



City of Bradford

Council Meeting Agenda



DECEMBER 27, 2022

7:00 P.M.

MAYOR: TOM RIEL

CITY ADMINISTRATOR: CHRIS LUCCO

CITY SOLICITOR: HOLLENBECK LAW OFFICE

COUNCIL: FRED PROPER
TIM PECORA
TERRY LOPUS
KAREN COSTELLO-PECHT

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:
5. DEPARTMENTAL REPORTS:
6. CORRESPONDENCE:
7. PETITION AND HEAR VISITORS:
8. OLD BUSINESS:
 - a. **BILL #6, ORDINANCE GENERAL FILE NO. 3078.234 “2023 Wage Ordinance”**
 - b. **BILL #9 ORDINANCE GENERAL FILE NO. 2801.35, “Amend Solid Waste Ordinance”**
 - c. **BILL #10 ORDINANCE GENERAL FILE NO. 2954.2, “Amend Excavations and Openings Ordinance”**
9. NEW BUSINESS:

SET CERTAIN 2023 MEETINGS: DATES & TIMES: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37036

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby set the 2023 dates and times for certain meetings as follows:

- 2023 Civil Service Meetings:** 1st Monday of each month as needed at 8:00 AM
- 2023 Planning Commission Meetings:** 1st Tuesday of each month as needed at 5:00 PM
- 2023 City Council Work sessions:** Every Tuesday, as needed at 6:00 PM
- 2023 Plumbing Board Meetings:** Every Tuesday, as needed at 6:15 PM
- 2023 Board of Health Meetings:** Every Tuesday, as needed at 6:00 PM
- 2023 Pension Board Meetings:** Every Tuesday, as needed at 6:45 PM
- 2023 Parking Authority** Every Monday, as needed at Noon
- 2023 Tree Board** Every Friday, as needed at 1:00 PM
- 2023 City Council Meetings:** 2nd & 4th Tuesday of each month at 7:00 PM
- 2023 HARB Meetings:** 3rd Monday of each month as needed at Noon

The following meetings will be held at the specified dates and times in the Conference Room at Old City Hall, 23 Kennedy Street, Bradford, PA 16701.

- 2023 D.B.B.D.A. Meetings:** 1st Wednesday of each month at 8:00 AM
- 2023 D.B.B.D.A. Work sessions** 3rd Wednesday, as needed at 8:00 AM

APPROVE PAYMENT TO WINTER EQUIPMENT COMPANY, INC.: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 37037

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$760.50 from General Fund Account (430.250) to Winter Equipment Company, Inc. for parts for the plow trucks.

AUTHORIZE THE EXECUTION AN AGREEMENT FOR LEGAL SERVICES BETWEEN THE CITY OF BRADFORD AND HOLLENBECK LAW OFFICES: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37038

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of an agreement for legal services between the City of Bradford and Hollenbeck Law Offices.

AUTHORIZE THE EXECUTION A GRANT FUNDING AGREEMENT WITH MCKEAN COUNTY FOR RECEIPT OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS: A/F

By_____

CITY COUNCIL CHAMBERS

No. 37039

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By City Council of the City of Bradford, that the proper officers hereby authorize the execution of an agreement with McKean County for receipt of ARPA Funds.

APPOINT RICK COTTILION AND STEVE CASKEY TO THE CIVIL SERVICE COMMISSION: A/F

By_____

CITY COUNCIL CHAMBERS

No. 37040

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Rick Cottilion and Steve Caskey to the Civil Service Commission, and

NOW, THEREFORE BE IT FURTHER RESOLVED, that this appointment fills the 4-year unexpired term which ends January 2027.

AUTHORIZE THE EXECUTION OF RENEWAL AGREEMENTS WITH OCCUPATIONAL HEALTH SYSTEMS, A THIRD-PARTY ADMINISTRATOR, AT BRADFORD REGIONAL MEDICAL CENTER FOR 2023: A/F

By_____

CITY COUNCIL CHAMBERS

No. 37041

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of renewal agreements with Occupational Health Systems, a third-party administrator, at Bradford Regional Medical Center for 2023 to provide the necessary employee health screenings.

RESCIND RESOLUTION NO. 37013 DATED DECEMBER 13, 2022, TO CAPITAL AREA COMMUNICATIONS: FIRE

By_____

CITY COUNCIL CHAMBERS

No. 37042

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment to Capital Area Communications.

