

REGULAR MEETING

MARCH 15, 2021

Sheffield Township Supervisors Regularly scheduled meeting was called to order at 7pm by Chairman, Nate Lindberg with the pledge allegiance at the Sheffield Food Pantry with the following in attendance:

Supervisors: Nate Lindberg, Jay Fitch, and Robin Copley
Secretary: Kristi Kulka
Roadmaster: Ian Lester
Guests: Kevin Henry, 5Star Equipment, Rick Petruney

Kevin Henry of 5-Star Equipment was present discussing the possible purchase of a John Deer 410L for \$113,900 or 310L John Deere Backhoe for \$104,000 trading in our 1993 Case SuperK backhoe. He stated our 35-year-old 2-wheel drive backhoe needs to go down the road. It is going to start costing the township to keep this piece of equipment and the parts to fix it are not going to be available in the future. He suggested that we could sell it on Municibid to get more money for it rather than a trade in, start the bid at \$6000. Mr. Henry stated another municipality ordered one in February and are expecting delivery in June, so if we are seriously considering a purchase, we might want to get paperwork started. Supervisor Fitch thanked Mr. Henry for his time and stated we are interested and looking at all options. Mr. Henry suggested the 5-year option like we are doing with the 50G Excavator.

With a motion by Supervisor Fitch, seconded by Supervisor Copley and duly carried the Minutes of the March 1, 2021 Supervisors Meeting, the Bills for Approval totaling \$20,002.67 were approved and placed on file at the township office.

Our solicitor has a draft of the Road Opening Ordinance for our approval. National Fuel Gas attorney, Dominick Sisinni has requested to review this ordinance to ensure that there are no issues that need to be addressed from their perspective. If the supervisors are okay with this Andrea will get it to National Fuel for their review and get it advertised and ready for adoption at our next meeting. With a motion by Supervisor Fitch and seconded by Supervisor Copley and duly carried the ordinance was approved and approval also to for solicitor to send to NFG for review and prepared for adoption.

Complaints received about the potholes on Keystone Avenue. Roadmaster Lester stated that these were fixed today and will continue tomorrow until all are fixed.

Complaints received on the condition of John Hillyer's property at 61 2ND Mill Street. We moved this to blight and then the redevelopment authority reached out to Mr. Hilyer and he informed him that he will be working on the house. It has been 2 years, and nothing has been obviously done. I checked with Dan Glotz of the Redevelopment Authority and we must start the process over again. I have prepared Resolution No. 507 granting Mr. Hilyer 30 days to comply with our nuisance ordinance and when he does not comply it will be turned over to the blighted property committee. This property is on the repository sale for \$1,775. With a motion by Supervisor Fitch, seconded by Supervisor Copley and duly carried Resolution No. 507 was adopted.

We received notification from Arbor Day Foundation that we have received our 2020 Tree City USA recognition and will be receiving our materials. Mrs. Conn, 5th grade teacher at Sheffield Elementary School has reached out requesting that we have an Arbor Day Celebration on Friday, April 30th. Something outdoors, perhaps plants a tree at the elementary school, with a program. She was speaking with the principle today and would let us know her thoughts. Supervisor Lindberg will also speak to the principle.

2020 Audit has been completed by the Auditors, Ruth Anne Varrato, Janet Kyler and Alicia Madigan. Total receipts in all funds were \$602,143.00 and total expenses in all funds was \$678,411.00 reflecting a \$76,268 deficit for 2020. General Fund alone was \$405,562.00 in revenue and expenses were \$422,305 with a \$16,743 deficit. The audit is on hand for review and has been submitted to DCED for review.

Matson Lumber is bonding Keystone Avenue, 1st Mill Street and Sawmill Road. ¾-1 mile of paved roadway will result in a \$12,000 road bond. The secretary informed them that this will be blacktopped and hopefully they get their job done prior to this.

A dead white pine tree on Henrys Mills Road in front of Kim Holden's property in the township right-a-way needs to be cut down and taken away. Supervisors agreed to have the secretary contact 2 tree companies for quotes.

We received a letter from the Warren County School District responding to our letter requesting the name of the Sports Complex the "Thomas Dunn Sports Complex". A copy of the school district policy 6510-Naming Facilities sets forth certain requirements including the person for whom the facility is being named be deceased at least three years.

Track practice starts March 16th, and the concession stand will need to be opened for the bathroom uses. The first track meet at home will be April 8th and there are to be no concessions at the events per the school board. There are 3 home varsity track meets April 8th, 20th and 26th and 1 home Jr High meet on May 5th with multiple schools.

