



City of Bradford

Council Meeting Agenda



AUGUST 23, 2022

7:00 P.M.

MAYOR: JAMES MCDONALD

CITY ADMINISTRATOR: CHRIS LUCCO

CITY SOLICITOR: HOLLENBECK & GRAFFIUS, LLP

COUNCIL: FRED PROPER
TIM PECORA
TERRY LOPUS
TOM RIEL

DEPARTMENT HEADS:

| | |
|-------------------------------|---------------|
| Police Chief: | MIKE WARD |
| Fire Chief: | ERIC TAYLOR |
| Public Works & Parks Director | CHIP COMILLA |
| OECD Director: | SHANE OSCHMAN |

1. CALL TO ORDER:
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. MINUTES: Approve minutes from Aug 9th Mtg.
5. DEPARTMENTAL REPORTS:
6. CORRESPONDENCE:
7. PETITION AND HEAR VISITORS:
8. OLD BUSINESS:
9. NEW BUSINESS:

APPROVE PAYMENT TO BRADFORD TIRE CENTER LLC: REFUSE

By _____

CITY COUNCIL CHAMBERS

No. 36825

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$2150.00 from General Fund Account (427.250) to Bradford Tire Center LLC for tires and mounting.

APPROVE PAYMENT TO IA CONSTRUCTION CORPORATION: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 36826

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$799.92 from General Fund Account (430.245) to IA Construction Corporation for blacktop.

APPROVE PAYMENT TO GALLS, LLC: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 36827

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$639.48 from General Fund Account (410.238) to Galls, LLC for Police uniforms.

APPROVE PAYMENT TO NEW ENTERPRISE STONE & LIME CO., INC.: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 36828

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$3,247.52 from General Fund Account (430.245) to New Enterprise Stone & Lime Co., Inc. for hot patch.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH ROBERT B. CURTIN AT 160 ELM STREET APARTMENT #8 IN BRADFORD PA: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36829

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that

the proper officers are hereby authorized to execute a Lease agreement with Robert B. Curtin at 160 Elm Street Apt. #8 in Bradford, Pa.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH MICHAEL T. KELLY AT 160 ELM STREET APARTMENT #7 IN BRADFORD PA: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36830

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that

the proper officers are hereby authorized to execute a Lease agreement with Michael T. Kelly at 160 Elm Street Apt. #7 in Bradford, Pa.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH RICHARD ROACH AND ALEXANDER RICHARD JOHNSON AT 102 STATE STREET IN BRADFORD PA: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36831

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that

the proper officers are hereby authorized to execute a Lease agreement with Richard Roach and Alexander Richard Johnson at 102 State Street in Bradford, Pa.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH JACK ARTHUR SPRING AT 15 BISHOP STREET APARTMENT #1 IN BRADFORD PA: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36832

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that

the proper officers are hereby authorized to execute a Lease agreement with Jack Arthur Spring at 15 Bishop Street Apartment #1 in Bradford, Pa.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH SAMANTHA FREER AND SHELBY S. ATKINSON AT 12 FISHER AVENUE IN BRADFORD PA: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36833

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with Samantha Freer and Shelby S. Atkinson at 12 Fisher Avenue in Bradford, Pa.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH KATHY WRIGHT D.B.A. YOGA WITH KATHY AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36834

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with Kathy Wright, D.B.A. Yoga With Kathy in Building "F" at the Robert P. Habgood Jr. Business Development Center.

**APPOINT THE FOLLOWING MEMBERS TO THE PARKING AUTHORITY BOARD:
A/F**

By _____

CITY COUNCIL CHAMBERS

No. 36835

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Alex Caruso, term will expire December 2027, Dr. Mark Kelly, term will expire December 2026 and Dr. James Evans, term will expire December 2023.

BE IT FURTHER RESOLVED these appointments are being made to fill the currently vacant seats.

SET CERTAIN 2022 MEETINGS: DATES & TIMES: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36836

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby set the 2022 dates and times for certain meetings as follows:

**Parking Authority
Tree Board**

**Every Monday at 12:00 PM as needed
Every Friday at 1:00 PM as needed**

These meetings will be held at the specified dates and times in Council Chambers at City Hall, 24 Kennedy Street-Bradford, PA 16701.

**AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE
A CHANGE ORDER WITH T V SERVICES FOR MCCOURT LABEL DEMOLITION:
BUILDING AND HEALTH**

By _____

CITY COUNCIL CHAMBERS

No. 36837

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers to execute a change order with T V Services from the General Fund Account (413.300) in the amount of \$39,954.00 for the McCourt Label demolition project.

WHEREAS, on December 28, 2021 the City of Bradford awarded a contract to T V Services Company in the amount of \$144,454.54 for the McCourt Label building demolition.

BE IT FURTHER RESOLVED there was additional asbestos abatement and other items uncovered during demolition as Section 7.8 of the contract.

AUTHORIZE THE EXECUTION OF PURCHASE AGREEMENTS WITH TODD HENNARD FOR THE PURCHASE OF THREE (3) PARCELS LOCATED WITHIN THE AREA OF THE FUTURE ATA MULTI-MODAL CENTER PROJECT: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36838

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers to authorize the execution of a purchase agreement with Todd Hennard for the purchase of three (3) Parcels within the site of the future ATA Multi-Modal Center Project.

