



City of Bradford Council Meeting Agenda



DECEMBER 30, 2024

6:00 P.M.

MAYOR: TOM RIEL

CITY ADMINISTRATOR: ERIC TAYLOR

CITY SOLICITOR: HOLLENBECK LAW OFFICE

COUNCIL: FRED PROPER
TIM PECORA
TERRY LOPUS
KRIS GOLL

DEPARTMENT HEADS:

Police Chief:	MIKE WARD
Fire Chief:	BRETT BUTLER
Parks Director:	PAT GOFF
Public Works	PAT SHANNON
OECD Interim Director:	SARA ANDREWS
OECD Deputy Director:	KAREN PECHT

1. **CALL TO ORDER:**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **MINUTES:** Approve minutes from December 10th & December 17th meeting

5. **DEPARTMENTAL REPORTS:**

6. **CORRESPONDENCE:**

7. **PETITION AND HEAR VISITORS:**

8. **OLD BUSINESS:**

- A. Ordinance No. 2801.37-Amend Solid Waste – Fees
- B. Ordinance No. 3231.6-Amend Zoning Regulations
- C. 2025 Budget Ordinance 3298
- D. 2025 Millage Ordinance 3299

9. **NEW BUSINESS:**

AUTHORIZE THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BRADFORD POLICE DEPARTMENT AND THE BRADFORD AREA SCHOOL DISTRICT: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 37825

Bradford, Pa. December 30, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of a Memorandum of Understanding between the City of Bradford Police Department and the Bradford Area School District for the provision of Police Services which will maintain the physical security and safety of the Bradford Area School District.

RESCIND RESOLUTION NO. 37814 DATED DECEMBER 10, 2024: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37826

Bradford, Pa. December 30, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers of the City of Bradford hereby rescind Resolution No. 37814 dated December 10, 2024 as the cost of the additional rehabilitation work was incorrectly stated.

APPROVE ADDITIONAL GRANT PAYMENT OF \$2,500.00 TO SUSANNE GAZE FOR ADDITIONAL REHABILITATION WORK AT 101 CATALPA STREET: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37827

Bradford, Pa. December 30, 2024

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

WHEREAS, on August 27, 2024, the City Council of the City of Bradford approved payment of a Hardship Grant for Susanne Gaze in the amount of \$60,900.00 from the City's 2023 HOME Program for the Rehabilitation of 101 Catalpa Street.

WHEREAS, after the removal of the original siding on the home rotted boards were discovered and replaced with pressure treated 2x10x10's, 2x4x8's and OSB which were not included in the original scope of work; and,

WHEREAS, the City's Housing Rehabilitation Director concurs with the additional scope of work and cost and recommends that this additional work be approved via Change Order No. 1 to the rehabilitation contract.

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby approve an additional grant payment from the City's 2023 HOME Program in the amount of \$2,500.00 to Susanne Gaze for additional rehabilitation/corrective work at 101 Catalpa Street.

BE IT FURTHER RESOLVED that said grant funds will be disbursed to Susanne Gaze and Hennard Construction upon completion of work and approval of the OECD housing rehabilitation staff.

APPROVE PAYMENT TO NORTHWEST: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37828

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Northwest in the amount of \$1,141.07 from the Main Street account for the renovations of 62 Main Street.

APPROVE PAYMENT TO NORTHWEST: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37829

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Northwest in the amount of \$1,305.47 from the Habgood account for supplies and heater for Building C for the Habgood Complex.

ACCEPT QUOTE AND APPROVE PAYMENT TO SMARTSIGN: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 37830

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to SmartSign in the amount of \$1,179.75 for various street signs.

APPOINT JEFF KLOSS AS DEPUTY CHIEF FOR THE CITY OF BRADFORD FIRE DEPARTMENT: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 37831

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Jeff Kloss as Deputy Chief for the City of Bradford Fire Department, effective January 1, 2025.

APPOINT CHRISTOPHER SALERNO AS LIEUTENANT FOR THE CITY OF BRADFORD FIRE DEPARTMENT: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 37832

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Jeff Kloss as Lieutenant for the City of Bradford Fire Department, effective January 1, 2025. He has met the requirements and is on a list certified by the Civil Service Commission.

PERMISSION TO APPLY FOR THE 2024 FEMA ASSISTANCE FIREFIGHTERS GRANT: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 37833

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize permission to apply for the FEMA Assistance to Firefighters Grant (AFG). This grant will be for turnout gear washer and dryer in the amount of \$26,000.00.

BE IT FURTHER RESOLVED, the City of Bradford will be responsible for a 5% match of funds.

