

**BRADFORD TOWNSHIP
BOARD OF SUPERVISORS
November 20, 2023**

290

REGULAR MONTHLY MEETING

MEETING MINUTES

Present at the meeting: Mark Cline; Laree Sue Behan; Steve Mascho, Tony Alfieri
Meeting was called to order by Mark Cline, Chairman

Public Comments on Agenda Items Only

There were no public comments on agenda items

Minutes

- Motion was made by Laree Sue to approve the minutes from the regular monthly meeting held on Monday, October 9th as written and recorded.

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

Invoices for Approval of Payment for October / November 2023

- Motion was made by Laree Sue to accept invoices totaling **\$286,126.42** for Oct/Nov

- | | |
|---------------------------------|------------------------------------|
| 1) General Fund - \$112,034.32 | 4) Roads & Bridges Fund - \$415.23 |
| 2) Garbage Fund - \$72,163.40 | 5) ARPA Fund - \$20,135.45 |
| 3) Sewer Fund - \$29,364.24 | 6) Liquid Fuels Fund - \$27,876.45 |
| 4) Machinery Fund - \$24,137.33 | |

East Warren Road Bridge Expenses total as of Nov 20th - **\$918,595.67**

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

Correspondence / Communications

- The regular monthly meeting of the Board of Supervisors for December will be held on Monday, December 11, 2023 at 7:00 p.m.
- The Township office will be closed for the Thanksgiving Holiday on Thursday, November 23rd thru Monday, November 27th.
- The Township Road Dept. will be closed on Thursday, November 23rd thru Tuesday, November 28th; Garbage Dept. will be closed on Thursday, November 23rd and Monday, November 27th

Reports of Officials and Committees

Zoning Officer Report – 8 permits, 1 demo, 1 violation
Code Enforcement Officer Report – 9 sale inspections, 6 calls, 1 violation
Zoning Hearing Board – 2 hearings were held in November
Planning Commission – 1 plan was reviewed
Road Department Report – Mark read the Road Foreman's report
Police Department Report – 130 calls, 4 MVA, 81 hrs. traffic enforcement;
reminded residents about parking rules during the winter weather

- Motion was made by Laree Sue to adopt **Resolution #2023-31**; officially updating and providing 911 addresses as directed by McKean County GIS Coordinator in order to meet the standards of the enhanced McKean County NG911 Public Safety System; the following addresses will be changed as stated:

- 40 Susquehanna Loop Rd will be known as: **39 Susquehanna Loop Rd**
- 44 Susquehanna Loop Rd will be known as: **43 Susquehanna Loop Rd**
- 48 Susquehanna Loop Rd will be known as: **51B Susquehanna Loop Rd**
- 47 Susquehanna Loop Rd will be known as: **51A Susquehanna Loop Rd**

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

- Motion was made by Laree Sue to adopt **Resolution #2023-32** – updating the Garbage and Sewer Schedule of Fees for 2024; which hereby states there is no increase for the monthly Sewer Rate; there is an increase of the monthly Garbage fees from \$18.00 to **\$20.00**; no increase for dumpster rentals fees

Motion made by Laree Sue Behan, seconded by Mark Cline
Vote: **Steve M.: NO**; Laree Sue B.: Yes; Mark C.: Yes

- Motion was made by Laree Sue to adopt **Resolution #2023-33** authorizing the BOS to officially submit and request grant funds in the amount of \$475,000.00 from the DCED LSA (Local Shared Account) for a new police building.

Motion made by Laree Sue Behan, seconded by Mark Cline
Vote: **Steve M.: NO**; Laree Sue B.: Yes; Mark C.: Yes

New Business

- Motion was made by Laree Sue to advertise with the intent to adopt a resolution in January 2024 to appoint Haines & Company, CPA firm to conduct the 2023 audit.

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

- Motion was made by Laree Sue to advertise the proposed 2024 budget for public review for twenty (20) days prior to adoption at the BOS meeting on December 11, 2023; the following are proposed for the 2024 budget:

- 1) No property tax increases for 2024
- 2) An increase of fees for Road Hauling permits from \$15.00 to \$25.00
- 3) An increase for Road Inspection (Road hauling) from \$40.00 to \$50.00
- 4) No rate increases for Sewer rates for 2024
- 5) An increase for the monthly Garbage rate from \$18.00 to \$20.00 (\$2.00)
- 6) An increase of for the Annual Clean-up for trucks/trailers from \$25.00 to \$30.00

Increases of garbage rates & annual clean-up are due to the raising costs from Casella's for dumping fees over the past several years.

