



City of Bradford

Council Meeting Agenda



DECEMBER 23, 2025

6:00 P.M.

MAYOR: TOM RIEL

CITY ADMINISTRATOR: ERIC TAYLOR

CITY SOLICITOR: HOLLENBECK LAW OFFICE

COUNCIL: KRIS GOLL
TIM PECORA
TERRY LOPUS
MARK YOUNG

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 Dec 9, meeting
5. **DEPARTMENTAL REPORTS:**
6. **CORRESPONDENCE:**
7. **PETITION AND HEAR VISITORS:**
8. **OLD BUSINESS:**
 - A. Ordinance 3302 – 2026 Budget Ordinance
 - B. Ordinance 3303 – 2026 Millage Ordinance
 - C. Ordinance 3378.244 – 2026 Wage Ordinance
 - D. Ordinance 3304 Fire and Rescue Services
 - E. Ordinance 3305 Fire Code
9. **NEW BUSINESS:**
 - A. Ordinance 2801.39 - Amend Solid Waste Administration

**ACCEPT QUOTE AND APPROVE PAYMENT TO MATRIX IMAGING SOLUTIONS, INC. FOR THE
2026 REFUSE COUPONS: REFUSE**

By: _____

CITY COUNCIL CHAMBERS

No. 38185

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of not to exceed \$3,471.00 to Matrix Imaging Solutions, Inc. for the printing and mailing of the 2026 Refuse coupons to be charged to the following General Fund (01) Accounts (427.342) and (427.215).

**AUTHORIZE EXECUTION OF AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF
BRADFORD AND KAREN COSTELLO-PECHT: A/F**

By: _____

CITY COUNCIL CHAMBERS

No. 38186

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford that the proper officers hereby authorize the execution of an employment agreement between the City of Bradford and Executive Director Karen Costello-Pecht.

BE IT FURTHER RESOLVED that the effective date of this agreement is January 1, 2026, and may be renewed at the next reorganizational meeting of Bradford City Council in January 2027.

SET CERTAIN 2026 MEETINGS: DATES & TIMES: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38187

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby set the 2026 dates and times for certain meetings as follows:

2026 Civil Service Meetings:	1st Monday of each month as needed at 8:00 AM
2026 Planning Commission Meetings:	1st Tuesday of each month as needed at 5:00 PM
2026 City Council Work sessions:	Every Tuesday, as needed at 5:00 PM
2026 Plumbing Board Meetings:	Every Tuesday, as needed at 6:15 PM
2026 Board of Health Meetings:	Every Tuesday, as needed at 5:00 PM
2026 Pension Board Meetings:	Every Tuesday, as needed at 5:45 PM
2026 Parking Authority	Every Monday, as needed at Noon
2026 Tree Board	Every Friday, as needed at 10:00 AM
2026 City Council Meetings:	2nd & 4th Tuesday of each month at 6:00 PM
2026 HARB Meetings:	3rd Monday of each month as needed at Noon

The following meetings will be held on specified dates and times at the Chamber of Commerce, Bradford, PA 16701.

2026 D.B.B.D.A. Meetings
2026 D.B.B.D.A. Work sessions

1st Wednesday of each month at 8:00 AM
3rd Wednesday, as needed at 8:00 AM

PERMISSION TO PAY CERTAIN 2026 BILLS: GENERAL FUND/LIQUID FUELS/CAPITAL RESERVE: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38188

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant permission to the Department of Accounts and Finance to process payments of all 2026 utilities, contractual services, i.e. insurance payments, maintenance agreements, lease agreements, gasoline purchases, pool chemicals, tipping fees and liquid fuel expenses, as predesignated, and expenditures subject to advertised bidding, and vendors: Winter Equipment, Bradford Tire, McKean Co. DA's Office, Fleet Pride, Glick Fire Equipment, Johnsons Tire Service, Bound Tree, Municipal Emergency Services, Teleflex, Witmer, Markl Supply-for police equipment/uniforms, Witmer, Galls, Barber Chemicals, Metalico, Sandburg Oil, Hunter Truck, Mission Specific, Gormans, D&D Distribution, Stryker, New Enterprise Stone and Lime Co., IA Construction, (hot patch, cold patch, aggregate) Liquid Fuels expenses at predesignated and expenditures subject to advertised bidding.

CERTIFICATE OF APPROPRIATENESS TO MICHELLE AARONS-SIMMONS, OWNER OF 125 MAIN STREET: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38189

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that a Certificate of Appropriateness is hereby issuing to Michelle Aaron -Simmons 125 Main St Bradford. Permitting the use of LED Signs on Original Building .

BE IT FURTHER RESOLVED The signs are going to be LED luminated signage on either side of the marquee, 41' x 10' in size. This sign will be non-scrolling and will fade in and out.

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 December 15, 2025 and this project will need a Zoning Hearing.

