

**BRADFORD TOWNSHIP  
BOARD OF SUPERVISORS  
December 16, 2022 @ 7:00pm**

**REGULAR MONTHLY MEETING**

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**MEETING MINUTES**

Present at the meeting: Mark Cline; Laree Sue Behan; Steve Mascho

Meeting was called to order by Mark Cline, Chairman. Mark stated to the public that Bradford Township has received ARPA grant funds from the County in the amount of \$78,637.00 which can be used for ARPA items. Vice-Chairman Laree Sue Behan provided an update on the East Warren Road Bridge project; provided an update on the tar / chipping of Langmaid Lane and W. Corydon Street.

**Public Comments on Agenda Items Only**

Mandy Colosimo from the Bradford Era asked questions concerning the discussion during the Executive Session prior to the meeting; Board discussed the emergency sewer line repair project.

David Geitner asked about the piling composite materials that was being sold Kerry Rosinski asked why the Sewer Capital Reserve fund was being closed since the Township needs this account for sewer line repairs; Township Secretary stated the sewer line repairs funds are from the Sewer Money Market account, not the Capital Reserve fund, which was for the Bond loan that was paid in full in 2022.

**Minutes**

- Motion was made by Laree Sue to approve the minutes from the regular monthly meeting held on November 14<sup>th</sup> and the Special Meeting held on Monday, December 5<sup>th</sup> 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

**Treasurer's Report for Invoices paid for November 2022**

- Motion was made by Laree Sue to accept the Treasurer's Report for invoices totaling **\$219,540.90** for November 2022

- |                               |                                       |
|-------------------------------|---------------------------------------|
| 1) General Fund - \$96,805.08 | 4) Roads / Bridges Fund - \$36,554.33 |
| 2) Garbage Fund - \$41,960.29 | 5) Machinery Fund - \$448.78          |
| 3) Sewer Fund - \$18,888.32   | 6) Liquid Fuels Fund - \$24,884.10    |

Motion made by Laree Sue Behan, seconded by Mark Cline  
Vote: **Steve M.: Yes, No for Rds. / Bridges;**  
Laree Sue B.: Yes; Mark C.: Yes

- The Annual Reorganization meeting and the monthly Board of Supervisors meeting will be held on Tuesday, January 3, 2023 at 6:00pm
- The Township office will be closed on Friday, December 23<sup>rd</sup> and closed on Monday, December 26<sup>th</sup> for the Christmas Holiday; closed on Friday, December 30<sup>th</sup> and Monday, January 2, 2023 for the New Year Holiday.
- The Township Road and Garbage Depts. will be closed on Monday, December 26<sup>th</sup> and Monday, January 2, 2023 for the Holidays.

Reports of Officials and Committees

Zoning Officer Report – Mark read the Zoning & Code report; 5 permits, 6 calls  
Code Enforcement Officer Report – 12 sale inspections, 1 rental, 8 calls  
Zoning Hearing Board – ZHB held on 12/6/22; results were good.  
Planning Commission – PC held meeting on 12/13 concerning Glendorn  
Road Department Report – Mark read the Road Foreman’s report for November  
Police Department Report – 182 calls, 8 criminal investigations, 31 hrs. of traffic enforcement; reminded all residents to be careful driving during inclement weather and have a safe holiday.

Ordinances and Resolutions

- Motion was made by Laree Sue to adopt the proposed 2023 budget for all funds as advertised and presented as follows:

- 1) General Fund – no increase of millage to the Real Estate Tax
- 2) Garbage Fund – no rate increases to residents / commercial accts; increase to dumpster rentals; empty fees for commercial account.
- 3) Sewer Fund – no rate increases to residents / commercial accts.
- 4) State Liquid Fuel Fund – as stated by DCED funding

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 #2022-31 which states Bradford Township enacts and levied on all real estate property within the Township of Bradford to taxation for the fiscal year of 2022 at five (5) mills.

