



# City of Bradford Council Meeting Agenda



**MARCH 28, 2023**

**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 Interim Director:	SARA ANDREWS

1. CALL TO ORDER:
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. MINUTES: Approve March 14<sup>th</sup> Minutes
5. DEPARTMENTAL REPORTS:
6. CORRESPONDENCE:
7. BID OPENING-OECD
  - a. **Bid Opening for OECD -Roof Replacement 62 Main St.**
  - b. **Bid Opening for OECD -Sale of 2003 Ford Truck**
8. PETITION AND HEAR VISITORS: **Rose Clarke-Northern PA Regional College**
9. OLD BUSINESS:
10. NEW BUSINESS:

**APPOINT CITY ADMINISTRATOR CHRIS LUCCO, COUNCILMAN TIM PECORA AND MARK HOLLENBECK AS THE NEGOTIATING COMMITTEE FOR THE LABOR CONTRACT BETWEEN THE CITY OF BRADFORD AND AFSCME LOCAL 3578: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37170**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby appoint Mark Hollenbeck of Hollenbeck Law Office as legal counsel for contract negotiations, City Administrator, Chris Lucco and Councilman, Tim Pecora as the negotiating committee for the Labor contract between the City of Bradford and AFSCME Local 3578.

**APPOINT CITY ADMINISTRATOR, CHRIS LUCCO, COUNCILMAN TIM PECORA AND MARK HOLLENBECK AS THE NEGOTIATING COMMITTEE FOR THE LABOR CONTRACT BETWEEN THE CITY OF BRADFORD AND THE WILLIAM HANLEY SR. LODGE NUMBER 67, FRATERNAL ORDER OF POLICE: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37171**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby appoint Mark Hollenbeck of Hollenbeck Law Office as legal counsel for contract negotiations, City Administrator, Chris Lucco and Councilman Tim Pecora as the negotiating committee for the Labor contract between the City of Bradford and the William Hanley Sr. Lodge Number 67, Fraternal Order of Police.

**AUTHORIZE EXECUTION OF A TEMPORARY ADDENDUM TO THE CONTRACT BETWEEN THE CITY OF BRADFORD AND INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 655: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37172**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of a temporary Contract Addendum between the City of Bradford and International Association of Firefighters Local 655 to allow part-time Firefighters to work more hours.

**AUTHORIZE AND EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BRADFORD AND ABM: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37173**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers are hereby authorize and execute a Memorandum of Understanding with ABM to complete a preliminary assessment of the city's facilities.

BE IT FURTHER RESOLVED, the goal of the assessment is to identify opportunities for reducing the facilities' overall cost of operations, while identifying infrastructure improvements.

**ACCEPT QUOTE AND APPROVE PAYMENT TO MARKL SUPPLY COMPANY, INC.: POLICE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37174**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,490.96 from General Fund Account (01) to Markl Supply Company, Inc. for police equipment.

**AUTHORIZATION FOR SPECIAL EVENT WAIVER FOR KAREN COSTELLO-PECHT, COMMITTEE CHAIR: PUMPKIN FEST**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37175**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve the request from Pumkin Fest Committee Chair, Karen Costello-Pecht, for a waiver of Ordinance #3014, allowing for consumption of alcoholic beverages on these portions of public land where the event will be conducted and between the hours of Noon and 5:00 pm, and

BE IT FURTHER RESOLVED that this waiver is granted for Pumpkin Fest to be held on Chambers Street on September 23, 2023, with the following conditions:

1. Beverages served for consumption are limited to beer and/or malt beverages.
2. All alcoholic beverages consumed upon public lands must be in plastic containers. No glasses, glass bottles or cans shall be permitted outside of licensed establishments.

**APPROVE PAYMENT TO COMBINED SYSTEMS FOR POLICE TRAINING: POLICE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37176**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$895.00 from the General Fund Account (410.174) to Combined Systems for Police Training.

**AUTHORIZE THE CITY TREASURER TO REVERSE ADDITION #42 AND EXONERATION #42 OF CERTAIN 2023 CITY PROPERTY TAXES: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37177**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford that pursuant to a written requests from the City Treasurer, together with attached documentation from the County Assessment Office, the proper officers hereby authorize the City Treasurer to reverse exoneration #42 in the amount of \$1323.74 and addition #42 in the amount of \$1,332.07 for Tax Parcel #06-026-256 due to tax bill was paid.

**APPROVE PAYMENT TO JAMESTOWN MACADAM, INC.: STREETS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37178**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$975.60 from the General Fund Account (430.250) to Jamestown Macadam, Inc. for snowplow cutting blades.

