



City of Bradford

Council Meeting Agenda



NOVEMBER 22, 2022

7:00 P.M.

MAYOR: TOM RIEL

CITY ADMINISTRATOR: CHRIS LUCCO

CITY SOLICITOR: HOLLENBECK & GRAFFIUS, LLP

COUNCIL: FRED PROPER
TIM PECORA
TERRY LOPUS
VACANT

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 Nov 10th Special Meeting Minutes
5. DEPARTMENTAL REPORTS:
6. CORRESPONDENCE:
7. PETITION AND HEAR VISITORS:
8. OLD BUSINESS:
9. NEW BUSINESS:
 - a. **BILL #6, ORDINANCE GENERAL FILE NO. 3078.234
"2023 WAGE ORDINANCE"**
 - b. **BILL #7, ORDINANCE GENERAL FILE NO. 3289
"2023 BUDGET ORDINANCE"**
 - c. **BILL #8, ORDINANCE GENERAL FILE NO. 3290
"2023 MILLAGE ORDINANCE"**

GRANT “FREE PARKING” DURING CHRISTMAS HOLIDAY SEASON: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36984

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant “FREE PARKING” in the business districts for the Christmas Holiday Season from Friday, November 25, 2022, through Saturday, December 31, 2022.

BE IT FURTHER RESOLVED that “FREE PARKING” is granted to shoppers in the business districts; therefore, all merchants and their employees are asked to refrain from parking in the spaces that are to be utilized for shoppers.

AUTHORIZE THE PROPER OFFICERS TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF BRADFORD AND HIGHMARK BLUE CROSS-BLUE SHIELD TO PROVIDE HEALTH INSURANCE TO THE CITY OF BRADFORD FOR THE 2023 FISCAL YEAR: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36985

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution to enter into an agreement with Highmark Blue Cross-Blue Shield to provide the City of Bradford’s employee health insurance for the 2023 fiscal year.

DESIGNATE SIGNATORIES FOR ALL CITY OF BRADFORD BANK ACCOUNTS FOR 2022-2023: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36986

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby designate the following individuals as signatories on all City of Bradford bank accounts for 2022:

**Director of Accounts & Finance
Deputy Director of Accounts & Finance**

**Tim Pecora
Valerie Figula**

**City Treasurer
Deputy City Treasurer**

**Karen Hector
Jordan Mongillo**

**City Controller
Deputy City Controller**

**Robert Douglas
Chris Lucco**

AUTHORIZE PERMISSION TO DISPOSE OF OUTDATED RECORDS: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36987

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that by virtue of Resolution No. 29476, adopted by the City Council of the City of Bradford on May 12, 2009, the City of Bradford declared its intent to follow the schedules and procedures for the disposition of records as set for the in the Municipal Records Manual approved December 16, 2008; and,

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality; and,

WHEREAS the City of Bradford desires to dispose of records according to the Municipal Records Manual.

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby authorize the City of Bradford to dispose of public records listed on the attachment to this resolution.

AUTHORIZE THE CITY TREASURER TO ISSUE A REFUND OF CERTAIN 2020, 2021, and 2022 CITY REAL ESTATE TAXES: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36988

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford that pursuant to a written request from the City Treasurer, dated October 25, 2022, together with attached documentation from the County Assessment Office, the proper officers hereby authorize the City Treasurer to issue a refund in the amount of \$421.98 from General Fund Account (301.100).

BE IT FURTHER RESOLVED that this refund is due to reassessment of Tax Parcel 02-022-109 granted by the McKean County Commissioners on June 23rd, 2022.

APPROVE PAYMENT TO PETES REPAIR SERVICE: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 36989

Bradford, Pa. November 8, 2022

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby approve payment of \$1,917.00 from General Fund Account (411.375) to Petes Repair Service for repairs to the Squad 1.

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

By _____

CITY COUNCIL CHAMBERS

No. 36990

Bradford, Pa. _____ November 22, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$5,059.03 from General Fund Account (430.245) to New Enterprise Stone & Lime Co., Inc. for hot patch.

