



City of Bradford

Council Meeting Agenda



May 10, 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:

Public Works & Parks Director:	CHIP COMILLA
Police Chief:	MIKE WARD
Fire Chief:	ERIC TAYLOR
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:

9. NEW BUSINESS:

A. BILL #4 ORDINANCE GENERAL FILE NO. 2801.34, "AMEND ORDINANCE GENERAL FILE NO. 2801 OF THE CITY OF BRADFORD, MCKEAN COUNTY, PENNSYLVANIA, PROVIDING FOR SOLID WASTE"

APPROVE PAYMENT TO SHERWIN WILLIAMS CO.: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 36689

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,519.20 from General Fund Account (430.245) to Gernatt Asphalt Products, Inc. for cold patch.

ACCEPT QUOTE FROM 6-V EXCAVATION TO DEMOLISH 62 SOUTH KENDALL AVENUE: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36690

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote from 6-V Excavation to demolish 62 South Kendall Avenue.

WHEREAS, the City of Bradford’s Board of Health has determined 62 South Kendall Avenue to be beyond economical repair and ordered it to be demolished; and,

WHEREAS the OECD solicited quotations from qualified contractors to demolish and clear the structure and transport the construction debris to the McKean County Landfill.

WHEREAS the lowest of the three quotations received was from 6-V Excavation at a cost of \$6,350.00 for the demolition work.

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the quote from 6-V Excavation in the amount of \$6,350.00 and authorizes the OECD to proceed with the demolition of 62 South Kendall Avenue.

BE IT FURTHER RESOLVED that the cost of demolition will be partially reimbursed by McKean County Act 152 funds.

ACCEPT QUOTE FROM 6-V EXCAVATION TO DEMOLISH 115 SOUTH AVENUE: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36691

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote from 6-V Excavation to demolish 115 South Avenue.

WHEREAS, the City of Bradford's Board of Health has determined 115 South Avenue to be beyond economical repair and ordered it to be demolished: and,

WHEREAS the OECD solicited quotations from qualified contractors to demolish and clear the structure and transport the construction debris to the McKean County Landfill.

WHEREAS the lowest of the three quotations received was from 6-V Excavation at a cost of \$6,052.00 for the demolition work.

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the quote from 6-V Excavation in the amount of \$6,052.00 and authorizes the OECD to proceed with the demolition of 115 South Avenue.

BE IT FURTHER RESOLVED that the cost of demolition will be partially reimbursed by McKean County Act 152 funds.

**ACCEPT QUOTE FROM 6-V EXCAVATION TO DEMOLISH 108 STATE STREET:
OECD**

By _____

CITY COUNCIL CHAMBERS

No. 36692

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers accept quote from 6-V Excavation to demolish 108 State Street.

WHEREAS, the City of Bradford's Board of Health has determined 108 State Street to be beyond economical repair and ordered it to be demolished: and,

WHEREAS the OECD solicited quotations from qualified contractors to demolish and clear the structure and transport the construction debris to the McKean County Landfill.

WHEREAS the lowest of the three quotations received was from 6-V Excavation at a cost of \$5,570.00, for the demolition work.

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the quote from 6-V Excavation in the amount of \$5,570.00 and authorizes the OECD to proceed with the demolition of 108 State Street.

BE IT FURTHER RESOLVED that the cost of demolition is paid through the City's 2020 CDBG Program.

APPROVE PAYMENT TO A & H EQUIPMENT COMPANY: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 36693

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,518.37 from General Fund Account (430.251) to A & H Equipment Company for street sweeper parts.

APPROVE PAYMENT TO BARNHART DAVIS CO.: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 36694

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$631.53 from General Fund Account (430.250) to Barnhart Davis Co. for vehicle parts.

APPROVE PAYMENT TO OECD: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36695

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford the proper officers hereby approve payment of \$10,000.00 from General Fund Account (492.530) to OECD for 2022 contribution to the Main Street Manager Program.

APPROVE PAYMENT TO GORMAN ENTERPRISES: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 36696

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$3,474.25 from General Fund Account (411.316) to Gorman Enterprises for Tower 1 pump repair.

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH CREDITECH INC. TO ASSESS PENALTIES FOR LATE PAYMENTS AND SERVICE CHARGES FOR DELINQUENT REFUSE ACCOUNTS: REFUSE

By _____

CITY COUNCIL CHAMBERS

No. 36697

Bradford, Pa. May 10, 2022

RESOLVED, By the City of Bradford is authorizing CREDITECH INC. to as an agent on behalf of the City of Bradford.

WHEREAS The City of Bradford, pursuant to the provisions of the Third-Class City Code and other enabling acts as applicable, may prescribe fees and charges for municipal services and may prescribe penalties for late payment of said fees and charges; and

WHEREAS The City of Bradford has delinquent SERVICE FEES it desires to have collected; and

WHEREAS Creditech is in the business of collecting delinquent bills.

Section One (1)

That CREDITECH shall be the collector for accounts assigned to them for the purposes of collection.

