

**BRADFORD TOWNSHIP
BOARD OF SUPERVISORS**

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

Welcome new Township Supervisor, LareeSue Behan

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

Mark Cline, 2021 Vice-Chairman will call meeting to order

**** A Supervisor needs to make a Motion nominating another Supervisor to be the Temporary Chairman to conduct the beginning of the meeting until the 2022 Chairman is nominated

1) Motion to Receive a nomination for Temporary Chairman of the Board

_____ Temporary Chairman

Motion was made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

Request a motion to accept the nomination for Temporary Chairman

Motion was made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

2) Motion to Receive a nomination for Chairman of the Board for 2022

_____ Chairman

Motion was made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

Request a motion to accept the nomination for Chairman.

Motion was made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

_____ Chairman

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

- 3) Receive nominations for the 2022 Vice Chairman of the Board.

Request a motion to accept the nomination for Vice-Chairman.

Motion was made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____
_____ Vice- Chairman

- 4) **Request a motion to accept the following appointments for 2022**

Susan Gibiser Township Secretary / Treasurer

Robert Shipman Chief of Police

Frank Behan Foreman for Road and Garbage Departments

Motion was made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

- 5) Request a Motion to advertise the Board of Supervisors to hold their regular monthly meetings on the second Monday of each month at 7:00pm;

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 _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

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

_____ Voting Delegates to the State & County Conventions

Susan Gibiser Alternate Delegate to the State & County Conventions

- _____ Road Master for 2022
- _____ Superintendent of Police Department
- _____ Superintendent of Garbage Department
- _____ Superintendent of Sewer Department
- _____ 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

Request a motion to accept the above appointments as stated for 2022

Motion made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

7) Request a motion to appoint _____ as the Vacancy Board Member for 2022

Motion made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

8) Request a motion 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
- PLGIT Investment Accounts: Capital Reserve; Money Market; State Liquid Fuels
- Northwest Savings / Trustee. – Non-Uniform Employees’ Pension and Police Pension Fund

Motion made by _____, seconded by _____
 Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

9) The following Appointments for Committees / Board Members for 2022

Board Member for Senior Citizens Center Committee

_____ 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 _____, seconded by _____
 Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

10) Request a Motion to approve the Township Secretary / Treasurer’s Bond for 2022 which is set at \$500,000.00

Motion made by _____, seconded by _____
 Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

2022 Resolutions

11) Request a motion to adopt the following Resolutions for 2022

- Resolution #2022-1** Enact Budget for 2022
- Resolution #2022-2** Designating the Township Secretary-Treasurer as 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 _____ 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 _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

12) Request a motion to set the 2022 mileage reimbursement as set by the IRS which is \$.585 cents per mile.

Motion made by _____ seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

ADJOURNMENT

Request a motion to adjourn the Reorganization meeting.

Motion made by _____, seconded by _____
Call for vote: Steve M.: _____; LareeSue.: _____; Mark C.: _____

Meeting adjourned at _____pm

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