



# City of Bradford Council Meeting Agenda



AUGUST 8, 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 July 25<sup>th</sup> Minutes

5. DEPARTMENTAL REPORTS: For month of July 2023

- Mayor Riel – Police/OECD
- Councilor Pecht-Parks
- Councilor Lopus-DPW/Refuse
- Councilor Pecora-DPMI
- Councilor Proper-Fire/Ambulance

6. CORRESPONDENCE: **Bid Opening-2023 Resurfacing Project Liquid Fuels.**

7. PETITION AND HEAR VISITORS:

8. OLD BUSINESS:

9. NEW BUSINESS:

1) **Bill #11 Ordinance 2947.69-Amend Traffic Regulations-Alternate Parking-“Vista Circle Ext”**

**AWARD BID AND APPROVE PAYMENT TO LAUREL AUTO GROUP FOR THE PURCHASE OF A 2017 FORD SUPER DUTY F-550: DPW/LIQUID FUELS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37312**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept the quote from Laurel Auto Group in the amount of \$69,980.00 plus \$4,315.00 extended warranty for a total of \$74,295.00 from Highway Aid Fund (35) Account for one 2017 4WD Ford Super Duty F-550 and approve payment upon delivery and inspection of the vehicle.

NOW, THEREFORE BE IT FURTHER RESOLVED that this purchase is through COSTARS #25-006.

**APPROVE PAYMENTS TO HENNARD CONSTRUCTION FOR ROOF REPAIR WORK: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37313**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payments to Hennard Construction in the amount of \$5,441.49 from the OECD's Habgood Center Operations account for roof repair work on three buildings at the Habgood Center and \$3,994.36 for roof repairs at 9 Main Street.

**APPROVE PAYMENT TO BOB CUMMINS CONSTRUCTION: PARKS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37314**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$3,500.00 to Bob Cummins from the General Fund Account (454.250).

BE IT FURTHER RESOLVED, 50% of this amount will be paid by OECD.

**APPROVE REVERSE SUBDIVISION OF LANDS OWNED BY THE UNIVERSITY OF PITTSBURGH OF THE COMMONWEALTH SYSTEM OF HIGHER EDUCATION, THE FRIENDSHIP TABLE, AND THE CITY OF BRADFORD TO BE CONVEYED TO THE CITY OF BRADFORD FOR THE ATA MULTIMODAL: DPW**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37315**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby grant preliminary and final approval of the subdivision of lands owned by The University of Pittsburgh of the Commonwealth System of Higher Education, The Friendship Table, and the City of Bradford for the new ATA Multimodal Facility.

WHEREAS the property to be conveyed is situated on Tax Parcel numbers 01-003-106, 01-003-115, 01-003-117, 01-003-118, 01-003-119, 01-003-202, 01-003-203, 01-003-204 and to be reverse subdivided 0.659 Acres (Lot 1).

NOW THEREFORE BE IT RESOLVED that this Reverse Subdivision has the approval of the City of Bradford Planning Commission who met and approved the plans on August 1<sup>st</sup>, 2023, contingent on approval from the McKean County Planning Commission.

**ACCEPT QUOTE AND APPROVE PAYMENT TO T.V. SERVICES TO DEMOLISH 21 JEFFERSON STREET: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37316**

Bradford, Pa. August 8, 2023

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

WHEREAS, the City of Bradford's Board of Health has determined 21 Jefferson 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 five quotations received was from T.V. Services at a cost of \$5,454.54, for the demolition work.

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the quote and approve payment to T.V. Services in the amount of \$5,454.54 and authorize the OECD to proceed with the demolition of 21 Jefferson Street.

BE IT FURTHER RESOLVED that the cost of demolition will be paid through the City's 2021 CDBG Program or Act 152 Funds.

**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH KATHY WRIGHT D.B.A. YOGA WITH KATHY AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37317**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with Kathy Wright, D.B.A. Yoga With Kathy in Building "F" at the Robert P. Habgood Jr. Business Development Center.

**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A REVOLVING LOAN AGREEMENT IN THE AMOUNT OF \$50,000 WITH DEVON KLOSS D/B/A DEVON KLOSS INSURANCE LLC: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37318**

Bradford, Pa. August 8, 2023

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

WHEREAS, Devon Kloss d/b/a Devon Kloss Insurance LLC has completed a Revolving Loan application for funds to purchase 53 Main Street for her insurance business; and

WHEREAS, Devon Kloss has satisfactorily met the requirements of the City's Revolving Loan program; and

NOW, THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford are authorized to enter into a loan agreement and related security documents with Devon Kloss in the amount of \$50,000 at an interest rate of 3% for a period of 15 years.

