

1. Chairman Matt Bell called to order the regularly scheduled meeting of the Sheffield Township Supervisor meeting at 6:30pm with the pledge of allegiance.

1.1 Attendance: Supervisors Matt Bell, James Vile and James Leichtenberger

Administrator/Treasurer: Kristi Kulka-Leichtenberger

Roadmaster: Ian Lester Assistant Roadmaster: Chris Kyler

Auditor: Glenn Weaver

Emergency Management Coordinator: Alex Benjamin

Guests: Katie Sutton, Lorene Benjamin, Pam Pederson, Cindy Bowey, Sam Bullock,

Renee Samuelson, Debbie Koza, Dave Winger, Chirs Korbar, Jim McMillen, Randy Petruney, Denise Pierson, Kim Holden, Marcy Byers, James Williams, Bob Johnson, Ruth Belcher, Dan Haag, Kyle McNeal, Robert Tarr, Sharon Campbell, John Buck, Marty Groves, Bob Korbar

- 1.2 Report on Executive Session from after last meeting was to discuss personnel issues and Conference prior to this meeting with the auditors and supervisors was to discuss the work the auditors are currently doing.

- 1.3 Reversal of the transferring of funds from Light Fund and Fire Fund to General Fund to cover the Green Light Go Project payment to Bronder Technical Services. Supervisor Bell made a motion for the reversal, seconded by Supervisor Vile and duly carried. Kristi is working with PennDOT to send the 80% directly to the township and when it's received, We will have 7 days to put our 20% of cost and pay the bill to Bronder in full utilizing the general fund.

2. REVIEW OF PREVIOUS MINUTES

2.1 Minutes of the January 12, 2024, Supervisors Meeting, Supervisor Leichtenberger made a motion to accept the minutes, seconded by Supervisor Vile and all were in favor.

3. BILLS FOR APPROVAL AND JANUARY TREASURER'S REPORT

3.1 – Bills for Approval through February 5, 2024, General Fund \$30,369.08; Light Fund \$2,106.35 Fire Fund \$1,811.68; Sinking Fund \$643.51 for a total of \$34,930.62. Supervisor Vile made a motion seconded by Supervisor Leichtenberger to accept the bills for approval and all were in favor.

3.2 – January Treasurer's Report; Supervisor Leichtenberger made a motion, seconded by Matt Bell and all were in favor of the Treasurer's report for January.

4. COMMUNICATIONS

4.1 2024 Tour of Honor is featuring the John Gary Gertsch Vietnam War CMOH Memorial in Sheffield this year to be added to the self-guided, self-paced, 7-month long motorcycle ride throughout the United States, annually beginning April 1 and ending October 31, honoring our veterans and heroes. This will be the 14th year as a fund-raiser to support three veteran charities: Fisher House Foundation, Gary Sinise Foundation's Outreach Program for First Responders, and the Gold Star Family Foundation. Supervisor Bell stated that the fire department has applied for grants through the Gary Sinise Foundation in the past but did not receive any funding.

4.2 We received a memorial contribution for Marilyn Anderson, a member of our parks & recreation committee from the Trudy Kulka Family. Please use it to beautify the diamond that she always took care of as she did the beautiful flowers around her home.

5. OLD BUSINESS

5.1 Corrections to the appointments during re-organizational meeting. Mark Leichtenberger is to be re-appointed to the Municipal Authority board for another 5-year term, not James Leichtenberger. James Leichtenberger will represent the township on the Municipal Authority board. Supervisor Bell made a motion, seconded by Supervisor Vile and all were in favor of these changes.

5.2 Taylor Diversion will be beginning their work on the Tionesta Park trail improvement project. Supervisor Bell stated that he and the roadmaster had met with them and are working on a list of projects for around town that is age appropriate for the kids from Taylor Diversion. If they aren't 18 then they can't run the equipment, so this must be taken into consideration. Supervisor Leichtenberger asked about them working evenings and weekend as well and asked for a list of projects.

6. NEW BUSINESS

6.1 The electricity in the upstairs of the township building is being compromised by the infestation of pigeons. Hoden Electric has investigated the problems with the lights that are not working, the bathroom and old police department, and found that the pigeons have infested the area where the wires are and are causing the power outage. He feels that the soffit and fascia need to be fixed to keep the pigeons out of the building, but currently they have taken up residency in this area at the back of the attic. He suggests maybe having an exterminator to clean them out and a contractor to fix the soffit and fascia. Roadmaster Lester stated that he has contacted Jones Pest Control and they said the first thing we must do is get the building fixed. Mr. Williams suggested screens.