APPOINT ANDREW PIGANELLI AS A FULL-TIME FIREFIGHTER/EMT: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 37834

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Andrew Piganelli as a Full-Time Firefighter/EMT, effective January 1, 2025. He has met all requirements to be hired full-time from part-time.

APPROVE QUARTERLY 2025 ALLOCATIONS TO BRADFORD DISTRICT FLOOD CONTROL AUTHORITY: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37835

Bradford, Pa. _____ December 30, 2024 _____

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 2025 allocations.

APPROVE QUARTERLY 2025 ALLOCATIONS TO BRADFORD AREA PUBLIC LIBRARY: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37836

Bradford, Pa. _____ December 30, 2024 _____

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 2025 appropriations for the support of the Bradford Area Public Library.

APPROVE 2025 ANNUAL ALLOCATION TO THE MCKEAN COUNTY SPCA: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37837

Bradford, Pa. December 30, 2024

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 2025 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. 37838

Bradford, Pa. December 30, 2024

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 2025 allocation.

SET CERTAIN 2025 MEETINGS: DATES & TIMES: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37839

Bradford, Pa. December 30, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby set the 2025 dates and times for certain meetings as follows:

- | | |
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| 2025 Civil Service Meetings: | 1st Monday of each month as needed at 8:00 AM |
| 2025 Planning Commission Meetings: | 1st Tuesday of each month as needed at 5:00 PM |
| 2025 City Council Work sessions: | Every Tuesday, as needed at 5:00 PM |
| 2025 Plumbing Board Meetings: | Every Tuesday, as needed at 6:15 PM |
| 2025 Board of Health Meetings: | Every Tuesday, as needed at 5:00 PM |
| 2025 Pension Board Meetings: | Every Tuesday, as needed at 6:45 PM |
| 2025 Parking Authority | Every Monday, as needed at Noon |
| 2025 Tree Board | Every Friday, as needed at 1:00 PM |
| 2025 City Council Meetings: | 2nd & 4th Tuesday of each month at 6:00 PM |

2025 HARB Meetings:

3rd Monday of each month as needed at Noon

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.

2025 D.B.B.D.A. Meetings

1st Wednesday of each month at 8:00 AM

2025 D.B.B.D.A. Work sessions

3rd Wednesday, as needed at 8:00 AM

AUTHORIZE EXECUTION OF AN ADDENDUM TO THE CONTRACT BETWEEN THE CITY OF BRADFORD AND INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 655: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37840

Bradford, Pa. December 30, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of a temporary Contract Addendum between the City of Bradford and International Association of Firefighters Local 655 to allow for a Deputy Fire Chief as well as developing a Fire Code.

ADOPT MASTER FEE SCHEDULE FOR THE CITY OF BRADFORD: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37841

Bradford, Pa. December 30, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby adopt a Master Fee Schedule for the City of Bradford hereby setting fees for various services provided by the City of Bradford.

BE IT FURTHER RESOLVED, that this fee schedule shall become effective January 1, 2025.

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

By _____

CITY COUNCIL CHAMBERS

No. 37842

Bradford, Pa. December 30, 2024

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 \$150,000.00.

APPOINT KAREN COSTELLO-PECHT AS EXECUTIVE DIRECTOR FOR OECD: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37843

Bradford, Pa. December 30, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Karen Costello-Pecht as Executive Director of the Office of Economic and Community Development.

AUTHORIZE EXECUTION OF AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF BRADFORD AND KAREN COSTELLO-PECHT: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37844

Bradford, Pa. December 30, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby authorize the execution of an employment agreement between the City of Bradford and Executive Director Karen Costello-Pecht.

BE IT FURTHER RESOLVED that the effective date of this agreement is January 1, 2025, and may be renewed at the next reorganizational meeting of Bradford City Council in January 2026.

AUTHORIZE AND EXECUTE A SALES AGREEMENT BETWEEN DEWBOI PROPERTIES, LLC, AND THE CITY OF BRADFORD: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37845

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby authorize the execution of a sales agreement between the City of Bradford and Dewboi Properties, LLC., for a certain parcel of land totaling approximately 374 square feet which is a portion of Parcel No. 01-003-106.

**AUTHORIZE AND APPROVE STIPEND FOR ZONING OFFICER, JOHN PETERSON:
A/F**

By _____

CITY COUNCIL CHAMBERS

No. 37846

Bradford, Pa. _____ December 30, 2024 _____

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby authorize and approve the stipend for Zoning Officer John Peterson for the City of Bradford for \$8,000.00. This becomes effective on January 1, 2025.