**ACCEPT QUOTE AND APPROVE PAYMENT TO 8x8 FOR THE PURCHASE OF A NEW PHONE SYSTEM FOR THE OECD OFFICE: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37319**

Bradford, Pa. August 8, 2023

**RESOLVED**, that the proper officers hereby accept a quote and approve payment in the amount of \$1,625.72 for the purchase of a new phone system for the OECD office.

BE IT FURTHER RESOLVED that payment for the purchase of the new phone system will be paid from the Habgood Center Operations account.

**AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE CHANGE ORDER NO. 1 WITH BOB CUMMINS CONSTRUCTION CO. FOR THE CALLAHAN PARK RECREATION IMPROVEMENTS PROJECT-PHASE 1: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37320**

Bradford, Pa. August 8, 2023

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

WHEREAS, on June 13, 2023, the City of Bradford awarded a contract to Bob Cummins Construction Co. in the amount of \$855,189.00 for the Callahan Park Recreation Improvements Project-Phase 1; and,

WHEREAS, the contractor has proposed to mill multiple cracks and voids in the existing tennis courts down 2" and fill them with asphalt prior to the final paving to prevent future surface cracks for a total cost of \$11,051.50.

WHEREAS, the project engineer has approved this pavement work; and,

WHEREAS, Change Order No. 1 increases the contract amount from \$855,189.00 to \$866,240.50.

NOW, THEREFORE BE IT RESOLVED, that the proper officers of the City of Bradford are hereby authorized to execute Change Order No. 1 for the Callahan Park Recreation Improvements Project-Phase 1.

BE IT FURTHER RESOLVED that the additional cost will be paid with CDBG, DCNR, and other funding available for project costs.

**AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A DOWNTOWN REVOLVING LOAN AGREEMENT IN THE AMOUNT OF \$25,000 WITH KRISTINA LUZZI AND STEPHANIE WEINBERG D/B/A SMALL TOWN GIRL BOUTIQUE, LLC: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37321**

Bradford, Pa. August 8, 2023

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

WHEREAS Kristina Luzzi and Stephanie Weinberg D/B/A Small Town Girl Boutique, LLC has completed a Downtown Revolving Loan fund application for funds for start-up expenses necessary to operate a new business to be located at 121 Main Street; and

WHEREAS Kristina Luzzi and Stephanie Weinberg have satisfactorily met the requirements of the City's Downtown Revolving Loan Fund program and

NOW, THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford are authorized to enter into a loan agreement and security documents with Kristina Luzzi and Stephanie Weinberg, D/B/A Small Town Girl Boutique, LLC in the amount of \$25,000 at an interest rate of 3%.

**ACCEPT QUOTE AND APPROVE PAYMENT TO RICKY STILES: DPW**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37322**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept a quote and approve payment in the amount of \$2,525.00 from the General Fund (01) Account (430.245) to Ricky Stiles for pressure washing footbridge on East Washington Street.

BE IT FURTHER RESOLVED, this will be reimbursed by ARPA funds.

**ACCEPT QUOTE AND APPROVE PAYMENT TO RICKY STILES: PARKS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37323**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers accept a quote and approve payment in the amount of \$5,660.00 from the General Fund (01) Account 454.250) to Ricky Stiles for pressure washing Callahan Park Pavilion.

**ACCEPT QUOTE AND APPROVE PAYMENT TO AIR CLEANING SYSTEMS: FIRE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37324**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, That the proper officers accept a quote and approve payment in the amount of \$124,000.00 to Air Cleaning Systems, Inc. \$118,476.19 will be from the General Fund Account (411.740) and the remaining amount of \$5,523.81 plus shipping from (411.700).

BE IT FURTHER RESOLVED, this is a Costars Contract #0008-047, this purchase will be paid from the funds awarded from the Assistance to Firefighters Grant. This purchase will not be made until 2024.

**ACCEPT QUOTE AND APPROVE PAYMENT TO YEAR ROUND PROPERTY CARE, LLC: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37325**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers accept a quote and approve payment in the amount of \$10,500.00 from the General Fund (01) Account (409.703) to Year Round Property Care, LLC for washing City Hall, Fire Dept., and Water Authority Building.

BE IT FURTHER RESOLVED, The Bradford Water Authority will reimburse the city for their portion of the expense.

**ACCEPT QUOTE AND APPROVE PAYMENT TO WOODBED CORP: PARKS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37326**

Bradford, Pa. August 8, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept a quote and approve payment in the amount of \$2,459.00 plus fuel surcharge from the General Fund (01) Account (454.250) to Woodbed Corp. to mulch the existing playground.