

**BRADFORD TOWNSHIP  
BOARD OF SUPERVISORS  
October 11, 2021 @ 7:00 PM**

**REGULAR MEETING**

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**MEETING MINUTES**

Present at the meeting: Jim Erwin; Mark Cline; Steve Mascho

The meeting was called to order by Chairman Jim Erwin

**Public Comments on Agenda Items Only**

There were no public comments on agenda items

**Minutes**

- Motion was made by Mark Cline to approve the minutes of the board meeting held on September 13<sup>th</sup> as written and recorded.

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

**Invoices for Approval of Payment for September 2021**

- Motion was made by Mark Cline to accept invoices totaling \$ 726,450.20 for September

- |                                    |                                      |
|------------------------------------|--------------------------------------|
| 1) General Fund - \$188,794.86     | 5) Machinery Fund - \$315.37         |
| 2) Garbage Fund - \$117,165.24     | 6) Roads & Bridges Fund - \$3,162.44 |
| 3) Sewer Fund - \$210,138.48       |                                      |
| 4) Liquid Fuel Fund - \$206,873.81 |                                      |

Motion made by Mark Cline, seconded by Jim Erwin  
Vote: Mark C.: Yes; **Steve M.: Yes/NO**; Jim E.: Yes

Supervisor Steve Mascho voted yes for all invoices **except** for the invoices for the purchase of the 2021 Ford Cab / Chassis & Dump body

**Correspondence / Communications**

- The next monthly meeting of the Board of Supervisors will be held on November 15, 2021 at 7:00 p.m.
- The Township will start imposing Late Fees on all Garbage & Sewer Accounts; effective November 11<sup>th</sup> for October's billing.
- **RESIDENTS**: Please remember, due to the limited space at the Township Office, we must follow the State guidelines for indoor meetings as follows:  
Anyone may attend a public meeting, however maintaining a social distance of 6ft apart is required; seating area will be limited according to the space available; there will be "X's" on the marked on the floor for a standing area; **PLEASE** do not block the fire exits (front door & side door)
- Halloween trick or treat will be held on Sunday, October 31<sup>st</sup> from 6:00pm to 7:30pm; Residents should leave their porch lights on during this time.

## Reports of Officials and Committees

Zoning Officer Report – 9 zoning permits; 3 zoning complaints  
Code Enforcement Officer Report – 5 sale inspections; 2 rental inspections; 3 code calls  
Zoning Hearing Board – No Report  
Planning Commission – (1) plan reviewed during September  
Road Department Report – Jim Erwin read the Road Foreman's road report for Sept.  
Police Department Report – 185 calls; 7 MVA; 38hrs of traffic enforcement; provided information pertaining to the new Move Over Law

## Ordinances and Resolutions

- Motion was made by Steve Mascho to adopt **Resolution #2021-16** which adheres to the Goals for the National Program for the Utilization of Minority and Women owned businesses for the contracts of the 2021 CDBG Program.

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

- Motion was made by Mark Cline to adopt **Resolution #2021-17** a Fair Housing Policy for Bradford Township 2021 CDBG Program.

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

- Motion was made by Steve Mascho to adopt **Resolution #2021-18** for the Displacement Policy to be applied to the 2021 Community Development Block Grant entitlement allocation for Bradford Township.

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

- Motion was made by Mark Cline to adopt **Resolution #2021-19** which approves the 2021 CDBG Grant Application of \$100,628.00 for financial assistance under the 2021 Community Development Block Grant Program and authorizing James Erwin, Chairman of the Board of Supervisors to execute the application on behalf of Bradford Township.

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

## New Business

- There was a lengthy discussion among the BOS about accepting the proposal for the professional engineering services from Laurel Highlands Structural Consulting, LLC for consulting / engineering for the East Warren Road Bridge Replacement Project. Supervisor Steve Mascho asked if there were any other engineering proposals obtained? Chairman Jim Erwin, stated no since Laurel Highlands is the firm used for all the prior bridge projects. Steve stated we should be bidding the entire bridge project out and not using the Township Road Crew to build bridges; Supervisor Mark Cline stated that's where the Township saves a significant amount of money since you don't have to pay prevailing wages for a bid project. Steve stated we should obtain other engineering quotes; Jim Erwin stated to Steve Mascho, he needs to do the work and obtain other proposals for the next Board meeting in November. This matter was tabled by the BOS until the November Board meeting.
- Motion was made by Steve Mascho to approve the distribution of the 2021 Volunteer Fire Relief payment of \$18,829.30 to the Bradford Township's volunteer fire company.

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

- Motion was made by Mark Cline to accept the quote #3 submitted by Steve White Electric for replacing lighting fixtures in the Garbage Dept. building; Chairman Jim Erwin stated this is for the Garbage dept. building, not the Road Dept. building; Quote accepted in the amount of \$5,299.00

- 1) Replace ballasts / bulbs with regular fluorescent bulbs - \$2,040.53
- 2) Replace all bulbs w/ new LED bulbs; not ballasts - \$4,927.61
- 3) Replace bulbs with LED ballast bypass bulbs - \$5,299.00

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

- Motion was made by Steve Mascho to advertise to have the Work Sessions for the 2022 Budget; Sessions will be held on 10/19; 10/20; 10/26; 10/28 at 5:00pm

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

- Open sealed bids received for 2000 Ton of type AS-1 Anti-skid for the 2021-2022 winter season; there was only (1) bid received.
- Motion was made by Mark Cline to award the bid to IA Construction at the price of \$13.50 per ton; delivered to the Township site.

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

- Motion was made by Mark Cline to approve the SALDO plans for Ryan R. Skaggs; West of South Ave - subdivide a portion of property to sell; this was recommended by the Planning Commission from their meeting held on September 14, 2021

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

### **Public Participation**

Bob Cummins asked questions concerning the purchase of the new 2021 Ford F-600 Cab/Chassis truck and the dealer's Costars number.  
Bob Burrell asked how the East Warren Road Bridge project was going; the BOS stated it's on hold as of right now due to obtaining additional engineering proposals.

### **Adjournment**

- Motion was made by Mark Cline to adjourn the meeting at 7:23 pm  
Motion made by Mark Cline, seconded by Steve Mascho  
Vote: Mark C.: Yes; Steve M.: Yes; Jim E.: Yes

### **Bradford Township Board of Supervisors**

\_\_\_\_\_  
Susan K. Gibiser, Secretary/Treasurer

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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