ACCEPT QUOTE AND APPROVE PAYMENT TO MOTOROLA SOLUTIONS: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 37043

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment \$41,238.90 plus S/H. \$37,237.00 will come out of (411.740) account with the remaining \$4,001.90 will come from the Fire Commissioner’s Fire Company and Emergency Services Grant.

BE IT FURTHER RESOLVED the purchase of these radios will be compatible with the upgrades to the radio system by the McKean County 911 Center.

PERMISSION TO PAY CERTAIN 2023 BILLS: GENERAL FUND/LIQUID FUELS: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37044

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant permission to the Department of Accounts and Finance to process payments of all 2023 utilities, contractual services to include insurance payments, maintenance agreements, lease agreements, gasoline purchases, street maintenance materials (hot patch, cold patch, aggregate) pool chemicals, ice rink supplies, tipping fees (including Tops-Metalico), Sandburg Oil, contractual items such as uniforms, ambulance supplies, and Liquid Fuel expenses as predesignated, and expenditures subject to advertised bidding.

AUTHORIZE TO DEBIT CHECKING/SAVINGS ACCOUNT PENSION TRUST FUNDS: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37045

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize to debit the Northwest Bank checking account for the MMO-Municipal Obligation transfer of \$179,486.98 to be processed on December 29, 2022. Description on Trust Statement: MMO Municipal Obligation 2022.

BE IT FURTHER RESOLVED that the following allocations of the funds have been calculated by determining the needs of each plan.

POLICE PENSION FUND	\$ 7,014.21
FIRE PENSION FUND	\$167,214.01
NON-UNIFORMED PENSION FUND	\$ 5,258.76

APPROVE PAYMENT TO SANDBURG OIL CO.: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 37046

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby approve payment of \$598.95 from General Fund Account (430.250) to Sandburg Oil Co. for oil and supplies.

APPROVE PAYMENT TO IA CONSTRUCTION CORPORATION: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 37047

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,431.76 from General Fund Account (430.245) to IA Construction Corporation for blacktop.

APPROVE PAYMENT TO M AND B REDI MIX INC.: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 37048

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to M and B Redi Mix in the amount of \$873.49 from the General Fund Account charged to the following accounts:

430.245 \$769.49
430.250 \$104.00

ADOPTION OF ACT 57 OF 2022 ALLOWING DIRECTING THE CITY TREASURER OF THE CITY OF BRADFORD TO WAIVE CERTAIN CHARGES AND FEES AS STATED IN THE ACT

By _____

CITY COUNCIL CHAMBERS

No. 37049

Bradford, Pa. _____ December 27, 2022 _____

WHEREAS Pennsylvania Act 57 of 2022, amending the Local Tax Collection Law, was signed by Governor Wolf on July 11, 2022, and took effect on October 10, 2022; and

WHEREAS Act 57 of 2022 requires taxing districts that impose taxes on the assessed value of real estate to adopt a resolution or ordinance within 90 days of the effective date of the Act, or not later than January 9, 2023, directing the Treasurer to waive Additional Charges for real estate taxes under certain specific circumstances beginning in the first tax year after the effective date of Act 57 of 2022;

WHEREAS, the City Council of the City of Bradford, by Resolution, hereby requires the City Treasurer to waive Additional Charges for real estate taxes following the transfer of real property where such taxes were not received; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Bradford, McKean County, Pennsylvania ("Council"), as follows:

1. The Treasurer shall waive Additional Charges for real estate taxes in the then current tax year, if the taxpayer does all the following:
 - A. Provides a waiver request of Additional Charges to the Treasurer in possession of the claim within twelve months of a Qualifying Event.
 - B. Attests that a notice was not received.
 - C. Provides the Treasurer in possession of the claim with either of the following:
 - I. A copy of the deed showing the date of real property transfer; or
 - II. A copy of the title following the acquisition of a mobile or manufactured home subject to taxation as real estate showing the date of issuance or a copy of an executed lease agreement between the owner of a mobile or manufactured home and the owner of a parcel of land on which the mobile or manufactured home will be situated showing the date the lease commences; and
 - D. Pays the face value amount of the tax notice for the real estate tax with the waiver request.
2. A form providing for the waiver of Additional Charges will be made available by the Treasurer and available at City of Bradford City Hall.
3. The taxpayer granted a waiver and paying real estate tax as provided in this subsection shall not be subject to an action at law or in equity for an Additional Charge, and any claim existing or lien filed for an Additional Charge shall be deemed satisfied.
4. The Treasurer accepting a waiver and payment in good faith in accordance with this resolution and

No. 37049 Cont.

