

## REGULAR MEETING

MAY 17, 2021

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

Supervisors:	Jay Fitch and Robin Copley
Administrator/Treasurer:	Kristi Kulka
Roadmaster:	Ian Lester
Guests:	Jeff Labesky, Lynda Baxter, Ford Bean, Rick Petruney, Charles Giambrone, Traci Chambers, John Hanson

Rick Petruney was present asking about the potholes on First Mill Street and Keystone Avenue. Supervisor Fitch informed him that Keystone Avenue is going to be paved before the 1<sup>st</sup> of July, so those potholes will be getting fixed. He also asked about the dead tree on Henry's Mills Road and where things stand. Supervisor Copley stated a bucket truck is needed to take this tree down and Jordan Copley is getting quote on using a bucket truck from Roger Davidson and the cost.

Ford Bean asked about the ditch and berm in front of his house. Supervisor Fitch asked what is wrong with the ditch and berm in front of his house? Mr. Bean stated that he is going to be putting a garage up in 2 weeks behind his house and heavy equipment might collapse the ditch. He also asked about the speed bumps when they will be put in. The roadmaster will look at his ditch and see that the speed bumps are put back in place around town.

Charles Giambrone of 105 Dunham Street is complaining about the streetlights out front of his house being too bright. Kristi asked Penelec if a disk could be put over the light. Brian Paganie of Penelec stated that the resident contacted them on 4/26/21 with a request for us to install a shade on the light. Brian believes the light in question is pole 4739541. It is a 50-watt LED installed in May 2017. Mr. Giambrone has been a resident there since the light was installed. This is the lowest watt LED Penelec has and unfortunately, we do not have a device that we can install to block or dim the light. Mr. Giambrone stated that there are 3 large pine trees in front of his house that he wants to remove and when he does the streetlight will shine right into his house. He said he could get other residents on Dunham Street to say that they want it removed as well. He moved out to the country to watch the stars and cannot see them because of the streetlights. He wants it to be dark. Supervisor Fitch asked the secretary to contact the solicitor about removing of a streetlight.

Traci Chambers was present with issues with Tom Bartlett's 2 dogs barking all day long. They have a fenced in area with a doggy door and the dogs can come and go all day long. He works and is not home and the dogs come out and stay out and bark. She says she yells at them and tells them to go back inside and to shut up, but they do not listen. She calls them by name, but nothing seems to work. A nuisance letter will be sent to Mr. Bartlett.

John Hanson was present asking about the fill for his property coming from the Spicer Road Project. He asked if we had heard anything. The secretary will contact Heather Wilcox from Warren County Conservation District.

Linda Baxter of 3<sup>rd</sup> Mill Street was present informing the Supervisors that the turn around on her street has hole with stagnant water laying in it and she is worried about mosquitos in the water. Roadmaster Lester stated that he usually cleans this out and will take care of it.

With a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried the Minutes from the Supervisors May 3, 2021 and the Bills for Approval totaling \$15,728.31 were approved and placed on file at the township office.

We received a bid from Vasco for the resurfacing of the track for \$54,297.00 Kristi has contacted Nagle of Syracuse New York, the bought-out AstroTurf, but have yet to hear from them. 2019 the bid was \$51,737 and 2015 it was \$47,938.00.

Solicitor Stapleford forwards the list of judicial sale properties for Sheffield Township that will go up for sale on May 26<sup>th</sup> they are as follows:

- Jeffrey Bullock 7440 Route 6
- Robert Doyle 63 2<sup>nd</sup> Mill Street
- Michelle Russell Thomas 92 3<sup>rd</sup> Mill Street

- Elmer Slack 25 Pratt Street
- Sharon Woge 12 Willow Street

These properties will sell as free and clear, as the Judicial Sale divests mortgages, liens, and the like.

401 West Main Street, Richard Sheets property has a falling down garage. Constable took pictures for review. Nuisance Ordinance violation courtesy letter will be sent.

Adam Elms of PennDOT has informed us that the dip on South Main Street before the tracks and red light is a collapsed culvert and they have plans to fix this later summer. Also, he was informed about the ditch in front of the Kulka residence at 803 South Main Street that is draining on the road rather than the ditch and a broken catch basin at the corner of 948 and Van Ettan Avenue that needs repaired. He stated he will have the crew look at these areas.

320 Church Street, Rodney and Alice Nicholson property that recently burned. The property has been cleaned up around it and no more debris has flown off to the neighbors. Mr. Benjamin of 322 Church Street is going to be purchasing this property from the Nicholson's and tear it down and possibly build a new home on this lot. He was in the office inquiring about a demolition permit and tax information.

Quinn Shreve was hired at \$45 an hour to take down the trees on the corner of Tan Street and Center Street. Andy Moore is saying that his bulldozer is not big enough to push the dirt that is currently on this property, but he can handle the product coming from Spicer Road. Mr. Shreve still has 7 more trees to take down. Supervisor Copley contacted Chris Cochran to utilize his bulldozer to get this job done. Chris stated that the brush needs to be removed first. Supervisors Copley and Supervisor Fitch will meet and discuss finishing this project.