**APPROVE PAYMENT TO GALLS, LLC: POLICE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37179**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,072.72 from General Fund Account (410.375) to Galls, LLC for police uniforms.

**APPROVE PAYMENT TO GORMAN ENTERPRISES: FIRE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37180**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,065.00 from General Fund Account (411.375) to Gorman Enterprises for Tower 1 repair.

**APPROVE PAYMENT TO HUNTER TRUCK SALES & SERVICE, INC.: REFUSE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37181**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,877.48 from General Fund (01) Account (427.250) to Hunter Truck Sales & Service, Inc. for repairs to the Packers.

**ACCEPT QUOTE AND APPROVE PAYMENT TO MARKL SUPPLY COMPANY, INC.: POLICE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37182**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$2,087.00 from the General Fund Account (410.238) to Markl Supply Company, Inc. for police equipment.

**CERTIFICATE OF APPROPRIATENESS TO THE AREA TRANSPORTATION AUTHORITY, FOR THE PROPERTY LOCATED AT 21 EAST CORYDON ST**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37183**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issued to the ATA (Area Transportation Authority) & City of Bradford.

**BE IT FURTHER RESOLVED** ATA (Area Transportation Authority) has been approved to erect a facility 40' x 100' section of parcel directly to the west of 21 East Corydon Street. Proposed use for Transit Center and related bus drive lanes.

**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 January 16, 2023,

**CERTIFICATE OF APPROPRIATENESS TO THE CITY OF BRADFORD, OWNER OF  
11 EAST CORYDON STREET**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37184**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issued to the City of Bradford.

**BE IT FURTHER RESOLVED** the City of Bradford has been approved to demo 11 East Corydon Street for the future site of the ATA (Area Transportation Authority) facility.

**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 January 16, 2023.

**CERTIFICATE OF APPROPRIATENESS TO THE CITY OF BRADFORD FOR  
PROPERTY LOCATED AT 22 CONGRESS STREET**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37185**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issued to the City of Bradford.

**BE IT FURTHER RESOLVED**, the City of Bradford has been approved to demo 22 Congress Street for the future site of the ATA (Area Transportation Authority) facility.

**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 January 16, 2023.

**CERTIFICATE OF APPROPRIATENESS TO THE CITY OF BRADFORD, OWNER OF  
20 CONGRESS STREET**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37186**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the proper officers of the City Council, that a Certificate of Appropriateness is hereby issued to the City of Bradford, owner of 20 Congress St.

**BE IT FURTHER RESOLVED** City of Bradford has been approved to demo 20 Congress Street for the future site of the ATA (Area Transportation Authority) facility.

**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 January 16, 2023.

**APPROVE PAYMENT TO NORTHWEST: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37187**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payments to Northwest of \$545.89 from the Habgood account for a Backrack, installation kit and hardware for the 2023 Chevrolet Silverado.

FURTHERMORE, the proper officers hereby approve payment to Northwest of \$1,344.45 from the Main Street Properties account for kitchen appliances for 30 Boylston, Apt. #1.

**ACCEPT QUOTE AND APPROVE PAYMENT TO SHEMBEDA FLOOR COVERING, INC: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37188**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby accept quote and approve payment of \$4,050.00 from General Fund Account (409.373) to Shembeda Floor Covering, Inc. for the removal and installation of new carpet tile on the 2<sup>nd</sup> floor hallway through to reception office and stretch carpet in City Administrator’s office.

BE IT FURHER RESOLVED, four quotes were obtained, and this is the lowest quote. This purchase will be reimbursed from ARPA funds.

**DECLINE THE SALE OF CERTAIN CITY OF BRADFORD TAX PARCELS FROM THE MCKEAN COUNTY TAX CLAIM REPOSITORY: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37189**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, per information provided by the Code Enforcement Department and the Property Maintenance Department, the proper officers hereby decline the sale of certain Tax Parcels, located in the City of Bradford which are currently in the McKean County Tax Claim Repository as listed below:

**05-007-544 9 Harris Court**

BE IT FURTHER RESOLVED, these properties have been deemed to be beyond the scope of renovations.

BE IT FURTHER RESOLVED that the sale of property in the repository is controlled by 72 P.S. §5860.627, and pursuant to 72 P.S. §5860.627 (a.), written consent of the taxing district where the property is located must be provided before the Tax Claim Bureau can accept any offer to purchase property from the repository.

