



City of Bradford Council Meeting Agenda



MAY 14, 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
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: For month of April 2024

- Mayor Riel – Police/OECD
- Councilor Goll-Parks
- Councilor Lopus-DPW/Refuse
- Councilor Pecora-DPMI
- Councilor Proper-Fire/Ambulance

6. CORRESPONDENCE:

7. PETITION AND HEAR VISITORS:

8. OLD BUSINESS:

A. Ordinance General File No. 3296 “Adoption of Code”

B. Ordinance General File No. 3162.9 Repeal “Property Sales” Ordinance

9. NEW BUSINESS:

AUTHORIZATION FOR SPECIAL EVENTS WAIVER FOR FESTA ITALIANA: FESTA ITALIANA

By _____

CITY COUNCIL CHAMBERS

No. 37589

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve the request from Mary Ann Colestro, President of Festa Italiana, for a waiver of Ordinance #3014, allowing for consumption of alcoholic beverages on these portions of public land where the event will be conducted and during the hours the event is open to the public, and

BE IT FURTHER RESOLVED that this waiver is granted for the Festa Italiana, to be held on Festival Way, between Main Street and East Corydon Street, on August 8th, 9th, and 10th, 2024, from 11 am to 2 am, with the following conditions:

1. Beverages served for consumption are limited to beer and/or malt beverages.
2. All alcoholic beverages consumed on public lands must be in plastic containers.
3. No glasses, glass bottles, or cans shall be permitted outside of licensed establishments.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH BRIAN A. VOLPE, DMD. FOR THE RENTAL OF FOURTH-FLOOR OFFICE SPACE AT THE OLD CITY HALL: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37590

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve authorized to execute a Lease Agreement with Brian A. Volpe, DMD for the rental of 2,007 square feet of fourth floor office space at Old City Hall.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH SERVCO SERVICES INC. FOR SPACE AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37591

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve authorization to execute a Lease Agreement with Servco Services Inc. at the Robert P. Habgood Jr. Business Development Center.

APPROVE PAYMENT TO I.D BOOTH FOR RENOVATIONS TO 160 ELM STREET, APARTMENT 6 :OECD

By_____

CITY COUNCIL CHAMBERS

No. 37592

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to I.D Booth. in the amount of \$1,651.95 from the Rental Property account for bathroom renovations at 160 Elm Street Apartment #6.

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

By_____

CITY COUNCIL CHAMBERS

No. 37593

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve authorization to execute a Lease Agreement with Tricia Zurat at the Robert P. Habgood Jr. Business Development Center.

ACCEPT QUOTE AND APPROVE PAYMENT TO TV SERVICE TO DEMOLISH 91 HIGH STREET: OECD

By_____

CITY COUNCIL CHAMBERS

No. 37594

Bradford, Pa. _____ May 14, 2024

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

WHEREAS, the City of Bradford’s Board of Health has determined 91 High Street to be beyond economical repair and ordered it to be demolished; and,

WHEREAS, the OECD solicited quotations from qualified contractors to demolish and clear the structure and transport the construction debris to the McKean County Landfill.

WHEREAS, the lowest of the five quotations received was from TV Service at a cost of \$5,454.54, for the demolition work.

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the quote from TV Service in the amount of \$5,454.54 and authorize the OECD to proceed with the demolition of 91 High Street.

BE IT FURTHER RESOLVED that the cost of demolition will be paid through Act 152 Funds.

**APPROVE PAYMENT TO EARTH-WORKS FOR REPAIRS TO CHESTNUT ST PARKING LOTS:
OECD**

By _____

CITY COUNCIL CHAMBERS

No. 37595

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to EARTH-WORKS, in the amount of \$3,300 from the Chestnut MTC account for repairs to Chestnut Street parking lots on both ends of the building.

APPROVE PAYMENT TO BRADFORD FAIRWAY FORD: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 37596

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$2,564.38 from the General Fund Account (410.375) to Bradford Fairway Ford for vehicle repair.

APPOINT PAT SHANNON AS INTERIM DIRECTOR OF PUBLIC WORKS: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37597

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers appoint Pat Shannon as Interim Director of Public Works.

APPOINT PAT GOFF AS INTERIM PARKS DIRECTOR: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37598

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers appoint Pat Goff as Interim Parks Director.

ACCEPT QUOTE AND APPROVE PAYMENT TO ESI, INC: FIRE

By _____

CITY COUNCIL CHAMBERS

No. 37599

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers accept a quote and approve payment to ESI, Inc. for a service agreement with the City of Bradford Fire Dept.

