



# City of Bradford

## Council Meeting Agenda



**OCTOBER 25, 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 Oct 10<sup>th</sup> meeting.
5. DEPARTMENTAL REPORTS:
6. CORRESPONDENCE:
7. PETITION AND HEAR VISITORS:
8. OLD BUSINESS:
9. NEW BUSINESS:

**AUTHORIZE TRANSFER FROM AMERICAN RECOVERY PLAN ACT ACCOUNT (05) MONIES TO THE GENERAL FUND (01): A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36929**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the transfer of American Recovery Plan Act (05) Account monies to General Fund (01) Account in the amount of \$49,007.35.

**APPROVE 2022 ANNUAL ALLOCATION TO THE MCKEAN COUNTY SPCA: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36930**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby approve payment of \$4,800.00 from General Fund Account (481.500) for the 2022 annual allocation towards the operation of the McKean County SPCA.

**APPROVE PAYMENT TO EDMUNDS GOVTECH: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36931**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby approve payment of \$23,616.47 for software maintenance and hosting services from January 1, 2023, through December 31, 2023 and will be charged out to the following General Fund Accounts:

<b>01.407.384</b>	<b>\$16,302.53</b>
<b>01.403.316</b>	<b>\$ 7,313.94</b>

**APPROVE PAYMENT TO TEAM FORCE, INC, FOR UPFITTING A 2022 FORD INTERCEPTOR POLICE VEHICLE: POLICE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36932**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$14,205.80 from Capital Reserve (18) Fund Account (410.740) to Team Force, Inc for the upfitting of a police vehicle.

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

**EXONERATE THE CITY TREASURER FROM COLLECTING CERTAIN 2022 CITY PROPERTY TAXES: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36933**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford that pursuant to a written request from the City Treasurer, dated October 13, 2022, together with attached documentation from the County Assessment Office, the proper officers hereby exonerate the City Treasurer from collecting \$115.75 in 2022 City Property Taxes for one (1) Tax Parcel.

**APPROVE PAYMENT TO J. A. LUCIANO AND SONS BUILDERS, LLC: BUILDINGS AND HEALTH**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36934**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby approve payment of \$2,999.66 for repairs to wall at 150 W. Washington St from the emergency demolition at the McCourt Label Building.

**AUTHORIZE TRANSFER FROM AMERICAN RECOVERY PLAN ACT ACCOUNT (05) MONIES TO THE GENERAL FUND (01): A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36935**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the transfer of American Recovery Plan Act (05) Account monies to General Fund (01) Account in the amount of \$319,029.94.

**BE IT FURTHER RESOLVED**, this is to offset the 2022 budget expenditures as this was how these funds had been determined at the time of award.

**APPROVE PAYMENT TO GORMAN ENTERPRISES: FIRE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36936**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$2,758.16 from General Fund Account (411.375) to Gorman Enterprises for Engine 1 repair.

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

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36937**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$3,157.30 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. 36938**

Bradford, Pa. October 25, 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 RINK SYSTEMS INC.: PARKS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36939**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$870.42 from General Fund Account (454.250) to Rink Systems LLC. for ice rink Zamboni repairs.

**ACCEPT QUOTE AND APPROVE PAYMENT TO PROTOCOL 80: AF**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36940**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers accept quote and approve payment of \$35,304.34 from the General Fund (01) Account to Omnis Technologies for computer upgrades.

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

**APPROVE PAYMENT TO PENNSYLVANIA MUNICIPAL LEAGUE: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36941**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford the proper officers hereby approve payment of \$2,511.68 from General Fund Account (480.420) to Pennsylvania Municipal League for membership dues for 2023.

**APPROVE PAYMENT TO CRITICAL TOOL: STREETS/REFUSE/PARKS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36942**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$989.85 from General Fund (01) Account to Critical Tool for safety jackets from the following accounts.

(427.242)	\$270.45
(430.242)	\$599.50
(454.242)	\$119.90

**AUTHORIZE THE CITY SOLICITOR TO PREPARE DOCUMENTS FOR THE 2023 TAX ANTICIPATION BORROWING: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36943**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the City Solicitor to prepare the necessary documents and advertisements to enact a tax anticipation borrowing in a maximum amount of \$850,000.00 for the year of 2023.

**CERTIFICATE OF APPROPRIATENESS TO GREG KLOSS, REPRESENTING  
NORTHWEST BANK OWNER OF THE PARKING LOT, LOCATED ON PINE STREET**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36944**

Bradford, Pa. \_\_\_\_\_ October 25, 2022 \_\_\_\_\_

**RESOLVED**, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issuing to Northwest Bank / Greg Kloss granting him permission to install (7) signs for parking lot located on Pine Street.

