



City of Bradford

Council Meeting Agenda



July 22, 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 the June 24th meeting.
5. **DEPARTMENTAL REPORTS:**
6. **CORRESPONDENCE:**
7. **PETITION AND HEAR VISITORS:**
8. **OLD BUSINESS:**
 - A. Ordinance 2801.38 – Amend Solid Waste Ordinance
9. **NEW BUSINESS:**
 - A. Ordinance 2945.2 Amend Prohibited Acts
 - B. Ordinance 3301 Add Vacant Property Ordinance

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. 38024

Bradford, Pa. July 22, 2025

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 2025 allocation of County Aid for \$13,906.62 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.

APPROVE PAYMENT TO MISSION SPECIFIC EQUIPMENT: FIRE

By_____

CITY COUNCIL CHAMBERS

No. 38025

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$1,015.73 from General Fund Account (411.238) to Mission Specific Equipment for uniforms.

APPOINT JAHMAIR MCKENZIE TEMPORARY FIREFIGHTER/EMT: FIRE

By_____

CITY COUNCIL CHAMBERS

No. 38026

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that per recommendation from Fire Chief Brett Butler, the proper officers hereby authorize the appointment of Jahmair McKenzie as a summer help Firefighter/EMT, effective July 24, 2025, to September 2, 2025.

APPOINT MAYOR TOM RIEL AS VOTING DELEGATE AND TERRY LOPUS AS ALTERNATE AT THE 2025 RESOLUTIONS COMMITTEE MEETING AND ANNUAL BUSINESS MEETING: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38027

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Mayor Tom

Riel as Voting Delegate and Terry Lopus as Alternate at the 2025 Municipal Leadership Summit Resolutions Committee Meeting and Annual Business Meeting.

AUTHORIZE THE EXECUTION OF AN EXCLUSIVE AGREEMENT BETWEEN THE CITY OF BRADFORD AND BUREAU VERITAS FOR UNIFORM CONSTRUCTION CODE INSPECTIONS: A/F

By _____

CITY COUNCIL CHAMBERS

No. 38028

Bradford, Pa. July 22, 2025

RESOLVED by the City Council of the City of Bradford, that the proper officers hereby authorize the execution of an agreement between Bureau Veritas and the City of Bradford for Uniform Construction Code Inspections.

BE IT FURTHER RESOLVED that this agreement will be effective July 24, 2025.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE CHANGE ORDER NO. 1 WITH BOB CUMMINS CONSTRUCTION CO. FOR THE CALLAHAN PARK RECREATION IMPROVEMENTS PROJECT-PHASE 2: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38029

Bradford, Pa. July 22, 2025

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

WHEREAS, on May 13, 2025, the City of Bradford awarded a contract to Bob Cummins Construction Co. for \$608,592.00 for the Callahan Park Recreation Improvements Project-Phase 2; and,

WHEREAS, Bob Cummins Construction has submitted a request for payment for additional excavation work for the pavilion pad due to tree roots; the installation of a 2" sanitary drain line with a new curb box (the old line was plugged) for the water fountains and additional concrete sidewalk along the parking line to eliminate a grass strip as requested by the Parks Department for a total cost of \$6,880.00; and,

WHEREAS, the project engineer and OECD staff have verbally approved the additional work as requested; and,

WHEREAS, Change Order No. 1 increases the contract amount from \$608,592.00 to 615,472.00.

NOW, THEREFORE BE IT RESOLVED, that the proper officers of the City of Bradford are hereby authorized to execute Change Order No. 1 for the Callahan Park Recreation Improvements Project-Phase 2.

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

ADOPT MASTER FEE SCHEDULE FOR THE CITY OF BRADFORD: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38030

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby adopt a Master Fee Schedule for the City of Bradford, setting fees for various services provided by the City of Bradford.

BE IT FURTHER RESOLVED that this fee schedule shall become effective July 24, 2025.

APPROVE PAYMENT TO WITMER PUBLIC SAFETY GROUP, INC.: FIRE

By_____

CITY COUNCIL CHAMBERS

No. 38031

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers approve a \$7,842.00 payment from the General Fund (01) account (411.740) to Witmer for the purchase of fire hose nozzles.

BE IT FURTHER RESOLVED, DCED grant monies will fund this purchase.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH OFFICE OF HUMAN SERVICES AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER : OECD

By_____

CITY COUNCIL CHAMBERS

No. 38032

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease Agreement with Office of Human Services in Building “J” suite 217 at the Robert P. Habgood Jr. Business Development Center.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH ANTHONY DUBETSKI DBA 4 D COUNTERTOPS AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38033

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease Agreement with Anthony Dubetski DBA 4D Countertops at the Robert P. Habgood Jr. Business Development Center.

**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A
LEASE AGREEMENT WITH BARRY G. LARSON AT THE ROBERT P. HABGOOD JR.
BUSINESS DEVELOPMENT CENTER: OECD**

By _____

CITY COUNCIL CHAMBERS

No. 38034

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease Agreement with Barry G. Larson at the Robert P. Habgood Jr. Business Development Center.

PERMISSION TO ADVERTISE FOR BID OF A 2001 CHEVROLET 2500 HD: PARKS

By _____

CITY COUNCIL CHAMBERS

No. 38035

Bradford, Pa. July 22, 2025

RESOLVED, by the City Council of the City of Bradford, that the proper officers are authorized to advertise for bids for a 2001 Chevrolet 2500 HD. This vehicle will be sold "AS IS". Bids should be received by 4 pm on August 12, 2025.

**APPROVE PAYMENT OF A T-MOBILE HOMETOWN GRANT PROGRAM FOR HISTORIC
DOWNTOWN IN THE AMOUNT OF \$4,742.58 FROM THE OECD'S T-MOBILE MICROGRANT
PROGRAM TO SMALL TOWN GIRL BOUTIQUE: OECD**

By _____

CITY COUNCIL CHAMBERS

No. 38036

Bradford, Pa. July 22, 2025

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

WHEREAS, in March of 2025, the City of Bradford adopted guidelines for the T-Mobile Historic Downtown Bradford Improvement Program and is providing funding from the T-Mobile Microgrant Program to assist businesses in the Historic Downtown Bradford property owners with improving the inside of their property; and,

WHEREAS, Stephanie Weinberg and Kristina Luzzi, owners of Small Town Girl Boutique, have applied for a Microgrant Improvement Grant in the amount of \$4,742.58 which represents 50% or less of the total cost (\$9,485.16) for the purchase and installation of laminate flooring and new dressing rooms at 125 Main Street; and

WHEREAS, the OECD's rehabilitation staff will inspect the work and approve payment to Small Town Girl Boutique for the microgrant improvement work.

NOW, THEREFORE, BE IT RESOLVED, that the proper officers of the City of Bradford hereby approve payment of \$4,742.58 from the OECD's Main Street Manager Account to Small Town Girl Boutique for the purchase and installation of laminate flooring and new dressing rooms at 125 Main Street, Bradford, PA 16701.

APPROVE PAYMENT TO CLOSE'S LUMBER: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38037

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Close's Lumber in the amount of \$3,836.82 for the purchase of materials for a loading dock at Microtech Knives, Inc.

APPROVE PAYMENT TO SRS BUILDING PRODUCTS FOR THE PURCHASE OF FOUR NEW WINDOWS FOR 9 MAIN STREET: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38038

Bradford, Pa. July 22, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to SRS Building Products in Jamestown in the amount of \$2,118.58 from the Main Street Properties account for the purchase of four new replacement windows for 9 Main Street Apt #3.