

REGULAR MEETING

MARCH 21, 2022

The regularly scheduled meeting of the Sheffield Township Supervisors was called to order at 6pm by Chairman Jay Fitch with the pledge of allegiance at the Sheffield Food Pantry with the following in attendance:

Supervisors: Jay Fitch, Nathan Lindberg, and Jeff Labesky
Administrator/Treasurer: Kristi Kulka
Roadmaster: Ian Lester
Guests: Savannah Casey, WCCBI, Scott Barr and Scott Paris

Scott Barr was present asking if the Warren County Youth Baseball girls' softball could utilize the Memorial Park ballfield as their home field. The league is asking that the field be mowed, but they will take care of anything else, like lining bases, dirt for infield. He asked about the missing bench from the dugout and bleachers. Supervisor Labesky who is charge of the parks informed him that the benches were vandalized, but more are on order, bleachers will be moved back there, but they would like to utilize the softball field at the sports complex since its not being used by high school softball. Mr. Barr will take this information back to the youth baseball coordinator. Mr. Barr was not aware that the township leases this property from the school district and maintain the facility.

Savannah Casey of the Warren County Chamber of Business and Industry was present introducing herself to the supervisors and looking to coordinate an event in Sheffield the same weekend as the Sheffield Yard Sale Days in early June. The WCCBI is giving the township a one-year membership as a welcome gift. She stated that they have several events planned all around Warren County and did not want to leave out Sheffield. She also stated that they are here to help and promote any events that happen Sheffield.

Scott Paris asked about property boundaries and driveway permits. Supervisors stated that there should be about a 3-6' various between property lines, giving each owner enough room to maintain their properties. Township has a driveway permit process that the roadmaster takes care of. Mr. Paris questioned the ditch out front of his property being turned into a driveway by his neighbor.

With motion by Supervisor Labesky, seconded by Supervisor Lindberg the Minutes of the March 7, 2022, Supervisors Meeting and the Bills for Approval totaling \$8,241.76 were approved and placed on file at the township office.

Todd Fantaskey has received a complaint that was submitted anonymously to DEP about Ronald McClellan disposing sewage into the creek. Complainant states that Mr. McClellan use to have sewage pumped/hailed every year but has not had it removed in 2 years and believes that it is being disposed into the creek.

Anne Cook was into the office complaining about potholes at the corner of Horton Avenue and Whipple Street. We received a letter from Pam Sutton regarding the condition of 4 Mile Road, several potholes need fixed, one at the beginning of the road and many at the spring area also around the gas line.

The next meeting of the RDA was Tuesday, March 16, 2022, and the following is from the minutes from the last meeting in February regarding township properties:

1. (#72) – 146 Saybrook Rd., Sheffield Township, Parcel #SH-327-718400 – Anzietta C. DiPierro – declared blighted by BPRC on 10/21/21.
Dan Glotz presented photos of this property. John DiPierro was in attendance and stated that they had a new roof put on the house, did some work to the interior, and the tenant is living in the house again. He said the water, gas, and other utilities are connected. They want to paint or side the outside of the house in the spring. He said there is still an issue with the foundation. Following a discussion, Robert Hart made a motion, with a second by Charles Barone, to remove this item from their Agenda. A vote was taken, and all were in favor; motion carried.
3. 59 2nd Mill St., Sheffield Twp., Parcel #SH-354-9374 – Victor D. & Tamara L. Earle – declared blighted by BPRC on 11/21/19
There are no updates on this item, so it will be tabled for another month.
1. 61 2nd Mill St., Sheffield Township, Parcel #SH-354-929500 – John Hilyer - declared blighted by BPRC on 6-17-21 (Tracking No. 71) There are no updates on this, tabled.

Supervisor Labesky will be drafting a letter to Dan Glotz of the Blighted Property Committee asking for the procedure for removing a property from blight when the property is still clearly blighted. Foundation on Dipierro's property at 146 Saybrook Road is still not fixed.

City of Warren's Sidewalk and Street Ordinance was handed out and will be reviewed and discussed at our next meeting.

Sheffield has been recognized as a Tree City USA community for 2021. Arbor Day will be Friday, April 29th a celebration will be planned in coordination with the 5th Grade class of Sheffield Area Elementary School. Supervisor Lindberg will contact the school. Supervisor Fitch stated that Fitch Disposal will once again sponsor an essay contest in Memory of his wife Amanda, who initially started the Arbor Day Celebrations. Supervisor Fitch will be out of town and not able to attend to present the awards.

Frank Leichtenberger found the deeds to the property at which they say the buildings are the responsibility of Howard Drilling and Cline Oil, Inc. Supervisors agreed that Mr. Leichtenberger should take care of contacting these companies and keep us informed.

Jeremy Wyman of the Warren County Youth Baseball contacted the office asking for permission to use the Memorial Park for the minor, major and junior league baseball teams to play this season. They will also be utilizing the Tionesta Park for T-Ball and machine pitch games. He stated that there are a lot of kids wishing to play baseball from Sheffield. Mr. Barr asked if the base posts are still there and the Roadmaster informed him that they are.

Mike English, Chairman of the Ambulance Service of Russell Volunteer Fire Department contacted us asking about the ambulance and stated that if we sold it, they would like first dibs on it.

Sam Bullock of the VFW asked about the flowerpots along Main Street and wanted to offer that the VFW will help pay for the flowers if we get them put back in place, he also suggested that the business that have a flowerpot in front of their establishment maintain the pots. He said even Mike's Service Station is willing to have one in front of his business.

