



# City of Bradford Council Meeting Agenda



DECEMBER 26, 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 December 12<sup>th</sup> Minutes
5. DEPARTMENTAL REPORTS: None
6. CORRESPONDENCE:
7. PETITION AND HEAR VISITORS:
8. OLD BUSINESS:
  - A. BILL #16, ORDINANCE GENERAL FILE NO. 3078.237 “2024 WAGE ORDINANCE”
  - B. BILL #17, ORDINANCE GENERAL FILE NO. 3292 “2024 BUDGET ORDINANCE”
  - C. BILL #18, ORDINANCE GENERAL FILE NO. 3293“2024 MILLAGE ORDINANCE”
9. NEW BUSINESS:

**SET CERTAIN 2023 MEETINGS: DATES & TIMES: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37449**

Bradford, Pa. December 26, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby set the 2023 dates and times for certain meetings as follows:

- |                                           |                                                                             |
|-------------------------------------------|-----------------------------------------------------------------------------|
| <b>2024 Civil Service Meetings:</b>       | <b>1<sup>st</sup> Monday of each month as needed at 8:00 AM</b>             |
| <b>2024 Planning Commission Meetings:</b> | <b>1<sup>st</sup> Tuesday of each month as needed at 5:00 PM</b>            |
| <b>2024 City Council Work sessions:</b>   | <b>Every Tuesday, as needed at 5:00 PM</b>                                  |
| <b>2024 Plumbing Board Meetings:</b>      | <b>Every Tuesday, as needed at 6:15 PM</b>                                  |
| <b>2024 Board of Health Meetings:</b>     | <b>Every Tuesday, as needed at 5:00 PM</b>                                  |
| <b>2024 Pension Board Meetings:</b>       | <b>Every Tuesday, as needed at 6:45 PM</b>                                  |
| <b>2024 Parking Authority</b>             | <b>Every Monday, as needed at Noon</b>                                      |
| <b>2024 Tree Board</b>                    | <b>Every Friday, as needed at 1:00 PM</b>                                   |
| <b>2024 City Council Meetings:</b>        | <b>2<sup>nd</sup> &amp; 4<sup>th</sup> Tuesday of each month at 6:00 PM</b> |
| <b>2024 HARB Meetings:</b>                | <b>3<sup>rd</sup> Monday of each month as needed at Noon</b>                |

The following meetings will be held on specified dates and times in the Conference Room at Old City Hall, 23 Kennedy Street, Bradford, PA 16701.

- |                                      |                                                          |
|--------------------------------------|----------------------------------------------------------|
| <b>2024 D.B.B.D.A. Meetings</b>      | <b>1<sup>st</sup> Wednesday of each month at 8:00 AM</b> |
| <b>2024 D.B.B.D.A. Work sessions</b> | <b>3<sup>rd</sup> Wednesday, as needed at 8:00 AM</b>    |

**PERMISSION TO PAY CERTAIN 2024 BILLS: GENERAL FUND/LIQUID FUELS: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37450**

Bradford, Pa. December 26, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby grant permission to the Department of Accounts and Finance to process payments of all 2024 utilities, contractual services, i.e. insurance payments, maintenance agreements, lease agreements, gasoline purchases, pool chemicals, tipping fees and liquid fuel expenses, as predesignated, and expenditures subject to advertised bidding, and vendors: Winter Equipment, Bradford Tire, Johnsons Tire Service, Emergency Medical Products, Witmer, Markl Supply, Galls, Barber Chemicals, Metalico, Sandburg Oil, Hunter Truck, New Enterprise Stone and Lime Co., IA Construction, (hot patch, cold patch, aggregate) Liquid Fuels expenses at predesignated and expenditures subject to advertised bidding.

**AUTHORIZE A TRANSFER GENERAL FUND MONIES TO THE LIQUID FUELS ACCOUNT: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37451**

Bradford, Pa. \_\_\_\_\_ December 26, 2023 \_\_\_\_\_

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the transfer of General Fund monies in the amount of \$3,644.19 to the General Fund Account to Liquid Fuel Account.

**AUTHORIZE THE EXECUTION OF RENEWAL AGREEMENTS WITH OCCUPATIONAL HEALTH SYSTEMS, A THIRD-PARTY ADMINISTRATOR, AT BRADFORD REGIONAL MEDICAL CENTER FOR 2024: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37452**

Bradford, Pa. \_\_\_\_\_ December 26, 2023 \_\_\_\_\_

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of renewal agreements with Occupational Health Systems, a third-party administrator, at Bradford Regional Medical Center for 2024 to provide the necessary employee health screenings.

