

REGULAR MEETING

APRIL 5, 2021

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

Supervisors: Jay Fitch and Robin Copley
Secretary: Kristi Kulka
Guests: Jeff Labesky, Steve McGill, H & H Paving, Ford Beane, Rick Petruney, Heather Wilcox of Warren County Conservation District

The first order of business was to open bids for the Spicer Road Bank Stabilization project:

Cable Excavating \$129,622.00

Bid was reviewed by Heather Wilcox of the Warren County Conservation District and accepted with a motion. by Supervisor Copley, seconded by Supervisor Fitch and duly carried.

Bids for the Keystone Avenue paving project were opened, and the following is a list of the bidders:

	Item No. 1	Item No. 2	Item No. 3	Item No. 4
IA CONSTRUCTION	\$1.80 - \$10,051.00	\$105.15-\$18,927.00	\$90.50 - \$41,449.00	\$129.65- \$15,687.65 = \$86,114.85
GLENN O. HAWBAKER	\$2.15 - \$12,005.60	\$100.00-\$18,000.00	\$100.00- \$45,800.00	\$215.00 - \$26,015.00 = \$101,820.60
KINGSVIEW ENTERPRISE	\$1.50 - \$8,376.00	\$160.00-#28,800.00	\$160.00-\$73,280.00	\$159.00- \$19,239.00 = \$129,695.00

With a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried the bid from IA Construction was accepted.

Ford Bean asked about the ditch in front of his house and when would it be fixed. Seasonal Maintenance Worker, Jeff Labesky reported that this is on the list to be done. Mr. Bean also asked about the dumping of the dog feces in front of his house in the ditch by the neighbor. Secretary reported that this on the agenda to discuss. Mr. Bean asked what permit he would need to build a 2-stole pole building against the bank at his property. He stated it would be 30 x 10. Secretary stated he would just need a township stormwater management application for \$25.

Heather Wilcox of the Warren County Conservation District and Supervisor Fitch met the corner of Center Street and Tan Street at the potential sight for the 1,000 ton of bank debris from Spicer Road. Maps were reviewed and Heather feels confident that this sight will be okay. We need to keep it under 1 acre, and we will have to provide a written E & S plan, which the engineer and Heather can assist with. Heather asked about a pallet fork for unloading the tensor product perhaps at the township building. Jeff thought that Drake Manufacturing or Container have one that we could possibly borrow.

With a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried the Minutes of the March 15, 2021 Supervisors Meeting, the March Treasurer's Report, and the Bills for Approval: \$25,441.86 were all accepted and placed on file at the township office.

The township will be receiving \$195,759.00 from the American Rescue Plan. We cannot use this for pension or to offset directly or indirectly, revenue from a tax cut enacted since March 3, 3021. Direct payments will be made in two disbursements – first within 60 days of enactment the second one year later.

Fire Hydrants: we need 3 new hydrants and one for spare. Scott Eck of the Authority has been in contact with LB Water Supply for hydrants and they have informed him that they will cost between \$2500 and \$3000. This cost is the townships responsibility. The rep from LB Water Supply is going to schedule a training session with the authority, township, and fire department on the proper use of the hydrants. One of the hydrants in the trailer park was damaged by a vehicle. This has been reported to the state police. We do not cover the hydrants on our insurance, but we can add them. Supervisors asked secretary to add the hydrants to our insurance if it is not a lot of money.

Jeff Labesky reviewed the Parks and Recreation and Tree Committee recommendations. He stated that Jamie Steffan was present to resign from his position, so himself and Ian met to discuss the following:

- Chris Cochran be contacted regarding the pavilion/tree at Memorial Park, Committee recommends removal or alternative plan. Jeff stated that this log is covered with obscenities and graffiti and has run its course at the playground. Perhaps the sight could be used for more vendors during the festivals or maybe some picnic tables and swings be placed under the pavilion. Jay stated that he was part of the log being placed there and it was never properly preserved at its time of placement, so that is why it is in the condition it is in now. He stated it was placed there in 1985 and he will contact Chris Cochran.
- No money be paid to Mary Anne Paris for flowers for street pots. Committee recommends removal of these concrete pots this year and to be replaced next year with new pots and have each business owner pay for one in front of their business if they wish to have one and they would also be responsible for putting flowers in them, not the township.
- Committee recommends that \$10,000 be budgeted for parks and tree commission improvements as done in the past.
- Summer playground program be suspended due to lack of participation and \$3,400 in salaries be forwarded to parks and tree commission for improvements in parks.
- Blain Mullen of Deerlick Street has restored the benches at the Tionesta Park Boat Launch at no cost to the township and has placed a plaque on one of them in memory of his late wife, Stephanie. A thank you letter will be sent to Mr. Mullen.
- An October meeting will be set up.

Discussion on the purchase of the Sheffield Elementary School for \$1 from school district. Jeff Labesky suggests this purchase, only cost would be closing and deed transfers. He suggests shutting off water, put a rider insurance premium on it and utilize the parking lot for anti-skid, fill and gravel. He stated that the Authority could also utilize the space to stockpile what they need as well. Supervisor Copley stated that this sight would end up being a nuisance to the neighbor, having to look at all our piles of anti-skid and gravel and pipes sitting around would not look nice to the neighbors. Supervisor Copley stated this does not seem like a particularly good idea, Supervisor Fitch agreed. They stated it is a lot of responsibility and more insurance costs. Supervisor Fitch heard it needs a new roof. Jeff stated that it was built in 1962.

