

A meeting of Bradford City Council was called to order by Mayor Riel at 6:00 P.M. The audience participated in the Pledge of Allegiance.

**ROLL CALL:** Was taken.

**COUNCIL:** Mayor Riel, Councilman Proper, Councilman Pecora, Councilman Lopus

**ABSENT:**

**DEPARTMENT HEADS:** Chief Ward, Chip Comilla, Sara Andrews and Capt. Kloss

**ABSENT:**

**MINUTES:** Minutes from Feb 27<sup>th</sup> were approved by Councilors Pecora and Proper

**DEPARTMENTAL REPORTS:** Reports for the month of February 2024.

- Councilor Pecora – Accounts & Finance, DPMI/Code Enforcement
- Councilor Proper – Fire/Ambulance
- Councilor Lopus – Public Works
- Councilor Pecht – Parks

**CORRESPONDENCE:**

Mayor Riel read a proclamation for **Bleeding Disorders Awareness Month in March.**

**VISITORS:** **Bob Miller, Custer City-**He wanted to thank Brandon Plowman, Sara Andrews, Chip Comilla, and his guys for the issue he had behind one of his properties. He said Brandon went above and beyond his job for something he has been complaining about for years. He said Chip’s guys did a great job as well. He feels good about the City and Code Enforcement for once.

**OLD BUSINESS:**

**A. BILL #3, ORDINANCE GENERAL FILE NO. 3294, “Vacating and Discontinuance of a portion of Buelah Place.”**

A motion by Councilors Pecora and Proper to remove Bill #3 from the calendar and place it on the floor for the second reading. 4 Yea 0 Absent. Tina Hallock read the bill, by title only with a motion by Councilors Lopus and Pecora for passage on the second reading. 4 Yea 0 Absent

**B. BILL #4, ORDINANCE GENERAL FILE NO. 3295, “Vacating and Discontinuance of City Alley”**

A motion by Councilors Pecora and Lopus to remove Bill #4 from the calendar and place it on the floor for the second reading. 4 Yea 0 Absent. Tina Hallock read the bill, by title only with a motion by Councilors Proper and Lopus for passage on the second reading. 4 Yea 0 Absent

**NEW BUSINESS:**

**A. BILL #5, ORDINANCE GENERAL FILE NO. 3078.239 “2024 WAGE ORDINANCE”**

A motion by Councilors Pecora and Proper to remove Bill #4 from the calendar and place it on the floor for the first reading. 4 Yea 0 Absent. Tina Hallock read the bill, by title only with a motion by Councilors Lopus and Pecht for passage on the first reading. 4 Yea 0 Absent

**37536 EXONERATE THE CITY TREASURER FROM COLLECTING CERTAIN 2024 CITY PROPERTY**

**TAXES: A/F**

**RESOLVED,** By the City Council of the City of Bradford, that according to a written request from the City Treasurer, dated February 26<sup>th</sup> & March 5<sup>th</sup>, 2024, together with attached documentation from the County Assessment Office, the proper officers hereby exonerate the City Treasurer from collecting \$1,584.94 for 2024 City Property Taxes. An additional assessment of \$1,620.69 will be added to the tax roll.

Motion by Councilors Pecora and Proper  
4 Yea 0 Absent

**37537 APPROVE PAYMENT TO NORTHWEST: OECD**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Northwest in the amount of \$2,372.78 from the Rental Property account for renovation materials for 10 State Street, and \$1,000 from the Economic Development Fund account for RACP Application Fees.

Motion by Mayor Riel and Councilor Lopus  
4 Yea 0 Absent

**37538 AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH HURDS CONSTRUCTION FOR SPACE AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize to execute a Lease Agreement with Hurds Construction at the Robert P. Habgood Jr. Business Development Center.

Motion by Mayor Riel and Councilor Proper  
4 Yea 0 Absent

**37539 APPROVE PAYMENT TO CLOSE’S LUMBER IN OLEAN: OECD**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Close’s Lumber in Olean in the amount of \$2,830.00 from the Rental Property account for cabinets for 160 Elm Street apt. 6.

