

**BRADFORD TOWNSHIP  
BOARD OF SUPERVISORS**

**REORGANIZATION MEETING  
JANUARY 6, 2020 at 7:00PM**

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**MEETING MINUTES**

The Bradford Township Board of Supervisors welcomed new incoming Supervisor Mark Cline to the Board.

Meeting was called to order by James Erwin, prior Chairman.

- 1) Nomination was made by Mark Cline for Jim Erwin as 2020 Chairman of the Board.

Motion was made by Mark Cline, seconded by Jim Erwin  
Vote: Mark C.: Yes; **Steve M.: Abstained**; Jim E.: Yes

**James B. Erwin -- Chairman for 2020**

- 2) Nomination was made by Jim Erwin for Mark Cline as 2020 Vice Chairman of the Board.

Motion was made by Jim Erwin, seconded by Mark Cline  
Vote: Mark C.: Yes; **Steve M.: Abstained**; Jim E.: Yes

**Mark L. Cline, Sr. -- Vice-Chairman for 2020**

- 3) Motion was made to accept the following appointments for 2020

Susan Gibiser      Township Secretary/Treasurer

Robert Shipman    Chief of Police

Frank Behan        Road Department Foreman

Motion was made by Mark Cline, seconded by Steve Mascho  
Vote: Mark C.: Yes; Steve M.: Yes; Jim E.: Yes

- 4) Motion was made to advertise that the Board of Supervisors will hold the regular monthly meetings on the second Monday of each month at 7:00pm.

Work sessions / General Business meetings will be held on the fourth Monday of each month at 5:30 p.m. at the township office.

Special meetings, Work Sessions, as needed, will be advertised accordingly.

Motion was made by Steve Mascho, seconded by Mark Cline

Vote: Mark C.: Yes; Steve M.: Yes; Jim E.: Yes

- 5) The following appointed positions for 2020:

<u>Jim Erwin; Susan G</u>	Voting Delegates to the State & County Conventions
<u>Mark Cline</u>	Alternate Delegate to the State & County Conventions
<u>Jim Erwin</u>	Road Master for 2020
<u>Mark Cline</u>	Superintendent of Police Department
<u>Jim Erwin</u>	Superintendent of Garbage Department
<u>Mark Cline</u>	Superintendent of Sewer Department
<u>Steve Mascho</u>	Superintendent of Office Personal
<u>Michael Salerno</u>	Code Inspections Officer – 2020
<u>Michael Salerno</u>	Code Enforcement Officer - 2020
<u>Todd Fantaskey</u>	Sewage Enforcement Officer
<u>Nick Melnick</u>	Alternate Sewage Enforcement Officer
<u>Stapleford &amp; Byham, LLC</u>	Township Solicitor for 2020
<u>Campbell, Durrant, Beatty, Palombo, Miller</u>	Labor Attorney & Council for 2020
<u>E&amp;M Engineering</u>	Township Engineering Firm - Chapter 94
<u>ETA, Inc. /Jason Snyder</u>	Township Engineering Firm for Bridges
<u>Laurel Highlands Structural / Owen Beachy</u>	Engineering Firm for Bridges



7) Motion was made to approve the following depositories for the township fund accounts for 2020:

- County National Bank *Checking Accounts:* CDBG Grant Funds; Community Development Funds
- Northwest Savings Bank: *Checking Accounts- General Fund; Roads and Bridges; Machinery; Payroll Fund; Liquid Fuel State Fund; Sewer Fund; Sewer Money Market; Sewer Capital Reserve; Garbage Fund; Lighting Fund*
- PLGIT Investment Accounts: Capital Reserve; Money Market; Liquid Fuels
- Northwest Savings / Trustee. – Non-Uniform Employees' Pension and Police Pension Fund

Motion was made by Steve Mascho, seconded by Mark Cline  
Vote: Mark C.: Yes; Steve M.: Yes; Jim E.: Yes

8) Motion was made to approve the following Committee Members and Board Members for 2020

Steve Mascho Board of Senior Citizens Center Committee

**Zoning Hearing Board Members Needed:**

No motion made by the Board; no one interested in the position  
\_\_\_\_\_ 4 Year Position

**Bradford Area Library Board Member**

Dara Signor 3 yr. term 2020 – 2022

**Bradford District Flood Control Authority**

9) Motion was made to appoint **Jim Erwin** as Bradford Township's representative on the Bradford District Flood Control Board

Motion made by Mark Cline, seconded by Jim Erwin  
Vote: Mark C.: Yes; **Steve M.: Abstained**; Jim E.: Yes

**Adopt the following 2020 Resolutions**

10) Request a motion to adopt **Resolutions #2020-1; #2020-2; #2020-3; #2020-4; #2020-5**

**Resolution #2020-1** Enact Budget for 2020

- Resolution #2020-2** Designating the Township Secretary-Treasurer as the Chief Administrative Officer for the Police Pension and Non-Uniform Pension Plan.
- Resolution #2020-3** Appointing **Haines & Company** as the certified public accounting firm to audit the accounts of the Bradford Township for 2019 fiscal year.
- Resolution #2020-4** Appointing **Susan K. Gibiser** to serve as the voting delegate representing Bradford Township on the McKean County Tax collection committee and \_\_\_\_\_ to serve as the alternate delegate.
- Resolution #2020-5** Adopting the Sewage Enforcement Officer Fee schedule for the year of 2020 as listed.

Motion made by Mark Cline, seconded by Steve Mascho  
Vote: Mark C.: Yes; Steve M.: Yes; Jim E.: Yes

- 11) Motion was made to set the 2020 mileage reimbursement as set by the IRS which is **\$ 57.5** cents per mile.

Motion made by Mark Cline, seconded by Steve Mascho  
Vote: Mark C.: Yes; Steve M.: Yes; Jim E.: Yes

### **ADJOURNMENT**

Motion was made to adjourn the Reorganization meeting.

Motion made by Mark Cline, seconded by Steve Mascho  
Meeting adjourned at 7:18 pm

**Reopen meeting for the Board of Supervisor's regular monthly meeting for January 2020**

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Susan K. Gibiser, Secretary/Treasurer

**Bradford Township Board of Supervisors**

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James B. Erwin, Chairman

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Mark L. Cline, Sr. Vice-Chairman

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Steven L. Mascho, Supervisor