



City of Bradford Council Meeting Agenda



MARCH 24 , 2026

6:00 P.M.

MAYOR: TOM RIEL

CITY ADMINISTRATOR: ERIC TAYLOR

CITY SOLICITOR: HOLLENBECK LAW OFFICE

COUNCIL: TIM PECORA
TERRY LOPUS
KRIS GOLL
MARK YOUNG

DEPARTMENT HEADS:

Police Chief:	MIKE WARD
Fire Chief:	BRETT BUTLER
Parks Director:	PAT GOFF
Public Works	PAT SHANNON
OECD Director:	KAREN PECHT

- 1. CALL TO ORDER:**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. ROLL CALL:**
- 4. MINUTES:** Approve minutes from Mar 10th meeting.
- 5. DEPARTMENTAL REPORTS:**
- 6. CORRESPONDENCE:**
- 7. PETITION AND HEAR VISITORS:**
- 8. OLD BUSINESS:**
- 9. NEW BUSINESS:**

APPROVE PAYMENT TO CELLEBRITE, INC: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 38289

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$4,663.64 from General Fund (01) Account (410.174) to Cellebrite, Inc. for Officer training.

BE IT FURTHER RESOLVED, this purchase will be reimbursed by Homeland Security HIDTA monies.

APPROVE THE SEPERATION AGREEMENT BETWEEN THE CITY OF BRADFORD AND KAREN COSTELLO-PECHT: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38290

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers approve the separation agreement between the City of Bradford and Karen Costello-Pecht, effective March 9, 2026.

AUTHORIZE THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE ENTERPRISE ZONE LOAN AGREEMENT WITH GROOVY GLAZE LLC IN THE AMOUNT OF \$53,500: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38291

Bradford, Pa. March 24, 2026

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

WHEREAS, Groovy Glaze LLC has completed an Enterprise Zone Loan application in the amount of \$53,500 to assist with the purchase of 617 E. Main Street; and

WHEREAS, said application has satisfactorily met the requirements of the City’s Enterprise Zone Loan Program.

NOW, THEREFORE, BE IT RESOLVED that the proper officers of the City of Bradford are authorized to enter into a loan agreement with Groovy Glaze LLC in the amount of \$53,500 for a term not to exceed 15 years at an interest rate of 3%.

APPROVE PAYMENT TO GERNATT: STREETS

By _____

CITY COUNCIL CHAMBERS

No. 38292

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$3,331.22 from the General Fund Account to Gernatt for cold patch.

AN RESOLUTION AUTHORIZING CITY OF BRADFORD, McKEAN COUNTY, PENNSYLVANIA, TO JOIN WITH OTHER AUTHORITIES AS A MEMBER OF THE PENNSYLVANIA MUNICIPAL HEALTH INSURANCE COOPERATIVE (PMHIC), TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT FOR THE PURPOSE OF JOINING THE PMHIC AND TO PARTICIPATE AS A MEMBER OF THE PMHIC.

By _____

CITY COUNCIL CHAMBERS

No. 38293

Bradford, Pa. March 24, 2026

PREAMBLE

Whereas, a number of Authority's within central Pennsylvania, have investigated whether it would be mutually beneficial to cooperate with each other in obtaining employee benefit insurance, and

Whereas, a plan has been presented to establish the Pennsylvania Municipal Health Insurance Cooperative (the "PMHIC") for the purpose of collectively purchasing employee benefits insurance, and

Whereas, the PMHIC will be established pursuant to an intergovernmental cooperation agreement entitled the Pennsylvania Municipal Health Insurance Cooperative Agreement ("the Agreement").

NOW, THEREFORE, BE IT RESOLVED by the CITY OF BRADFORD, Council McKEAN County, Pennsylvania as follows:

The caption and Preamble of this Resolution set forth above are incorporated herein by reference.