We need to review the applications for Playground Director and decide on 2 directors. Application received from Brennan Lester, Caden Smead, Lexie Grubbs and Walker Kyler. We will need a girl and a boy. We will be paying the director's \$9.00 an hour. We have received \$1,750.00 in contributions so far for the playground program. Supervisor Fitch stated we will go to an executive session to review applications.

Eric & Becky Miller of Waterford, PA have a repository bid of \$500.00 for a camp on Austin Hill Road that sits on .25 acres of land somewhere in the vicinity of Doris Rubright's property. They plan on using this for camping. With a motion by Supervisor Copley, seconded by Supervisor Fitch the bid of \$500 was accepted.

With a motion by Supervisor Copley, seconded by Supervisor Fitch and duly carried Resolution No 510 Warren County 2021 Hazard Mitigation Plan Municipal Adoption Resolution was adopted. Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities. A zip drive is available if any of the supervisors wish to view this plan.

Memorial Park, a suggestion of pay lights on basketball court and more lighting on playground. The electric pole use to have a plug on it, and somebody has torn it off exposing live wires, this has been repaired by the roadmaster. Parks & Recreation has asked that a letter be sent to the Lions Club informing them that we need 6 picnic tables at the playground under the pavilion and one will need to be for handicapped. They would like metal picnic tables at a cost of around \$600 rather than wood to prevent the carving being done in the wooden ones. Parks & Rec has been reviewing the Agreement with the Lions Club and the Township regarding Memorial Park. The Lions Club Memorial park fund currently has \$12,882.88.

On May 1<sup>st</sup> and 2<sup>nd</sup>, Jeff and Ian attended the Warren County Fire School getting certified to be ambulance drivers. Jeff and Ian were given comp time for this schooling and paying them for driving the ambulance during township time will be discussed in executive session.

Supervisors Fitch stated that vacation time will be scheduled one week in advance and prior notice must be approved before time is taken. This taking off whenever you feel like it is going to stop. We have worked that needs done and time off needs to be planned around the work schedule, this is per our personnel policy.

Traci Chambers asked if more ditching is going to be done on Henry's Mills Road, she had heard from her father that there was going to be more done. Supervisor Fitch stated that nothing more is going to be done on Henry's Mills Road, we had received a dirt and gravel road grant to do the top of Henry's Mills Road. She stated the driveway pipe in her mother's driveway needs being reset, water is flowing over the top of it rather than through it. Roadmaster Lester will look at it.

Supervisor Copley stated the Winschel Property on Horton Avenue needs mowed, a courtesy letter for grass ordinance should be sent to him.

Supervisor Fitch asked about Dennis Snyder property, have the tires been removed? Supervisor Copley stated that they have all been removed.

Pending List:

- 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.
- Mary Kay Auflick of 245 Cottage Avenue granted until 6.14.2021 to clean up her accumulation of garbage and debris.
- Tree on Henry's Mills Road: Goodfellas will be submitting a bid.
- Louis Decicco of Millport, NY, owner of BP Station, blighted property resolution sent to him on 4/6/2021 granting him 30 days to fix the problem. This letter was returned insufficient address. The constable is locating his current address for us.
- Blighted property Resolution sent to John Hillyer for 61 2<sup>nd</sup> Mill Street was returned unknown. Constable found him living in Hamburg, NY now and he called him, and Mr. Hillyer told him that the authority owns his house now. The Authority does not own his house; however, he has a large bill with the authority and all he needs to do is contact them and inform them he has no water, and they will abate the bill. The blighted property resolution was sent to Mr. Hillyer at his Hamburg address. Forward this property onto the blighted property committee with a motion by Supervisor Copley, seconded by Supervisor Fitch.
- Dwayne Strazier has an accumulation of garbage at his property at 1001 Austin Hill Road and is burning his garbage. Courtesy letter was signed and will be mailed out granting him until our next meeting 4/19/2021 to clean up and get a garbage carrier. Rob is having a hard time meeting up with him.

Other matters discussed:

- Minutes of the April 1<sup>st</sup> Authority Meeting and the April Treasurer's report are on hand for your review.
- Constable has filed charges on Dick Eck, Robin Confer and Cheryl Scuteri/Michele Grubbs.
- Gary Rothrock of 416 South Main Street applied for a building permit for a 38' x 26' detached garage.
- We will be receiving \$49,355.02 for the Forestry Earnings.
- Appalachian Investments is the current owners of the trailer park in Mill Street, they are applying for demolition permits for several of the trailers that are listed on the judicial list.
- Library Board met on May 11, 2021 at 6pm and the minutes are available for review.

There being no further business the meeting was adjourned at 7:30 with a motion by Supervisor Copley and seconded by Supervisor Fitch and duly carried to an executive session where Walker Kyler and Lexie Grubbs were hired as the playground directors for 2021 Summer Recreation season at \$9.00/hour. The next meeting of the Sheffield Township Supervisors is Monday, June 7, 2021 at 7pm at the Sheffield Food Pantry.

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Administrator/Treasurer

