# BRADFORD TOWNSHIP BOARD OF SUPERVISORS

# REORGANIZATION MEETING MONDAY, JANUARY 3, 2022 at 6:00PM

## MEETING MINUTES

Welcome newly elected Township Supervisor, Laree Sue Behan

Present at the Reorganizational Meeting: Mark Cline, Steve Mascho, LareeSue Behan

Mark Cline, 2021 Vice-Chairman called the meeting to order

1) Motion was made by Laree Sue nominating Mark Cline as Temporary Chairman of the Board

### Mark L. Cline - Temporary Chairman

Motion was made by Laree Sue B., seconded by Mark Cline Call for vote: Steve M.: Abstain / NO; Laree Sue B.: Yes; Mark C.: Yes

Motion was made by Laree Sue to accept the nomination for Mark Cline as Temporary Chairman

Motion was made by Laree Sue B., seconded by Mark Cline Call for vote: Steve M.: Abstain / NO; Laree Sue B.: Yes; Mark C.: Yes

2) Motion was made by Laree Sue B., nominating Mark Cline as Chairman of the Board for 2022

#### Mark L. Cline, Sr - Chairman

Motion was made by Laree Sue B., seconded by Mark Cline Call for vote: Steve M.: Abstain / NO; Laree Sue B.: Yes; Mark C.: Yes

Motion was made by Laree Sue B. to accept the nomination for Mark Cline as Chairman of the Board for 2022

Motion was made by Laree Sue B., seconded by Mark Cline Call for vote: Steve M.: Abstain / NO; Laree Sue B.: Yes; Mark C.: Yes

#### Mark L. Cline, Sr. - Chairman

\*\*Elect by quorum vote and the new Chairman shall proceed with the remainder of meeting

3) Motion made by Mark Cline nominating Laree Sue Behan for the 2022 Vice Chairman of the Board.

Motion was made by Mark Cline, seconded by Laree Sue Behan Call for vote: <u>Steve M.: Abstain / NO;</u> Laree Sue.: Yes; Mark C.: Yes

Motion made by Mark Cline to accept the nomination for Laree Sue Behan as the Vice-Chairman for 2022

Motion was made by Mark Cline, seconded by Laree Sue Behan Call for vote: <u>Steve M.: Abstain / NO;</u> Laree Sue B.: Yes; Mark C.: Yes

#### Laree Sue Behan - Vice- Chairman

4)	wouldn made by wark Cline to appointing the following positions for 2022		
	Susan Gibiser	Township Secretary / Treasurer	
	Robert Shipman	Chief of Police	
	Frank Behan	Foreman for Road and Garbage Departments	
	Motion was made by Mark Cline, seconded by Laree Sue Behan		

5) Motion was made by Laree Sue to advertise for the BOS to hold their regular monthly meetings on the second Monday of each month at 7:00pm;

Call for vote: Steve M.: Yes, for COP / NO for Twp. Sec / Treas; Foreman for Road / Garbage Depts.; LareeSue.: Yes; Mark C.: Yes

## EXCEPT for October's meeting - will be the first Monday, 10/3

# EXCEPT for November's meeting - will be the third Monday, 11/21

Work sessions / General Business meetings will be held on the fourth Monday of each month at 5:30 pm as needed

Special meetings, Work Sessions will be advertised accordingly.

Motion was made by Laree Sue B., seconded by Mark Cline Call for vote: Steve M.: Yes; LareeSue.: Yes; Mark C.: Yes

## 6) The BOS to Appoint for the following positions for 2022:

Laree Sue Behan	Voting Delegates to the State & County Conventions
Susan Gibiser	Alternate Delegate to the State & County Conventions
Mark Cline	Road Master for 2022

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Laree Sue Behan	Superintendent of Police Department			
Mark Cline	_ Superintendent of Garbage Department			
Laree Sue Behan	_ Superintendent of Sewer Department			
Steven Mascho	Superintendent of Office Personal			
Michael Salerno	_ Zoning Officer			
Michael Salerno	_ Code Enforcement / Inspection Officer			
Todd Fantaskey	_ Sewage Enforcement Officer			
Nick Melnick	Alternate Sewage Enforcement Officer			
Stapleford & Byham, LLC	Township Solicitor for 2022			
Campbell, Durrant, Beatty Palombo, Miller-Labor Attorney & Council for 2022				
E&M Engineering	Township Engineering Firm for Chapter 94			
ETA, Inc. /Jason Snyder	Township Engineer for Bridges			
Laurel Highlands Structural / Owen Beachy Township Engineer for Bridges				
George Hart	Township Engineer for Sewer Projects – Bankson Engineers			
Dan Burkhouse	Bradford Township Volunteer Fire Dept. Fire Chief			
Jay Bradish	Emergency Management Coordinator			
	Asst. Emergency Management Coordinator			
Motion was made by Laree Sue Behan to accept the above appointments as stated for 2022				