The Authority hereby approves entering into the Intergovernmental Cooperation Agreement, a copy of which is attached hereto and incorporated herein by reference (and which shall be filed with the minutes of the meeting at which this Resolution was enacted), with the intent and effect that this Authority shall be bound by the Agreement

The Chairman or Vice-Chairman of the Authority, acting alone or together with the Secretary or Assistant Secretary, are hereby authorized and directed on behalf of the Authority, (i) to execute and deliver the Agreement, and (ii) to execute and deliver such additional instruments, and to take such further actions, as may be necessary or appropriate to carry forth the Agreement and the transactions to be effected under the Agreement, including payment to the PMHIC of such amounts as are due by the Authority pursuant to the Agreement.

All actions of any officer, agent or other representative of this Authority heretofore taken in the pursuit of the establishment of the PMHIC and/or the Authority's participation therein, are hereby ratified and approved in all respects.

The Governing Body of the Authority is hereby authorized to take such other action as may be necessary or appropriate to carry out the purposes of this Resolution and of the Agreement.

As required by the Pennsylvania Intergovernmental Cooperation Act, the following matters are specifically found and determined:

(a) The conditions of the Agreement are set forth in the Agreement.

(b) This Authority shall participate in the PMHIC for an initial term of three (3) years after agreeing to purchase one or more employee benefits through PMHIC. All renewal terms shall be as further set forth in the Agreement.

(c) The purpose and objectives of the Agreement are as set forth in the Preamble of this Resolution and in the Agreement.

(d) The manner and extent of financing the Agreement are that (i) no borrowing will be required by the Authority, (ii) funds to implement the Authority's obligations under the Agreement same shall come from normal and usual budgeted amounts for such matters, and (iii) other provisions governing the manner and extent of the financing of the PMHIC shall be as set forth in the Agreement;

(e) The PMHIC shall be managed by its Board of Directors pursuant to the terms of the Agreement.

(f) All property, real or personal, of the PMHIC, shall be acquired, managed, licensed or disposed of by the PMHIC in accordance with the terms of the Agreement.

(g) The PMHIC created by the Agreement shall be empowered to enter into contracts for policies of group insurance and employee benefits pursuant to the terms of the Agreement.

The provisions of this Resolution are severable and if any section, sentence, clause or part or provision hereof shall be held to be illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court shall not affect the remaining sections, clauses, parts or provisions of this Resolution. It is hereby declared to be the intent of the Authority that such Resolution would have been enacted if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

Nothing contained in this Resolution shall be construed to affect any suit or proceedings in any court, or any rights acquired or liability incurred, or any cause of action existing prior to the enactment of this Resolution.

APPROVE PAYMENT TO IRR SUPPLY CENTERS, INC.: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38294

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Irr Supply Centers, Inc., in the amount of \$1,796.38 from the OECD's Habgood Center Operations account for the furnace replacement at 20 Russell Blvd. - Building G.

AUTHORIZE THE PROPER OFFICERS TO TRANSFER THE 2017 FORD EXPLORER TO THE MCKEAN COUNTY DISTRICT ATTORNEYS' OFFICE FOR THE USE OF A K-9 UNIT: POLICE

By _____

CITY COUNCIL CHAMBERS

No. 38295

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby grant permission to transfer a 2017 Ford Explorer Police vehicle, VIN# 1FM5K8AR7HGA17307 to McKean County District Attorneys' office to be used as a K-9 Unit.

APPOINT ORIN PONTIOUS AS A PART TIME FIREFIGHTER/EMT: A/F

By _____

CITY COUNCIL CHAMBERS

No. 38296

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby appoint Orin Pontious as a part time Firefighter/EMT, effective March 25, 2026. He has met the requirements and is on a list certified by the Civil Service Commission.

APPROVE PAYMENT TO SOUTHERN TIER TRAILER SALES, INC.: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38297

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$6,500.00 to Southern Tier Trailer Sales, Inc. from the OECD's Chestnut Street MTC Account for the purchase and installation of a new steel flat truck bed on the 2013 Silverado maintenance truck.

APPROVE PAYMENT TO NORTHWEST: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38298

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Northwest in the amount of \$1,820.61 from the Main Street Properties account for the purchase of new flooring, microwave, bathroom vanity and other materials for the renovation of 9 Main Street Apt. 1.