Act 57 of 2022 shall not be personally liable for any amount due or arising from the real estate tax that is subject in the waiver.

5. As used in this Resolution, the following words and phrases shall have the following meanings given to them unless the context clearly indicates otherwise:

ADDITIONAL CHARGE - Any interest, fee, penalty, or charge accruing to, and more than the face amount of the real estate tax as provided in the real estate tax notice.

QUALIFYING EVENT - For the purposes of real property, the date of transfer of ownership. For the purposes of manufactured or mobile homes, the date of transfer of ownership or the date a lease agreement commences for the original location or relocation of a mobile or manufactured home on a parcel of land not owned by the owner of the mobile or manufactured home. The term does not include the renewal of a lease for the same location.

TREASURER - The elected treasurer for City of Bradford, McKean County, Pennsylvania, any authorized or designated delinquent Treasurer, the City of Bradford, or any alternative collector of taxes as provided for in the Act of July 7, 1947 (P.L.1368, No.542), known as the "Real Estate Tax Sale Law," an employee, agent, or assignee authorized to collect the tax, a purchaser of claim for the tax or any other person authorized by law or contract to secure collection of, or take any action at law or in equity against, the person or property of the taxpayer for the real estate tax or amounts, liens or claims derived from the real estate tax.

6. All resolutions or parts of resolutions that are inconsistent herewith are hereby repealed.

AUTHORIZE THE CITY TREASURER TO ISSUE A REFUND TO HOLLENBECK LAW OFFICE ON BEHALF OF THE GUIDANCE CENTER OF CERTAIN 2022 CITY REAL ESTATE TAXES: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37050

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford that pursuant to a written request from the City Treasurer, dated December 13, 2022, together with attached documentation from the County Assessment Office, the proper officers hereby authorize the City Treasurer to issue a refund to Hollenbeck Law Office on behalf of The Guidance Center in the amount of \$1,568.43.

BE IT FURTHER RESOLVED that this refund is exemption status of three (3) Tax Parcels 03-013-103-1, 03-013-201, and 03-013-201-3 granted by the McKean County Commissioners on November 30, 2022.

APPROVE PAYMENT TO NORTHWEST: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37051

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payments to Northwest of \$569.18 from the Habgood account for the purchase of truck parts, small tools, and supplies for the Habgood Complex.

APPROVE PAYMENT TO OTIS ELEVATOR COMPANY: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37052

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$2,100.00 from the OECD's Habgood Center Operations account to Otis Elevator Company for the performance of a three-year pressure relief valve test on the elevator at 20 Russell Boulevard.

APPROVE PAYMENT TO WORTH W. SMITH COMPANY: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37053

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Worth W. Smith Co.in the amount of \$736.03 from the Habgood Center account for the purchase of materials, tools, and supplies for the renovation of 30 Boylston.

APPROVE PAYMENT TO OTIS ELEVATOR COMPANY”: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37054

Bradford, Pa. December 27, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,140.00 from the OECD's Old City Hall Account to Otis Elevator Company for the performance of a three-year pressure relief valve test on the elevator in the Old City Hall building.

AUTHORIZE THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT TO ADVERTISE FOR BID CONTRACTED SERVICES FOR THE CALLAHAN PARK IMPROVEMENT PROJECT: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37055

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the Office of Economic and Community Development to advertise for bid contracted services for the Callahan Park Improvement Project.

BE IT FURTHER RESOLVED that the project will be paid for with CDBG, DCNR, and GTRP grant funds.

AUTHORIZE EXECUTION OF A CONTRACT AND APPROVE PAYMENT TO HEALTH ADVOCATE TO PROVIDE EMPLOYEE ASSISTANCE PROGRAM AND SERVICES: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37056

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford that the proper officers authorize the execution of a contract and of a contract with Heath Advocate to provide Employee Assistance Program and Services.

AUTHORIZE THE EXECUTION AND APPROVE PAYMENT FOR ONE (1) MASSEY FERFUSON TRACTOR THROUGH GRANT FUNDING FROM DEPARTMENT OF ENVIRONMENTAL PROTECTION 902 GRANT: RECYCLING

By _____

CITY COUNCIL CHAMBERS

No. 37057

Bradford, Pa. _____ December 27, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the City of Bradford authorizes the execution and approve payment for one (1) Massey Ferguson Tractor in the amount of \$91,132.00 through funding of a grant application with the Department of Environmental Protection for Recycling Grant Funding under section 902 of Act 101 of 1988 in compliance with Act 57.