

REGULAR MEETING

MAY 4, 2020

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 in attendance:

Supervisors: Jay Fitch and Nathan Lindberg

Administrator/Treasurer: Kristi Kulka

Roadmaster: Ian Lester

Guests: Pauline and Mike Gill of Construction Codes Inspection, Inc, Rick Petruney and Benjamin Lindberg

Mike and Pauline Gill of Construction Codes Inspection Inc. were present offering their services to the township. They informed us that they have several of the townships around Warren County. Mike stated that they started their business in 2007 and currently they have 78 municipalities in 5 counties across Pennsylvania. They promised to be available to us every day of the week and have 6 employees 5 inspectors and 1 full time office manager. They have a website with all the information needed for permits. Supervisors thanked them for coming and speaking with them. They gave the supervisors a contract for signature if they consider going with them for their UCC services.

Rick Petruney was present asking if Keystone Avenue is on the list for paving. Supervisor Fitch informed him that it was on the list paving along with some sluice pipes that will be installed at the bottom of Bloss Hill Road prior to blacktopping.

With a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried the Minutes of the April 20, 2020 Supervisors Meeting, the April Treasurer's Report, the Bills for Approval in the amount of \$9,498.40 and the 2020 Tax Sheet for tax collection were all approved and placed on file.

Resolution No 501 Declaring Certain Condition a Nuisance at 102 Van Ettan Avenue was adopted with a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried. The secretary received a call from a title search company asking if there were any violations against this property and she informed her about the trees out front and this nuisance violation that is being sent. Pictures were sent to her. Also, a mortgage company called asking about the violations against this house and stated that she would obtain the names of tree service companies. The secretary gave her the two in Sheffield that the township utilizes.

High School has given us permission to use the back-parking lot for our Spring Clean-up day on Saturday, June 27th from 7am -2pm. I have contacted Advanced Disposal for their availability for this clean up and asked them for a quote. The advertisement was reviewed, and TV's will be taken again this year at a cost per pound. Lincoln Recycling out of Erie will be utilized for disposal of the TVs.

Supervisor Lindberg suggested having a cleanup day in the Fall as well. After spring road inspection, he has become aware of a lot of properties with a lot of garbage on them. Supervisor Fitch did not feel that our budget could handle two clean up days. The cost is around \$2,400 that the township pays. This will be reviewed after this years.

Properties on radar for violations:

- 212 High Street- Ed's Property Maintenance owner- this property has been cleaned up
- 27 1st Mill Street-Stephen Barth/David Harkins tenant/owner-this property received a roll off and has obtained weekly garbage pick up
- 319 West Main Street-Dennis Snyder-still a large pile of tires, letter be sent from the township granting him 30 days to get rid of tires or he will have to pay the \$600 fine, which includes court and attorney fees.
- 12 Willow Street-Sharon Woge-this properties will be checked before our 1st meeting in June.
- 4031 Route 6 – Michael Akers-this property is cleaned up.

Wit a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried the "Declaration of Disaster Emergency" was adopted. The county asked that each municipality pass this at our township meetings. This will enable us or our fire department and ambulance service to receive disaster funding if need be.

We had discussed our playground program during our last meeting and since this the City of Warren has closed all their playgrounds for the summer. Clarendon Borough will be holding their playground program. Playground are closed indefinitely per Governor Wolfe. The Supervisors stated that we will open our playground as soon as they can be open.

Bill Troutman was in complaining about the water laying in the empty lot beside his house on Horton Avenue. He would like us to take care of this problem or he is calling the state. He had complained to the authority about this situation as well, they dug up his back yard and replaced 30' of sewer line. Ian stated that a tiled pipe was broke, and water was draining out. The authority fixed this issue and now there is no where for the water to drain to. It is a runoff from the upper streets, and it is also in the flood zone. He said we cannot even get a good grade to help it drain because PennDOT ditches are to low in this area.

The Roadmaster asked the supervisors to consider purchasing a boom mower for the John Deere 50G for daylighting roads. The cost is around \$6,000 for a 42" in mower. The Supervisors asked him to get a second quote for the next meeting. Little League season was discussed. If there is going to be a season there is a need to fix the water situation at Tionesta Park. Roadmaster mentioned several issues at Rotary Park that need taken care of top step is rotted off, pole needs replaced, and the roof needs to be replaced as well. Supervisor Fitch will bring this to the attention of the Rotary at their next meeting.

During Spring Road Inspection, the supervisors agreed that the following roads would be blacktopped in the Township: Cemetery Road, Parking lot at Boat Launch, School Street and School Street

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Extension, Pickering Street from Whipple Street up to School Street and Keystone Avenue. 4 catch basins will be installed prior to paving on Cemetery Road. The secretary will contact our municipal rep from PennDOT to put together our bid for these roads and get this in the paper as soon as possible.

Supervisor Fitch stated that he was approached by Tim Fiscus of Tan Street, he stated that the trees along roadway are laying on his mother's house and would like permission to trim them back from house. Supervisors asked the secretary to check on insurance since these are township owned trees. If there are no issues then permission was granted from them to trim back the trees off the house.

Due to COVID 19 pandemic, the City of Warren will be downsizing the City's building codes department. As a result of this downsizing the City will no longer be in the position to provide UCC inspection services for our township therefore terminating our agreement affective 30 days within the appointment of a new BCO. With a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried Construction Code Inspection, Inc will be the new UCC BCO for Sheffield Township affective today, May 4, 2020.

Other matters discussed:

- Amber Snell of Snell Landscaping has informed us that they will be mulching and cleaning up the John Gersch Memorial sight free of charge for Memorial Day.
- The 2020 PSATS Convention in Hershey has been cancelled until next year.

There being no further business the meeting was adjourned at 7:45PM with a motion by Supervisor Lindberg, seconded by Supervisor Fitch and duly carried until Monday, May 18, 2020 at 7pm at the Sheffield Food Pantry.

Administrator/Treasurer

J. Jay Fitch

Robin Copley

Nathan Lindberg
SHEFFIELD TOWNSHIP SUPERVISORS

