



# City of Bradford Council Meeting Agenda



APRIL 23, 2024

6:00 P.M.

**MAYOR:** TOM RIEL

**CITY ADMINISTRATOR:** ERIC TAYLOR

**CITY SOLICITOR:** HOLLENBECK LAW OFFICE

**COUNCIL:** FRED PROPER  
TIM PECORA  
TERRY LOPUS  
KRISTOFER GOLL

**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:
5. DEPARTMENTAL REPORTS:
6. CORRESPONDENCE:
7. PETITION AND HEAR VISITORS:
8. OLD BUSINESS:
9. NEW BUSINESS:
  - A. Ordinance General File No. 3296 “Adoption of Code”
  - B. Ordinance General File No. 3162.9 Repeal “Property Sales” Ordinance

**ACCEPT ERIC TAYLOR’S RESIGNATION AS FIRE CHIEF FOR THE CITY OF BRADFORD FIRE DEPARTMENT: A/F**

By\_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37574**

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby accept Eric Taylor’s resignation as Fire Chief for the City of Bradford Fire Dept.

**APPOINT BRETT BUTLER AS THE CITY OF BRADFORD FIRE CHIEF: FIRE**

By\_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37575**

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby appoint Brett Butler as Fire Chief for the City of Bradford Fire Department.

**AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE CHANGE ORDER NO. 4 WITH BOB CUMMINS CONSTRUCTION CO. FOR THE CALLAHAN PARK RECREATION IMPROVEMENTS PROJECT-PHASE I: OECD**

By\_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37576**

Bradford, Pa. April 23, 2024

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

WHEREAS, on June 13, 2023, the City of Bradford awarded a contract to Bob Cummins Construction Co. in the amount of \$855,189.00 for the Callahan Park Recreation Improvements Project-Phase I; and,

WHEREAS, on August 8, 2023, the City of Bradford approved Change Order No.1, which increased the contract amount to \$866,240.50; and,

WHEREAS, on August 22, 2023, the City of Bradford approved Change Order No. 2, which increased the contract amount to \$914,903.50.

WHEREAS, on October 23, 2023, the City of Bradford approved Change Order No.3 in the amount of \$74,172.40 to increase the contract amount to \$989,075.90.

WHEREAS the City of Bradford requested work including the application of a surface leveling material and paint on the tennis courts and the cost to raise the four entrance posts two feet from the original design for a total additional contract cost of \$28,977.00, thereby increasing the total contract cost to \$1,018,052.90.

NOW, THEREFORE BE IT RESOLVED, that the proper officers of the City of Bradford are hereby authorized to execute Change Order No. 4 for the Callahan Park Recreation Improvements Project-Phase I.

BE IT FURTHER RESOLVED that the additional cost will be paid with DCNR, City, and other funding available for the project.

**APPROVE PAYMENT TO SOUTHSIDE TRUCK AND TRACTOR: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37577**

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$1,557.56 from account the General Fund Account (427.250) to Southside Truck and Tractor.

**CERTIFICATE OF APPROPRIATENESS TO BRIGHT ALTERNATIVES, THE CENTER FOR NEW HOPE, LOCATED AT 3 MECHANIC STREET: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37578**

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issued to Bright Alternatives, The Center for New Hope.

**BE IT FURTHER RESOLVED** Bright Alternatives, The Center for New Hope, located on 3 Mechanic is approved to paint the right-side exterior of the building white. The right-side exterior is currently brown. Once painted, it will match the rest of the building.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the issuance of this has been recommended by the Historical Architectural Board of Review meeting held on April 15, 2024.

**CERTIFICATE OF APPROPRIATENESS TO S A DEVELOPMENT, LLC., OWNER OF PROPERTY LOCATED AT 15 CHESTNUT STREET: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37579**

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issued to the Building Inspector permitting him to issue a permit to SA Development LLC.

**BE IT FURTHER RESOLVED** S A Development, LLC., owner of 15 Chestnut Street will be removing the existing porch from the building and replacing it with a new porch design, it will be similar to the pre-existing porch. The new porch will be installed with the current codes. The porch will be painted brown or red to match the historical esthetics.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the issuance of this has been recommended by the Historical Architectural Board of Review meeting held on April 15th, 2023.