APPROVE PAYMENT TO IA CONSTRUCTION CORPORATION: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 36991

Bradford, Pa. _____ November 22, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$2,245.76 from General Fund Account (430.245) to IA Construction Corporation for blacktop.

APPROVE PAYMENT TO METALICO BRADFORD, INC FOR THE REMAINDER 2022 FISCAL YEAR.: REFUSE

By _____

CITY COUNCIL CHAMBERS

No. 36992

Bradford, Pa. _____ November 22, 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 for remainder of 2022..

APPROVE PAYMENT TO BRADFORD TIRE CENTER LLC: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 36993

Bradford, Pa. _____ November 22, 2022 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$500.34 from General Fund Account (410.375) to Bradford Tire Center LLC for tires and mounting.

APPROVE PAYMENT TO BRADFORD TIRE CENTER LLC: STREETS

By_____

CITY COUNCIL CHAMBERS

No. 36994

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$662.52 from General Fund Account (410.375) to Bradford Tire Center LLC for tires and mounting.

APPROVE PAYMENT TO PITTSBURGH PUBLIC SAFETY SUPPLY: POLICE

By_____

CITY COUNCIL CHAMBERS

No. 36995

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$509.93 from General Fund Account (410.238) to Pittsburgh Public Safety Supply for uniforms.

APPROVE PAYMENT TO BRADFORD FAIRWAY SALES & LEASING INC.: POLICE

By_____

CITY COUNCIL CHAMBERS

No. 36996

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$948.47 from General Fund Account (410.375) to Bradford Fairway Sales & Leasing Inc. for vehicle maintenance.

AUTHORIZE TRANSFER FROM CAPITAL RESERVE (18) ACCOUNT MONIES TO THE GENERAL FUND (01): A/F

By_____

CITY COUNCIL CHAMBERS

No. 36997

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the transfer of Capital Reserve (18) Account monies to General Fund (01) Account in the amount of \$350,000.00.

ACCEPT QUOTE AND AUTHORIZE EXECUTION OF A MAINTENANCE AGREEMENT WITH KARPINSKI'S OFFICE SYSTEMS FOR A CANON DR-G2140 SCANNER: AF

By _____

CITY COUNCIL CHAMBERS

No. 36998

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers accept quote and approve payment of \$928.00 from the General Fund (01) Account to Karpinski's Office Systems for Canon imageFormula DR-G2140 Scanner.

BE IT FURTHER RESOLVED that (90%) ninety percent of this purchase will be paid through Phase II of STMP (Strategic Management Planning Program).

AUTHORIZE RENEWAL OF AN AGREEMENT WITH AMTRUST NORTH AMERICA PROVIDING FOR WORKER'S COMPENSATION INSURANCE: A/F

By _____

CITY COUNCIL CHAMBERS

No. 36999

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers authorize the renewal of an agreement with AmTrust North America providing for Worker's Compensation Insurance for the City of Bradford employees.

BE IT FURTHER RESOLVED, insurance for 2023 will be 7% lower than the previous year due to a decrease in the city's insurance experience modifier.

APPROVE PAYMENT TO NORTHWEST: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37000

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payments to Northwest of \$556.03 from the Habgood account for the purchase of small tools and supplies for truck parts and maintenance of the Habgood Complex.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A COOPERATION AGREEMENT WITH THE DOWNTOWN BRADFORD REVITALIZATION CORPORATION TO ADMINISTER THE THIRD WARD NEIGHBORHOOD PARTNERSHIP PROGRAM: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37001

Bradford, Pa. November 22, 2022

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

WHEREAS, the Downtown Bradford Revitalization Corporation (DBRC) has secured five-year Neighborhood Partnership Program (NPP) tax credit financing commitments from American Refining Group, Northwest Bank and Zippo Manufacturing Company to continue neighborhood revitalization improvements in the designated "Third Ward Neighborhood Revitalization Project Area" and will be applying for approval of a third five-year NPP from the PA Department of Community and Economic Development; and,

WHEREAS the DBRC would like to renew its partnership with the Office of Economic and Community Development to administer the Neighborhood Partnership Program; and,

WHEREAS the attached Cooperation Agreement between the DBRC and the City of Bradford outlines the terms and conditions for the DBRC and OECD to administer the Neighborhood Partnership Program for a five-year period beginning with the approval of the Neighborhood Partnership Program tax credit application.