ADOPT THE PA FIRE RECOVERY SERVICE COMPLETE BILLING SCHEDULE: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38190

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby adopt the PA Fire Recovery Service Complete Billing Schedule for the City of Bradford Fire Department.

ACCEPT QUOTE AND APPROVE PAYMENT TO STRYKER SALES, LLC: AMBULANCE

By: _____

CITY COUNCIL CHAMBERS

No. 38191

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment of \$1,018.04 from General Fund (01) Account to Stryker Sales, LLC to replace the straps on three stretchers and stair chairs.

ACCEPT QUOTE AND APPROVE PAYMENT TO ALL AMERICAN FIRE EQUIPMENT: FIRE

By: _____

CITY COUNCIL CHAMBERS

No. 38192

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment of \$4,340.00 from the General Fund Account (411.740) to All American Fire Equipment for fire hose nozzles.

BE IT FURTHER RESOLVED, this purchase is being funded by grant monies through DCED.

APPOINT JAHMAIR “JAY” MCKENZIE AS A FULL-TIME FIREFIGHTER/EMT: FIRE/AMB

By: _____

CITY COUNCIL CHAMBERS

No. 38193

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Jahmair “Jay” McKenzie as a full-time Firefighter/EMT effective January 1, 2026. He has met the requirements and is on a list certified by the Civil Service Commission. He is filling a vacancy left by a retirement.

APPOINT XANDER RAY AS A FULL-TIME FIREFIGHTER/EMT: FIRE/AMB

By: _____

CITY COUNCIL CHAMBERS

No. 38194

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Xander Ray as a full-time Firefighter/EMT effective January 2, 2026. He has met the requirements and is on a list certified by the Civil Service Commission. He is filling a vacancy left by a retirement.

AUTHORIZE THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT TO SOLICIT ARCHITECTURAL/ENGINEERING PROPOSALS FOR THE RENOVATION OF THE CALLAHAN PARK SWIMMING POOL BATHHOUSE: OECD

By: _____

CITY COUNCIL CHAMBERS

No. 38195

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers of the City of Bradford hereby authorize the Office of Economic and Community Development to solicit architectural/engineering design proposals for the renovation of the Callahan Park Swimming Pool Bathhouse.

ACCEPT PROPOSAL FROM E & M ENGINEERS AND SURVEYORS, P.C. PROVIDE CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR CALLAHAN PARK PHASE 3 IMPROVEMENTS: OECD

By: _____

CITY COUNCIL CHAMBERS

No. 38196

Bradford, Pa. December 16, 2025

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

WHEREAS, the OECD requested E & M Engineers & Surveyors, PC to provide a proposal for design, permitting, construction administration and inspection services for Phase 3 improvements (pedestrian bridge, baseball field warning track and new fencing for the splash park) in Callahan Park; and,

WHEREAS, E & M Engineers and Surveyors, P.C. has provided a proposal to the OECD for \$29,500.00 for these services; and,

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby accept the proposal from E & M Engineers and Surveyors, P.C. to provide Callahan Park Phase 3 Improvements design, permitting, construction administration and inspection services in an amount not to exceed \$29,500.00.

BE IT FURTHER RESOLVED that the cost of these services will be paid from the OECD's Trail & Recreation Fund or CDBG Project accounts.

AUTHORIZE EXECUTION OF A TWO-YEAR COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF BRADFORD AND INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 655: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38197

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the execution of a two-year Collective Bargaining Agreement between the City of Bradford and the International Association of Firefighters Local 655 effective January 1, 2026-December 31, 2027.

APPROVE THE FINANCIAL INFORMATION REQUEST POLICY: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38198

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve a policy for all requests for financial data, including but not limited to budget details, expenditure reports, revenue figures, audits, forecasts, capital project financials, payroll data, ad grant-related financial information which must be submitted to and processed through the City Administrator.

AUTHORIZE THE EXECUTION OF A TAX COLLECTION AGREEMENT BETWEEN THE CITY OF BRADFORD AND THE BRADFORD AREA SCHOOL DISTRICT: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38199

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers do hereby authorize Mayor Tom Riel to execute and City Administrator Eric Taylor to attest the Tax Collection Agreement between the City of Bradford and the Bradford Area School District from January 1, 2026, through December 31, 2026.

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

By: _____

CITY COUNCIL CHAMBERS

No. 38200

Bradford, Pa. December 16, 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, 2026, and ending December 31, 2029.

APPROVE PAYMENT TO GLICK FIRE EQUIPMENT: FIRE

By: _____

CITY COUNCIL CHAMBERS

No. 38201

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$1,085.94 from the General Fund (01) Account (411.375) to Glick Fire Equipment.

APPOINT CATHY MEALY AS CAPTAIN OF THE CITY OF BRADFORD FIRE DEPARTMENT: FIRE

By: _____

CITY COUNCIL CHAMBERS

No. 38202

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Cathy Mealy as Captain of the City of Bradford Fire Department effective January , 2025. She has met the requirements and is on a list certified by the Civil Service Commission.