APPOINT COLBY KEANE AS A CADET HIRE TO ATTEND THE MERCYHURST UNIVERSITY POLICE ACADEMY: POLICE

By_____

CITY COUNCIL CHAMBERS

No. 37600

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers appoint Colby Keane as a Cadet hire to attend Mercyhurst University Police Academy.

ACCEPT THE RESIGNATION OF PATROL OFFICER, MITCH HAYDEN FROM THE CITY OF BRADFORD POLICE DEPARTMENT: A/F

By_____

CITY COUNCIL CHAMBERS

No. 37601

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby accept the resignation of Patrol Officer Mitch Hayden from the City of Bradford Police Department, effective on May 29th, 2024.

APPROVE PAYMENT TO THE COMMONWEALTH OF PENNSYLVANIA STATE POLICE: POLICE

By_____

CITY COUNCIL CHAMBERS

No. 37602

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$5,412.06 from the General Fund Account (410.316) to the Commonwealth of Pennsylvania State Police for computer alert support.

AUTHORIZING THE ACQUISITION OF 2,445.12 SQUARE FEET MORE OR LESS OF PROPERTY IN THE FORM OF AN EASEMENT THAT REPRESENTS A PORTION OF THE PROPERTY WITH PIN NUMBERS 03-001-201 AND 03- 016-124 SITUATED IN THE CITY OF BRADFORD, MCKEAN COUNTY, PENNSYLVANIA BY PURCHASE OR CONDEMNATION FOR THE REPLACEMENT OF A SIDEWALK: A/F

By_____

CITY COUNCIL CHAMBERS

No. 37603

Bradford, Pa. _____ May 14, 2024

No. 37603 Cont.

WHEREAS, to enhance and improve pedestrian foot traffic over and across the subject property along with properties adjacent thereto, for the benefit of the citizens of the City of Bradford, to utilize 2,445.12 of PIN Numbers 03-001-201 and 03-016-124 for sidewalk improvements in the City of Bradford;

WHEREAS, pursuant to the Third-Class City Code, acquisition of land, water and water rights, the City of Bradford has eminent domain powers to acquire said property by condemnation for sidewalk installation/replacement purposes serving its residents;

WHEREAS, the property that the City intends to acquire is in the form of an Easement for use by the City, its residents, and members of the public, as the case may be; and

WHEREAS, the Pennsylvania Eminent Domain Code, together with the Third-Class City Code as amended, enables the City to appropriate and condemn properties pursuant to the procedures outlined in the Code. See, 26 Pa. Stat. Ann. 8 1-101, 11 PA C.S. 12801 et seq; and

WHEREAS the City is willing to pledge its taxing authority in lieu of the bond required under the Code; and

WHEREAS, the City of Bradford City Council, has determined that it is in the best interest of the City to acquire the property currently at its fair market value.

NOW, THEREFORE;

BE IT RESOLVED, by the City that the acquisition in the form of an Easement of a total of 2,445.12 square feet, more or less, comprised of one 349.83 ft. area on the East side of Campus Drive, one 400 square ft. area also on the East

side of Campus Drive, and one 1,595.79 square foot area on the West side of Campus Drive, together with a temporary Easement to enter upon the property of the condemnee for purpose of installation, construction of the aforesaid sidewalks, all as depicted on the maps of Proposed Easement prepared by E & M Engineers and Surveyors, P.C. dated January 4, 2024 and attached hereto as Exhibit "A" by condemnation according to the law is authorized for the construction of a sidewalk on those portions of the parcel with PIN Numbers 03-001-201 and 03-016-124, is hereby authorized.

BE IT FURTHER RESOLVED that the property is necessary for the installation/construction of a sidewalk and shall be acquired by the City by condemnation under the provisions of the Acts of Assembly in the form of an Easement, therefore

BE IT FURTHER RESOLVED, the City Administrator and counsel for the City of Bradford are hereby empowered to represent City Council as part of any eminent domain proceeding or Board of View if the same becomes necessary. In the event of such litigation, the City Administrator may authorize the use of any experts as may be fair and reasonable based on the nature of the proceedings.

BE IT FURTHER RESOLVED that the provisions of the Resolution are severable. If any provision, sentence, clause, phrase, section, or part thereof shall for any reason be found unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, phrases, sections or parts thereof, but the same shall remain in effect. It is hereby declared to be the intent of the City that this Resolution shall stand notwithstanding the invalidity of any part included herein.