BE IT FURTHER RESOLVED the funding for this property acquisition will be completely paid for with Grant funds.

AUTHORIZE THE EXECUTION OF AN AGREEMENT OF COOPERATION BETWEEN THE CITY OF BRADFORD AND THE AREA TRANSPORTATION AUTHORITY OF NORTH CENTRAL PENNSYLVANIA: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36839

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers to authorize the execution of an agreement of cooperation between the City of Bradford and the Area Transportation Authority of North Central Pennsylvania.

BE IT FURTHER RESOLVED this agreement is to allow for additional funding from ATA for property acquisition if needed.

AUTHORIZE CITY ADMINISTRATOR CHRIS LUCCO TO RECEIVE ALL TAX RECORDS FROM BERKHEIMER TAX INNOVATIONS: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36840

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers to authorize the City Administrator, Chris Lucco to receive all tax records from Berkheimer Tax Innovations.

BE IT FURTHER RESOLVED this is to allow for the City Administrator to access revenue and expenses associated with the collections of Taxes and Fees collected by and paid to Berkheimer Tax Innovations.

AUTHORIZE EXECUTION OF A MAINTENANCE AGREEMENT WITH KARPINSKI'S OFFICE SYSTEMS FOR THE CANON IR400 COPIER: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36841

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of a Maintenance Agreement between Karpinski's Office Systems and the City of Bradford at a rate of \$0.008 per copy to be charged to General Fund (01) Account (403.452).

APPROVE PAYMENT TO NORTHWEST: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36842

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Northwest of \$550.79 from the Revolving account for PDC training and office supplies.

FURTHERMORE, the proper officers hereby approve payments to Northwest of \$636.65 from the Rental Properties account for a new hot water tank at 4 Elm Street and general maintenance at 102 State Street and 12 Fisher Avenue.

ACCEPT QUOTE FROM T&S CONTRACTING FOR PARKING LOT REPAIRS: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36843

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept a quote from T&S Contracting in the amount of \$16,021.00 for parking lot repairs at Old City Hall, Chestnut Street Multi-Tennant Center, 160 Elm Street, and the Habgood Center.

BE IT FURTHER RESOLVED that the payments will be made from the following accounts.

| | |
|--|------------|
| Old City Hall Account | \$3,890.00 |
| Chestnut Street Multi-Tennant Center Account | \$1,955.00 |
| Rental Properties Account | \$1,026.00 |
| Habgood Center | \$9,150.00 |

ACCEPT SUPPLEMENT AGREEMENT FROM THE EADS GROUP TO PROVIDE DESIGN ENGINEERING SERVICES FOR THE CALLAHAN PARK RECREATION IMPROVEMENT PROJECT: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36844

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that

WHEREAS, the City of Bradford has secured grant funding from the CDBG Entitlement Program to undertake improvements to Callahan Park; and,

WHEREAS the City of Bradford advertised for proposals for engineering design work for the Callahan Park Recreation Improvements and,

WHEREAS five proposals were received from engineering firms: and,

WHEREAS, after formal review of the proposals from the engineering firms, OECD staff recommends that the proposal from The EADS Group, in the amount of \$29,760.00 be accepted by the City of Bradford.

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby accept the supplemental agreement from The EADS Group in the amount of \$22,340.00 to provide engineering design services for improvements in Callahan Park for purposes of an expanded project based upon a \$400,000 increase to budget.

BE IT FURTHER RESOLVED that the cost of the engineering work will be paid for with CDBG Grant funding.

AUTHORIZE THE ADOPTION OF POLICE K-9 POLICY: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 36845

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers adopt the City Police K-9 Policy.

BE IT FURTHER RESOLVED this policy has been reviewed and approved by the city solicitor, and is in accordance with accepted and standard practices for police patrol K-9's

ACCEPT QUOTE AND APPROVE PAYMENT TO MUNICIPAL EMERGENCY SERVICES: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 36846

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment of \$5,055.73 from General (01) Fund Account (411.238) to Municipal Emergency Services for August contractual clothing.

APPROVE PAYMENT TO CENTRAL SQUARE TECHNOLOGIES: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 36847

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby approve payment of \$3,695.14 from General Fund Account (410.316) to Central Square Technologies for annual maintenance.

CERTIFICATE OF APPROPRIATENESS TO MCDONALD’S USA, LLC OF 141 MAIN STREET

By _____

CITY COUNCIL CHAMBERS

No. 36848

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issued to the Building Inspector granting them permission to issue a Building Permit to McDonald’s USA, LLC.

BE IT FURTHER RESOLVED The proposed 45 Sq. Ft. building addition to allow relocation of existing drive-thru window to provide adequate spacing of 40’ between the two drive-thru windows. This is in conjunction with the addition of a side-by side drive thru which adds a second drive-thru lane and an additional digital “pre-browse” board and digital “menu board”.

NOW THEREFORE BE IT FURTHER RESOLVED that the issuance of this has been recommended by the Historical Architectural Board of Review in meeting held on August 15, 2022.

ACCEPT QUOTE AND APPROVE PAYMENT TO HARRIS TECHNOLOGY SERVICES: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 36849

Bradford, Pa. August 23, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment of \$10,478.50 from Capital Reserve (18) Fund Account (410.740) to Harris Technology Services for cameras and licensing.

BE IT FURTHER RESOLVED, this purchase is being made entirely by donated funds.