BE IT FURTHER RESOLVED The signs are 12” x 18” and will be marked as such. *“PARKING FOR NORTHWEST CUSTOMERS ONLY”, “OTHERS WILL BE TOWED AT THE VEHICLE OWNERS EXPENSE”, “NO SKATEBOARDING”, “NO ROLLERBLADING”, “NO BICYCLE RIDING” and “NO LOITERING”*. Signs will be installed on the existing flood control railing / panels located on Pine Street. This parcel was newly acquired by Northwest Bank (located across the street from Northwest Bank back parking lot). Flood Control Authority approved placement of the signs to the railing.

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 October 17, 2022.

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

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36945**

Bradford, Pa. \_\_\_\_\_ October 25, 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 \$501.06 from the General Fund Account charged to the following accounts:

**APPROVE PAYMENT TO EMERLING FORD, INC.: STREETS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36946**

Bradford, Pa. \_\_\_\_\_ October 25, 2022 \_\_\_\_\_

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$877.18 from General Fund Account (430.250) to Emerling Ford, Inc. for repairs to S-2.

**APPROVE PAYMENT TO NORTHWEST: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36947**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payments to Northwest of \$1449.08 from the Habgood account for the purchase of small tools and supplies for the Habgood Complex.

FURTHERMORE, the proper officers hereby approve payments to Northwest of \$938.86 from the Revolving account for PDC training charges and battery backup for OECD computers.

**APPOINT ELAINA LUCCO AS SECTION 504 COORDINATOR FOR THE CITY OF BRADFORD: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36948**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby appoint Elaina Lucco as Section 504 Coordinator.

WHEREAS, as a recipient of Community Development Block Grant funding with more than fifteen employees, the City of Bradford is responsible for implementing Section 504 regulations governing discrimination related to the City’s facilities, hiring practices and citizen participation, and is required to designate a coordinator to oversee the City’s compliance efforts.

NOW, THEREFORE BE IT RESOLVED, that the proper officers of the City of Bradford hereby appoint Elaina Lucco, Community/Economic Development Manager of the Office of Economic and Community Development as the City of Bradford’s Section 504 Coordinator.

**APPROVE PAYMENT TO GREATER BRADFORD SENIOR ACTIVITY CENTER, INC.: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36949**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$4,800 from General Fund Account (480.458) to the Greater Bradford Senior Activity Center, Inc. for the City of Bradford’s 2021 allocation.

**SET “TRICK OR TREAT” TIME AND DATE IN THE CITY OF BRADFORD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36950**

Bradford, Pa. October 25, 2022

**RESOLVED**, by the City Council of the City of Bradford that the proper officers hereby designate Monday, October 31, 2022, between the hours of 6:00 P.M. – 7:30 P.M. as “Trick or Treat” night in the City of Bradford.

**APPROVE PAYMENT TO SLUSH PUPPIE TRI-STATE, INC.: PARKS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36951**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$973.10 from General Fund Account (454.229) to Slush Puppie Tri-State, Inc. for parks concessions.

**APPROVE PAYMENT TO BRADFORD TIRE CENTER LLC: POLICE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36952**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$606.11 from General Fund Account (419.375) to Bradford Tire Center LLC for brakes and inspection for DPMI vehicle.

**ACCEPT QUOTE AND APPROVE PAYMENT TO PROTOCOL 80: AF**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36953**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers accept quote and approve payment of \$15,875.00 from the General Fund (01) Account to Protocol 80 for City of Bradford/OECD website development.

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



**APPROVE PAYMENT TO EMERGENCY MEDICAL PRODUCTS, INC.: AMBULANCE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36954**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$880.67 from General Fund Account (412.243) to Emergency Medical Products, Inc. for ambulance supplies.

**AUTHORIZE EXECUTION AND ACCEPT QUOTE OF A CONTRACT RENEWAL BETWEEN VISION BENEFITS OF AMERICA AND THE CITY OF BRADFORD FOR MANAGED VISION CARE: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36955**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of a contract renewal between Vision Benefits of America and the City of Bradford for managed vision care benefits for period December 1, 2022, through December 31, 2023.

BE IT FURTHER RESOLVED there is no price increase for 2023.

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

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36956**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$814.02 from General Fund Account (410.238) to Galls, LLC for Police uniforms.

**REQUEST TO ADVERTISE FOR PROPOSALS TO SEEK SPECIAL LEGAL SERVICES FOR PENSION SERVICES: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36957**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approval to advertise for proposals to seek Legal Services for the City's Pension Services.

**REQUEST TO ADVERTISE FOR PROPOSALS TO SEEK FOR ANNUAL AUDIT SERVICES: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 36958**

Bradford, Pa. October 25, 2022

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approval to advertise for proposals for annual audit services.