R.J. Zonna of the Department of the Auditor Generals was in the office on Thursday, March 11th to perform the 2018 and 2019 audit to the liquid fuels. R.J. suggested cashing in the CD and putting it into the savings account, cd's are not making any money and better off in savings. Supervisors agreed to leave the money in the CD.

Josh Montgomery was here on Thursday, the 11th of March and went over Keystone Avenue with the roadmaster to see what this road will need for paving and Mr. Montgomery will create our bid packet. Bids will be opened on April 5, 2021 and paving will be completed by July 2nd.

District Magistrate Zydonik contacted the office looking for a current address for Michael Akers. He used to live at 4031 Route 6 in Sheffield. He has never made restitution for the accumulation of garbage and debris at his property at 4031 Route 6, so a warrant for his arrest has been issued.

Website for Sheffield Township needs to include the resolutions and ordinances. Nate has been browsing other township websites and has some recommendations for this. He would like to see our more user friendly with the ability to print off resolutions and ordinances rather than contact the office. The secretary stated our website was just renewed for another year in February through WordPress. This will be revisited in December.

Mary Anne was inquiring about the budget for flowers in the planters, she said it is going to be even more expensive this year than in the past because of greenhouses shutting down. Last year we spent \$218.

Parks and Recreation and Tree Commission Meeting is set for March 24, 2021 at 6:30pm, new members are being invited along with past members. Jeff Labesky has been busy taking several pictures of what needs to be done at the parks. Lots of manicuring is greatly needed at all our parks. He plans on breaking the committee out into Tionesta Boat Launch, Tionesta Park, Memorial Park, and the triangle coming into town.

along with Rotary Park. New members will be asked to put their skills to work, no monetary contributions will be asked just their labor and skills.

Kristi mentioned the letters that are to be sent to property owners with vehicles parked in the right-a-way, do we still want those letters to go out since winter is over and they are not in the plow's way now. Supervisors stated that they still want the letters sent to give the owners plenty of time to find new homes for the vehicles. The constable is to be contacted to see what we can legally do about parking in the township right-a-way.

Rick Petruney asked about the garbage cans at the Tionesta Boat Launch. With fishing season coming, will they be put out? Roadmaster Lester stated that they would be put back in place.

Ian mentioned that Ford Beane's daughter contacted him about somebody throwing dog poop into the drains in the ditch out front of their house and clogging up the drains. It was stated that there is now water or sewage at this house, but somebody is living there at times. Kristi is to check with Tina about sewage and then contact sewage enforcement officer, Todd Fantaskey to investigate.

Supervisor Fitch stated that he has received complaints about potholes, especially on Spicer Road. Ian stated that they have 2 ton of cold patch and were busy on Keystone Avenue today filling potholes and will get to Spicer Road the next day.

Supervisor Fitch will be meeting with Andy Moore about the potential work on the corner of Center Street and Tan Street.

Pending List:

- Right-a-way Agreement with Mary Linda Goldthwaite, waiting for her signature. She would like a carport on this property, however the agreement states one cannot be placed on this property. Jay will approve whatever type she decides. Jay talked with Linda and she wants her driveway directly beside her house, which is her property, not township property at all. Jay will follow up with her.
- 146 Saybrook Road, Blighted Property Resolution 1/24/2021 property ready to go to blight. John Dipierro given until May 31, 2021 to fix the problems with house.
- Scuteri/Grubb's complaint Hand delivered by Constable on 1/27/21 giving her 30 days to clean up property. Supervisors granted them until 4/30/2021 to clean property.
- Donald & Hilda Haehn has until February 6, 2021 to clean up property at 185 Cottage Avenue. Letter sent granting the Haehn's until 4/30/2021 to clean property.
- Spring Road Inspection is set for 3/27/2021 at 8am.
- Donald Salter hearing cancelled due to Mr. Salter being in the hospital.

Other matters discussed:

- PSATS 2021 Convention in Hershey, PA has been cancelled again this year.

- Spicer Road Bid advertisement will be in the paper on Friday the 19th and Monday the 22nd. Bids will be opened on April 5, 2021. There will be a mandatory sight meeting on March 26, 2021.

- We have received a building permit for a 36' x 48' 2 story garages on Walt Elmquist's property at 22 Pratt Street.
- Minutes from the February 4, 2021 Authority Meeting and the February Treasurer's Report is on hand for your review.
- Warren County Planning and Zoning Annual Report for 2020 is on hand for review.

With a motion by Supervisor Fitch, seconded by Supervisor Copley and duly carried the meeting was adjourned at 7:50pm until Monday, April 5, 2021 at 7pm at the Sheffield Food Pantry.

Administrator/Treasurer

Nathan Lindberg, Chairman

J. Jay Fitch, Supervisor

Robin Copley, Supervisor

SHEFFIELD TOWNSHIP SUPERVISORS