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 #2022-32 which states Bradford Township enact the Local Taxes of Act 511 for the year of 2023 with no increases for EIT tax, Local Service tax, Per Capita tax.

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 #2022-33; officially updating and providing 911 an address to the Townships records as directed by McKean County GIS Coordinator in order to meet the standards of the enhanced McKean County NG911 Public Safety System; the following address will be changed as stated:

1417 South Ave – will be changed to 49 Cardinal Lane Extension

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

- Motion was made by Laree Sue to advertise the 2023 Reorganization meeting for Tuesday, January 3, 2023 at 6:00pm; Township Auditors will meet on Thursday, 1/5/23; Planning Commission will meet on the second Tues., 1/10/23

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 close out the Sewer Capital Reserve Account at Northwest Bank due to lack of use; any remaining funds in the account will be transferred to the Northwest Money Market account (Sewer Line repairs fund)

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 and agree to enter into an extended Lease Agreement until October 31, 2023 with William Minich and Amy Hull, owners of Hull Electric, Inc.; in order to use their vacant land located on Susquehanna Road, Tax Parcel #17-014-311.5 as a staging area for storing materials, equipment and other items associated with the East Warren Road Bridge Project as stated and written.

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 accept and approve to enter into the 2023 PSATS CDL Member Program Agreement for the Federal CDL drug and alcohol testing; the Township Secretary, Susan Gibiser will be the Identification of Initial and Authorized contact for the Township for scheduling of tests as required by law.

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

Open Sealed Bids for the Composite materials

Received two (2) bids as follows:

- 1) Coast to Coast Dock and Seawall - \$22,500.00 plus half of trucking cost
- 2) Bob Cummins Construction - \$8,000.00

- Motion was made by Laree Sue to accept the bid from Coast to Coast Dock & Seawall for the amount of \$ 22,500.00 for Composite materials

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

Discussion among the Board of Supervisors concerning the Sewer line break along Gates Hollow to Lane Street; Repairs needed and required; Township Solicitor to do the necessary Temporary Easements required for the property owners. Supervisor Behan provided information pertaining to the sewer line break along Gates Hollow and repairs needed to fix the line.

Quotes were obtained for the required repairs needed. Belser and Hale Contractors was the lowest at \$110.00 per hour for labor.

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- Motion was made by Laree Sue to add **“A motion to hire a Contractor to do the necessary Sewer line repairs to the sewer line breakage located along Gates Hollow to Lane Street”**.

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

- Motion was made by Laree Sue to **“To hire Belser & Hale Contractors at the rate of \$ 110.00 per hour to do the necessary Sewer line repairs to the sewer line breakage located along Gates Hollow to Lane Street.**

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

- Motion was made by Laree sue to add **“Approval of the Temporary Easements for Parcel No.’s 17-040-104.00; 17-040-200.00; 17-040-201.00 contingent upon Township Solicitor approval of any revisions.**

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 of the Temporary Easements for Parcel No.’s 17-040-104.00; 17-040-200.00; 17-040-201.00 contingent upon Township Solicitor approval of any revisions.**

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

#### **Public Participation**

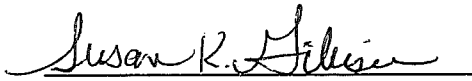
Mandy Colosimo asked questions concerning the E. Warren Road bridge project and the emergency sewer line situation.

Dave Geitner asked questions concerning the concrete / steel for the bridge.

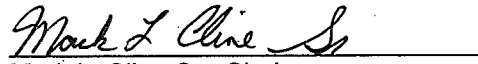
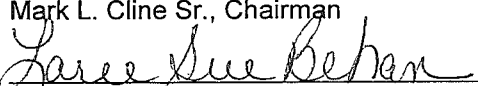
#### **Adjournment**

- Motion was made by Laree Sue Behan to adjourn the meeting at 7:08pm

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

  
Susan K. Gibiser, Secretary/Treasurer

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

  
Mark L. Cline Sr., Chairman  
  
Laree Sue Behan, Vice-Chairman

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Steven L. Mascho, Supervisor