Section Two (2)

That all accounts placed for collection shall be charged a eighteen percent (18%) commission fee.

Section Three (3)

This eighteen percent (18%) commission fee is to be kept by CREDITECH as payment for the services provided.

Section Four (4)

Those accounts having additional services (lien placement and/or termination process) performed will be charged fees based on adopted cost schedule in commission fee set forth in section 3.

Section Five (5)

The lien preparation fee and/or termination prep fee will be kept by CREDITECH as payment for the services.

APPROVE PAYMENT TO GALLS, LLC: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 36698

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$793.74 from General Fund Account (410.238) to Galls, LLC for Police uniforms.

APPROVE PAYMENT TO THE COMMONWEALTH OF PENNSYLVANIA STATE POLICE: POLICE

By_____

CITY COUNCIL CHAMBERS

No. 36699

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$5,100.00 from General Fund Account (410.316) to the Commonwealth of Pennsylvania State Police for computer alert support.

APPROVE PAYMENT TO METALICO BRADFORD, INC.: REFUSE

By_____

CITY COUNCIL CHAMBERS

No. 36700

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$575.00 from General Fund Account (427.300) to Metalico Bradford, Inc. for hauling services.

ACCEPT QUOTE AND APPROVE PAYMENT TO 6V EXCAVATION, DEMOLITION & TREE REMOVAL: PARKS

By_____

CITY COUNCIL CHAMBERS

No. 36701

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment of \$3,600.00 to 6V Excavation, Demolition & Tree Removal for cutting 11 large trees down.

APPROVE EXCHANGE AND CONSOLIDATION OF PROPERTY LOCATED ON ELM STREET OWNED BY CHESTNUT STREET STATION, INC TO MARTHA AND GUY COLELLA: DPW

By_____

CITY COUNCIL CHAMBERS

No. 36702

Bradford, Pa. April 12, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant approval of the sub-division and consolidation of lands owned by Chestnut Street Station, Inc. located on Elm Street.

BE IT FURTHER RESOLVED that the property to be conveyed is situated on Tax Parcel number 02-019-423 and conveyed to the Colellas. Then, the Colellas wish to convey all their Tax Parcel No. 02-019-422, which fronts on Elm Street, to Chestnut Street Station.

NOW THEREFORE BE IT FURTHER RESOLVED that this subdivision has the approval of the McKean County Planning Commission per correspondence dated April 4, 2022, and the City of Bradford Planning Commission who met and approved the plans on May 3rd, 2022.

ACCEPT QUOTE AND APPROVE PAYMENT TO 6V EXCAVATION, DEMOLITION & TREE REMOVAL: PARKS

By _____

CITY COUNCIL CHAMBERS

No. 36703

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment of \$3,600.00 to 6V Excavation, Demolition & Tree Removal for cutting 11 large trees down.

APPROVE EXCHANGE AND CONSOLIDATION OF PROPERTY LOCATED ON ELM STREET OWNED BY CHESTNUT STREET STATION, INC TO MARTHA AND GUY COLELLA: DPW

By _____

CITY COUNCIL CHAMBERS

No. 36704

Bradford, Pa. April 12, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant approval of the sub-division and consolidation of lands owned by Chestnut Street Station, Inc. located on Elm Street.

BE IT FURTHER RESOLVED that the property to be conveyed is situated on Tax Parcel number 02-019-423 and conveyed to the Colellas. Then, the Colellas wish to convey all their Tax Parcel No. 02-019-422, which fronts on Elm Street, to Chestnut Street Station.

NOW THEREFORE BE IT FURTHER RESOLVED that this subdivision has the approval of the McKean County Planning Commission per correspondence dated April 4, 2022, and the City of Bradford Planning Commission who met and approved the plans on May 3rd, 2022.

APPROVE PAYMENT TO ESO: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 36705

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$2,707.10 from General Fund Account (411.318) to ESO for an upgrade to the fire reporting software.

APPROVE PAYMENT TO BLUE LINE K9 TRAINING LLC., POLICE

By _____

CITY COUNCIL CHAMBERS

No. 36706

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$590.00 from the Capital Reserve Fund Account (410.740) to Blue Line K9 Training for handler training.

BE IT FURTHER RESOLVED this purchase will be entirely made using donated funds.

APPROVE PAYMENT TO THE WYNDHAM GRAND: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 36707

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$571.60 from the Capital Reserve Fund Account (410.740) to The Wyndham Grand for K9 Handler training.

BE IT FURTHER RESOLVED this purchase will be entirely made using donated funds.

ACCEPT QUOTE AND APPROVE PAYMENT TO 6V SALES & SERVICE LLC: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 36708

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment of \$530.60 from General Fund Account (454.250) to 6V Sales & Service LLC for tires and mounting.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE AN ADMINISTRATIVE AGREEMENT WITH ELK COUNTY, THE ELK COUNTY REDEVELOPMENT AUTHORITY AND DICKINSON CENTER INC. FOR DICKINSON CENTER INC., ST MARYS BUILDING PROJECT, LOCATED IN ST. MARYS: OECD

By _____

CITY COUNCIL CHAMBERS

No. 36709

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that that the proper officers hereby execute an Administrative Agreement with DCI, Elk County, and the Elk County Redevelopment Authority for the Dickinson Center Inc., St. Mary Building project located in St. Marys.

