



City of Bradford

Council Meeting Agenda



NOVEMBER 25, 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 Nov 11th meeting
5. **DEPARTMENTAL REPORTS:**
6. **CORRESPONDENCE:**
7. **PETITION AND HEAR VISITORS:**
8. **OLD BUSINESS:**
 - A. Ordinance 3127.13 – Amend Ambulance Rates
9. **NEW BUSINESS:**
 - A. Ordinance 3302 – 2026 Budget Ordinance
 - B. Ordinance 3303 – 2026 Millage Ordinance
 - C. Ordinance 3304 – 2026 Wage Ordinance

CERTIFICATE OF APPROPRIATENESS TO MANYU TIAN, OWNER, LOCATED AT 113-115 MAIN STREET: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38144

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issued to the Building Inspector granting them permission to issue a Building Permit to Manyu Tian, owner, located at 113-115 Main Street.

BE IT FURTHER RESOLVED The removal & replacement of (3) second story windows with the same existing windows. And also replace the existing awning. The awning will be same colorway as the existing. She has also applied for the Façade Grant through OECD.

NOW THEREFORE BE IT FURTHER RESOLVED that the issuance of this has been recommended by the Historical Architectural Board of Review in meeting held on November 17, 2025.

APPROVE PAYMENT TO MIKE SMITH, DBA M/T CARPET CLEANING: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38145

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Mike Smith, DBA M/T Carpet Cleaning in the amount of \$1,505.00 from the OECD's Old City Hall account for carpet cleaning and floor stripping and waxing services.

APPROVE PAYMENT TO SCHICHTEL'S NURSERY, INC: PARKS

By_____

CITY COUNCIL CHAMBERS

No. 38146

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$1,026.00 from the Capital Reserve Account (454.247) to Schiehtel's Nursery, Inc. for new trees.

BE IT FURTHER RESOLVED, this purchase was paid for by donated funds.

APPROVE PAYMENT TO NORTHWEST: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38147

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Northwest in the amount of \$5,756.88 from the Old City Hall account for the purchase of vinyl plank flooring for Suite 101 renovations in Old City Hall.

APPROVE PHARE GRANT IN THE AMOUNT OF \$10,690.00 TO DEBRA WICK FOR EMERGENCY HOME REPAIRS AT 24 CONSTITUTION AVENUE: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38148

Bradford, Pa. November 25, 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 \$10,690.00 in the form of an emergency repair grant be provided to Debra Wick for the replacement of the roof at 24 Constitution Avenue; and,

WHEREAS, Debra Wick will enter into a contract with Hennard Construction in the amount of \$10,690.00 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 Debra Wick and further authorizes the OECD to make payments not to exceed \$10,690.00 to the homeowner and Hennard Construction upon the inspection and approval of the completed work by OECD staff.

AUTHORIZE THE SUBMITTAL OF A STATEWIDE LOCAL SHARE ASSESSMENT GRANT IN THE AMOUNT OF \$1,000,000 TO THE COMMONWEALTH FINANCING AUTHORITY TO COMPLETE THE NEW POLICE STATION: POLICE

By_____

CITY COUNCIL CHAMBERS

No. 38149

Bradford, Pa. November 25, 2025

Be it RESOLVED, that the City of Bradford of McKean County hereby requests a Statewide Local Share Assessment grant of \$1,000,000.00 from the Commonwealth Financing Authority to be used for the completion of the new police station for the City of Bradford.

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, Pennsylvania, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the City Council at a regular meeting held on November 25, 2025, 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, this 25th day of November, 2025.

APPROVE PAYMENT OF A T-MOBILE HOMETOWN GRANT PROGRAM FOR HISTORIC DOWNTOWN IN THE AMOUNT OF \$5,000.00 FROM THE OECD'S T-MOBILE MICROGRANT PROGRAM TO TODD HENNARD: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38150

Bradford, Pa. November 25, 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 Downton Bradford property owners with improving the inside of their property; and,

WHEREAS, Todd Hennard, owner of 40 Main Street, has applied for a Microgrant Improvement Grant in the amount of \$5,000.00 which represents 50% or less of the total cost (\$12,000.00) for the concrete flooring 40 Main Street; and

WHEREAS, the OECD's rehabilitation staff will inspect the work and approve payment to Todd Hennard for the microgrant improvement work.

