

Prior to the meeting James Vile, James Leichtenberger and Matthew Bell were sworn in at Supervisors for Sheffield Township.

Supervisor Bell called the meeting to order at 6pm with the Pledge of Allegiance and asked the Administrator to begin the re-organization of Sheffield Township opening the nominations of Chairman to Matthew Bell, seconded by James Leichtenberger, and duly carried.

Chairman Bell then began the reorganization of the township, see attachments and the regular meeting began with the following in attendance:

- 1.1 - Attendance: Supervisors Matthew Bell, James Vile and James Leichtenberger, Temporary Solicitor David Bauer

Administrator/Treasurer: Kristi Kulka-Leichtenberger; Roadcrew: Christopher Kyler and Matthew Eck

Guests: Candice Kyler, Pam Pederson, Cindy Bowley, Bob Korbar, Lorene Benjamin, Dave Winger, Crystal Fink, Steve Argeny, Debbie Koza, Renee Samuelson, John Buck, Kyle McNeal, Rick Petruney, Randy Petruney, Marcy Byers, Richard Fergus, Christopher Korbar, Jim Williams, Kim Holden, Don Shaffer, Gary Rothrock, Curt Bowley, Marty Groves, Gary Cochran, Glenn Weaver, Sam Bullock.

2. REVIEW OF PREVIOUS MINUTES

2.1 Minutes of the December 30, 2023, Supervisors Meeting. Supervisor Leichtenberger stated that the minutes need to have the stipulations listed. Supervisor Vile made a motion to accept the minutes with the corrections, seconded by Supervisor Bell and duly carried.

3. BILLS FOR APPROVAL, DECEMBER TREASURER'S REPORT

3.1 – Bills for Approval through January 12, 2024, General Fund \$11,850.02; Light Fund \$ 2,081.80 Fire Fund \$9,884.47; Sinking Fund \$643.51 for a total of \$24,459.80. Supervisor Vile made a motion to accept the bills for approval, seconded by Supervisor Bell and duly carried.

3.2 – December Treasurer's Report. Supervisor Leichtenberger made a motion to accept the December Treasurer's Report, seconded by Supervisor Vile and duly carried.

4. COMMUNICATIONS

4.1 EmergyCare reports that in December 2023 there were 12 calls making the year-to-date calls to be 100.

4.2 Construction Code Inspectors, Inc reported that for the month of December only one permit was issued to Matthew Crumpler for a stick build home off Utah Road on Heavenly Hill Lane.

5. OLD BUSINESS

5.1 Bronder Technical Services forwards the final bill for the upgrade to the signal system at the intersection of Route 6/666/948. This is a Green Light Go grant project where the township is to pay the full invoice of \$147,340.50 and then we will be reimbursed from PennDOT the grant portion of \$117,872.40, township 20% is 29,468.10. Approval of this payment and decide how to move the funds around to cover the general fund until the PennDOT reimbursement of \$117,872.40 comes back to Township. Supervisor Bell made a motion to move \$50,000 from Fire Fund to General Fund and \$30,000 from Light Fund to General Fund, Supervisor Vile seconded and all were in favor. Glenn Weaver, newly elected auditor for the township questioned this moving of funds. Supervisor Bell stated that yes, it is okay to do, but the funds will be put back once we receive the PennDOT reimbursement.

5.2 Special Inspection Report of Saybrook Bridge from Stiffler, McGraw & Associates. Assistant Roadmaster Chris Kyler stated that they are looking into the best way to make these repairs, along with the best time, because the road will need to be closed during construction. With a motion by Supervisor Bell, seconded by Supervisor Leichtenberger and duly carried, this will be tabled until the next meeting.

6. NEW BUSINESS

6.1 Penelec Bills and utilizing Progressive Energy Consultants for better pricing. Supervisor Bell reviewed the fire department bills once the supplier Engie was removed and showed savings so he is requesting permission to remove the supplier from all townships electric bills so that we can save money. With a motion by Supervisor Vile, seconded by Supervisor Leichtenberger and duly carried Progressive Energy will be notified to cancel the contract.

