



City of Bradford Council Meeting Agenda



January 2, 2024

10:00 A.M.

MAYOR: TOM RIEL

DEPUTY CITY ADMINISTRATOR: ERIC TAYLOR

CITY SOLICITOR: MARK HOLLENBECK

COUNCIL: FRED PROPER
TIM PECORA
TERRY LOPUS
KAREN COSTELLO-PECHT

DEPARTMENT HEADS:

Public Works & Parks Director:	CHIP COMILLA
Police Chief:	MIKE WARD
Fire Chief:	ERIC TAYLOR
OECD Director:	SARA ANDREWS

1. CALL TO ORDER:
2. PLEDGE OF ALLEGIANCE
3. OATHS OF OFFICE
 - a. Councilors- Karen Costello-Pecht
 - b. Councilors- Fred Proper
 - c. City Controller- Bob Douglas
 - d. Deputy City Controller-Eric Taylor
 - e. City Treasurer-Karen Hector
 - f. Deputy Treasurer- Jordan Mongillo
4. ROLL CALL
5. MINUTES: Will be submitted at the January 9th Council Meeting
6. DEPARTMENTAL REPORTS: Reports will be submitted at the January 9th Council meeting.
7. CORRESPONDENCE:
8. PETITION AND HEAR VISITORS:
9. OLD BUSINESS:
10. NEW BUSINESS:

ACCEPT CHRIS LUCCO'S RESIGNATION AS CITY ADMINISTRATOR AND DEPUTY CONTROLLER: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37465

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby accept Chris Lucco's resignation as City Administrator for the City of Bradford.

BE IT FURTHER RESOLVED that Mr. Lucco's last day of work was on December 29th, 2023, and will be on terminal leave utilizing earned time off through the 12th of January.

APPOINT ERIC TAYLOR AS CITY ADMINISTRATOR: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37466

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford that due to the resignation of City Administrator & Deputy City Controller Chris Lucco, the proper officers hereby appoint Eric Taylor as City Administrator.

BE IT FURTHER RESOLVED that this appointment shall become effective immediately.

APPOINT ERIC TAYLOR AS DEPUTY CITY CONTROLLER: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37467

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby appoint Eric Taylor as Deputy City Controller.

BE IT FURTHER RESOLVED that this appointment shall become effective immediately.

APPOINT COUNCIL MEMBERS TO HEAD CERTAIN DEPARTMENTS: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37468

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford, that Pursuant to Section 1103 of the Third-Class City Code, the following Council members shall direct the following departments:

- | | |
|------------------------------|---|
| Mayor <u>Tom Riel</u> | Public Affairs / O.E.C.D. |
| Councilman _____ | Director of Accounts & Finance |
| Councilman _____ | Public Safety / Ambulance
Building & Health, Planning & Zoning |
| Councilman _____ | Streets & Public Improvements /
Department of Sanitation (Refuse) |
| Councilman _____ | Director of Parks & Public Property |

CERTIFICATE OF APPROPRIATENESS TO THE BRADFORD ERA 43 MAIN STREET: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37469

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issued to The Bradford Era.

BE IT FURTHER RESOLVED The Bradford Era located on 43 Main Street will be replacing the front entry door and window from brass to black frame. Size will remain the same 127 ½’ tall x 65” wide.

NOW THEREFORE BE IT FURTHER RESOLVED that the issuance of this has been recommended by the Historical Architectural Board of Review meeting held on December 18, 2023.

APPOINT JORDAN MONGILLO AS DEPUTY CITY TREASURER: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37470

Bradford, Pa. _____ January 2, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby appoint Jordan Mongillo as Deputy City Treasurer.

BE IT FURTHER RESOLVED that this appointment has been authorized by City Treasurer Karen Hector and shall become effective immediately.

APPOINT CITY ADMINISTRATOR ERIC TAYLOR AS OPEN RECORDS OFFICER FOR THE CITY OF BRADFORD: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37471

Bradford, Pa. _____ January 2, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Interim City Administrator Eric Taylor as Open Records Officer for the City of Bradford.

BE IT FURTHER RESOLVED that this appointment would become effective January 3, 2024.

APPOINT DELEGATE AND ALTERNATE TO THE TAX COLLECTION COMMITTEE (TCC) FOR THE YEAR 2024 AS REQUIRED BY ACT 32 (EARNED INCOME TAX): A/F

By _____

CITY COUNCIL CHAMBERS

No. 37472

Bradford, Pa. _____ January 2, 2024

WHEREAS Act 32§ 505 (b) requires the governing bodies of school districts, townships, boroughs, and cities to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives, for the year 2024.