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford are authorized to execute the Cooperation Agreement with the DBRC for the administration of the Third Ward Neighborhood Partnership Program.

APPROVE PAYMENT OF A FACADE IMPROVEMENT GRANT IN THE AMOUNT OF \$5,000 TO TODD HENNARD: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37002

Bradford, Pa. November 22, 2022

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

WHEREAS, under the Main Street Facade Improvement Program, the City of Bradford has made state funds available for facade improvements to assist with the revitalization of the City's downtown business district; and,

WHEREAS, Todd Hennard, owner of the Main Street Mercantile located at 45 Main Street, has applied for a Main Street Facade Grant in the amount of \$5,000.00 which represents 50% or less of the total cost (\$13,075.00) for new signage, the addition of lighting and the painting of the building.

NOW, THEREFORE, BE IT RESOLVED, that the proper officers of the City of Bradford hereby approve payment of \$5,000 from the OECD's Main Street Facade Improvement grant account to Todd Hennard.

AUTHORIZE PROPER OFFICERS TO AMEND 2021 PILOT AGREEMENT WITH THE MCKEAN COUNTY REDEVELOPMENT AND HOUSING AUTHORITY: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37003

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve agreement with the McKean County Redevelopment and Housing Authority to provide payment in lieu of taxes.

BE IT FURTHER RESOLVED this payment is in lieu of taxes as the McKean County Redevelopment and Housing Authority is a tax-exempt entity.

PERMISSION TO ADVERTISE THE SALE ONE (1) 2007 DODGE CHARGER: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 37004

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant permission to the City of Bradford Police Department to advertise the sale of one (1) 2007 Dodge Charger which has been removed from service.

BE IT FURTHER RESOLVED that there will be a minimum bid of TBD for this equipment, and it will be sold on an as is basis and can be viewed at the Police Station at 18 Kennedy Street. The date for bids to be received by 4:00 PM on December 27, 2022.

NOW THEREFORE BE IT FURTHER RESOLVED, equipment must be removed from City property within 10 days of award of bid.

AUTHORIZE THE PROPER OFFICERS TO TRANSFER THE 2015 FORD EXPLORER TO THE MCKEAN COUNTY DISTRICT ATTORNEYS OFFICE FOR THEIR K-9 RIGBY: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 37005

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant permission to transfer a 2015 Ford Explorer Police vehicle to McKean County District Attorneys office.

BE IT FURTHER RESOLVED this will be used for their K-9 Rigby.

DESIGNATE SIGNATORIES FOR ALL CITY OF BRADFORD BANK ACCOUNTS FOR 2022-2023 FISCAL YEAR: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37006

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby designate the following individuals as signatories on all City of Bradford bank accounts for 2022-2023:

**Director of Accounts & Finance
Deputy Director of Accounts & Finance**

**Tim Pecora
Valerie Figula**

**City Treasurer
Deputy City Treasurer**

**Karen Hector
Jordan Mongillo**

**City Controller
Deputy City Controller**

**Robert Douglas
Chris Lucco**

ACCEPT QUOTE AND APPROVE PAYMENT TO _____ FOR REPAIRS AND REMEDIATION OF CONSTITUTION AVENUE AND BOLIVAR RUN STREAM.

By _____

CITY COUNCIL CHAMBERS

No. 37007

Bradford, Pa. November 22, 2022

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment to _____ in the amount of \$____. for repairs and remediation to the Constitution Avenue and Bolivar Run Stream.