



City of Bradford

Council Meeting Agenda



AUGUST 13, 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 July 23rd meeting

5. **DEPARTMENTAL REPORTS:** For the month of July 2024

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

6. **CORRESPONDENCE:**

7. **PETITION AND HEAR VISITORS:**

8. **OLD BUSINESS:**

9. **NEW BUSINESS:**

A. **Ordinance 3268.2 – Amend BOH Abatement of Public Nuisances and Prescribed Penalties**

B. **Ordinance 3078.240 – Amend Wage Ordinance-DPMI & OECD**

APPROVE PAYMENT TO LANDPRO EQUIPMENT LLC: PARKS

By _____

CITY COUNCIL CHAMBERS

No. 37679

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,681.49 from the General Fund Account (454.250) to Landpro Equipment LLC for repair to the 2019 John Deere X758.

AUTHORIZE AND APPROVE PAYMENT TO IA CONSTRUCTION FOR CHANGE ORDER #1 FOR THE 2024 RESURFACING PROJECT FOR THE CITY OF BRADFORD FROM IA CONSTRUCTION: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37680

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers approve Change Order No. 1 to IA Construction for an additional amount of \$5,111.68 from the Liquid Fuels Fund (439.452) for the 2024 Resurfacing Project. This change order is for additional milling for Miller Street.

BE IT FURTHER RESOLVED the total amount of the contract will be in the amount of \$377,856.94.

APPROVE PAYMENT TO DEXTERS SERVICE CENTER: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37681

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby approve payment in the amount of \$4,628.73 from the General Fund Account (411.375) to Dexters Service Center for repairs to the 2013 Sutphen Fire Truck.

BE IT FURTHER RESOLVED, a portion of this expense in the amount of \$2,628.73 was reimbursed by insurance.

APPROVE PAYMENT TO OECD FOR THE CITY’S PORTION OF THE CALLAHAN PARK, PHASE 1: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37682

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby approve payment in the amount of \$30,320.50 to OECD for the city’s portion of the Callahan Park Project, Phase 1.

BE IT FURTHER RESOLVED, this expense will be reimbursed by ARPA funds.

**APPROVE PAYMENT OF A FACADE IMPROVEMENT GRANT TO TODD HENNARD:
OECD**

By _____

CITY COUNCIL CHAMBERS

No. 37683

Bradford, Pa. August 13, 2024

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

WHEREAS, under the Main Street Facade Improvement Program, the City of Bradford has made state funds available for facade improvements to assist with the revitalization of the City's downtown business district; and,

WHEREAS, Todd Hennard, owner of 40 Main Street, has applied for a Main Street Facade Grant in the amount of \$3,719.25 which represents 50% or less of the total cost (\$10,000.00) to replace existing windows.

NOW, THEREFORE, BE IT RESOLVED, that the proper officers of the City of Bradford hereby approve payment of \$3,719.25 from the OECD's Main Street Facade Improvement grant account to Todd Hennard.

**AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE
A DOWNTOWN REVOLVING LOAN AGREEMENT WITH NICHOLAS J. CUMMINS
AND MARTY A. CUMMINS: OECD**

By _____

CITY COUNCIL CHAMBERS

No. 37684

Bradford, Pa. August 13, 2024

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

WHEREAS, Nicholas J. Cummins and Marty A. Cummins have completed a Downtown Revolving Loan fund application for \$100,000.00 for exterior renovations and adjoining lot improvements at 24 Main Street; and

WHEREAS, Nicholas J. Cummins and Marty A. Cummins have satisfactorily met the requirements of the City's Downtown Revolving Loan Fund program and

NOW, THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford are authorized to enter into a loan agreement and security documents with Nicholas J. Cummins and Marty A. Cummins for the amount of \$100,000.00 at an interest rate of 3%.