NOW, THEREFORE, BE IT RESOLVED, that the proper officers of the City of Bradford hereby approve payment of \$5,000.00 from the OECD's Main Street Manager Account to Todd Hennard for the concrete flooring at 40 Main Street, Bradford, PA 16701.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE CHANGE ORDER NO. 4 WITH BOB CUMMINS CONSTRUCTION CO. FOR THE CALLAHAN PARK RECREATION IMPROVEMENTS PROJECT-PHASE 2: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38151

Bradford, Pa. November 25, 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. in the amount of \$608,592.00 for the Callahan Park Recreation Improvements Project-Phase 2; and,

WHEREAS, on July 22, 2025, the City of Bradford approved Change Order No. 1, increasing the contact amount to \$615,472.00.

WHEREAS, on September 9, 2025, the City of Bradford approved Change Order No. 2, increasing the contract amount to \$619,472.00.

WHEREAS, on October 28, 2025, the City of Bradford approved Change Order No. 3, increasing the contract amount to \$626,072.00.

WHEREAS, Bob Cummins Construction Co. performed additional plumbing work for the new restroom for a cost of \$3,541.23 for labor and materials to be added to the contract under Change Order No. 4; and,

WHEREAS, Change Order No. 4 increases the contract amount from \$626,072.00 to \$629,613.23.

NOW, THEREFORE, BE IT RESOLVED, that the proper officers of the City of Bradford are hereby authorized to execute Change Order No. 4 for the Callahan Park Recreation Improvements Project-Phase 2.

BE IT FURTHER RESOLVED that the additional cost will be paid from the Trails and Recreation Fund.

DECLINE THE SALE OF CERTAIN CITY OF BRADFORD TAX PARCELS FROM THE MCKEAN COUNTY TAX CLAIM REPOSITORY: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38152

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, according to information provided by the Code Enforcement Department and the Property Maintenance Department, the proper officers hereby decline the sale of certain Tax Parcels, located in the City of Bradford which are currently in the McKean County Tax Claim Repository as listed below:

	03-003-102	40 Poplin Ave
(Vacant Lots)	03-015-319	W. Washington – Donald Hassett NY
	06-021-121.01	Keating Ave (Parcel actually on Seward Ave)– Devin Sweet-Bradford
	06-021-201.01	N. Kendall Ave (Parcel actually on Seward Ave) – Devin Sweet-Bfd

BE IT FURTHER RESOLVED that these properties have been deemed to be beyond the scope of renovations.

BE IT FURTHER RESOLVED that the sale of property in the repository is controlled by 72 P.S. §5860.627, and according to 72 P.S. §5860.627 (a.), written consent of the taxing district where the property is located must be provided before the Tax Claim Bureau can accept any offer to purchase property from the repository.

APPROVE THE SALE OF CERTAIN CITY OF BRADFORD TAX PARCELS FROM THE MCKEAN COUNTY TAX CLAIM REPOSITORY: A/F

By _____

CITY COUNCIL CHAMBERS

No. 38153

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, upon recommendation of the Code Enforcement Department and the Property Maintenance Department, the proper officers hereby approve the sale of certain Tax Parcels, located in the City of Bradford which are currently in the McKean County Tax Claim Repository as listed below:

03-003-102	40 Poplin Ave		03-016-110	41 Hobson Pl	DBRC
02-019-108	Jefferson St	William Benedict	06.016.211	Delaware Ave	Brian Chapman
03-103-106	Poplin Ave	DBRC	06-005-205	7 Longfellow	Randle Brummer
03-016-112	Hobson Pl	Richard Schoonover			

BE IT FURTHER RESOLVED that the sale of property in the repository is controlled by 72 P.S. §5860.627, and according to 72 P.S. §5860.627 (a.), written consent of the taxing district where the property is located must be provided before the Tax Claim Bureau can accept any offer to purchase property from the repository.

BE IT FURTHER RESOLVED THAT the sale of property in the repository is pending approval of the Bradford Area School District and McKean County Commissioners.