**AUTHORIZE EXECUTION OF AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF BRADFORD AND CITY ADMINISTRATOR ERIC TAYLOR: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37580**

Bradford, Pa. April 23, 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 City Administrator Eric Taylor.

BE IT FURTHER RESOLVED that the effective date of this agreement is January 3, 2024, and may be renewed at the next reorganizational meeting of Bradford City Council in January 2026.

**ACCEPT BIDS FOR VARIOUS PIECES OF WOODWORKING EQUIPMENT: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37581**

Bradford, Pa. April 23, 2024

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

WHEREAS, on March 12, 2024, the proper officers of the City of Bradford authorized the Office of Economic and Community Development to advertise and solicit bids for the sale of the wood shop equipment,

WHEREAS, bids were accepted until 4:00 p.m. on April 9, 2024, and opened at 6:00 p.m. at the City Council meeting,

WHEREAS, 18 bids were received and taken into consideration for further review,

WHEREAS, after a thorough review of the bids received, City Council, City Administrator, and City Solicitor recommend awarding the bids for the used woodworking equipment "as is" to the highest bidders for each item;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bradford that the bids for the woodworking equipment be awarded to the highest bidders as recommended.

BE IT FURTHER RESOLVED that the Office of Economic and Community Development is authorized to take all actions necessary to complete the purchase of the woodworking equipment in accordance with the bids awarded.

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

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

No. 37582

Bradford, Pa. April 23, 2024

**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.

**APPOINT CITY ADMINISTRATOR ERIC TAYLOR, CHRIS LUCCO, COUNCILMAN TIM PECORA, AND MARK HOLLENBECK AS THE NEGOTIATING COMMITTEE FOR THE LABOR CONTRACT BETWEEN THE CITY OF BRADFORD AND AFSCME LOCAL 3578: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

No. 37583

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby appoint Mark Hollenbeck of Hollenbeck Law Office as legal counsel for contract negotiations, City Administrator, Eric Taylor, Chris Lucco, and Councilman, Tim Pecora as the negotiating committee for the Labor contract between the City of Bradford and AFSCME Local 3578.

**APPROVE PAYMENT TO JIM COAST SALES & SERVICE INC.: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

No. 37584

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$5,950.00 from the Habgood Center account to Jim Coast Sales & Service, Inc. for the purchase of a commercial grade zero turn lawn mower.

BE IT FURTHER RESOLVED that the cost of the mower was the lowest of two quotes received for similar type mowers.

**ACCEPT CARMEN COMILLA'S RESIGNATION AS DIRECTOR OF DEPT. OF PUBLIC WORKS/PARKS DEPT: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

No. 37585

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford that the proper officers hereby accept Carmen Comilla's resignation as Director of Public Works/Parks Dept. for the City of Bradford.

**APPROVE PAYMENT TO E & M ENGINEERS & SURVEYORS: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37586**

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$1,170.00 from the OECD's Trail & Recreation Fund to E & M Engineers and Surveyors, PC for the preparation of a cost estimate and site plan for Callahan Park Phase 2 Improvements needed for the preparation of DCNR grant application.

**APPROVE PAYMENT TO ALLEGHANY WOOD MOLDING FOR FLOOR MOLDING AT OLD CITY HALL: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37587**

Bradford, Pa. April 23, 2024

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Alleghany Wood Molding, in the amount of \$3,087.20 from the Old City Hall account for floor molding in suite 301 at Old City Hall as part of the third-floor renovation project.

**AUTHORIZE THE PROPER OFFICERS TO EXECUTE AN AGREEMENT WITH CARMEN COMILLA TO PROVIDE TECHNICAL SERVICES TO THE CITY OF BRADFORD AS NEEDED TO DEPT. OF PUBLIC WORKS, PARKS DEPT AND THE OFFICE OF THE CITY ADMINISTRATOR: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37588**

Bradford, Pa. April 23, 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 Carmen Comilla to provide technical assistance to the City Administrator, Dept. of Public Works/Parks Dept.

BE IT FURTHER RESOLVED that these services will be paid for at Mr. Comilla's 2024 hourly rate.