Motion made by Laree Sue B., seconded by Mark Cline Call for vote: Steve M.: Yes; NO for Road Master, Superintendents for Police, Garbage, Sewer Depts., Bridge Engineers;

Laree Sue B.: Yes; Mark C.: Yes

7) Chairman Mark Cline stated there were two (2) letters of interest received by the Township Secretary for the Vacancy Board member; letters were not requested by the Board and thanked the residents that submitted the letters.

Motion was made by Steve Mascho to appoint David Geitner as the Vacancy Board Member for 2022; Motion died to due a lack of a Second on the motion Motion was made by Laree Sue Behan to appoint <u>Jim Erwin</u> as the Vacancy Board Member for 2022

Motion made by Laree Sue B., seconded by Mark Cline Call for vote: <u>Steve M.: NO</u>; Laree Sue B.: Yes; Mark C.: Yes

- 8) Motion was made by Laree Sue Behan to approve the following depositories as the township funds accounts for 2022:
  - 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
  - <u>PLGIT Investment Accounts</u>: Capital Reserve; Money Market; State Liquid Fuels
  - Northwest Savings / Trustee. Non-Uniform Employees' Pension and Police Pension Fund

Motion made by Laree Sue Behan, seconded by Mark Cline Call for vote: Steve M.: Yes; Laree Sue B.: Yes; Mark C.: Yes

9) The BOS to appoint for following Committees / Board Members for 2022

#### **Board Member for Senior Citizens Center Committee**

Steven Mascho - 4 Year Member 2022 – 2025

### **Zoning Hearing Board Member:**

David Debolt - 4 Year Member 2022 - 2025

## **Bradford Twp. Planning Commission Member**

Andy Eschrich - 4 Year Member 2022 - 2025

Motion made by Laree Sue Behan, seconded by Mark Cline Call for vote: Steve M.: Yes; Laree Sue B.: Yes; Mark C.: Yes

**10)** Motion was made by Laree Sue Behan to approve the Township Secretary / Treasurer's Bond at \$500,000.00 for 2022

Motion made by Laree Sue Behan, seconded by Mark Cline Call for vote: <u>Steve M.: NO</u>; LareeSue.: Yes; Mark C.: Yes

is

# **2022 Resolutions**

11) Motion was made by Laree Sue to adopt the following Resolutions for 2022

Resolution #2022-1 Enacting the Budget for 2022

Resolution #2022-2 Designating the Township Secretary-Treasurer the

2022 Chief Administrative Officer for the Police

Pension and Non-Uniform Pension Plan.

Resolution #2022-3 Appointing Haines & Company as the certified

public accounting firm to audit the accounts of the

Bradford Township for 2021 fiscal year.

Resolution #2022-4 Appointing Susan K. Gibiser to serve as the

voting delegate representing Bradford Township on the

McKean County Tax collection committee and

Laree Sue Behan to serve as the alternate delegate.

**Resolution #2022-5** Adopting the Sewage Enforcement Officer Fee

schedule for the year of 2022 as listed.

Resolution #2022-6 Designating the Board of Supervisors and the

Township Secretary as the authorized signatures for all

Northwest Bank accounts.

Motion made by Laree Sue Behan, seconded by Mark Cline Call for vote: Steve M.: Yes; NO for Resolution #2 & #4;

Laree Sue B.: Yes; Mark C.: Yes

12) Motion was made by Steve Mascho to set the mileage reimbursement which set by the IRS at \$.585 cents per mile for 2022

Motion made by Steve Mascho, seconded by Laree Sue Behan Call for vote: Steve M.: Yes; Laree Sue B.: Yes; Mark C.: Yes

**ADJOURNMENT** 

Motion was made by Steve Mascho to adjourn the Reorganization meeting at 6:17pm

Motion made by Steve Mascho, seconded by Laree Sue Behan Call for vote: Steve M.: Yes; Laree Sue B.: Yes; Mark C.: Yes

Reopen the meeting with the Board of Supervisor's regular monthly meeting for January 2022

made s

Susan K. Gibiser, Secretary/Treasurer

Mark I Cline Sr Chairman

Laree Sue Behan, Vice-Chairman

**Bradford Township Board of Supervisors** 

Steven L. Mascho, Supervisor

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