



City of Bradford Council Meeting Agenda



OCTOBER 10, 2023

6:00 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 September 26th Minutes

5. DEPARTMENTAL REPORTS: For September 2023

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

6. CORRESPONDENCE:

7. PETITION AND HEAR VISITORS:

8. OLD BUSINESS:

- 1) **Ordinance 3291-Enacting “Summary Nuisance Abatement Procedure to Finally Determine Statement of Costs”**
- 2) **Ordinance 3165.25-“Amend Ordinance to Restate Pension Plan”**

9. NEW BUSINESS:

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

By _____

CITY COUNCIL CHAMBERS

No. 37377

Bradford, Pa. October 10, 2023

RESOLVED, by the City Council of the City of Bradford that the proper officers hereby designate Tuesday, October 31, 2023, 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 HANNON ENGINEERING, P.C.: DPW

By _____

CITY COUNCIL CHAMBERS

No. 37378

Bradford, Pa. October 10, 2023

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Hannon Engineering, in the amount of \$2,500.00 from the General Fund (430.245) for engineering contract administrative fees for the Bolivar Run Stream Relocation Project.

AUTHORIZE THE ADOPTION OF THE “CITY OF BRADFORD POLICE BODY CAM FOOTAGE POLICY”: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 37379

Bradford, Pa. October 10, 2023

RESOLVED, By the City Council of the City of Bradford, that the proper officers adopt the City of Bradford Police Body Cam Footage Request Policy.

BE IT FURTHER RESOLVED This policy has been reviewed and approved by the City Solicitor and the McKean County District Attorney is in accordance with accepted and standard practices.

APPROVE PAYMENT TO B & L WHOLESALE SUPPLY, INC.: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37380

Bradford, Pa. October 10, 2023

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to B & L Wholesale Supply, Inc. in the amount of \$1,488.07 from the OECD’s Rental Properties Account for the purchase of front porch materials for 102 State Street.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO ENTER INTO A LEASE AGREEMENT WITH LABELPACK AUTOMATION, INC. AT THE HABGOOD CENTER: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37381

Bradford, Pa. October 10, 2023

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

the proper officers of the City Council of the City of Bradford are hereby authorized to enter into a lease agreement with LabelPack Automation, Inc. for space at the Robert P. Habgood Jr. Business Development Center.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO ENTER INTO A LEASE AGREEMENT WITH MICROTECH KNIVES, INC. FOR SPACE AT THE BRADFORD AREA MULTI-TENANT CENTER ON CHESTNUT STREET EXTENSION: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37382

Bradford, Pa. October 10, 2023

RESOLVED, By the City Council of the City of Bradford, that the proper officers of the City Council of the City of Bradford are hereby authorized to enter into a lease agreement with Microtech Knives, Inc. for space at the Bradford Area Multi-Tenant Center on Chestnut Street Extension.

APPROVE REVISION TO THE CITY OF BRADFORD'S FY 2022 CDBG GRANT PROGRAM: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37383

Bradford, Pa. October 10, 2023

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

WHEREAS, the City of Bradford has entered a grant contract with the PA Department of Community and Economic Development for a 2022 CDBG Grant to undertake recreation improvements in Callahan Park and demolition of blighted properties on a scattered site basis in the City of Bradford; and,

WHEREAS the cost of construction for the recreation improvements in Callahan Park exceeded project cost estimates; and,

WHEREAS the City of Bradford would like to transfer \$20,000 from its Scattered Site Demolition line item to the Callahan Park Recreation Improvements line item to assist with construction cost for the recreation improvements.

NOW, THEREFORE BE IT RESOLVED, that the proper officers of the City of Bradford hereby approve this revision to the City's 2022 CDBG Grant Program for the transfer of \$20,000 from Scattered Site Demolition to Callahan Park Recreation Improvements.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADFORD,
COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE SUBMISSION OF AN
APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND
ECONOMIC DEVELOPMENT FOR FUNDING THROUGH THE COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM, AS AUTHORIZED UNDER
THE HOUSING AND COMMUNITY DEVELOPMENT ACT [42 USC 5301 AND 24 CFR
PART 570], AND FURTHER CERTIFYING COMPLIANCE WITH THE
REQUIREMENTS OF SAID PROGRAM: OECD**