6.2 Katy Stover from Warren County Conservation District has contacted the township regarding a low volume road for the grant program that they offer. This would have to be a paved or tar and chipped road that has less than 500 vehicles on it in a day. Roadmaster Lester stated that Ms. Stover is coming Thursday to review possible roads.

6.3 Adding a dumpster at the township garage for garbage and whatever else. Supervisor Bell reviewed the quotes from Fitch Disposal of \$120 and stated that the garbage is just collected out front for garbage pick up once a week and it would be nice to have a dumpster for this. Supervisor Leichtenberger suggested that we obtain a quote from another company.

7. PUBLIC COMMENT

Kim Holden questioned the green light go grant.

Jim Williams thanked the supervisors and asked what their priorities are going forward. Supervisor Bell stated that he wants to get the financials of the township in order, perhaps take taxes back down, rather than up and get the drainage fixed around town. Supervisor Vile stated that he'd like to see the drainage around town fixed and the town cleaned up. Mr. Williams suggested maybe putting up a list of their goals for the public to see for some outreach to the community. Supervisor Vile stated we want to be more reactionary.

Debbie Koza questions the stray cat ordinance, not fair to people who are trying to do the right thing by feeding these animals and they actual help with rodent control. Dan Haag of Van Ettan Avenue stated that these cats are a nuisance, and his house is being ruined by these animals.

Jim McMillen stated that you can't pass an ordinance if you can't enforce it, he asked that they rescind this ordinance. He complained that the cinder blocks are still on the playground from the bonfire back in October, wouldn't take much time or effort with 3 roadcrew members to get them put away before someone is hurt on them. He also questioned the minutes of the meeting that were approved at the meeting tonight, why can't the public have these minutes at this meeting. Supervisor Vile stated that you can't hand them out per township code. Jim Williams also stated that they can not be handed out until the township supervisors approve them. Mr. McMillen also questioned why we are the only township with an administrator not a secretary. He asked if the administrator got a \$10 a hr raise with that title. Kristi stated that there is discrimination in the township codes book regarding the job description of a township secretary and asked the public to feel to read it and they would understand.

Glenn Weaver, Township Auditor informed the public that auditors are working to put the town back on financial track.

Debbie Koza also reported that the curbing on Bloss Hill Road is not working. She asked for approval of Music in the Park and would like to have permission also to have a Easter Egg around town utilizing the local businesses. Supervisor Bell stated that they welcome the Music in the Park and the Egg Hunt, but she would need to reach out to the business.

Robert Tarr and Sharon Campbell of the trailer park on Brockway Lane were present complaining about the condition of the park and the current owners have no interest in helping the tenants. The electricity is all underground but is not safe, grass never gets mowed, and the condition of the road is horrible. Much discussion on the current owner and contact information. Supervisor Bell asked Mr. Tarr and Ms. Campbell to get the township a current owner contact information.

Kim Holden complained about the website stating that Howe Townships is so nice and easy to see years and years of agendas and minutes. She questioned the cost of Revize at \$2500 to set it up and then \$900 each year is so expensive. Suggesting contacting Howe Township to see who they use and how much their cost is.

Denise Pierson stated that the Sports Boosters would be running the concession stand for the 6-home track meets along with the football games in the fall. She stated that they are wishing to get the track re-surfaced this spring, but this would have to come through the township. The Supervisors agreed to help in the concession stand if she would provide the dates of the track meet and they plan on attending the next Sports Boosters meeting on February 18 at 6:30pm at the Lion's Den to discuss the track resurfacing.

Chris Korbar presented a 64-page report on how to start a police department in your community.

Roadmaster Lester stated that they are beginning to work on Chapel Lane on Monday. He reviewed the Roadmaster Report for the public.

Lorene Benjamin, Treasurer of the Sheffield Volunteer Fire Department stated that the fire department applied for a \$20,000 state grant for debt reduction and they were approved for

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\$13,256.07 to go towards the payoff of the current truck loan with the hopes of utilizing the fire fund to pay off the rest of this truck loan.

Jim Vile reported that the Municipal Authority is currently reviewing applications for a secretary

and he was happy to report the water leak on Tionesta Street was found and fixed. They have purchased a new trash pump with the hopes that this will last longer than the ones in the past.

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

9. ADJOURNMENT With a motion by Supervisor Bell, seconded by Supervisor Vile and all were in favor of adjournment of the meeting at 7:40pm to an executive session. The next meeting is Tuesday, February 20, 2024, AT 6:30PM.

Administrator/Treasurer

SHEFFIELD TOWNSHIP SUPERVISORS