

## BOARD OF SUPERVISORS MEETING AGENDA

**Monday, February 24, 2025 4:00 p.m.**

1. **CALL TO ORDER** – Chairman Jeff Zariczny called the meeting to order and led with the Pledge of Allegiance at 4:00 PM.
  - 1.1. *Present:* Chairman Jeff Zariczny, Vice-Chairman David Gee, Board member Vince Duckett, Road Foreman Joe Papalia, Police Chief Jason Peters, Solicitor Andrea Stapleford.
  - 1.2. *Absent:* Secretary-Treasurer Emily Onuffer
  - 1.3. Public Comment
2. **REVIEW OF PREVIOUS MINUTES**

**Motion** to approve the February 10, 2025 meeting minutes.  
**ACTION:** Motion made by Vince Duckett, second Dave Gee, --- Motion Passed.
3. **BILLS AND ACTION FOR PAYMENT**
  - 3.1. **Motion** to approve the bills for payment between February 11-21, 2025, = \$4,611.72 from ARP fund, and \$6,926.62 from General Fund, totaling \$11,538.34  
**ACTION:** Motion made by Dave Gee, second Vince Duckett, --- Motion Passed.
4. **COMMUNICATION**
  - 4.1. Communication
    - 4.1.1. Bond cancellation for Jennifer Fox received
    - 4.1.2. Zoning Permit for 2813 Market St – Papa John's
      - 4.1.2.1. Change of use from retail space to restaurant space
  - 4.2. Well permit
    - 4.2.1. Well drilling operation in Conewango Township off Jackson Run and Owens Road
5. **TOWNSHIP REPORTS**
  - 5.1. Police Department Report

Information was sent to Shannon at Eckert Seaman's concerning the weight limit ordinance. Reported the Township has a fine structure for vehicles over a certain weight. Need to have a method to weigh the trucks.  
Joe and Jason are looking into signs for certain roads to alert drivers of weight restrictions.  
Replacement police vehicle (future) – Co-Stars price: \$44,455, Midtown price: \$43,968 for a Ford Explorer.  
Have Emily look further into a charging station for hybrid vehicles.  
Andrea will create a debt statement for borrowing, kept in-house. Up to \$48,000. Discuss again at March 10, 2025 BOS meeting.
  - 5.2. Road Crew Report

Running out of winter materials. Has several places available. Compass Minerals agreement was signed the week of February 17<sup>th</sup>, but Joe has not heard from them. Joe may have to tell them to hold off if they do not deliver soon. Bids will go out in March for 2025 skid and salt. Joe state we have to get our york rake back. Need to rent a street sweeper to clean up skid.
  - 5.3. Solicitor's Report

Linden property easement is back.  
Got a copy of the privy ordinance that Todd Fantaskey is looking into. RE: Bradley A. Peterson residence.  
Asked about Launer/Ruhlman residence (2480 Keller Rd) and Todd Fantaskey has been working on this as well.
6. **UNFINISHED BUSINESS**
  - 6.1. Fence ordinance
    - 6.1.1. From 9/8/2014 minutes - it was moved by, seconded by Mrs. Swanson, seconded by Mr. Duckett and carried unanimously to approve Ordinance 2014-4 Ordinance to Repeal the Conewango Township Fence Ordinance.  
All should review the old ordinance. A short discussion about the need ensued. Will discuss further at the March 10, 2025 BOS meeting.
  - 6.2. RESOLUTION 2025-09 Financial Assistance TAWC – Tabled till the March 10, 2025 meeting.
7. **NEW BUSINESS**

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7.1. Excessive nuisance ordinance

Will continue discussion with Eckert Seaman's.

7.2. NAS device purchase

**Motion** to purchase a NAS device at \$1,166.30

**ACTION:** Motion made by Vince Duckett, second Dave Gee, --- Motion Passed.

7.3. New office computer cloud-based backup + antivirus software

7.3.1. When the auditor was here for the liquid fuels audit, he highlighted that we are not adequately backing up daily operations and our antivirus software is not as robust as it should be. I reached out to Mark Lucas and he suggested going to a cloud-based backup solution at \$24 per month, and to upgrade the antivirus software at \$65.76 per computer for 1 year, or \$111.80 per computer for 2 years, when the new office computer is installed.

**Motion** to subscribe to a cloud-based back-up system

**ACTION:** Motion made by Vince Duckett, second Dave Gee, --- Motion Passed.

**Motion** to purchase a more resilient antivirus program on a 2-year plan

**ACTION:** Motion made by Vince Duckett, second Dave Gee, --- Motion Passed.

7.4. State liquid fuel audit findings

7.4.1. There were 2 findings.

7.4.1.1. The required reports were not filed on time. This was the second time for this finding.

7.4.1.1.1. The 2024 report was filed before the deadline.

7.4.2. An Erie Bank liquid fuel account was closed December 29, 2023. The \$100.37 that was in the account was transferred to the Township's general fund. These funds are state liquid fuel funds and are required to be in a specified liquid fuel account.

7.4.2.1. I spent time digging into this transaction. I found check #04582, dated 12/29/2023, was sent to PLGIT. It was deposited into the Township's PLGIT account 2/27/2024.

7.5. Police vehicle

7.5.1. Discussed during Police Reporting

### 8. PUBLIC COMMENTS

### 9. OTHER MATTERS AND BOARD MEMBER COMMENTS

### 10. ADJOURNMENT

**Motion** to adjourn.

**ACTION:** Motion made by Vince Duckett, second Dave Gee, --- Motion Passed. Meeting adjourned at 5:25 PM.

