



# City of Bradford Council Meeting Agenda



**MARCH 11, 2025**

**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:  
Fire Chief:  
Parks Director:  
Public Works  
OECD Director:

MIKE WARD  
BRETT BUTLER  
PAT GOFF  
PAT SHANNON  
KAREN PECHT

1. **CALL TO ORDER:**
2. **PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MINUTES:** Approve minutes from Feb 25th meeting
5. **DEPARTMENTAL REPORTS:** For the month of February 2025
  - 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 3165.28-Amend Pension (Non-Uniform)**

**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. 37895**

Bradford, Pa. March 11, 2025

**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 delegate 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  
Alternate Voting Delegate

Karen Hector, City Treasurer  
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.

**APPROVE PAYMENT TO A.W. PANTUSO HVAC LLC.: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37896**

Bradford, Pa. March 11, 2025

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1015.84 from the General Fund (01) Account to A.W. Pantuso HVAC LLC for the repairs to the water pipes in the Pool House at Callahan.

**APPROVE PAYMENT TO MCKEAN COUNTY ASSESSMENT OFFICE: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37897**

Bradford, Pa. March 11, 2025

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment to McKean County Assessment Office for the City's portion of the 2025 tax bill and supplies in the amount of \$2,729.99.

**AUTHORIZE THE EXECUTION OF EMERGENCY AMBULANCE SERVICE AGREEMENT WITH KEATING TOWNSHIP: FIRE/AMBULANCE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37898**

Bradford, Pa. March 11, 2025

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of the Emergency Ambulance Service Agreement between the City of Bradford and Keating Township beginning Jan 1, 2025, and ending December 31, 2025.

**ACCEPT QUOTE AND APPROVE PAYMENT TO E & M ENGINEERS: FIRE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37899**

Bradford, Pa. March 11, 2025

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept a quote and approve payment of \$16,322.02 from the General Fund Account (411.740) to E & M Engineers for preliminary surveying and engineering services necessary for a potential new fire station.

BE IT FURTHER RESOLVED, this purchase is funded by grant money through the Office of the State Fire Commissioner.

**EXONERATE THE CITY TREASURER FROM COLLECTING CERTAIN CITY 2025 PROPERTY TAXES: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37900**

Bradford, Pa. February 25, 2025

**RESOLVED**, By the City Council of the City of Bradford, that according to a written request from the City Treasurer, dated March 3, 2025, with attached documentation from the County Assessment Office, the proper officers hereby exonerate the City Treasurer from collecting \$8,002.01 City 2025 Property Taxes. There will be an addition to the tax rolls in the amount of \$7,201.00.

**APPROVE PAYMENT TO EBELING PLUMBING & HEATING, LLC.: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37901**

Bradford, Pa. February 25, 2025

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$7,364.55 from the General Fund (01) Account (454.250) to Ebeling Plumbing & Heating, LLC., for the repairs to the steam boiler pipes in the Pool House at Callahan.

**AUTHORIZE THE NAMING OF DRESSER WAY AS A PRIVATE ROAD IN THE CITY OF BRADFORD: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37902**

Bradford, Pa. March 11, 2025

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the naming of Dresser Way as a Private Road in the City of Bradford.

**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**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37903**

Bradford, Pa. March 11, 2025

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

WHEREAS, Graham's Greenhouse & Landscaping has provided a proposal to 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 (18 sites) in the amount of \$26,643.00; and,

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 thirty-five 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 \$26,643.00 for landscaping of 18 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, City of Bradford General Fund.

**ACCEPT QUOTE FROM ELY ASSOCIATES FOR THE PURCHASE OF NEW DRINKING FOUNTAINS FOR CALLAHAN PARK: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37904**

Bradford, Pa. March 11, 2025

WHEREAS, the City of Bradford has secured funding to undertake improvements in Callahan Park; and,

WHEREAS, as a part of the improvements in the Park, the City would like to purchase new drinking fountains; and,

WHEREAS, the OECD secured a Costars Program quote from Ely Associates for the purchase of two ADA drinking fountains for a total cost of \$11,287.00 (including freight).

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept a quote from Ely Associates through the Costars Program for the purchase of the drinking fountains for the cost of \$11,287.00.

BE IT FURTHER RESOLVED that the pavilions will be paid with DCNR and McKean County ARPA grants from the OECD's Trail and Recreation Fund.

**ACCEPT PROPOSAL FROM GRAHAM’S GREENHOUSE & LANDSCAPING TO PROVIDE LANDSCAPING SERVICES FOR NEW PLANTINGS AND REPLACEMENT PLANTINGS AT THE HABGOOD BUSINESS DEVELOPMENT CENTER”: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37905**

Bradford, Pa. March 11, 2025

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

WHEREAS, Graham’s Greenhouse & Landscaping has provided a proposal to provide additional landscaping services to replace and add plantings on four landscape beds at the front of the office building at the Habgood Business Development Center for a total cost of \$6,500.