WHEREAS, Dickinson Center Inc. (DCI), desires to obtain RACP funding through Elk County (County) for the Dickinson Center Inc. St. Marys Building Project; and

WHEREAS the Office of Economic and Community Development (OECD) of the City of Bradford (City) will assist with the preparation of a business plan and application; and

WHEREAS the Elk County Redevelopment Authority (Authority) will provide grant administration throughout the project; and

WHEREAS, the OECD has prepared an Administrative Agreement between the City, County, Authority and DCI, which outlines the duties and responsibilities of each party.

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford are authorized to execute an Administrative Agreement with DCI, Elk County, and the Elk County Redevelopment Authority for the Dickinson Center Inc., St. Mary Building project located in St. Marys.

ESTABLISHING RULES FOR THE RETENTION OF VIDEO RECORDINGS OF MEETINGS OF THE CITY’S GOVERNMENT:

By _____

CITY COUNCIL CHAMBERS

No. 36710

Bradford, Pa. May 10, 2022

RESOLVED, the Council of the City of Bradford has determined that it may be beneficial to the community for the city to create and publish audio, video and/or digital recordings of its regular and special public meetings; and

WHEREAS the Council of the City of Bradford recognizes that the Pennsylvania Historical Society and Museum Commission Bureau of Archives and History has promulgated guidelines (the “Guidelines”) for the retention and maintenance of Local Government Records, with which the Council of the City intends to comply; and

WHEREAS the Council of the City of Bradford further recognizes that the said Guidelines do not address the retention of audio, video, and/or digital recordings or broadcasts such as are contemplated herein: and

WHEREAS the Council of the City of Bradford has determined that the procedures applicable to its recordings should be more fully set forth and defined.

No. 36710 Cont.

BE IT RESOLVED THAT:

1. The Council of the City of Bradford may, at its option, arrange for the recording and broadcast (which term shall include publication on one or more Internet websites and which shall include either live broadcast, delayed broadcast, or a broadcast which is otherwise downloadable or viewable at the option of the viewer) of its public meetings, both those which are regularly scheduled as well as its special meetings, if any, in an audio, video, and/or digital format.
2. The Council of the City of Bradford shall not be required to arrange for the recording and broadcast of any of its public meetings, nor shall it be required, if a recording is made, to publish or otherwise disseminate same except as may be required by applicable law, including, without limitation, the Right to Know Law, 65 P.S. § 67.101 *et seq.*
3. Any recording made by or at the direction of Council pursuant hereto shall remain the tangible and intellectual property of the City of Bradford to the extent permitted by law.
4. No recording shall be made of any meeting or proceeding which is subject to an exception to the Sunshine Act, 65 Pa.C.S. §§ 701 *et seq.*
5. There shall be no expectation of privacy by any person in any public meeting of the Council of the City of Bradford, and the City reserves the right to record and broadcast all or any portion of any public meeting, including any public comments made thereat, or any gestures, appearances, or sounds uttered thereat which may be recorded in the process of recording said meeting.
6. At any meeting at which it is intended that a recording should be made, an announcement shall be made at the commencement of the meeting of this fact, and that the recording may, at Council's option, be broadcast in whole or in part.
7. Notwithstanding the existence of any recording and/or broadcast, the official minutes of council meetings, duly approved, are the sole official record of the proceedings of any meeting.
8. The Council of the City of Bradford shall neither delay nor postpone its meetings, or any part thereof, to facilitate recording of its meetings, including to facilitate the correction of any equipment failure incident thereto.
9. Any and all recordings created pursuant hereto shall be maintained by the City for a period of at least sixty (60) days following the effective date of any Ordinances enacted at a recorded meeting, but not longer than ninety (90) days after the date of the recorded meeting, following which time they shall be destroyed.

ACCEPT QUOTE AND AUTHORIZE EXECUTION OF A MAINTENANCE AGREEMENT WITH KARPINSKI'S OFFICE SYSTEMS FOR THE CANON IR1435if+ COPIER: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36711

Bradford, Pa. May 10, 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 for the Canon IR1435if+ for \$265.00 and a rate of \$0.007 per copy, if exceeding 24,000 copies, to be charged to General Fund (01) Account (403.452).

ACCEPT QUOTE AND AUTHORIZE EXECUTION OF A MAINTENANCE AGREEMENT WITH EQUIPMENT, INC: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 36712

Bradford, Pa. May 10, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of a Maintenance Agreement between Equipment, Inc. and the City of Bradford Fire Department for maintenance of rescue tools in the amount of \$1470.00 and to General Fund (01) Account (411.316).