

Supervisors met for an executive session prior to the meeting regarding personnel issues.

1. CALL TO ORDER – Chairman, Jeff Labesky called the meeting to order at 6pm with Supervisors Jay Fitch, and Nathan Lindberg in attendance with the Pledge of Allegiance and a moment of silence in remembrance of those lives that were lost 22 years ago on 9/11.

1.1 – Attendance: Staff: Administration/Treasurer Kristi Kulka-Leichtenberger and Roadcrew Matthew Eck.

Guests: Robyn Eck, Debbie Koza, Renee Samuelson, Kim Holden, Patti Blum, Rick Petruney, Randy Petruney, Jena Albaugh, Matt Bell, Pam Pedersen.

2. REVIEW OF PREVIOUS MINUTES

2.1 – August 14, 2023, **ACTION Motion/Second Lindberg/Fitch all were in favor.**

3. BILLS FOR APPROVAL AND AUGUST TREASURER'S REPORT were both approved with **ACTION Motion/Second Lindberg/Fitch all were in favor.**

3.1 – Bills for Approval through September 11, 2023, General Fund \$46,384.64; Light Fund \$2,526.95; Fire Fund \$2,064.26; Sinking Fund \$643.51 for a total of \$51,619.36

3.2 – August Treasurer's Report

4. COMMUNICATIONS

4.1 Howard Drilling is drilling in Wetmore Township, Cameron Energy is drilling in Sheffield Township in the Cherry Run area, M.S.L. Oil & Gas Corporation is drilling in Hamilton Township; First America Energy, Inc is drilling in Mead Township.

4.2 Larry Cable has had his taxes for 2023 exonerated by the dept of Military and Veterans Affairs.

4.3 The Fall Convention for the Warren County Association of Township Officials is scheduled for Thursday, October 19th at 8:00 am registration at the Youngsville Fire Hall. \$35.00 for this event. Supervisor Labesky will be attending.

4.4 EmeryCare Call report for August was 12 calls for a year to date total of 66 calls for 2023.

4.5 Construction Code Inspectors forwards monthly report for August, only one permit issued for a deck with roof for Cindy Towers,

4.6 Liquid Fuels allocation for 2024 has been estimated to be \$74,664.43, last year we received \$75,522.26, year before that we received \$73,205.51.

4.7 We have received a subdivision with the Lyle/Fitch property in Barnes.

5. OLD BUSINESS

5.1 Rich Hatfield of the US Forest Service is working on the demolition of Katie McLaughlin's house on Route 666.

5.2 Sports Complex meeting with Supervisors, Township Solicitor and Sports Boosters board and lifetime members.

5.3 3 hours of website training was held with Kristi and Revize. Next start loading the necessary documents into the website, and it will go live when this is complete.

NEW BUSINESS

6.1 The Library Board recommends Roberta Foster as the new director of the township library. With the approval of Roberta, they will be advertising for a library clerk, which is Roberta's current job at the library. **ACTION Motion/Second Fitch/Lindberg all were in favor.** Supervisor Labesky

6.2 Burning garbage courtesy letter sent to owner of 57 Deerlick Street, Grass courtesy letter to owner of 212 High Street. Code Enforcement officer visited 57 Deerlick Street and spoke with tenants regarding burning and also loud music complaints.

6.3 Minimum Municipal Obligations for the Township Pension Plan will be \$10,093 for 2024 and the Minimum Municipal Obligations for the Township Police Pension Plan is \$0, both need to be adopted. **ACTION Motion/Second Fitch/Lindberg all were in favor.**

6.4 Thank you to the volunteers, Tom and Michele Grubbs for the sprucing up and weeding and trimming of the Veterans Memorial sight at Memorial Park.

6.5 Township Solicitor is working on ownership transfer of property in front of Straight Off the Block to the owner of the business, Chad Raught. We are waiting on a survey and an appraisal.

6.6 Sewage Enforcement officer is sending a letter to owner of 11 Tan Street to address a complaint that was received that this property has no current water/sewage services but someone is living there.