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the proposal from Graham’s Greenhouse & Landscaping in the amount of \$6,500.00 for the landscape work with payment to be made from the Habgood Center Operations account.

**ACCEPT QUOTE FROM MRC RECREATION FOR THE PURCHASE OF NEW BENCHES, TRASH RECEPTACLES AND GRILLS FOR CALLAHAN PARK: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37906**

Bradford, Pa. March 11, 2025

WHEREAS, the City of Bradford has secured funding to undertake improvements in Callahan Park; and,

WHEREAS, as a part of the improvements in the Park, the City would like to purchase new benches, trash receptacles and grills; and,

WHEREAS, the OECD secured a Costars Program quote from MRC Recreation for the purchase of seven benches, six trash receptacles and four grills for a total cost of \$13,592.04 (including freight).

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept a quote from MRC Recreation through the Costars Program for the purchase of the benches, receptacles and grills for the cost of \$13,592.04.

BE IT FURTHER RESOLVED that the pavilions will be paid with DCNR and McKean County ARPA grants from the OECD’s Trail and Recreation Fund.

**AUTHORIZE THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT TO ADVERTISE FOR BID CONTRACTED SERVICES FOR THE CALLAHAN PARK IMPROVEMENT PROJECT – PHASE 2”: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37907**

Bradford, Pa. March 11, 2025

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

WHEREAS, the City desires to continue with its efforts to make improvements to Callahan Park with new picnic shelters, concrete walkway improvements, a new restroom facility, reconstruction of the parking lot at the Poplin Avenue entrance, a new park entrance sign, and new park amenities.

NOW, THEREFORE BE IT RESOLVED, the proper officers of the City of Bradford hereby authorize the Office of Economic and Community Development to advertise for bid contracted services for the Callahan Park Improvement Project – Phase 2.

BE IT FURTHER RESOLVED that the project will be paid for with CDBG, DCNR, McKean County ARPA, CEAP grants and donated funds.

**ACCEPT QUOTE AND APPROVE PAYMENT TO 6V EXCAVATION TO DEMOLISH 188 EAST MAIN STREET: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37908**

Bradford, Pa. March 11, 2025

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

WHEREAS, the City of Bradford’s Board of Health has determined 188 East Main 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 6V Excavation at a cost of \$3,935.00 for the demolition work.

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the quote from 6V Excavation in the amount of \$3,935.00 and authorize the OECD to proceed with the demolition of 188 East Main Street.

BE IT FURTHER RESOLVED that the cost of demolition will be paid through the City’s 2023 CDBG Program.

**ACCEPT QUOTE AND APPROVE PAYMENT TO 6V EXCAVATION TO DEMOLISH 40 WALKER AVENUE: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37909**

Bradford, Pa. March 11, 2025

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

WHEREAS, the City of Bradford’s Board of Health has determined 40 Walker Avenue 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 6V Excavation at a cost of \$6,467.00, for the demolition work.

THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the quote from 6V Excavation in the amount of \$6,467.00 and authorize the OECD to proceed with the demolition of 40 Walker Avenue.

BE IT FURTHER RESOLVED that the cost of demolition will be paid through the City's 2023 CDBG Program.

**APPROVE SUBDIVISION OF LANDS LOCATED ON THE SOUTH SIDE OF WEST WASHINGTON STREET BETWEEN HARDING AVENUE AND HOBSON PLACE, LANDS OWNED BY DBRC: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 37910**

Bradford, Pa. March 11, 2025

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve the subdivision of proposed (8) eight lots, owned by Downtown Bradford Revitalization Corporation with a subdivision name of DBRC, located on West Washington Street, located in the vicinity of West Washington St, Hobson Place, and Harding Avenue.

BE IT FURTHER RESOLVED that lot 1 part of parcel number #03-002-206, 03-022-209, located in RB 1041, page 1178. Lot #8 shows use as a ROW for Lots 3,5,6 and 7. This will need to be stated in the transfer deeds. The access for these parcels is only 37.86 ft wide, ordinance calls for 50ft. wide ROW. Lots 1,2,3,4,5,6 and 8 are in a C-2 zone and our understanding is that DBRC will be constructing single-family homes, and rezoning will be needed on these parcels. Lot 7 is already in an R-2 zone for residential homes.

NOW THEREFORE BE IT FURTHER RESOLVED that this subdivision/consolidation has the approval with revisions by the McKean County Planning Commission in a letter dated February 26, 2025. Also, the City of Bradford Planning Commission met and approved the plans on March 4, 2025.