DESIGNATE ELAINA LUCCO TO SIGN CDBG AND HOME ELECTRONIC INVOICES: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37685

Bradford, Pa. August 13, 2024

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

WHEREAS, the PA Department of Economic and Community Development (DCED) are requiring the submittal of CDBG and HOME invoices through electronic invoicing and are requiring grant recipients to designate an employee of the municipality to electronically sign CDBG and HOME invoices; and,

WHEREAS, the Office of Economic and Community Development currently processes invoices and maintains the accounting records for the City of Bradford's CDBG and HOME Programs; and,

NOW, THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford designate Elaina Lucco to electronically sign CDBG and HOME invoices in accordance with DCED's grant financial management requirements.

BE IT FURTHER RESOLVED, that Mayor Tom Riel and Deputy Mayor Tim Pecora are authorized to sign as the certifying elected officials.

APPROVE PAYMENT TO SOUTHERN TIER TRAILER SALES, INC.: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37686

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,388.89 to Southern Tier Trailer Sales, Inc. from the OECD's Chestnut Street MTC Account for the maintenance/repair of the Kubota tractor.

APPROVE PAYMENT TO ALLIED SYSTEMS, INC.: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37687

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Allied Systems, Inc. in the amount of \$8,157.00 from the Main Street account to install four heating and cooling zones for the 30 Boylston Street HVAC system.

ACCEPT PROPOSAL I.A. CONSTRUCTION CORPORATION TO PAVE RUSSELL BOULEVARD ON THE HABGOOD CENTER COMPLEX: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37688

Bradford, Pa. August 13, 2024

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

WHEREAS, the City of Bradford is under contract with I.A. Construction Corporation to pave a portion of Russell Boulevard; and,

WHEREAS, the OECD obtained a proposal in the amount of \$25,607.05 from I.A. Construction Corporation to pave the balance of Russell Boulevard that passes through the Habgood Center Complex; and,

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby accept the proposal from I.A. Construction Corporation in the amount of \$25,607.05 to pave the portion of Russell Boulevard not under the City's paving contract.

BE IT FURTHER RESOLVED that the cost of the paving work will be paid from the Habgood Center operations account.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO A LEASE AGREEMENT WITH MICHELLE TOBIAS AND KELLY TRUMMER d/b/a SHELLYBEAN'S SWEETS AT 62 MAIN STREET: OECD

By _____

CITY COUNCIL CHAMBERS

No. 37689

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers of the City of Bradford are hereby authorized to enter into a one-year lease agreement with Michelle Tobias and Kelly Trummer d/b/a Shellybean's Sweets for the rental of first-floor space at 62 Main Street.

ACCEPT QUOTE AND APPROVE PAYMENT TO PETE'S REPAIR SERVICE: AMB

By _____

CITY COUNCIL CHAMBERS

No. 37690

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby accept quote and approve payment of \$2,205.40 from General Fund Account (409.375) to Pete's Repair Service for repairs to Squad 1.

APPROVE PAYMENT TO SUPERUSER TECHNOLOGIES, INC.: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 37691

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford that the proper officers now approve payment of \$4,750.00 from the General Fund Account (410.706) to Superuser Technologies, Inc.

AUTHORIZE A TRANSFER OF MONIES FROM THE ARPA (05) ACCOUNT TO THE GENERAL FUND (01) ACCOUNT: A/F

By _____

CITY COUNCIL CHAMBERS

No. 37692

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the transfer of monies from the Capital Reserve Account to the General Fund Account (380.454) in the amount of \$30,320.50.

AUTHORIZE THE DEPARTMENT OF PUBLIC WORKS TO MAKE APPLICATION TO MCKEAN COUNTY FOR AN ALLOCATION OF COUNTY LIQUID FUELS TAX FUNDS: DPW

By _____

CITY COUNCIL CHAMBERS

No. 37693

Bradford, Pa. August 13, 2024

RESOLVED, By the City Council of the City of Bradford, the proper officers are hereby authorized to make an application and execute all documents to request the 2024 allocation of County Aid in the amount of \$13,519.26 from the County Liquid Fuels Tax Funds for street repairs.

BE IT FURTHER RESOLVED that these funds shall be deposited in the General Fund Account (357.030) upon receipt.