BE IT FURTHER RESOLVED, the City shall pledge its taxing authority in lieu of a bond, as part of the initial condemnation proceedings.

BE IT FURTHER RESOLVED, that if any part of this Resolution is considered unconstitutional or illegal, the remaining provisions shall remain in full force and effect.

AUTHORIZE THE FILING OF A GREENWAYS, TRAILS, AND RECREATION PROGRAM (GTRP) GRANT: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37604

Bradford, Pa. _____ May 14, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the City of Bradford of McKean County hereby requests a Greenways, Trails, and Recreation Program (GTRP) grant of \$150,000.00 from the Commonwealth Financing Authority to be used for the Callahan Park Recreation Improvements Phase 2.

Be it FURTHER RESOLVED that the Applicant does hereby designate Tom Riel, Mayor, and Eric Taylor, City Administrator as the officials to execute all documents and agreements between the City of Bradford and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Eric Taylor, duly qualified City Administrator of the City of Bradford, McKean County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the City Council of the City of Bradford at a regular meeting held on May 14, 2024, and said Resolution has been recorded in the Minutes of the City of Bradford and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the City of Bradford on this 14th day of May 2024.

AUTHORIZE THE FILING OF MCKEAN COUNTY ACT 152 FUNDING: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37605

Bradford, Pa. _____ May 14, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the City of Bradford authorizes the filing of two (2) grant applications for the McKean County Act 152 Demolition Funds grant for blighted properties.

WHEREAS the City of Bradford is desirous of obtaining funding from McKean County in the amount not to exceed \$10,000.00, per grant application, for the demolition of blighted properties; and,

BE IT FURTHER RESOLVED that the City of Bradford will match twenty-five percent (25%) of the total demolition cost.

APPROVE PAYMENT TO ENVIRONMENTAL CONSULTANTS & AFFILIATES NETWORK, LLC FOR LEAD PAINT RENOVATOR TRAINING: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37606

Bradford, Pa. _____ May 14, 2024 _____

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

WHEREAS, the City of Bradford has been awarded a federal HOME grant to rehabilitate single family homes; and,

WHEREAS, the HOME Program requires contractors to have lead paint renovator training to address lead paint hazards through interim controls; and,

WHEREAS, to increase the contractor base for the HOME rehabilitation work, the OECD would like to offer the Lead Paint Renovator Training to local contractors.

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby approve payment in the amount of \$3,400.00 from the OECD's Housing Revolving Loan and HOME Grant accounts to Environmental Consultants & Affiliates Network, LLC to provide a one-day training Lead Paint Renovator Training course for local contractors.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A GRANT CONTRACT FOR A HOME PROGRAM GRANT: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37607

Bradford, Pa. _____ May 14, 2024

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

WHEREAS, the City of Bradford filed an application with the Pennsylvania Department of Community and Economic Development for a \$475,000 HOME Program Grant to undertake housing rehabilitation activities for qualified homeowners from the Third Ward of the City; and,

WHEREAS, on March 7, 2024, the City of Bradford received notice of an award of the HOME Program Grant from the PA Department of Community and Economic Development conditioned upon the City's completion of an environmental review; and,

WHEREAS, the City successfully completed the environmental review and DCED will be electronically transmitting the grant agreement to the City for signature.

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford are hereby authorized to execute the grant contract and related grant documents for the HOME Program Grant with the PA Department of Community and Economic Development.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE THE GRANT FUNDING AGREEMENT FOR A MCKEAN COUNTY RECOVERY GRANT: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37608

Bradford, Pa. _____ May 14, 2024

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

WHEREAS the City of Bradford applied for \$100,000 grant from the McKean County Recovery Grant Program to the McKean County Commissioners for Phase 2 design and recreation improvements in Callahan Park; and,

WHEREAS, on April 23, 2024, the City of Bradford received approval of the grant request.

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford are hereby authorized to execute the Grant Funding Agreement and Certification Forms for the McKean County Recovery Grant.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE THE GRANT CONTRACT FOR THE CITY'S 2023 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37609

Bradford, Pa. _____ May 14, 2024 _____

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

WHEREAS, the City of Bradford filed an application with the Pennsylvania Department of Community and Economic Development for the City's 2023 Community Development Block Grant (CDBG) Entitlement Program; and,

WHEREAS, on April 25, 2024, the City of Bradford received approval of a \$309,092 CDBG Entitlement Grant from the PA Department of Community and Economic Development.

