

Sheffield Township Board of Supervisors
Regular Meeting August 1, 2022

The regular semi-monthly meeting of the Board of Supervisors of Sheffield Township, Warren County, was held Monday, August 1, 2022, at the Food Pantry at 18 Leather Street, Sheffield, Pennsylvania.

Meeting was called to order at 6pm with Jay Fitch, Nathan Lindberg and Jeff Labesky. Chairman Fitch announced that an executive session was held before the meeting with Township Solicitor, Andrea Stapleford for legal advice. Staff present: Kristi Kulka-Leichtenberger, Administrator/Treasurer; Ian Lester, Roadmaster; Andrea Stapleford, Solicitor, and Shawn Young, Code Enforcement Officer

The Pledge to the flag was recited.

MINUTES, BILLS FOR APPROVAL AND JULY TREASURERS REPORT

On a Lindberg/Labesky motion, the Board of Supervisors accepted the minutes from the July 18, 2022, regular meeting, bills in the amount of \$16,647.06 and July Treasurers Report were all approved and placed on file at township office.

EXECUTIVE SESSION

Chairman Fitch announced that an executive session was held before this meeting for legal advice from our solicitor, Andrea Stapleford.

VISITORS

Kim Holden, Kathy Geiger, Rick Petruney, Randy Petruney, Denny Snyder, Patti Blum, Matt Bell, Brandie Bell, Tim McElhaney, Chris Kyler, Walker Kyler, Norman Hornburg, Kenneth Schrader, Jr, Debbie Koza, Kirt Schrader, James Young, Scott Paris, Mary Anne Paris, Franklin Blum, Mike Akers, Alex Benjamin, Dave Winger, John Buck and Ford Beane.

Debbie Koza asked if Jake Spencer's property is on the blighted property list and reported that it needed mowed. She stated a piece of the log that was removed from the park should be placed there because of the history of the log. Mill Street is the poor side of town, they pay taxes as everyone else does, but things aren't getting done on Mill Street. Large ditch in the backyard of Marcy & Jay Bires; Bloss Hill between First and Second Mill Street needs paved, pipe in front of Heidi Beans property needs installed. She also heard we don't have a township audit performed.

Rick Petruney Right to Know request for Denny Snyder, Michele Grubbs and Cheryl Scuteri citations was denied after requesting over and over. Secretary stated in meeting that copies of all citations are in office in the June minutes, but he can't get them in his right to know request. Shawn Young stated township does not have copies and he shreds his information after 30 days once the charges have been paid and case is closed.

Kim Holden stated we have over \$70,000 for roads but Henry's Mills Road can't be fixed. She also stated that all documents from Constable should be in the township office too, she visited the magistrate's office and received them, and they should be in township office as well.

Tim McElhaney waved his time to speak in regard to the Code Enforcement Officer.

OLD BUSINESS

Playground bid: working on a 2nd bid rubberized surface. Tabled until next meeting.

Howe Township Fire Agreement tabled until next meeting. Matt Bell, Chief of Sheffield Volunteer Fire Department stated that out of the last 21 calls 8 calls were to Howe Township for brush fires, trees down and an

average of time out is between 2 and 2 ½ hours. The current agreement states \$4,400 and an increase is needed. Matt will have an amount for us for next meeting.

Sports Complex quote from Vasco for new track surface and lining the track is \$86,917.00 and would not be able to be done until next year. Roger Dunham and Chris Cochran are pushing for a new track next year and would like to meet with Supervisors to further discuss.

Taylor Diversion: Supervisor Labesky reported that 8-9 kids have completed a youth program with the township, painting concession stand, mowing township properties and numerous other projects.

Temporary Assistance for Needy Families (TANF) Supervisor Labesky is asking for permission to continue free labor from this project and no cost to the township. Fitch/Lindberg motion and all approved to continue.

Parking Space for Sheffield Gaming. Solicitor Stapleford found nothing in the deed of Mr. Young's property regarding 3 parking spaces. She had recently did the transfer of this property to Mr. Young representing the past owner but has not yet looked into the township deeds of their property. Mr. Young offered his property in the back for anything that the township would like to put there, anti-skid, gravel, cold patch, etc. A mutual agreement will be discussed.

Supervisor Fitch reviewed the history of the log and reported that the roof was in disrepair. He stated that he had a big part in it coming into the town back in 1985, but the log is now covered with graffiti. Chris Cochran has found a new home for it in Kane and is seeing that it is restored with the graffiti removed. He stated it's a great idea to take a slice of it and put a plaque on display somewhere here in town.

PUBLIC COMMENT

John Buck of Four Mile Road questioning building permits for camps on 4 Mile Road, several camps have had additions to them and complete rebuilds. Not fair that camps can just go up without paying for permits, they use our roads and don't have to pay for building permits. Kristi stated that they only to apply for recreational cabin affidavit for new camps or building permits from the township for additions and those are turned into the assessments office each year so taxes can be assessed.

Kenneth Schrader, Jr discussed the log and who and why was this decided. Supervisor Labesky stated that the Parks and Recreation Committee made the recommendation to the Supervisors about a year ago and much discussion over the removal and final decision was to remove it and the township paid nothing for this process.

Patti Blume further discussion on the log. Also, discussion on the cop and why we don't have one. Supervisors stated a referendum was placed on the voting ballot and it was turned down because not enough votes. She stated that if we get income off those citations then they need to be filed at township office. She also discussed Whipple Street and no drainage work done at top of street where the problem starts. Roadmaster stated that the parking is causing problems with drainage and that IA Construction is not done they will be coming back to do berming. She also wanted to know why letters were not sent to the property owners on Pickering Street for driving the wrong way down Pickering Street.

Chief Matt Bell stated that \$5,500 may be a better amount for the Howe Township. He asked when it was raised prior to the \$4,400 figure. Secretary will review for next meeting.

Dave Winger asked about 63 2nd Mill Street, secretary stated that this is in the blighted property process. He also stated the need to meet with Doug Repine, the Emergency Management Coordinator for Sheffield

Township prior to him taking over this position in January of 2023. Supervisors will reach out to Mr. Repine and get a date set up in the evening.

Debbie Koza asked how the new playground is being paid for, Supervisor Fitch stated we have donations from the Lions Club and the Sheffield Sports Boosters and township has put monies in the budget for this.

Kim Holden asked for a copy of the PennDOT correspondence regarding Henry's Mills Road.

Debbie Koza contacted PennDOT about the corner of Cottage Avenue problem and they told her it's a township problem not theirs. She stated it's turning right towards town there is a huge drop off that needs our attention.

Other matters discussed:

- Grass Violations: 4031 Route 6, 303 Horton Avenue will be mowed by 8/3/2022, 612 West Main Street
- Blighted Properties: 320 Church Street declared blight by the Warren County Blighted Property Review Committee on July 21, 2022, owners have 30 days to eliminate conditions of bight and failure to do may render the property subject to condemnation under the Urban Redevelopment Law
- COG meeting is Wednesday, August 3rd at 7pm at Youngsville Borough

Labesky/Lindberg motioned for adjournment at 6:45 until Monday, August 18, 2022, at the Sheffield Food Pantry.

Administrator

J. Jay Fitch, Chairman

Nathan Lindberg, Supervisor

Jeff Labesky, Supervisor

SHEFFIELD TOWNSHIP SUPERVISORS