The library is asking for a change to their by-laws, the change will be to delete Section 1. Directors must be residents of Sheffield or Cherry Grove Township; the change is being made as the population of the area continues to decrease. A copy of the old by-laws and the new changed by-laws was on hand for your review. With a motion by Supervisor Lindberg, seconded by Supervisor Labesky and duly carried these changes were approved.

Liz Tuckler of Sedgwick Insurance, our adjuster contacted us about the bill from Matt Bell's insurance company. She stated that they cannot bill a public entity for an insurance claim. She requested a copy of the check that we sent to Matt Bell for his deductible.

There are five home track meets, with the first being on April 6, 2022, at 4pm for junior high. Eighteen total meets and only five at home. Secretary asked if the supervisors want the concession stand open. Supervisor Lindberg stated there are a lot of kids this year over ninety total for both Junior High and Varsity. Secretary stated that she was not available for two of the meets due to prior commitments. Supervisor Lindberg will check with some parents to help.

With the construction of concession stand at Memorial Park, the Lions Club received a \$896.17 National Fuel Gas bill. Supervisor Labesky stated that he sold a cooler for \$300, and the Lions Club members stated to use this money to put towards the high gas bill, the rest of the bill will be paid for by the township.

Constable Young sent us pictures of this big dead tree between sidewalk and road on Miller Street. Supervisors will have Lonny Heeter look at it. Supervisor Labesky stated that Mr. Heeter will begin taking down the trees in Memorial Park that are need of removal.

We received a letter from Joan Nichols of the Sheffield Country Manor asking questions about our township parking ordinance. She has a resident of the manor that is driving a side by side around town and parking it front of the building and she is asking what our rules are for this. I have contacted the State Police and they will be watching for Mr. Bruner, owner of the side by side to enforce the issue of driving a side by side on roads/streets.

Pending Violation List after 3/21/2022 Constable Young will be asked to sight the following property owners:

- Catherine Powell of 613 South Main Street
- Michael & Debra Notoro of 48 2nd Mill Street-needs until Spring to get the camper out of there.
- Fair hill North 2 of 92 3rd Mill Street
- Michael Jordan of 412 Church Street-contacted office and has financial problems and cannot get a dumpster until spring and the ground is so wet it will sink
- Lorn Champlin, Sr of 31 Bennington Drive
- Larry E. Heeter of 131 Saybrook Road
- Anzietta Dipierro of 642 Saybrook Road
- Bruce Melquist of 405 Radaker Street, Supervisors gave him until March 21st for clean up without being fined, Constable Young did not remove withdraw the fines but scheduled an April hearing in case the property is not cleaned up. Supervisor Labesky asked that the constable look at this property, still has some debris around.
- Dick Eck of 12 1st Mill Street
- Hilda Haehn of 185 Cottage Avenue, property was sold to the tenant, John Whipple, Sr.
- Jeff Dunham for over two hundred tires on his property at 7312 Route 6

Properties that the township will be turning over to blight. Resolution will be prepared for next meeting.

- Rodney L. & Alice Nicholson of 320 Church Street
- Mario Aiello of 54 2nd Mill Street

Supervisor Lindberg offered up his lawn mowing services to take care of the mowing of the sports complex this mowing season at no charge to the township. Supervisors Labesky and Fitch thanked him for this donation.

Supervisor Labesky stated that Lonny Heeter will be taking down four red maples along the playground and a telephone poll that is not being used. He also stated that he is working with Taylor Diversion for some free labor in painting the concession stand. Shell Restoration is scheduling the shingling of the concession stand building and the pavilion at the park too.

Supervisor Labesky asked the secretary to find out who owns the property behind the post office.

Supervisor Labesky is now going to be representing the township at the Municipal Authority meetings. He requested from the office manager a list of past due accounts. \$76,000 is how much is due to the authority for water and sewage in past due accounts. He stated that the 120-day report shows numerous accounts with no activity. Supervisor Fitch stated that when he was on the authority board, they were working on ways to plug off nonpayment accounts. He also asked that Supervisor Labesky ask about hydrant flushing.

Other matters discussed:

- Richard Hanson suggested that we get concrete barriers to keep the water from coming onto the parking lot behind the post office when we have the high waters.
- Pennhills Resource, LLC is drilling in Hamilton Township, Blackhawk Energy, LLC is drilling in Wetmore Township and Bearcat Oil Company, LLC is drilling in Mead Township.
- Building Permit for a 672 square foot garage at 4184 Route 6, Stacy Ryan's property was approved by Supervisor Labesky.

- IA Constructions forwards their 2022 Pricing for super pave, limestone, and gravel. Supervisor Lindberg requested the bids from last year's paving project.
- DEP has approved Nadine Pollock's planning module component 3s-small flow treatment facilities.
- Minutes of the March 8, 2022, Library Board meeting were received and are available for review.
- Township Auditors have completed the 2021 Municipal Annual Audit and Financial Report. Copy is on hand for your review.

There being no further business the meeting was adjourned at 6:50 with a motion by Supervisor Labesky, seconded by Supervisor Lindberg and duly carried until Monday, April 4, 2022 at 6pm at the Sheffield Food Pantry.

Administrator/Treasurer

J. Jay Fitch, Chairman

Nathan Lindberg, Supervisor

Jeff Labesky, Supervisor
SHEFFIELD TOWNSHIP SUPERVISORS