Blighted Property Resolution No.509 for BP Station, owner is Louis Decicco of Millport, NY. Pictures were on hand for review. Resolution No 509 was passed with a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried granting him 30 days to fix the problems and if nothing is done, it will be turned over to the blighted property review committee.

Principle Glenn Smith of the SAMSH is requesting a slider lock on the handicap/family bathroom at the sports complex. Jeff Labesky stated that this would be taken care of.

Complaints received from Becky Crooks for Scott Holcomb property at 26 1st Mill Street for accumulation of garbage on back porch, the bear is getting into it. With a motion by Supervisor Copley, seconded by Supervisor Fitch a courtesy letter will be sent to Mr. Holcomb.

Complaints received from neighbors of the house that burned at 320 Church Street, Rodney Nicholson's property. Garbage and debris are blowing on all the adjacent properties. With a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried a courtesy letter will be sent.

John Whipple of 57 2nd Mill Street received a building permit for a 10 x 12 Shed. Ryan Kelly's owner of 539 Four Mile Road has a building permit for a 950 square foot home/cabin. He is demolishing the old camp and putting up a new one but wants to follow the codes and is utilizing a building permit rather than a recreational cabin affidavit.

Amy Bailey has until today to have the garbage picked up and a garbage service acquired for her property at 200 Horton Avenue. A generous citizen stopped in the office today and offered to pay for the pickup of this trash. It will be removed on Thursday. However, she has not obtained a garbage collection service as the garbage is still there on the front porch. Secretary is to contact the Constable to press charges.

Roadmaster Lester met with Josh Montgomery, our PennDOT municipal rep at Spicer Road to discuss the possibility of paving this road this year and he suggests waiting until next year. Let it settle after all the heavy truck traffic from the bank stabilization project and then put it to bid in the spring of 2022. He said a contractor will charge way too much for this road at the end of the season. Heather Wilcox agreed that it would be better to wait until next paving season and it will not be a problem with the grant.

Hornburg Drilling will be utilizing Four Mile Road all summer long moving dirt onto their property. They are preparing a \$12,000 road bond, but we have not received it yet.

Britany Breon, owner of 59 2nd Mill Street has been invited to the Warren County Redevelopment Authority meeting on Tuesday, April 20, 2021 at 8am at the commissioners' conference room. We just approved her bid for this house.

Al Ace of the Sheffield VFD Fire Police is asking for the dues to be paid for 4 members at \$10 apiece. With a motion by Supervisor Copley, seconded by Supervisor Fitch the dues will be paid for the fire police.

Complaints received from Heidi Beane of 12 1st Mill Street, Dick Eck property. He has dogs that poop all over his back yard, but never cleans it up and the smell is horrible. With a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried a courtesy letter will be sent to Mr. Eck requesting he clean up the feces and put lime down on his property.

Arbor Day Celebration is going to take place on May 11th at the Sheffield Elementary School with Kristine Conne's 5th grade class. We are working on the details.

Constable Young has pictures of 128 Tan Street Ext owned by SIPHON DRAW, LLC of Frisco, TX. Garbage and Debris on the property and going in the two-mile creek. Nuisance letter was sent to the property owner and the tenant Robin Confer giving them until April 19, 2021 to clean up. Ordinance No 158/33 Garbage Collection

Spring clean-up for Sheffield Township will be June 19th. Advanced Disposal has been contacted for a quote. Principle Glenn Smith of Sheffield Area High School has approved this as well.

A letter has been sent to Papco, LLC requesting their donation of the parking lot and yard at the triangle on corner of Horton Avenue and Center Street to the township.

Construction Code Inspectors, Inc have received the following permits for Sheffield Township:

- Two-story accessory Building for Walter Elmquist
- Demolition permit from Gayle Tachoir.

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. Linda is now unsure whether she will utilize our property because she wants her driveway directly beside her house. She will keep Jay up to date on this progress.
- 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.
- Donald Salter hearing cancelled due to Mr. Salter being in the hospital. Rescheduled 4/22 at 2pm.
- Tree on Henry's Mills Road: Heeter refused to touch it. Still waiting on Goodfellars, Jordan Copley. Supervisor Copley will check with Goodfellars.

Other matters discussed:

- Roadmaster suggests the painting of the fascia, soffit, and window trim on 20 Leather Street.
- Donald Salter hearing is set for April 22nd at 2pm.
- Library Meeting minutes are on hand for your review. The board met on Tuesday, March 16, 2021.
- County Aid paperwork has been sent to PennDOT for approval. We spent \$8,367.26 on road salt this season and will utilize the \$3,272.00 from County Aid for this.
- Charlie Crooks is looking for fill, at 85 3rd Mill Street. Any ditch cleaning out that we are doing or even fill from the Spicer Road project. He has signed a release form for fill.

There being no further business the meeting was adjourned at 8:05pm with a motion by Supervisor Copley, seconded by Supervisor Copley and duly carried until Monday, April 19, 2021 at 7pm at the Sheffield Food Pantry.

Administrator/Treasurer

Nate Lindberg, Chairman

J. Jay Fitch, Supervisor

Robin Copley, Supervisor

SHEFFIELD TOWNSHIP SUPERVISORS