BRADFORD TOWNSHIP BOARD OF SUPERVISORS

REORGANIZATION MEETING JANUARY 6, 2020 at 7:00PM

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:

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

George Hart	Township Engineering Firm – Bankson Engineers
Dan Burkhouse	Bradford Township Volunteer Fire Dept. Fire Chief
Jay Bradish	Emergency Management Coordinator
	Asst. Emergency Management Coordinator
Jeffrey Carson	Elected Township Auditor (6 Yr. Term)
Thomas Gibiser	Elected Township Auditor for (4 Yr. Term)
	Vacancy Board Member – Yearly Appointment

Susan Gibiser, Township Secretary informed the Board a letter of interest was received by LareeSue Behan for the appointment of the Vacancy Board.

Supervisor Steve Mascho nominated David Geitner as the Vacancy Board Member for 2020; stated to the Board that David served on the Board last year and would be able to do the job since he is familiar with the position.

Motion was made by Steve Mascho, second by Mark Cline

****THERE WAS NO CALL VOTE DONE BY THE BOARD****
THIS IS AN INCOMPLETE MOTION BY THE BOARD

****This will need to be motioned and voted at the February 2020 Board meeting****

Motion made by Mark Cline, seconded by Jim Erwin to accept all appointments for 2020.

Supervisor Steve Mascho accepted all the appointment except Road Master and Superintendents' of Departments with the exception of Office Personnel

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

- 6) The following appointments need to be filled for 2020
 - A) Appointment of a Township Auditor for 2-year term

Motion made by Steve Mascho, seconded by Mark Cline To appoint Robert Burrell as Township Auditor for 2-yr term Vote: Mark C.: Yes; Steve M.: Yes; Jim E.: Yes

B) Appointment of Township Zoning Officer at a rate of \$20.00 an hour

Motion made by Mark Cline, seconded by Steve Mascho To appoint Michael Salerno as Township Zoning Officer for 2020 Vote: Mark C.: Yes; Steve M.: Yes; Jim E.: Yes

Reorganization Meeting Meeting Minutes January 6, 2020

- 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

<u>Dara Signor</u> 3 yr. term 2020 – 2022

Bradford District Flood Control Authority

9) Motion was made to appoint <u>Jim Erwin</u> 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

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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 <u>Haines & Company</u> as the certified public accounting firm to audit the accounts of the Bradford Township for 2019 fiscal year.	
Resolution #2020-4	Appointing <u>Susan K. Gibiser</u> 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.	
•	ark Cline, seconded by Steve Mascho ; Steve M.: Yes; Jim E.: Yes	
11) Motion was made to set the which is <u>\$ 57.5</u> cents per	he 2020 mileage reimbursement as set by the IRS mile.	
	ark Cline, seconded by Steve Mascho ; Steve M.: Yes; Jim E.: Yes	
<u>AL</u>	DJOURNMENT	
Motion was made to adjourn the Reorganization meeting.		
Motion made by Mark Cli Meeting adjourned at 7:1	ne, seconded by Steve Mascho 8 pm	
Reopen meeting for the for January 2020	Board of Supervisor's regular monthly meeting	
Susan K. Gibiser, Secretary/Treasurer	Bradford Township Board of Supervisors	
	James B. Erwin, Chairman	
	Mark L. Cline, Sr. Vice-Chairman	

Steven L. Mascho, Supervisor

Reorganization Meeting Meeting Minutes January 6, 2020