**AUTHORIZE EXECUTION OF A CONTRACT AND APPROVE PAYMENT TO HEALTH ADVOCATE TO PROVIDE EMPLOYEE ASSISTANCE PROGRAM AND SERVICES: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37453**

Bradford, Pa. \_\_\_\_\_ December 26, 2023 \_\_\_\_\_

**RESOLVED**, By the City Council of the City of Bradford that the proper officers authorize the execution of a contract and of a contract with Heath Advocate to provide Employee Assistance Program and Services.

**AUTHORIZE THE EXECUTION OF A TAX COLLECTION AGREEMENT BETWEEN THE CITY OF BRADFORD AND THE BRADFORD AREA SCHOOL DISTRICT: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37454**

Bradford, Pa. \_\_\_\_\_ December 26, 2023 \_\_\_\_\_

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers do hereby authorize Mayor Tom Riel to execute and City Administrator Eric Taylor to attest the Tax Collection Agreement between the City of Bradford and the Bradford Area School District from January 1, 2024, through December 31, 2024.

**AUTHORIZE SIGNATORIES FOR THE CITY OF BRADFORD'S POLICE, FIRE AND NON-UNIFORMED PENSION TRUST FUNDS: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37455**

Bradford, Pa. December 26, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the following as signatories for the City of Bradford Police, Fire and Non-Uniformed Pension Funds:

**City Treasurer Karen Hector  
Mayor Tom Riel  
Director of Accounts & Finance Tim Pecora  
Deputy Director of Accounts & Finance Valerie Figula**

**APPROVE QUARTERLY 2024 ALLOCATIONS TO BRADFORD DISTRICT FLOOD CONTROL AUTHORITY: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37456**

Bradford, Pa. December 26, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve quarterly payments of \$5,000.00 from General Fund Account (480.486) to the Bradford District Flood Control Authority for Quarterly 2024 allocations.

**APPROVE QUARTERLY 2024 ALLOCATIONS TO BRADFORD AREA PUBLIC LIBRARY: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37457**

Bradford, Pa. December 26, 2023

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby approve quarterly payments of \$6,250.00 from General Fund Account (480.456) for quarterly 2024 appropriations for the support of the Bradford Area Public Library.

**APPROVE 2024 ANNUAL ALLOCATION TO THE MCKEAN COUNTY SPCA: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37458**

Bradford, Pa. December 26, 2023

**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 2024 annual allocation towards the operation of the McKean County SPCA.

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

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37459**

Bradford, Pa. \_\_\_\_\_ December 26, 2023

**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 (480.458) to the Greater Bradford Senior Activity Center, Inc. for the City of Bradford's 2023 allocation.

**APPROVE PAYMENT TO MISTRAS GROUP, INC.: FIRE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37460**

Bradford, Pa. \_\_\_\_\_ December 26, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,421.60 from the General Fund Account (411.316) to Mistras Group, Inc. for Ladder Inspections.

**AUTHORIZE AN AGREEMENT BETWEEN THE CITY OF BRADFORD FIRE DEPARTMENT AND JAY BRADISH-BRADISH ASSOCIATES: FIRE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37461**

Bradford, Pa. \_\_\_\_\_ December 26, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the proper officers to execute an agreement between the City of Bradford Fire Department and Jay Bradish - Bradish Associates for assistance in determining the origin and causes of fires in the City of Bradford.

**APPROVE PAYMENT TO NORTHWEST: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37462**

Bradford, Pa. \_\_\_\_\_ December 26, 2023

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Northwest in the amount of \$2,931.27 from the Rental Properties account for renovations at 10 State Street.

**APPROVE PAYMENT TO WITMER PUBLIC SAFETY GROUP, INC.: POLICE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37463**

Bradford, Pa. \_\_\_\_\_ December 26, 2023 \_\_\_\_\_

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept the quote and approve payment of \$1,011.50 from the General Fund Account (410.174) to Witmer Public Safety Group, Inc. for radios and holders.

**AUTHORIZE A TRANSFER OF MONIES FROM THE CAPITAL RESERVE ACCOUNT TO THE GENERAL FUND ACCOUNT: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37464**

Bradford, Pa. \_\_\_\_\_ December 26, 2023 \_\_\_\_\_

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the transfer of monies from the Capital Reserve (18) Account to the General Fund (01) Account in the amount of \$250,000.00.