

**AGENDA
TOWNSHIP OF BRADFORD
BOARD OF SUPERVISORS
November 13, 2017**

7:00 P.M. – REGULAR MEETING

MEETING MINUTES

Meeting was called to *order*.

The Board of Supervisors held an informational meeting at 6:00pm with Michael Johnson, CPFA from NWSB to review the annual fiduciary plan for the township.

The Board of Supervisors held an Executive Session at 6:30pm prior to the meeting to discuss legal matters.

Minutes

Motion was made to approve the minutes of the monthly board meeting held on October 9, 2017 as written and recorded.

Motion made by Gayle Bauer; seconded by Steve Mascho
Vote: Gayle B.-Yes; Steve M.-Yes; Jim E.-Yes

Invoices for Approval

Motion was made to accept invoices totaling **\$ 73,787.34** for payment for October.

- 1) General Fund \$ 26,451.85; 2) Sewer Fund \$ 11,724.88; 3) Garbage Fund \$ 10,877.04
- 4) Lighting Fund \$ 896.52 5) Liquid Fuels \$ 12,684.47 6) Rds/Bridges/Mach \$11,152.58

Motion made by Steve Mascho; seconded by Gayle Bauer
Vote: Gayle B.-Yes; Steve M.-Yes; Jim E.-Yes

Correspondence / Communications

The next monthly Board Meeting of the Board of Supervisors will be held on Monday, December 11th at 7:00 p.m.

Reports of Officials and Committees

Jack Carns – Zoning Officer – stated there was one (1) permit issued for October.
George Corignani– Code Enforcement - Absent
Norman Strotman, Jr. – Zoning Hearing Board – Jean Hvizdzak from the ZHB stated to the BOS she is retiring from the ZHB and will not be seeking re-appointment in 2018. The Board thanked her for the many years of service to the township.

Planning Commission (Steve or Gayle) – No PC held during October
Road Department Report – Jim Erwin stated the road dept. has been getting ready for winter weather; all the trucks are ready, sand & salt have been ordered.
Police Department Report – Gayle Bauer reported there was 155 calls; 4 MVA; 55 hrs of traffic enforcement. Chief Shipman stated phone scam have been on the rise and warned residents to be aware if someone calls and asks for personal information.

New Business

Motion was made for Consent by the Board for Financing and Intercompany Reorganization with Atlantic Broadband. The consent seeks authorization for ABB to participate in new financing arrangements and intercompany reorganization of company holdings.

Motion made by Gayle Bauer; seconded by Steve Mascho
Vote: Gayle B.-Yes; Steve M.-Yes; Jim E.-Yes

Motion was made to convert the township's accounting and collection software programs from RA Services to QuickBooks; effective date of January 1, 2018. This will be cost savings for the township since the current software cost is \$1500.00 per year; QuickBooks initial cost is \$1075.00 then each year after will \$400.00

Motion made by Gayle Bauer, seconded by Jim Erwin.
Gayle B.-Yes; Steve M.-NO; Jim E.-Yes

Motion was made to submit a Letter of Intent to DCED to request technical assistance to convert the township's accounting and collection software programs from RA Services to QuickBooks. There is no cost to the township for this service by DCED

Motion made by Gayle Bauer, seconded by Jim Erwin.
Gayle B.-Yes; Steve M.-NO; Jim E.-Yes

Motion was made to hire William Kerr as a new full time employee for the Road Department at the starting rate of \$14.00/hour. Wage increases will follow per the Teamsters contract after the 90-day probationary period.

Motion made by Gayle Bauer, seconded by Jim Erwin.
Gayle B.-Yes; Steve M.-NO; Jim E.-Yes

Motion was made to adopt the Addendum to Emergency Ambulance Agreement between the City of Bradford and Bradford Township for 2018-2020

Motion made by Gayle Bauer, seconded by Steve Mascho.
Gayle B.-Yes; Steve M.-Yes; Jim E.-Yes

Review and discuss the status of the proposed 2018 budget.

There was a discussion among the Board and the public concerning the 2018 budget. Gayle Bauer stated the Board should consider raising the millage rate for next year since the general fund is taking in less income and has more expenses. The garbage and sewer funds are in good standing order and didn't feel there should be any rate increase for these services. Jim Erwin stated he didn't want to raise taxes on the township residents due to job growth has been slow and residents just can't afford a tax increase at this time. Steve Mascho agreed with Jim Erwin.

Gayle Bauer stated if there is no increase for next years' 2018 budget, expenses will need to be cut back in the general fund and the Board will have to really consider raising the millage for 2019 in order to maintain the account in good standing.

Motion was made to advertise the 2018 proposed budget for public review for 20 (twenty) days prior to adoption of the budget scheduled for the December meeting.

Motion made by Steve Mascho; seconded by Gayle Bauer
Vote: Gayle B.-Yes; Steve M.-Yes; Jim E.-Yes

Public Comments

Bob Burrell—Congratulated Steve Mascho on being elected for another term and both candidates did a good job campaigning for the supervisor's position.

Jean Hvizdzak—asked about the advertising of the 2018 budget and thanked the Board for not raising the millage; stated the ZHB and PC should consider rezoning areas within the township within the next couple of years.

Rocco Camas – stated the recycling program needs to be taken care of by Casella.

Adjournment

Motion was made to adjourn the meeting at 7:45pm

Motion made by Steve Mascho; seconded by Gayle Bauer

Susan K. Gibiser, Secretary/Treasurer

James B. Erwin, Chairman

Gayle E. Bauer, Supervisor

Steven L. Mascho, Supervisor