**APPROVE THE SALE OF CERTAIN CITY OF BRADFORD TAX PARCELS FROM THE MCKEAN COUNTY TAX CLAIM REPOSITORY: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37190**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, upon recommendation of Code Enforcement Department and the Property Maintenance Department, the proper officers hereby approve the sale of certain Tax Parcels, located in the City of Bradford which are currently in the McKean County Tax Claim Repository as listed below:

<b>04-005-103</b>	<b>10 Williams St. – Aubrey Cox</b>
<b>05-006-410</b>	<b>19 Avenue B – Charles E. Lewis and Joy Chestnutt</b>
<b>06-001-103</b>	<b>188 E. Main St. – Brian Taylor</b>
<b>06-009-415</b>	<b>290 E. Main St. – Kody Clark and Paige Belliveau</b>
<b>06-012-207</b>	<b>97 Euclid Ave – North Street Associates, LLC c/o Zack Finnegan</b>

BE IT FURTHER RESOLVED that the sale of property in the repository is controlled by 72 P.S. §5860.627, and pursuant to 72 P.S. §5860.627 (a.), written consent of the taxing district where the property is located must be provided before the Tax Claim Bureau can accept any offer to purchase property from the repository.

BE IT FURTHER RESOLVED that the sale of property in the repository is pending approval of the Bradford Area School District and McKean County Commissioners.

**APPOINT MIKE SCHREIBER AS PROPERTY MAINTENANCE OFFICER: DPMI**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37191**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, the proper officers hereby appoint Mike Schreiber as Property Maintenance Officer for the City of Bradford.

**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH HEATHER JOBE, D/B/A STARLIT DANCE CONNECTION AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37192**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with Heather Jobe, d/b/a Starlit Dance Connection in Building “F” at the Robert P. Habgood Jr. Business Development Center.



**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH AMERICAN NATURAL SUPPLY FOR SPACE AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37193**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with American Natural Supply for manufacturing space at the Robert P. Habgood Jr. Business Development Center.

**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH TRICA ZURAT AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37194**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with Tricia Zurat in Building "F" at the Robert P. Habgood Jr. Business Development Center.

**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH TEX HURD d/b/a HURD'S CONSTRUCTION, LLC FOR SPACE AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37195**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with Tex Hurd, d/b/a Hurd's Construction, LLC for manufacturing space in Building "A" at the Robert P. Habgood Jr. Business Development Center.

**APPROVE SUPPLEMENT TO THE AGREEMENT AND PAYMENT TO THE EADS GROUP FOR ADDITIONAL DESIGN WORK REQUESTED FOR CALLAHAN PARK PHASE 1 IMPROVEMENTS: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37196**

Bradford, Pa. March 28, 2023

**RESOLVED**, that the City of Bradford to enter into a contract with the EADS Group for design of Phase 1 improvements in Callahan Park; and,

WHEREAS the EADS group has requested additional payment in the amount of \$7,657.00 through a Supplement to the Original Engineering Agreement for design work requested by DCNR as a part of its review in preparation for the project to go to bid.

THEREFORE, BE IT RESOLVED, that the proper officers hereby approve payment in the amount of \$7,657.00 to The EADS Group for the additional design work specified in the Supplement to Original Engineering Agreement. The additional cost will be paid for with CDBG grant funds.

**AUTHORIZE THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT TO SOLICIT ENGINEERING PROPOSALS FOR CALLAHAN PARK PHASE 2 RECREATION IMPROVEMENTS: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37197**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers of the City of Bradford hereby authorize the Office of Economic and Community Development to solicit engineering design proposals for Phase 2 improvements (including new small pavilion, restroom facilities, sidewalk replacement, updated picnic facilities, replacement of the pedestrian bridge, new park entrance sign and parking lot improvements) in Callahan Park.

**APPROVE PAYMENT TO MINICH ELECTRIC: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37198**

Bradford, Pa. March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Minich Electric in the amount of \$3,000.00 from the Habgood Center Operations account for electrical upgrades in Building A of the Habgood Business Development Center

**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH SERVCO SERVICES, INC. FOR STORAGE SPACE AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37199**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with Servco Services, Inc. for storage space at the Robert P. Habgood Jr. Business Development Center.

**APPROVE PAYMENT TO FEDERAL PROCESSING REGISTRY: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37200**

Bradford, Pa. \_\_\_\_\_ March 28, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers are hereby approve payment from the General Fund (406.in the amount of \$599.00 to Federal Processing Registry for migration registration renewal and DSBS updates for the System for Award Management.

