

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

Supervisors: Jay Fitch, Robin Copley, and Nathan Lindberg  
Secretary: Kristi Kulka  
Roadmaster: Ian Lester  
Guests: Becky Crooks, PA Constable Shawn Young

Constable Young introduced himself to the Supervisors and offered his services to the Township. He stated that he currently works for Pleasant and Glade Townships as their Code Enforcement Officer at \$40 an hour and anything after an hour is \$20 for the ½ hour. Supervisors Fitch stated that they feel a person in a uniform hand delivering a letter would be more eventful than a letter in the mail. Constable Young agreed. He stated he can give citations for ordinance violations. He would be available to patrol the township looking for violations. With a motion by Supervisor Lindberg, seconded by Supervisor Copley and duly carried Constable Young will be working for Sheffield Township. The secretary will contact the Solicitor to see what we need to do by way of Resolution or Ordinance.

Becky Crooks was present complaining about the ditches on First Mill Street from her house going towards 2<sup>nd</sup> Mill Street. She stated there was recently an accident and a car ended up in this ditch. Supervisor Fitch stated that they will look at this area during Spring Road Inspection.

With a motion by Supervisor Lindberg, seconded by Supervisor Copley and duly carried the Minutes of the March 2<sup>nd</sup> Supervisors Meeting, the March Treasurers Report and the Bills for Approval in the amount of \$63,262.64 were all approved and placed on file at the township office

Comparing the 2020 vegetation quotes from Ehrlich and Jeff Tuma:

-Softball field, Fence lines, dugouts, backstop, infield also handicap parking lot area:

Ehrlich \$425 Jeff Tuma \$450

-Football field: underneath bleaches and announcers booth, above wall, fence lines, both jump pits, tar, and chip driveway, inside edge of track also 360 degree around concession stand pavement, continuing over to bleachers:

Ehrlich \$1,425 Jeff Tuma \$1,400

-Edge of steps Jeff Tuma No Charge

Jeff Tuma's quote states Additional-Hourly rate all-inclusive labor, material EQP, for treatment of additional areas to be determined. With a motion by Supervisor Lindberg, seconded by Supervisor Copley and duly carried the bid from Ehrlich was accepted and the funds will come out of the sports complex for this weed control service.

A courtesy letter has been sent to US Bank National Association current owners of 102 Van Ettan Avenue for the trees out front. We have heard nothing from them to date. The supervisors would like this property sent to the solicitor for a violation resolution.

Roadmaster Lester was looking for permission to cement the floor at 8 Leather Street. Supervisor Fitch asked him to get two quotes.

John S. Hilyer owner of 61 2<sup>nd</sup> Mill Street has left the area with no forwarding address, so this house has been turned directly over to the blighted property review committee. Dan Glotz of this committee contacted the office and stated that he has spoken with Mr. Hilyer and he is currently living in Buffalo with his daughter and is still planning on remodeling this piece of property. Mr. Glotz would like us to hold off on the blight for this property. He also asked if we would contact the sewer authority and ask them to negotiate with Mr. Hilyer the cost of his sewer bill because there is no water at this property so therefore no sewer is needed at this time.



Kristi told Mr. Glotz that she would mention this to the authority, but this is the property owner's responsibility to do this, not the townships.

We received the minutes from the February 18<sup>th</sup> Redevelopment Authority meeting the following is the information pertaining to our Township properties:

4582 Route 6, Sheffield Township, Parcel No. SH-365-8913 - Ingersoll Financial No. 44 Land Trust (formerly Harbour Portfolio VIII LP) - declared blighted by BPRC on 3-17-16

19077 Dan Glotz stated that the lien has not yet been resolved on this property. Pamela Matve stated that they had a discussion with Nathaniel Schmidt, the County Solicitor, and he would prefer that the RDA Board have Attorney Andrea Stapleford review the lien documents. However, we do not have a new contract for this year with Attorney Stapleford. Following a discussion, a motion was made by Charles Barone to contact Attorney Stapleford to see if she would submit a new contract for this year with the RDA. Motion seconded by Phil Gilbert. A vote was taken, and all were in favor; motion carried. Pamela Matve will contact Attorney Stapleford to see if she is going to renew her contract with the RDA and then draw up the lien paperwork and start the process. This property has been transferred to a new owner.

20 1<sup>st</sup> Mill St., Sheffield Township, Parcel #SH-354-9358 – Bates, Carl F. & Vargas, Patricia - declared blighted by BPRC on 11/21/19

This item was omitted from the February Agenda in error. It was discussed that the Planning Department had not heard from Eileen Kelly, the neighbor who was going to purchase this property, and who had attended the January meeting and gave an update. The Planning Department staff will contact Mrs. Kelly and invite her to the March meeting.