6.2 Resolution No 550 2024 Tax rates set at 15.25 mills broken down as 12.25 roads, 3 Mills for Fire services and \$20 per parcel for the light tax. Supervisor Vile made the motion to adopt the Resolution, seconded by Supervisor Bell, all were not in favor with a nay vote from Supervisor Leichtenberger.

6.3 Resolution No 551 Disposition of 2016 Records allowable by the Municipal Records Manual. After discussion with David Bauer, temporary solicitor, Supervisor Vile made a motion, seconded by Supervisor Leichtenberger, and duly carried.

7. PUBLIC COMMENT: Robert Korbar stated that he recently was physically assaulted by the tenant at 203 Miller Street. The fire department had been called out to this property because of a basement full of water. He stated he was just taking photos of the water that was being discharged from the property with a sump pump onto his property that he takes care of along with Township property. He was not on this individual's property, but he came after him and physically beat me. He said the individual has been investigated county wide, in and out of court systems and nothing has been done. It's been going on for 15 years and nothing has been done. He has a career of intimidating people and is a citizen of Sheffield Township. The only thing he can do is to put a PFA against this individual. Mr. Korbar stated number 1 priority in this town is a cop for this town. He

realized that the supervisors already have a lot on their plates, but maybe there are grants available for this. We need to protect the people of this town. He stated he would make a monetary contribution to make this possible. Chris Korbar questioned a grant writer in our township or county. He stated he will investigate grants for possible police forces in townships and was asking about setting up a neighborhood watch program. Supervisor Bell stated that perhaps the constable can help with things since he's been appointed now. Chris Korbar discussed the need for a crisis hotline in our township. Supervisor Bell asked for volunteers to serve on the crisis committee, Marcy Byers and Lorene Benjamin agreed to serve on the crisis committee along with Chris Korbar.

Kyle McNeal thanked the 3 new supervisors.

Gary Cochran had 3 requests. 1. No Parking at the entrance to the Lion's Den; He was informed that the entrance to the Lion's Den is on the state highway, so this would be hard to enforce. Supervisor Leichtenberger asked about contacting the state to put signs up since it's their right of way not township. Mr. Cochran stated that maybe the state police could help with this along with PennDOT. Supervisor Vile stated that it doesn't matter what signs you put up there, who's going to enforce this? Mr. Cochran also complained about people parking in the handicap parking spots at the post office. 2. He asked if the meeting was posted 24 hours in advance of meeting, Supervisor Bell informed him that yes it was posted, he also questioned if we had a mill increase for taxes this year and perhaps he missed something, he was informed that the increase was last year; and 3. He asked the roadcrew to please not plow his yard anymore, or if they do to come around in the spring and fix it. Assistant Roadmaster Kyler informed Mr. Cochran that if they make a mess they would of course come back and fix it, but that they are only plowing the township right of way. Much discussion continued with this issue. Supervisor Bell stated that anywhere in the town that gets messed up with plowing we will be sure and get fixed.

Jim Williams questioned the normal turnaround time for a state grant reimbursement. Supervisor Bell stated they do not know the answers to this but are looking into it. Supervisor Leichtenberger stated that we may be charged interest on this as well. Supervisor Bell stated that we will investigate the paperwork from the grant to get these answers.

Steve Argeny questioned the taxes, Supervisor Bell informed him that there is no tax increase for this year. Supervisor Bell stated that maybe next year we could go the other direction with taxes and hopefully the electric bill will help the process as well. Mr. Argeny thanked the supervisors for their time.

Crystal Fink thanked the supervisors.

Rick Petruney stated that is a different environment with these supervisors. He also asked how much money was spent on the old constable for his work. Kim Holden spoke on the code enforcement officer not the constable, he charged the township \$40 an hour and \$20 for every ½ hour, he was not allowed to put a constable restitution fee on the fines because he was not hired as a constable but as a code enforcement officer, so therefore Sheffield

Township would have to pay him the \$40 an hour and \$20 for every ½ hr. If he wrote a constable fee of \$75 on the fines, he was not supposed to and

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that's how that worked she stated. She feels that Richard Fergus is a constable though not a code enforcement officer or is he going to be code enforcement officer, she asked? Supervisor Bell stated that is yet to be determined. Mr. Petruney asked how much we received from the code enforcement officer last year. Kristi stated that she would get this information for Mr. Petruney. Supervisor Leichtenberger stated if you have a question please ask. Supervisor Bell informed Mr. Petruney that we have collected for 2023 a total of \$2,570.20 for ordinance violations and the state police have forwarded \$1,007.20 for motor vehicle violations.

