

property was previously on the blighted property list, but Mr. Hilyer purchased this property from Lou Anne Young for \$500 and was going to remodel the house for his home. Pictures were given to the Supervisors prior to the meeting.

Courtesy letters were sent to the following properties for Ordinance No 91 Nuisance and Junkyard violations:

- Ed's Property Maintenance for 212 High Street
- James Winschel for 336 Horton Avenue
- John T. Whipple for 15 1/2 Tan Street
- Joshua Toporzycki for 300 High Street was granted until March 3rd to fix the front porch door that is kicked in.
- Stephen Barth for 27 1st Mill Street

Pictures were reviewed of the current condition of the above properties and violation letters will be sent by our solicitor to Stephen Barth of 27 1st Mill Street and Ed's Property Maintenance for 212 High Street. The others will be turned over to the constable when he is working for our township.

The secretary had pictures of 48 Deerlick Street owned by David and Nicole Ordiway showing garbage piled up on the front porch, picture is hand for your review. With a motion by Supervisor Copley, seconded by Supervisor Lindberg and duly carried a courtesy letter will be mailed to Mr. Ordiway.

Section 1903 of the township codes book states: Contracts to Secure Police Service, - Any township may contract with any municipal corporation to secure the services within the township of the police of the municipal corporation. When any contract is made, the police officers of the employing municipal corporation have all the powers and authority conferred by law on police officers in the township which has contracted to secure police service. We can contract another municipality for police services, such as ordinance violations. Secretary is to contact municipalities that have police department and see if we could contract with them for services in Sheffield Township.

We received a letter from Construction Code Inspector, Inc of Seneca PA offering the service of their 5 inspectors to oversee our townships building codes. Currently we utilize the City of Warren for all our building codes. They work with the following townships: Brokenstraw, Columbus, Elk, Farmington, Freehold, Pittsfield and Youngsville Borough. The Supervisors would like to have them attend a meeting.

Pictures of Drew Stanko's property at 10 Center Street are on hand for review. Front porch is collapsing on this structure. With a motion by Supervisor Lindberg, seconded by Supervisor Copley and duly carried a letter will be sent to Mr. Stanko.

Our next meeting is March 16th and the secretary will be on vacation. With a motion by Supervisor Copley, seconded by Supervisor Lindberg and duly carried the next meeting for the Supervisors will be March 23. The secretary will put a public notice in the paper.

With a motion by Supervisor Copley, seconded by Supervisor Lindberg and duly carried Scott Eck will return to work for Sheffield Township as our seasonal maintenance worker on March 16, 2020 at 6am.

MARCH 2, 2020

Supervisor Copley attended the Fire Department meeting and the fire department would like to work with the township to fix the entrances to the truck bays. They need to be blacktopped. Ian will work this into his schedule.

We will be receiving our John Deere 50G Compact Excavator Thursday. Paperwork was all signed by Jay and the interest rate has decreased to 4.7% from 5.25% for 60 months. Total amount financed is \$65,698.13 and 5 yearly payment of \$15,091.72 will be made beginning on February 28, 2021 through John Deere Financial.

We received a complaint from Doug Mangold through email regarding the condition of the boat launch. He was asking who owns it and who is responsible to fix the potholes. Kristi responded to him and let him know that the Municipal Authority owns the property, but the township maintains this and when the weather brakes we will get the potholes patched.

The owners of 59 2nd Mill Street, Victor & Tamar Earle of Smethport, have been invited to the Warren County Redevelopment Authority meeting on March 17, 2020 at 8am. They are being invited to discuss the condition of blight.

We received a quote from Jeff Tuma of Pittsburgh for the weeds at the sports complex. This will be compared next meeting with Ehrlich's quote.

Bob McMillen expressed the need for better and faster police coverage especially when they have an emergency in which the police need to be on scene before entering the property. He also requested information about a Constable. Secretary will get that information to them.

Supervisor Lindberg reported on the YMCA at the Ruth M. Smith Center steering committee meeting on Thursday at 4pm to finalize plans.

Supervisor Fitch asked about the schedule for blacktopping. The secretary stated that we need to decide which roads are to be blacktopped, then she would contact our Penn DOT representative Jon Wilson and he would put together our bid packets, then we go to bid. Supervisor Copley asked about Roadbotics. They were supposed to help us determine what roads need done. Secretary reported that we have not heard back from them but would email them to see where this stand.

Supervisor Fitch reported that he would not be at the April 6th meeting.

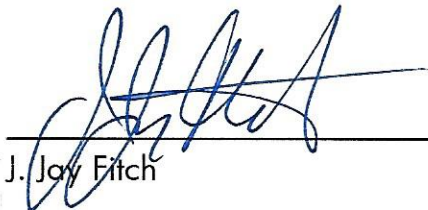
Other matters discussed:

- Cameron Energy is drilling in Mead Township and Wilmoth Interests, Inc is also drilling in Mead Township.

- We received notification from the Commonwealth of PA that our liquid fuels allocation of \$84,125.05 has been deposited today in our state liquid fuels account.
- Wednesday, March 4th at 7pm at the Warren County Visitor's Center is the next COG Meeting for the Supervisors. Minutes and agenda were emailed to supervisors.
- Supervisors agreed to not support the Warren County Conservation District Envirothon.


Dates to remember April 4th Spring Road Inspection 8am
June 27th Spring Clean Up Day

There being no further business the meeting was adjourned at 7:40pm with a motion by Supervisor Lindberg, seconded by Supervisor Copley and duly carried until Monday, March 23 at 7pm at the Sheffield Food Pantry.



J. Jay Fitch

Robin Copley



Nathan Lindberg

SHEFFIELD TOWNSHIP SUPERVISORS



Administrator/Treasurer