The next meeting of the Authority is Tuesday, March 17 at 8am at the courthouse.

We have received a bid of \$1 for the vacant lot at 4582 Route 6 from the Warren County Redevelopment Authority from the Tax Claim office. With a motion by Supervisor Copley, seconded by Supervisor Lindberg and duly carried the bid of \$1 was accepted from the Warren County Redevelopment Authority.

Matson Lumber is finished hauling on Utah road and would like their bond returned if there are no problems with this road. Roadmaster Lester stated that the road is in good condition and no damages were done by Matson Lumber.

Presents & Posies, owner Mary Anne Paris has stated that the cost for the flowers for the pots around town will likely be a lot more that they have been in the past years to do the pandemic. Mark Heeter's daughter Addison's girl scout troop has offered to plant the planters all around town. Supervisors agreed to continue to get the flowers from Presents & Posies if it is not over \$300.

With the Covid 19 pandemic, township full time employees have been off work, but paid from March 20 – April 17<sup>th</sup>. Scott Eck our seasonal maintenance worker is receiving unemployment benefits and will return to work on April 27<sup>th</sup>. The library workers were paid for their regular wages in March, even though they only worked through 3/9. How do you want to handle their pay for April?

Mead Township would like to utilize our broom, tractor, and operator and for exchange they will buy a new bristle for the broom. Supervisors agreed to allow Chris to go to Mead Township and sweep their streets.

Tom McNeal would like to purchase a couple loads of the antiskid out front of the maintenance garage. He stated that Steve could haul it for him, and he is willing to pay for it. Supervisors stated that Mr. McNeal could take what he needs and donate to the playground program if he would like but does not have to.

Arbor Day Celebration will be cancelled, due to the virus and we will not be penalized from our Tree City USA certification next year for not holding an event.



Ryan Lemay and Julia Vile are both wishing to come back to our playground program for this summer. Supervisors will revisit the playground program as it gets closer and may choose to cancel it due to the Covid 19 pandemic. Tentative start date will be June 8<sup>th</sup>.

Dennis Sturdevant has complained about the condition of the drainage at the cemetery and the condition of cemetery road. Supervisor Fitch stated that they are aware of the problems and will visit this area during Spring Road Inspection.

With a motion by Supervisor Lindberg, seconded by Supervisor Copley and duly carried Resolution No 499 for 27 1<sup>st</sup> Mill Street declaring this property as a public nuisance was adopted.

With a motion by Supervisor Lindberg, seconded by Supervisor Copley and duly carried Resolution No 500 for 212 High Street declaring this property as a public nuisance was also adopted.

Fitch Disposal Lease was approved at the same rate of \$300 a month with a motion by Supervisor Lindberg, seconded by Supervisor Copley. Supervisor Fitch abstained from voting.

Spring Road Inspection was set for Saturday, May 2, 2020 beginning at 8am with all three supervisors and the roadmaster.

Supervisor Copley received a complaint about the speed of cars on Cottage Avenue. Speed humps will be purchased and placed on this road.

Supervisor Copley also asked that a key to the concession stand be given to the maintenance shop at the high school. Kristi refused to give them a key due to inventory coming up missing. She stated that you guys are my boss, however every time the maintenance dept has a key stuff comes up missing, so therefore Ian and Kristi are the only ones with keys. Supervisor Copley stated that apparently it was broken into and they could not get into the concession stand part to see if anything was taken. Kristi stated that Ian had contacted her, and she went up and check the place over and nothing was missing.

Other matters discussed:

- We received our February report from the City of Warren for building codes. 20 1<sup>st</sup> Mill Street received a demolition permit for house and detached garage. This is the Vargas property that Mike Kelly purchased.
- Minutes from the March Municipal Authority Meeting and the March Treasurer's Report were reviewed by the Supervisors
- We received the 2019 Annual Report for the Warren County Planning & Zoning Department.
- Mead Oil is drilling in Sheffield Township in the Arnot and Henry's Mills areas.
- We have received the minutes from the library meeting on March 10, 2020.
- Lisa McCune-Noll, Cartographer for Road Botics is putting us in contact soon with one of their commercial team members.

With a motion by Supervisor Copley, seconded by Supervisor Lindberg and duly carried the meeting was adjourned at 7:40pm until Monday, May 4, 2020 at 7pm at the Sheffield Food Pantry.

  
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Administrator/Treasurer

  
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SHEFFIELD TOWNSHIP SUPERVISORS