



# City of Bradford

## Council Meeting Agenda



NOVEMBER 11, 2025

6:00 P.M.

**MAYOR:** TOM RIEL

**CITY ADMINISTRATOR:** ERIC TAYLOR

**CONTROLLER:** RANDALL TURNER

**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 October 14<sup>th</sup> & 28th meeting

5. **DEPARTMENTAL REPORTS:** For the month of October 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:**

**AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH JASON AND AMY MYERS, D/B/A ALLEGHANY WOOD MOLDINGS FOR SPACE AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38136**

**Bradford, Pa. November 11, 2025**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers of the City Council of the City of Bradford are hereby authorized to enter into a Lease agreement with Jason and Amy Myers, d/b/a Alleghany Wood Moldings for space in Building “D” at the Robert P. Habgood Jr. Business Development Center.

**AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO A LEASE AGREEMENT WITH TARA MUNCH d/b/a ALLEGHENY FIBER ARTS AT 62 MAIN STREET: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38137**

**Bradford, Pa. November 11, 2025**

**RESOLVED**, By the City Council of the City of Bradford, the proper officers of the City of Bradford are hereby authorized to enter into a one-year lease agreement with Tara Munch d/b/a Allegheny Fiber Arts for the rental of first floor space (Suite C) at 62 Main Street.

**AUTHORIZE PERMISSION TO DISPOSE OF OUTDATED RECORDS: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38138**

**Bradford, Pa. November 11, 2025**

**RESOLVED**, By the City Council of the City of Bradford, that by virtue of Resolution No. 29476, adopted by the City Council of the City of Bradford on May 12, 2009, the City of Bradford declared its intent to follow the schedules and procedures for the disposition of records as set for the in the Municipal Records Manual approved December 16, 2008; and,

**WHEREAS**, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality; and,

**WHEREAS** the City of Bradford desires to dispose of records according to the Municipal Records Manual.

**NOW, THEREFORE BE IT RESOLVED** that the proper officers hereby authorize the City of Bradford to dispose of public records listed on the attachment to this resolution.

**GRANT “FREE PARKING” DURING CHRISTMAS HOLIDAY SEASON: A/F**

By\_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38139**

**Bradford, Pa. November 11, 2025**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby grant “FREE PARKING” in the business districts for the Christmas Holiday Season from Friday, November 28, 2025, through Wednesday, December 31, 2025.

BE IT FURTHER RESOLVED that “FREE PARKING” is granted to shoppers in the business districts; therefore, all merchants and their employees are asked to refrain from parking in the spaces that are to be utilized for shoppers.

**APPROVE PHARE GRANT TO SHARON TROUTT FOR EMERGENCY HOME REPAIRS AT 40 HOBSON PLACE: OECD**

By\_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38140**

**Bradford, Pa. November 11, 2025**

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

WHEREAS, the City of Bradford has made emergency home repair grant funds available to City residents through the PHARE Program; and,

WHEREAS, the OECD solicits quotations from qualified contractors on behalf of the homeowner and recommends that the work be performed by the contractor providing the lowest acceptable quote for the work; and,

WHEREAS, the OECD recommends that PHARE funding in the amount of \$42,508.00 in the form of an emergency repair grant be provided to Sharon Troutt for home repairs at 40 Hobson Place and,

WHEREAS, Sharon Troutt will enter into a contract with Dream Builders Plus, Inc. in the amount of \$42,508.00.00 for the emergency home repair work.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Bradford hereby authorizes the proper officers of the City of Bradford to enter into a PHARE Emergency HOME Repair Grant Agreement with Sharon Troutt and further authorizes the OECD to make payments not to exceed \$42,508.00 to the homeowner and Dream Builders Plus, Inc. upon the inspection and approval of the completed work by OECD staff.

**AUTHORIZE THE FILING OF A NORTH CENTRAL GREENWAYS IMPLEMENTATION GRANT FOR THE REPLACEMENT OF THE PEDESTRIAN BRIDGE IN CALLAHAN PARK: OECD**

By\_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38141**

**Bradford, Pa. November 11, 2025**

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

WHEREAS, the North Central Pennsylvania Regional Planning and Development Commission is accepting application of up to \$25,000 for its North Central Greenways Implementation Grant; and,

WHEREAS, the City of Bradford would like to apply for the Greenways Implementation Grant to assist with the replacement of the pedestrian bridge (near the baseball fields) in Callahan Park; and,

NOW, THEREFORE IT BE RESOLVED, the proper officers authorize the OECD to apply for \$25,000 in Greenways Implementation Grant funding to replace the pedestrian bridge in Callahan Park with match funding to be paid from the City's 2024 CDBG Program.

**ACCEPT QUOTE FROM THE PARK CATALOG FOR THE PURCHASE OF SIX SETS OF ALUMINUM BLEACHERS FOR THE BASEBALL FIELDS AT CALLAHAN PARK: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38142**

**Bradford, Pa. November 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 six sets of new aluminum bleachers to replace the wooden bleachers at the three baseball fields in Callahan Park; and,

WHEREAS, the OECD secured three quotes for the purchase of the bleachers; and,

WHEREAS, a Sourcewell Program quote from The Park Catalog in the amount of \$29,568.00 was the lowest quote received.

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept a quote from The Park Catalog or the purchase of the aluminum bleachers for a cost of \$29,568.00.

BE IT FURTHER RESOLVED that the cost for the new aluminum bleachers will be paid from the Trails and Recreation Fund.

**APPROVE PAYMENT OF A T-MOBILE HOMETOWN GRANT PROGRAM FOR HISTORIC DOWNTOWN IN THE AMOUNT OF \$4,658.92 FROM THE OECD'S T-MOBILE MICROGRANT PROGRAM TO CITY OF BRADFORD FIRE DEPARTMENT: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38143**

**Bradford, Pa. November 11, 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, Chief Brett Butler of the City of Bradford Fire Department has applied for a Microgrant Improvement Grant in the amount of \$2,329.46 which represents 50% or less of the total cost (\$4,658.92) for upgrades to the training room equipment at Central Fire Station located at 25 Chestnut Street; and

WHEREAS, the OECD's rehabilitation staff has inspected the work and approved payment to City of Bradford Fire Department for the microgrant improvement work.

NOW, THEREFORE, BE IT RESOLVED, that the proper officers of the City of Bradford hereby approve payment of \$2,329.46 from the OECD's Main Street Manager Account to City of Bradford Fire Department for upgrades to the training room equipment at Central Fire Station located at 25 Chestnut Street, Bradford, PA 16701.