Motion by Mayor Riel and Councilor Pecora  
4 Yea 0 Absent

**37540 AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH HEATHER JOBE, STARLITE DANCE, FOR SPACE AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize to execution of a Lease Agreement with Heather Jobe- Starlite Dance at the Robert P. Habgood Jr. Business Development Center.

Motion by Mayor Riel and Councilor Lopus  
4 Yea 0 Absent

**37541 APPROVE PAYMENT TO FAIRWAY FORD: POLICE**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$1,170.73 from the General Fund Account (410.375) to Fairway Ford for vehicle repair.

Motion by Mayor Riel and Councilor Lopus  
4 Yea 0 Absent

**37542 ACCEPT QUOTE FROM BTU SUPPLY IN BRADFORD FOR PLUMBING RENOVATIONS AT OLD CITY HALL: OECD**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept a quote in the amount of \$2,715.00 for plumbing in Old City Hall.

BE IT FURTHER RESOLVED that payment for work related to the third-floor renovations plumbing work will be paid from Old City Hall Account.

Motion by Mayor Riel and Councilor Proper  
4 Yea 0 Absent

**37543 APPROVE PAYMENT TO BRADFORD PIPE & SUPPLY, INC.: A/F**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$1,831.94 to Bradford Pipe & Supply, Inc. from the following General Fund Accounts:

430.250	\$ 1,552.54
454.250	\$ 92.80
427.250	\$ 186.60

Motion by Councilors Pecora and Lopus  
4 Yea 0 Absent

**37544 APPROVE PAYMENT TO CLOSE'S LUMBER IN OLEAN: OECD**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Close's Lumber in Olean in the amount of \$2,190.75 from the Old City Hall account for cabinets for Old City Hall Suite 301.

Motion by Mayor Riel and Councilor Proper  
4 Yea 0 Absent

**37545 PERMISSION TO ADVERTISE FOR CIVIL SERVICE TESTING FOR FIREFIGHTER/PARAMEDIC AND FIREFIGHTER/EMT: FIRE/AMBULANCE**

**RESOLVED**, By the City Council of the City of Bradford, that according to a request from Fire Chief Eric Taylor and authorization from the City of Bradford Civil Service Commission, the proper officers hereby grant permission to advertise for testing to establish a new eligibility list for Firefighter/Paramedic and Firefighter EMT for the City of Bradford Fire and Ambulance Department.

Motion by Councilors Proper and Pecora  
4 Yea 0 Absent

**37546 PERMISSION TO CONDUCT PROMOTIONAL TESTING FOR THE CITY OF BRADFORD FIRE DEPARTMENT: FIRE/AMBULANCE**

**RESOLVED**, By the City Council of the City of Bradford, that according to a request from Fire Chief Eric Taylor and authorization from the City of Bradford Civil Service Commission, the proper officers hereby grant permission to conduct promotional testing in the City of Bradford Fire Department.

Motion by Councilors Proper and Pecora  
4 Yea 0 Absent

**37547 APPROVE PHARE GRANT TO VIRGINIA CROUSE FOR EMERGENCY REPAIRS AT 166 CONSTITUTION AVENUE: OECD**

**RESOLVED**, By the City Council of the City of Bradford, that  
WHEREAS, the City of Bradford has made emergency home repair grant funds available to City residents through the PHARE Program; and,  
WHEREAS the OECD solicits quotations from qualified contractors on behalf of the homeowner and recommends that the work be performed by the contractor providing the lowest acceptable quote for the work; and,  
WHEREAS the OECD recommends that PHARE funding in the amount of \$1,450.00 as an emergency repair grant to Virginia Crouse for the removal of a tree that posed a threat of falling on the garage and home located at 166 Constitution Avenue and,  
WHEREAS Virginia Crouse will enter into a contract for the emergency removal of the tree at the cost of \$1,450.00.  
NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Bradford hereby authorizes the proper officers of the City of Bradford to enter into a PHARE Emergency HOME Repair Grant Agreement with Virginia Crouse and further authorizes the OECD to make payments not to exceed \$1,450.00 to the homeowner upon the inspection and approval of the completed work by OECD staff.

