

May 1, 2025

The monthly meeting of the Richmond Township Supervisors was held at the Township Building at 30348 State Highway 408. The meeting was called to order with a salute to the flag and a moment of silence at 6:00 P.M. In attendance were Supervisors Morton and Potts and Sharpe (via phone), Rhonda Phillips, John Lawrence, John Flaugh, Don James, Kathleen Wheelock, Luigi DeFrancesco, Nancy Lokuta, and Mike Lokuta.

**Minutes of the April 3, 2025:** Copies were distributed to those in attendance. Morton asked if there were any additions and/or corrections.

**\*\*Motion made by Potts, seconded by Sharpe, to accept the minutes as they stand. Motion carried; three ayes.**

**Correspondence:**

*Crawford County Planning Office* – Crawford County passed the County SALDO with some changes. It will become effective on October 20, 2025.

*Common Roots letter* – Wanting to set up a time with the supervisors to share about their organization  
*Certificate of liability insurance from Adam Diem* - for the annual race that goes through Richmond Township. The race will be May 24<sup>th</sup>.

*Country Kidz Daycare letter* – this facility is required by OCDEL to notify Richmond Township annually of its existence in the community

**Bills and Receipts:** See Treasurer's report.

**\*\* Motion made by Potts, seconded by Sharpe, to approve all bills and receipts. Motion carried; three ayes.**

**Reports:**

**Planning Commission** – They recommend writing a procedure for people to follow for the County SALDO that was passed. Mark Knickerson is going to get together with John Lawrence about the arch. They are working on a grant for the playground at the Rec Complex, but a guideline for expense needs to be established. There is a grant writing workshop opportunity in Titusville that some of the PC might attend.

**Rec Board** – The Easter Egg Hunt was on April 19<sup>th</sup> with around 100 kids in attendance. Cookies, punch, and coffee were made available.

**Road Master's Report** – The month of April we were still dealing with frost in the roads, so we were still putting down 2B in the holes. Finally, we were able to grade all the roads in the township at the end of the month. We also did away with the automatic grease machine on the Mack and changed it over to manually greasing it, due to the parts being so expensive. We also replaced a couple of hydraulic lines on the backhoe that blew out. Soon we will be out ditching and putting gravel down so watch out for us.

**Tax Collection** – No report.

**Web Site Report** – There were 132 visitors in March.

**Old Business -**

**Dumpster Day report** – The pace was steady for the whole time. We donated our metal dumpster to Cans for Wishes. We received \$682 for donations to the Recreation Board. A couple minor incidences occurred during the event: 1) someone's trailer went too close to the ditch and part of it went in, and 2) Potts wondered if we should put a sign up saying that the township is not responsible for any damage. There was also a suggestion made to get new signs for Dumpster Day.

**Rec Clean-up** – Saturday, May 3<sup>rd</sup>.

**Memorial Day Service** – Monday, May 26<sup>th</sup>. Potts will work on getting information for an ad in the paper.

**Dollar General update** – The lot has been cleared and they are working on getting it put up.

**Grant opportunities** – John Lawrence is working on the playground.

**Equipment updates** – Work was done on the front end of the Chevy again. Two trucks are at Dengler's getting inspected.

**Upcoming vacations**- John Flaugh will be on vacation May 9<sup>th</sup>-17<sup>th</sup> and Brian Proctor will be off May 13<sup>th</sup> and 16<sup>th</sup>; Dan Mailliard or Mark Keister will fill in if needed. Rhonda Phillips will be out of town June 7<sup>th</sup>-14<sup>th</sup>, and Mary Worley will fill in.

#### **New Business:**

**Ball Tournament on May 16<sup>th</sup> – 18<sup>th</sup>:** Tri County Surge is renting the whole complex for the weekend.

**PSATS Conference** – Bob Potts is attending the conference.

**Supervisor candidates** – we are still looking for someone

**Rec Complex projects** – Potts recommended putting drainage in the wet areas. John Flaugh will talk to Ace Excavating to see what the cost would be to do that.

**Roof on the garage** – needs repaired. There is a company that can spray the roof with some product that would keep the roof from leaking.

**Brine situation** – Dodson Trucking has been told their brine cannot be sold presently. Our tanks for full so we have time to look around.

**Aggregate bids** – All gravel to be delivered.

	<u># 8 - 3000 tons</u>	<u>#3 -2000 tons</u>	<u>2RC - 8000 tons</u>	<u>#57-2000 tons</u>
Glenn O. Hawbaker, Inc.	24.24	0.00	20.74	24.24
Turtlepoint, PA	72720.00		165920.00	48480.00
Hasbrouck Sand & Gravel	<b>17.19</b>	<b>19.99</b>	<b>14.99</b>	<b>17.49</b>
Titusville, PA	<b>51570.00</b>	<b>39980.00</b>	<b>119920.00</b>	<b>34980.00</b>
IA Construction Corporation	26.00	0.00	22.40	26.00
Franklin, PA	78000.00		179200.00	52000.00
A.C.A. Sand & Gravel, LLC	21.66	24.62	20.25	25.00
Corry, PA	64980.00	49240.00	162000.00	50000.00
Allegheny Mineral Corp.	45.17	0.00	35.13	38.13
Kittanning, PA	135510.00		281040.00	76260.00
Allegheny Aggregates, Inc.	27.44	21.44	19.94	26.44
Pittsfield, PA	82320.00	42880.00	159520.00	52880.00
Hillside Stone LLC	21.50	21.50	18.50	21.50
Sandy Lake, PA	64500.00	43000.00	148000.00	43000.00
Lakeland Aggregates, Inc.	22.00	0.00	23.00	28.00
Conneaut Lake, PA	66000.00		184000.00	56000.00

\*\*Motion made by Sharpe, seconded by Potts, to purchase #8, #3, 2RC, and #57 aggregates from Hasbrouck Sand & Gravel. Motion carried; three ayes.

***Right-to-Know Policy draft*** – This was recommended by PSATS to establish a RTK policy. The supervisors will read and accept at the May meeting.

***Crawford County Spring Convention*** – A suggestion was made to have the township cover the expenses of the dinner for any public official and administrative employee that chooses to attend.

\*\*Motion made by Potts, seconded by Sharpe, that the township cover the expense of the dinner for the Crawford County Spring Convention for each public official and administrative employee. Motion carried; three ayes.

#### **Citizens` Comments and Concerns**

Don James recommended putting the old brine tanks up for bid. John Lawrence announced that there is a possibility that when Meadville is having their 1825 celebration that they might want to bring some people to come see the John Brown tannery, sometime in June.

\*\* Motion made by Motion, seconded by Potts, to adjourn. Motion carried; three ayes.  
Meeting adjourned at 6:50 P.M.

Respectfully submitted,

Rhonda Phillips  
Township Secretary