By _____

CITY COUNCIL CHAMBERS

No. 37384

Bradford, Pa. October 10, 2023

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

WHEREAS, it is necessary and in the public interest that the City of Bradford, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Program; and,

WHEREAS, the City of Bradford has the legal authority and responsibility under Act 179 to apply for Community Development Block Grant funds; and

WHEREAS, the City of Bradford has undertaken a considerable citizen participation process including written invitations to municipalities, informational meetings, hearings, and legal notices all of which culminated in the prioritization of projects and the development of a Community Development Plan; and

WHEREAS, the City of Bradford is familiar with the requirements of the program as provided for in the Housing and Community Development Act (HCDA) and the Community Development Block Grant regulations; and

WHEREAS, the City of Bradford wishes to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bradford that its Office of Economic and Community Development is authorized to prepare the necessary forms and documents to apply to the Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid; and

BE IT FURTHER RESOLVED, if CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the City of Bradford agrees to repay the proportion deemed ineligible from non-federal sources.

BE IT FURTHER RESOLVED that the Community Development Plan was developed in coordination with low and moderate individuals, interested organizations, non-profits, and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the Mayor of the City of Bradford is empowered to place his/her signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the City of Bradford.

APPROVE PAYMENT TO PURCHASE ONE (1) ZAMBONI FROM NORTHWEST ARENA: PARKS

By _____

CITY COUNCIL CHAMBERS

No. 37385

Bradford, Pa. October 10, 2023

RESOLVED, By the City Council of the City of Bradford, the proper officers approve payment in the amount of \$12,000.00 from the General Fund (454.260) for one (1) 1996 Zamboni from Northwest Arena, Jamestown New York.

BE IT FURTHER RESOLVED, this purchase will be reimbursed by donated monies.

APPROVE QUOTE AND APPROVE PAYMENT TO J.M. SIFFRIN MASONRY & CONCRETE: RECYCLING

By _____

CITY COUNCIL CHAMBERS

No. 37386

Bradford, Pa. October 10, 2023

RESOLVED, By the City Council of the City of Bradford, the proper officers accept a quote and approve payment in the amount of \$24,869.00 from the General Fund (427.700) for concrete apron extension at the Recycling Center.

BE IT FURTHER RESOLVED, these funds will be reimbursed by the 902 Recycling Grant.

PERMISSION TO DISPOSE OF NON-FUNCTIONING ELECTRONIC AND OFFICE EQUIPMENT LOCATED AT CITY HALL: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37387

Bradford, Pa. October 10, 2023

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant permission to dispose of non-functioning office equipment located at City Hall.

BE IT FURTHER RESOLVED that the above-mentioned equipment shall be removed from City Hall's Inventory List.

AUTHORIZE EXECUTION OF ALS-BLS JOINT PREHOSPITAL SERVICES AGREEMENT WITH PHOENIX EMS: AMBULANCE

By _____

CITY COUNCIL CHAMBERS

No. 37388

Bradford, Pa. _____ October 10, 2023 _____

RESOLVED, By the City Council of the City of Bradford that the proper officers are hereby authorize execution of ALS-BLS Service Agreement between the City of Bradford and Phoenix EMS.

WHEREAS that on occasion, the parties acting in concert jointly provide pre-hospital emergency medical services (EMS) to patients, with ALS providing paramedic services when necessary and BLS providing basic life support care and patient transportation.

THEREFORE, NOW this agreement is made this 10th day of October 2023 by and between the City of Bradford and Phoenix Emergency Medical Services.

APPROVE LAND DEVELOPMENT PLAN KNOWN AS FUTURES REHABILITATION CENTER, INC. LOCATED ON EAST MAIN STREET: DPW

By _____

CITY COUNCIL CHAMBERS

No. 37389

Bradford, Pa. _____ October 10, 2023 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant preliminary and final approval of land development known as Futures Rehabilitation Center, Inc. located at East Main Street.

BE IT FURTHER RESOLVED that the subject tax parcels to be combined are 06-708-306 conveyed to Futures by Mathew Kengersky.

BE IT FURTHER RESOLVED that the Planning Commission met on September 20, 2022, and granted The McKean County Planning Commission issued a letter dated September 13, 2022.

NOW THEREFORE BE IT FURTHER RESOLVED that the City of Bradford Planning Commission approved the plans on October 3, 2023.