RESOLVED, by the City Council of the City of Bradford that the following individuals are appointed as TCC delegates for the City of Bradford.

Primary Voting Delegate

Karen Hector, City Treasurer

Alternate Voting Delegate

Tim Pecora, Councilman (Accounts & Finance)

BE IT FURTHER RESOLVED, that if the primary voting delegate cannot be present for a TCC meeting, the alternate voting delegate shall be the representative at the TCC meeting.

NOW THEREFORE BE IT FURTHER RESOLVED, these appointments are effective immediately and shall continue until successors are appointed. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

DESIGNATE SIGNATORIES FOR ALL CITY OF BRADFORD BANK ACCOUNTS FOR 2024: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37473

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby designate the following individuals as signatories on all City of Bradford bank accounts for 2024:

Director of Accounts & Finance	Tim Pecora
Deputy Director of Accounts & Finance	Valerie Figula
City Treasurer	Karen Hector
Deputy City Treasurer	Jordan Mongillo
City Controller	Robert Douglas
Deputy City Controller	Eric Taylor

APPOINT/REAPPOINT MEMBERS TO AUTHORITIES, BOARDS AND COMMISSIONS: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37474

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby make appointments/reappointments to various Authorities, Boards, and Commissions as follows:

CITY OF BRADFORD -BOARD OF APPEALS AS REQUIRED BY ACT 45 UNIFORMED CONSTRUCTION CODE APPEALS BOARD AND THE INTERNATIONAL PROPERTY MAINTENANCE CODE APPEALS BOARD

(UCC/IPMC)

Curt Wallace	5-year	01/01/2024 to 12/31/2028
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CITY OF BRADFORD TREE BOARD

Travis Crawford	1-year	01/01/2024 to 12/31/2024
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CIVIL SERVICE COMMISSION

Kristopher Goll	4-year	01/01/2024 to 12/31/2027
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DOWNTOWN BRADFORD BUSINESS DISTRICT AUTHORITY (DBBDA)

Michael Davilia	5-year	01/01/2024 to 12/31/2028
Jeremy Luna	5-year	01/01/2024 to 12/31/2028
Sarah Matzner	5-year	01/01/2024 to 12/31/2028

DOWNTOWN DISTRICT FLOOD CONTROL AUTHORITY

Dennis Morrisroe	5-year	01/01/2024 to 12/31/2028
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HISTORICAL ARCHITECTURAL REVIEW BOARD (HARB)

Neil Rinard	5-year	01/01/2024 to 12/31/2028
Michael Cleveland	5-year	01/01/2024 to 12/31/2028

PARKING AUTHORITY

Dr. James Evans	1-year	01/01/2024 to 12/31/2024
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PLANNING COMMISSION

Roy Pederson	3-year	01/01/2024 to 12/31/2026
Vacant Seat (Robert Douglass)	3-year	01/01/2024 to 12/31/2026
David Lunden	3-year	01/01/2024 to 12/31/2026

PLUMBING BOARD (3-Year Term)

Michael Cleveland	3-year	01/01/2024 to 12/31/2026
Chip Comilla	3-year	01/01/2024 to 12/31/2026
John Peterson	3-year	01/01/2024 to 12/31/2026

REDEVELOPMENT AUTHORITY

Fred Proper	5-year	01/01/2024 to 12/31/2028
Roy Pedersen	5-year	01/01/2024 to 12/31/2028

ZONING HEARING BOARD

Peter Palumbo	3-year	01/01/2024 to 12/31/2026
Karen Costello-Pecht (Alternate)	3-year	01/01/2024 to 12/31/2026

AUTHORIZE THE PROPER OFFICERS TO EXECUTE AN AGREEMENT WITH CHRIS LUCCO TO PROVIDE TECHNICAL SERVICES TO THE CITY OF BRADFORD AS NEEDED TO THE OFFICE OF THE CITY ADMINISTRATOR: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37475

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers of the City of Bradford hereby authorize the City Administrator to retain the services of Chris Lucco to provide technical assistance to the City Administrator and staff as needed.

BE IT FURTHER RESOLVED that these services will be paid for at Mr. Lucco's 2023 hourly rate.

**ACCEPT QUOTE AND APPROVE PAYMENT TO BRADFORD DODGE FOR ONE (1)
NEW 2022 JEEP RENEGADE: DPMI**

By _____

CITY COUNCIL CHAMBERS

No. 37476

Bradford, Pa. January 2, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers accept a quote and approve payment in the amount of \$ not to exceed for One (1) 2022 Jeep Renegade.

BE IT FURTHER RESOLVED Bradford Dodge donated over eighteen-thousand dollars of the cost of this vehicle, the remaining funds will come from the ARPA funds.