6.7 Parks and Recreation Fall Meeting, Wednesday, October 18, 2023 at 6pm at the Food Pantry.

6.8 Single application for a grant for a sidewalk improvement project has begun working with Kim Slocum of Warren County. A meeting is being held on Thursday with Kim Slocum, Kristi, Jeff and Lisa Hagberg, former Youngsville Borough Manager, informing us of the grants that she utilized for the improvements made to Youngsville Borough. Pam Pedersen and Cindy Bowley will also be invited.

7. PUBLIC COMMENT

Matt Bell, Chief of the Volunteer Fire Department informed the supervisors that they have been awarded a DCNR 50/50 grant of \$1400 for forest fire pants and shirts. State grants have opened up and they are looking at applying for some of those as well. He also informed the supervisors of the cat and skunk problem in the vicinity of Center, Pickering and Whipple Street. An individual on Center Street is feeding the skunks and cats and has made an outdoor house for them. He asked if we have an ordinance for cats. Supervisor Fitch stated that we do not have anything for cats in the ordinance books. Much discussion on the "No Feline Left Behind" movement in McKean County. Supervisor Labesky will check into this, Debbie Koza stated she has a contact for him. Supervisor Linberg stated that perhaps we should check with our solicitor on our authority. Mr. Bell also questioned the paving and shoulder back up on Bloss Hill. Supervisor Labesky stated that they are not done yet and we haven't been billed yet either. Administrator is to contact IA Construction to see where things stand.

Patti Blum requested more and bigger signs at Memorial Park stating "No Pets". Supervisors informed her that it's hard to enforce this. She stated that children are afraid of dogs and they shouldn't be on the playground. The number of signs will be addressed. Renee Samuelson addressed the garbage that is being mowed over, especially cans, left behind are very sharp pieces that are dangerous.

Kim Holden questioned Shawn Young's property on Cottage Avenue again, stating that junk continues to be brought in. A courtesy letter will be sent to Mr. Young. She also questioned the sports complex and employee time being reimbursed. She didn't understand this and how does it work for use of field, does the Johnny Appleseed Festival pay for the use of the field downtown and does the festival pay the wages of the township employees for cleaning up the property? Supervisor Labesky stated that the Johnny Appleseed Festival has no clean up by township, and they do not pay to use the field either. She also asked for the balances on the treasurer's report.

Debbie Koza questioned the ambulance service. Supervisor Fitch stated that the township is contracted with EmergyCare for a monthly fee. He stated that it is in the works for a new unit to be on standby in Clarendon. Supervisor Fitch stated he attends meetings once a month regarding the ambulance services. Mrs. Koza still has issues with the drop off at Cottage Avenue and wants something done.

Jena Albaugh stated that there is a tree limb hanging over the road by Mary Anderson's house, right hand side going up Bloss Hill Road. Supervisor Labesky will look at this.

Rick Petruney questioned the meeting regarding the sports complex. Supervisor Fitch stated the concession stand is being run by boosters now. Any future work being done at Sports Complex by township will be reimbursed to township from gate receipts account. He also questioned the money that was used from sports complex to purchase a piece of equipment and the issue with this. Supervisor Fitch stated that yes we purchased a piece of equipment and have utilized this at the sports complex to mow the banks.

Pam Pedersen asked if we have a cat ordinance, Supervisor Labesky stated that no we do not have a cat ordinance. She also asked if the supervisors knew what was going in at the old Nando's pizza shop. Nobody knew of anything.

Debbie Koza asked about the copies of the minutes from the previous meeting and why they were not made available. Kristi stated she completely forgot to copy them for tonight, but they are available on our website.

8. OTHER MATTERS AND BOARD MEMBER COMMENTS – items not in the agenda but came up during the meeting:

9. ADJOURNMENT at 6:30pm **ACTION Motion/Second Linburg/Fitch all were in favor** next meeting will be Monday, October 9, 2023, at 6pm at Sheffield Food Pantry.

Administrator/Treasurer

SHEFFIELD TOWNSHIP SUPERVISORS