APPROVE PHARE GRANT IN THE AMOUNT OF \$15,400.00 TO THOMAS ROSE FOR EMERGENCY HOME REPAIRS AT 191 SOUTH AVENUE: OECD

By: _____

CITY COUNCIL CHAMBERS

No. 38203

Bradford, Pa. December 16, 2025

WHEREAS, the City of Bradford has emergency home repair funds available through a PHARE grant; and,

WHEREAS Thomas Rose has requested emergency home repairs to replace the existing floor furnace (only source of heat and does not work) and unvented hot water heater; and,

WHEREAS, BTU Supply has provided a quote to install a forced air heating system with ductwork and a properly vented hot water heater for an estimated cost of \$15,400.00; and,

WHEREAS OECD staff recommends approval of the payment of PHARE grant funds for the heating system/hot water tank installation upon receipt of required documentation for the grant from the homeowner.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Bradford hereby authorizes the proper officers of the City of Bradford and the OECD to make payment not to exceed \$15,400.00 to Thomas Rose and BTU Supply upon OECD grant approval and inspection of the completed work by OECD staff.

APPROVE PAYMENT TO SL WELDING & FABRICATING: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38204

Bradford, Pa. December 16, 2025

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to SL Welding and Fabricating in the amount of \$1,360.00 from the General Fund (01) Account for truck repairs.

RESOLUTION AUTHORIZING TAX AND REVENUE ANTICIPATION NOTE: A/F

By: _____

CITY COUNCIL CHAMBERS

No. 38205

Bradford, Pa. December 16, 2025

Whereas, the City of Bradford, of McKean County, Pennsylvania, hereinafter called the Local Government Unit, anticipates current revenues as yet uncollected; and

Whereas, the said Local Government Unit has inadequate funds for current expenditures; and

Whereas, the said Local Government Unit has determined that it is necessary to borrow for the purpose of meeting current expenses by issuing a note to be repaid from said anticipated revenues; and

Whereas, the Juniata Valley Bank has submitted to the said Local Government Unit a proposal to purchase a tax anticipation note of the Local Government Unit and the Local Government Unit desires by the adoption of this resolution to accept such proposal and authorize the issuance and sale of its tax and revenue anticipation note.

Now therefore, Be It Resolved that:

- (1) The Local Government Unit hereby authorizes the issuance of a tax and revenue anticipation note in the amount of \$850,000.00 in anticipation of the receipt of current taxes and revenues to be sold at private sale.
- (2) The note shall be in the denomination of \$850,000.00, shall be redeemable at any time at the option of the officers of the Local Government Unit without penalty or premium, shall be fully registered without coupons, shall be dated January 2, 2026, bear interest at the rate of 4.43 percent, shall mature on December 31, 2026 and shall be payable at the Corporate office of the Lender, shall be substantially in the form annexed to the resolution as Exhibit A and hereby made a part of the resolution as though fully set forth in this place.
- (3) The proposal of the Juniata Valley Bank to purchase the note dated December 5, 2025, is hereby accepted and shall be incorporated into the minutes of this meeting. A true and correct copy of said Proposal is attached hereto as Exhibit B, and the appropriate executive officers are hereby authorized and directed to execute and deliver a duplicate original of the acceptance of said proposal to the Lender.
- (4) The Local Government Unit hereby pledges to the Lender and grants to the Lender a first lien and charge on its taxes and revenues to be received during the period when the note is outstanding to secure the payment of the indebtedness evidenced hereby and the interest thereon.
- (5) Payment of principal and interest shall be made in the following amounts and on the following dates: Interest only payments shall be due on a monthly basis commencing January 30, 2026 and continuing monthly thereafter until the final maturity date of December 31, 2026. Principal shall be paid in full on or before December 31, 2026, the final Maturity Date.

INTEREST CALCULATION METHOD. Interest on this Note is computed on a 365/360 basis; that is but applying the ratio of the interest rate over a year of 360 days, multiplied by the outstanding principal balance, multiplied by the actual number of days the principal balance is outstanding. All interest payable under this Note is computed using this method. The calculation method results in a higher effective interest rate than the numeric interest rate stated in this Note.

- (6) The appropriate executive officer be and hereby is authorized and directed to execute and deliver in the name of, on behalf of, and under the seal of, the Local Government Unit, the tax and revenue

anticipation note in the form and containing terms described above, and the Secretary of the Local Government Unit be and hereby is authorized and directed to attest the same.

- (7) The appropriate executive or fiscal officer be and hereby is authorized and directed to prepare or cause to be prepared and to file a Certificate as to Taxes and Revenues to be Collected as required by Section 8128 of the Local Government Unit Debt Act. A true and correct copy of said Certificate is attached hereto as Exhibit C.
- (8) The executive officers of the Local Government Unit are and hereby are authorized and directed to perform all acts which are necessary and proper for the valid issuance and securing of the note.