Motion made by Laree Sue Behan, seconded by Steve Mascho
Vote: **Steve M.: Yes; No for Garbage rates**; Laree Sue B.: Yes; Mark C.: Yes

- Motion was made by Laree Sue to accept the proposal from E & M Engineering to process the Chapter 94 report for the EDU calculations for 2024 at a cost of \$2,800.00

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

- Motion was made by Laree Sue to hire John Hartman as a P/T Police Officer for Bradford Township with an effective date of 10/26/2023

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

- Motion was made by Laree Sue to appoint Timothy Gigliotti as the Police Lieutenant for Bradford Township at the Lieutenant's wage rate of \$33.20/hr. with an effective 11/2/2023
Supervisor Mascho stated he was not informed of this appointment and there was no Executive Session for the BOS to discuss; Chief Shipman stated this was not done in the past; Chief Shipman discusses the Lt. appointment with his dept. Supervisor, then it goes to the BOS meeting for approval.

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

- Motion was made by Laree Sue to appoint Timothy Gigliotti as the Computer Administrator and Matthew Lamade as the Car Camera Systems Officer (replaces the UCR Officer) for the Police dept.; both will receive the compensation stated in the Police Contract; effective 11/2/2023
Supervisor Mascho again stated he was not informed of these appointments and there was no Executive Session for discussion; Chief Shipman stated these Officer's duties are in the contract and again he informs his dept. Supervisor, then it goes to the BOS meeting for approval.

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

- Motion was made by Laree Sue to purchase the 2022 Road Widener machine from Cleveland Brothers at the quoted price of \$47,390.00; which is less all of the rental cost (100%) the Township paid of \$8,610.00
Supervisor Mascho stated the Township needs a paver not a road widener to do road paving work; Mark and Laree Sue both stated this machine can do the berms and other jobs needed for the paving work

Motion made by Laree Sue Behan, seconded by Mark Cline
Vote: Steve M.: NO; Laree Sue B.: Yes; Mark C.: Yes

- Motion was made by Laree Sue to **ACCEPT** the bid received from Shawn Hutchings, Jr. / Chris Stratton for the amount of \$2,000.00 by the Tax Claim Bureau / Repository sale of a property located at 848 South Ave.
 - 1) MZ Property Holdings, LLC..... \$1,000.00
 - 2) Zachary DiFonzo \$1,500.00
 - 3) Shawn Hutchings, Jr & Chris Stratton ...\$2,000.00

Motion made by Laree Sue Behan, seconded by Mark Cline
Vote: Steve M.: NO; Laree Sue B.: Yes; Mark C.: Yes

- Motion was made by Laree Sue to **DENY** the bid received by Beach Street Investors by the Tax Claim Bureau / Repository sale of a property located at 56 Susquehanna Road; property is on the CDBG demo list

1) Beach Street Investors, Maywood, NJ..... \$1,000.00

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

- Motion was made by Laree Sue to approve the SALDO plans for Christopher and Kellie Cannon to subdivide their property by "Lot #1" containing 1 acre to be conveyed to Shawn Cannon, and retain the remainder 34.05 acres of the property as "Lot #2"; tax parcel #17-001-112; these plans were reviewed & recommended by the PC at their meeting held on Tuesday, 11/14/2023

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

Public Participation

Supervisor Laree Sue Behan stated the Township received a thank you note for repaving the Boss Ave bridge from Ron & Rita Bennard.

Laree Sue informed Steve Mascho she contacted Plants & Goodwin about taking the chipper to Metalico; she was told they do not have a trailer big enough to haul it; Laree Sue contact Burkhouse trucking and they will haul it away for \$300.00; Steve stated he should have been informed of all of this since he was the one that contacted Plants & Goodwin; Laree Sue stated he should have been in contact with P & G all along and P & G was never really able to haul it anyway.

Dave Geitner asked questions about the Road Widener machine.


Becky Feightener spoke to the BOS and the public pertaining to the Township's yearly contribution to the library and requested additional funds; the BOS stated with the rising cost of everything going up, donations are limited.

Adjournment


- Motion was made by Laree Sue to adjourn the meeting at 7:34pm

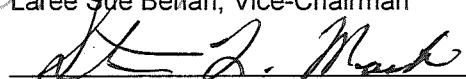
Motion made by Laree Sue Behan, seconded by Steve Mascho
Vote: Steve M.: Yes; Laree Sue B.: Yes; Mark C.: Yes

Bradford Township Board of Supervisors


Susan K. Gibiser, Secretary/Treasurer


Mark L. Cline Sr., Chairman


Laree Sue Behan, Vice-Chairman


Steven L. Mascho, Supervisor