Debbie Koza questioned the organizational meeting, Jim Leichtenberger was put on the Municipal Authority board and a representative to the Municipal Board, and she asked if this was legal to do so. Supervisor Bell stated that yes this is okay for him to sit on both. Supervisor Vile stated that he also sits on the authority board. Supervisor Bell stated that there will be complete transparency with the authority board as well as the supervisors. Mrs. Koza also thanked the supervisors for their work as well. She asked about a local law enforcement to donate their time. Supervisor Vile stated that there are a lot of other items that go along with this, for example Act 120 would have to be met and it is very costly to have a police force, but maybe there is grant monies available.

Kim Holden questioned borrowing from fund to fund, would this always have to be brought up in a meeting and if they passed the budget wouldn't they have known they had to borrow money, this is the first that we have heard of this, wouldn't they have known they needed to move money? She also asked for the minutes of the budget meeting, they will be made available for the next meeting.

John Buck asked to plow 4-Mile berm to berm. He also requested that the dry hydrant be plowed out every time they plow. This is a safety issue.

Sam Bullock questioned the electric bill. He stated that getting away from the 3rd party will save money, but also putting a meter on your building and getting the surge time, this too will help you save money.

Renee Samuelson appreciates the explaining of everything and it's nice to not hear "duly noted". Also, Ms. Samuelson is happy to have 2 meetings a month. Supervisor Vile stated having the two meetings a month will help things to be fresh on our mind.

Marty Groves stated he is just here to hear what's going on, and it's nice to hear that if they have problems, you are willing to help. If everyone tried to work together a little more this town would be a better place. Supervisor Bell says we are one town, and we all need to work together, for example with the municipal authority we need to work together with them as well.

Richard Fergus also thanked the guys for stepping up for the town. He offered to help with the code enforcement and questioned the sinking fund. Supervisor Bell stated that it's

an account set up for making payments out of within townships for fire trucks. Money comes from the fire fund and goes into the sinking fund for truck payments.

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Lorene Benjamin also thanked the supervisors and asked questions regarding the May election and the petition that put Jim Vile and Jim Leichtenberger in place as supervisors. Supervisor Bell stated that we just went through the 2023 election and they both will be up for election for the 2025 election, one will be for the full term of Nate's term and the other will be for the 2-year term of Jeff's term, and then the 2027 will be for the full term. She thought we would have to have another election in May after they do all this work. She asked for clarification. Supervisor Bell stated it's time for the younger generation to step up.

Chris Kyler stated that they are busy plowing, Matt Eck stated he's still learning. Supervisor Bell stated he will stop down and talk with the roadcrew about looking at selling some of the pipe. Chris also stated that we are piecing together the red truck, and the white truck needs a new bed soon. Supervisor Bell stated that if we needed a truck, he would have one available. The grant for the new truck was received, but nothing new there to report on.

Candice Kyler asked for patience with the road crew, they are busy and trying to get things done.

Debbie Koza asking that the fireman and perhaps another team get together a softball tournament. Supervisor Bell stated that we are looking at a possible dodgeball tournament.

Kim Holden asked for road reports. Supervisor Bell stated he is working with the roadcrew for these. One was made available to the supervisors for the meeting, but not copied for the public.

Chris Korbar spoke on the homeless situation with the school district. January 24-25th he is going to be counting homeless individuals in the county. His phone number is 814-779-3538 or ckorbar@wfeoc.org, please contact him if you know of any homeless people.

John Buck questioned the PA One Call, asking if the township gets charged for these. Chris Kyler stated that we do not get charged for these.

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

9. ADJOURNMENT Motion by Jim Vile, seconded by Jim Leichtenberger and all were in favor to adjourn at 7:20pm to an executive session. Next meeting will be Monday, February 5, 2024, at 6:30pm at the Sheffield Food Pantry.

Administrator/Treasurer

SHEFFIELD TOWNSHIP SUPERVISORS