Motion by Mayor Riel and Councilor Lopus  
4 Yea 0 Absent

**37548 AUTHORIZE THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT TO SOLICIT BIDS FOR THE SALE OF WOOD SHOP EQUIPMENT RECAPTURED UNDER A COLLATERALIZED LOAN MADE TO KYLE WHEELER: OECD**

**RESOLVED**, By the City Council of the City of Bradford, that  
WHEREAS, in March 2019 the City of Bradford refinanced an existing loan and provide additional loan financing to Kyle Wheeler for the relocation of his business to 20 Roberts Street; and,  
WHEREAS the new loan amount was secured by a listing of equipment and all business assets through a UCC filing with the PA Department of State; and,  
WHEREAS Kyle Wheeler stopped making loan payments in September 2022 and subsequently closed his business operation in 2023; and,  
WHEREAS OECD staff became aware that the equipment secured by the UCC filing was placed by Mr. Wheeler on property located on Roberts Street; and,  
WHEREAS OECD and City staff have relocated the equipment to OECD property at 20 Russell Boulevard; and,  
WHEREAS the OECD desires to advertise for sale the equipment to recover at least a portion of the loan balance owed by Mr. Wheeler.

NOW, THEREFORE BE IT RESOLVED, that the proper officers of the City of Bradford hereby authorize the Office of Economic and Community Development to advertise and solicit bids for the sale of the wood shop equipment.

Motion by Mayor Riel and Councilor Pecora  
4 Yea 0 Absent

**37549 ACCEPT PROPOSALS FROM GRAHAM'S GREENHOUSE & LANDSCAPING TO PROVIDE LANDSCAPING SERVICES FOR THE CITY'S DOWNTOWN STREETSCAPE AREAS, DOWNTOWN GATEWAY AREAS, VETERAN'S SQUARE, MAIN STREET TREES AND OECD FACILITIES: OECD**

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

WHEREAS Graham's Greenhouse & Landscaping has provided a proposal for landscaping services (including spring cleanup of planting and surrounding areas, weed prevention applications, fertilizing, mulching and plantings of annual/mums) for the City's downtown streetscape areas, downtown gateway areas, Veteran's Square, Hanley Park and OECD facilities (19 sites) in the amount of \$26,648.00;

WHEREAS Graham's Greenhouse & Landscaping has also provided a quote in the amount of \$1,710.00 to remove the tree grates, clean, apply weed killer, mulch, and lightly prune the new trees on Main Street; and,

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the proposals from Graham's Greenhouse & Landscaping in the amount of \$26,648.00 for landscaping of 19 sites and \$1,710.00 for the maintenance of the trees on Main Street.

BE IT FURTHER RESOLVED that the cost of landscaping services will be paid with operational funds from the OECD's facilities accounts, the City of Bradford General Fund, and contributions from other organizations.

Motion by Mayor Riel and Councilor Proper  
4 Yea 0 Absent

**37550 REAPPOINT EARNEST CLARK TO BRADFORD SANITARY AUTHORITY: A/F**

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby appoint Earnest Clark to the Bradford Sanitary Authority for a 5-year term set to expire on 12/31/2028.

Motion by Councilors Pecora and Lopus  
4 Yea 0 Absent

**37551 REAPPOINT ROBERT ESCH TO BRADFORD SANITARY AUTHORITY: A/F**

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby appoint Robert Esch to the Bradford Sanitary Authority for a 5-year term set to expire on 12/31/2028.

Motion by Councilors Pecora and Proper  
4 Yea 0 Absent

There being no further business, a motion for adjournment was made by Councilors Pecora and Proper. The meeting was adjourned at 6:14 pm. 4 Yea 0 Absent