

# BRADFORD TOWNSHIP BOARD OF SUPERVISORS

## REORGANIZATION MEETING TUESDAY, JANUARY 3, 2023 at 6:00PM

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

***Laree Sue Behan, 2022 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 2023 Chairman is nominated

- 1) Motion of Nomination for Temporary Chairman of the Board

\_\_\_\_\_ Temporary Chairman

Request a motion to accept the nomination for Temporary Chairman

- 2) Motion and Nomination for Chairman of the Board for 2023

\_\_\_\_\_ Chairman

Request a motion to accept the nomination for Chairman.

\_\_\_\_\_ Chairman

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

- 3) Receive nominations for Vice-Chairman of the Board for 2023

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

\_\_\_\_\_ Vice- Chairman

- 4) **Request a motion to accept the following appointments for 2023**

Susan Gibiser Township Secretary / Election of Township Treasurer

Robert Shipman Chief of Police

Frank Behan Foreman for Road and Garbage Departments

- 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;

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.

6) **The BOS to Appoint the following positions for 2023:**

_____	Voting Delegates to the State & County Conventions
<u>Susan Gibiser</u>	Alternate Delegate to the State & County Conventions
_____	Road Master
_____	Superintendent of Police Department
_____	Superintendent of Garbage Department
_____	Superintendent of Sewer Department
_____	Superintendent of Office Personnel
<u>Michael Salerno</u>	Zoning Officer
<u>Michael Salerno</u>	Code Enforcement / Inspection Officer
<u>Todd Fantaskey</u>	Sewage Enforcement Officer
<u>Nick Melnick</u>	Alternate Sewage Enforcement Officer
<u>Campbell, Durrant, Beatty, Palombo, Miller</u>	Labor Attorney & Council for 2023
<u>E&amp;M Engineering</u>	Township Engineering Firm for Chapter 94
<u>Laurel Highlands Structural</u>	Township Engineer for Bridge Projects
<u>T.J. Stephens, PE</u>	Township Engineer for Sewer Projects – Bankson Engineers
<u>Dan Burkhouse</u>	Bradford Township Volunteer Fire Dept. Fire Chief
<u>Jay Bradish</u>	Emergency Management Coordinator
_____	Asst. Emergency Management Coordinator

Request a motion to accept the above appointments as stated for 2023

7) The Township received two (2) proposals from the following Attorneys:

- 1) Timothy R. Bevevino from Swanson, Bevevino & Sharp, P.C.  
located in Warren
- 2) Anthony J. Alfieri from Alfieri & Alfieri located in Smethport

Request a motion to hire \_\_\_\_\_ as the Township Solicitor for 2023

8) Request a Motion to accept the resignation letter from Jeffrey Carson,  
Township Auditor, effective January 3, 2023.

- Letters of Interest were received for the Township Auditor position from the following:

- 1) Lori Johnson
- 2) Jerry Dowd

9) Request a Motion to appoint \_\_\_\_\_ as Township Auditor to fill the  
vacant position of the four (4) year term which ends 2025

- Letters of Interest were received for the Vacancy Board Member from the following:

- 1) James Erwin
- 2) David Geitner

10) Request a motion to appoint \_\_\_\_\_ as the Vacancy Board Member for  
2023

11) Request a Motion to appoint **James Erwin** as Bradford Township's Board  
representative on the Bradford District Flood Control Board

12) Request a Motion to approve the Township Secretary / Treasurer's Bond for  
2023 which is set at \$500,000.00

13) **Request a motion to approve the following depositories as the  
Township Banking Accounts for 2023:**

- County National Bank - *Checking Accounts* for CDBG Grant Funds
- Northwest Savings Bank: *Checking Accounts- General Fund; Roads and Bridges; Machinery; Payroll Fund; Liquid Fuel State Fund; Sewer Fund; Sewer Money Market; Garbage Fund*
- PLGIT Investment Accounts: Money Market; State Liquid Fuels
- Northwest Savings / Trustee – Non-Uniform Employees' Pension and Police Pension Fund

14) **The following Appointments for Committees / Board Members for 2023**

**Board Member for Senior Citizens Center Committee**

\_\_\_\_\_ 4 Year Member 2023 – 2027

**Zoning Hearing Board Member:**

**Robert Burrell - 4 Year Member 2023 - 2027**

- Letter of Interest was received to serve on the Planning Commission from the following:

1) Laree Sue Behan

**Bradford Twp. Planning Commission Member**

\_\_\_\_\_ - 4 Year Member 2023 – 2027  
(Steve Mascho appointment ends)

**2023 Resolutions**

15) **Request a motion to adopt the following Resolutions for 2023**

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|----------------------------------|--|
| <b><u>Resolution #2023-1</u></b> | Enact Budget for 2023  |
| <b><u>Resolution #2023-2</u></b> | Designating the Township Secretary-Treasurer as the 2023 Chief Administrative Officer for the Police Pension and Non-Uniform Pension Plan.   |
| <b><u>Resolution #2023-3</u></b> | Appointing <b><u>Haines &amp; Company</u></b> as the certified public accounting firm to audit all accounts of the Bradford Township for 2022 fiscal year.   |
| <b><u>Resolution #2023-4</u></b> | Appointing <b><u>Susan K. Gibiser</u></b> to serve as the voting delegate representing Bradford Township on the McKean County Tax collection committee and _____ to serve as the alternate delegate. |
| <b><u>Resolution #2023-5</u></b> | Adopting the Sewage Enforcement Officer Fee schedule for the year of 2023 as listed.   |
| <b><u>Resolution #2023-6</u></b> | Designating the Board of Supervisors and the Township Secretary as the authorized signatures for all Northwest and PLGIT accounts.   |

**Resolution #2023-7** Designating the Township Secretary to authorize and Identification of Initial contact for the PSATS CDL Program on behalf of the BOS / Township

- 16) Request a motion to set the 2023 mileage reimbursement as set by the IRS which is \$ \_\_\_\_\_ cents per mile.

**ADJOURNMENT**

Request a motion to adjourn the Reorganization meeting.

Meeting adjourned at \_\_\_\_\_pm

**Reopen meeting for the Board of Supervisor's regular monthly meeting for January 2023**