ACCEPT QUOTE TO PROVIDE GLEASON CONSTRUCTION INC., FOR CONSTRUCTION RENOVATIONS TO SUITE 101 AT OLD CITY HALL: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38154

Bradford, Pa. November 25, 2025

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

WHEREAS, the City of Bradford OECD requested a quote from Gleason Construction Inc., to provide general construction for renovation work in Suite 101 of Old City Hall to meet requirements and facilitate the renovation of the space for a new tenant; and,

WHEREAS, Gleason Construction Inc., proposal to the OECD for \$15,975.00 to provide these services; and,

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby accept the proposal from

Gleason Construction Inc., to provide construction services in an amount not to exceed \$15,975.00.

BE IT FURTHER RESOLVED that the cost of these services will be paid for from the OECD's Old City Hall account and will be reimbursed by the tenant in accordance with the Memorandum of Understanding (MOU).

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE THE GRANT CONTRACT FOR THE CITY'S 2025 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38155

Bradford, Pa. November 25, 2025

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 2025 Community Development Block Grant (CDBG) Entitlement Program; and,

WHEREAS, on November 19, 2025, the City of Bradford received approval of a \$307,201 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 2025 Community Development Block Grant Program with the PA Department of Community and Economic Development.

APPROVE PAYMENT TO THE HOME DEPOT: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38156

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to The Home Depot in the amount of \$3,589.89 from the Holley Avenue MTC account for the installation of two power vented unit heaters with aluminized steel heat exchangers at Allegheny Store Fixtures.

AUTHORIZE THE PROPER OFFICERS TO A RENEWAL AGREEMENT BETWEEN THE CITY OF BRADFORD AND HIGHMARK PPO NETWORK HEALTH TO PROVIDE HEALTH INSURANCE TO THE CITY OF BRADFORD FOR THE 2026 FISCAL YEAR: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38157

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution to renew an agreement with Highmark Blue Cross-Blue Shield PPO to provide the City of Bradford's employee health insurance at a 2% increase, for the 2026 fiscal year.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A MORTGAGE SUBORDINATION ON PROPERTY LOCATED AT 200 W. WASHINGTON STREET: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38158

Bradford, Pa. November 25, 2025

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

WHEREAS, in April 2019, the City of Bradford provided a \$200,000 Intermediary Relending Program Loan to Ace Hardware & Lumber of Bradford for the purchase and renovation of the building at 200 W. Washington Street, and, as part of the loan security, filed a mortgage on the property in a second-lien position; and

WHEREAS, Ace Hardware & Lumber of Bradford is in the process of refinancing its bank loan with Hamlin Bank and securing additional funds for roof repairs, heating system, and electrical repairs, which will require the City to subordinate to the new loan from Hamlin Bank; and

WHEREAS, the City of Bradford's mortgage will remain in a second lien position upon refinancing of the bank loan.

NOW, THEREFORE, BE IT RESOLVED that the proper officers are authorized to execute a Mortgage Subordination Agreement to enable a refinancing of the first mortgage on 200 W. Washington Street by Ace Hardware & Lumber of Bradford.

AUTHORIZE THE EXECUTION OF RENEWAL AGREEMENTS WITH OCCUPATIONAL HEALTH SYSTEMS, A THIRD-PARTY ADMINISTRATOR, AT BRADFORD REGIONAL MEDICAL CENTER FOR 2026: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38159

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of renewal agreements with Occupational Health Systems, a third-party administrator, at Bradford Regional Medical Center for 2026 to provide the necessary employee health screenings.

ACCEPT THE RESIGNATION OF FRED PROPER AS CITY COUNCIL MEMBER: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38160

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby accept Fred Proper's resignation as City Council member for the City of Bradford effective immediately.

APPOINT MARK YOUNG TO BRADFORD CITY COUNCIL: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38161

Bradford, Pa. November 25, 2025

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby appoint Mark Young to fill a vacancy left by the resignation of Fred Proper. He will oversee the Fire and Health Dept.

BE IT FURTHER RESOLVED, this appointment fills a term that expires December 31, 2025.