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford are hereby authorized to execute the grant contract and related grant documents for the 2023 Community Development Block Grant Program with the PA Department of Community and Economic Development.

APPROVE PAYMENT TO ABM: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37610

Bradford, Pa. _____ May 14, 2024 _____

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$29,860.00 from the General Fund Account (408.313) to ABM Facility Support Services, LLC for a contractual breakage fee.

BE IT FURTHER RESOLVED, this will be paid for by ARPA funds.

APPROVE PAYMENT TO ENVIRONMENTAL CONSULTANTS & AFFILIATES NETWORK, LLC FOR LEAD PAINT RENOVATOR TRAINING: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37611

Bradford, Pa. _____ May 14, 2024 _____

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

WHEREAS, the City of Bradford has been awarded a federal HOME grant to rehabilitate single family homes; and,

WHEREAS the HOME Program requires contractors to have lead paint renovator training to address lead paint hazards through interim controls; and,

WHEREAS, to increase the contractor base for the HOME rehabilitation work, the OECD would like to offer Lead Paint Renovator Training to local contractors.

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby approve payment in the amount of \$3,400.00 from the OECD's Housing Revolving Loan and HOME Grant accounts to Environmental Consultants & Affiliates Network, LLC to provide a one-day training Lead Paint Renovator Training course for local contractors.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A GRANT CONTRACT FOR A HOME PROGRAM GRANT: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37612

Bradford, Pa. _____ May 14, 2024

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

WHEREAS, the City of Bradford filed an application with the Pennsylvania Department of Community and Economic Development for a \$475,000 HOME Program Grant to undertake housing rehabilitation activities for qualified homeowners from the Third Ward of the City; and,

WHEREAS, on March 7, 2024, the City of Bradford received notice of an award of the HOME Program Grant from the PA Department of Community and Economic Development conditioned upon the City's completion of an environmental review; and,

WHEREAS the City successfully completed the environmental review and DCED will be electronically transmitting the grant agreement to the City for signature.

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford are hereby authorized to execute the grant contract and related grant documents for the HOME Program Grant with the PA Department of Community and Economic Development.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE THE GRANT FUNDING AGREEMENT FOR A MCKEAN COUNTY RECOVERY GRANT: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37613

Bradford, Pa. _____ May 14, 2024

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

WHEREAS the City of Bradford applied for \$100,000 grant from the McKean County Recovery Grant Program to the McKean County Commissioners for Phase 2 design and recreation improvements in Callahan Park; and,

WHEREAS, on April 23, 2024, the City of Bradford received approval of the grant request.

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford are hereby authorized to execute the Grant Funding Agreement and Certification Forms for the McKean County Recovery Grant.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE THE GRANT CONTRACT FOR THE CITY'S 2023 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37614

Bradford, Pa. _____ May 14, 2024

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

WHEREAS the City of Bradford filed an application with the Pennsylvania Department of Community and Economic Development for the City's 2023 Community Development Block Grant (CDBG) Entitlement Program; and,

WHEREAS, on April 25, 2024, the City of Bradford received approval for a \$309,092 CDBG Entitlement Grant from the PA Department of Community and Economic Development.

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford are hereby authorized to execute the grant contract and related grant documents for the 2023 Community Development Block Grant Program with the PA Department of Community and Economic Development.

AUTHORIZE THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BRADFORD AND TEAMSTERS LOCAL NO. 110: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37615

Bradford, Pa. _____ May 14, 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 and the Teamsters Local No. 110 to include that if a bargaining unit member unit accepts a department head position for the DPW or Parks Department decide they want to return to the labor pool, they must do so within thirty days of accepting the role of Department. The DPW department that comes from within can be considered a working department head if the department is short-staffed and/or needs extra help on a project. They cannot work in order to take overtime away from members. The Parks department head will be a working member due to staffing levels at the park.

APPOINT AUSTIN COLEMAN AS A FULL-TIME FIREFIGHTER/EMT: FIRE/AMBULANCE

By _____

CITY COUNCIL CHAMBERS

No. 37616

Bradford, Pa. _____ May 14, 2024

RESOLVED, By the City Council of the City of Bradford that per recommendation from Fire Chief Eric Taylor, the proper officers hereby authorize the appointment of Austin Coleman as a full-time Firefighter/EMT effective May 15, 2024.