AUTHORIZES THE PROPER OFFICERS OF THE CITY OF BRADFORD TO EXECUTE A LEASE AGREEMENT WITH HEATHER JOBE, D/B/A STARLIT DANCE CONNECTION AT THE ROBERT P. HABGOOD JR. BUSINESS DEVELOPMENT CENTER: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38299

Bradford, Pa. March 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers are hereby authorized to execute a Lease agreement with Heather Jobe, d/b/a Starlit Dance Connection in Building "F" at the Robert P. Habgood Jr. Business Development Center.

AUTHORIZE THE OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT TO ADVERTISE FOR BID CONTRACTED SERVICES TO REPLACE THE ROOF ON THE OFFICE BUILDING AT THE HABGOOD DEVELOPMENT CENTER: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38300

Bradford, Pa. March 24, 2026

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 advertise for bid contracted services to replace the roof on the office building at the Habgood Business Development Center.

AUTHORIZE THE FILING OF AN APPLICATION TO THE PENNSYLVANIA MUNICIPAL ASSISTANCE PROGRAM: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38301

Bradford, Pa. March 24, 2026

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

WHEREAS, the City of Bradford, Bradford Township, and the Borough of Lewis Run seek to undertake a multi-municipal comprehensive planning process to guide community development, economic development, education, healthcare, infrastructure, recreation & tourism, and Urban Bradford across the Tuna Valley region; and

WHEREAS, the Pennsylvania Department of Community and Economic Development makes available grants-in-aid to such projects through the Municipal Assistance Program; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Bradford hereby authorizes the submission of a Municipal Assistance Program (MAP) grant application to the Pennsylvania Department of Community and Economic Development in the amount of \$59,540 to support the development of the Tuna Valley Multi-Municipal Comprehensive Plan.

BE IT FURTHER RESOLVED that matching funds totaling \$59,540 will be provided by the City of Bradford (\$5,000), Bradford Township (\$3,000), the Borough of Lewis Run (\$1,000), and the Bradford Area Alliance (\$50,540) for the Tuna Valley Multi-Municipal Comprehensive Plan.

ACCEPT QUOTE FROM ALLIED ALARM SERVICES, INC. FOR A SPRINKLER SYSTEM MONITORING SYSTEM IN THE HOLLEY AVE MULTI-TENANT CENTER BUILDING: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38302

Bradford, Pa. March 24, 2026

WHEREAS, the City's insurance provider is requiring the installation of a sprinkler system monitoring system in the Holley Avenue Multi-Tenant Center; and,

WHEREAS, the OECD secured a quote from Allied Alarm Services, Inc. for the installation of the equipment and controls for the sprinkler system monitoring system for \$4,195.00, a monthly cost for communications of \$39.00 and semi-annual alarm inspection of \$300 per year.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Bradford, that the proper officers are hereby authorized to accept the quote from Allied Alarm Services, Inc. in the amount of \$4,195.00 for the installation of the sprinkler system monitoring equipment and associated costs with communications and inspection to be paid from the Holley Avenue Multi-Tenant Center account.

ACCEPT PROPOSALS FROM GRAHAM'S GREENHOUSE & LANDSCAPEING 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. 38303

Bradford, Pa. March 24, 2026

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 \$28,073.00;

WHEREAS, Graham's Greenhouse & Landscaping has also provided a quote in the amount of \$1,460.00 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 accepts the proposals from Graham's Greenhouse & Landscaping in the amount of \$28,073.00 for landscaping of 18 sites and \$1,460.00 for the maintenance of the trees on Main Street.

BE IT FURTHER RESOLVED that the cost of landscaping services will be paid with \$21,253.00 in operational funds from the OECD's facilities accounts and \$8,280.00 from the City of Bradford General Fund.

PERMISSION TO ADVERTISE, ACCEPT AND AWARD THE BID FOR THE SALE OF 2008 GMC SIERRA TRUCK: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38304

Bradford, Pa. March 24, 2026

RESOLVED, that the proper officers of the City of Bradford authorize permission to OECD to advertise, and for the City to accept and award the bid for the sale of a 2008 GMC Sierra Truck.

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 MICHELLE BAXTER: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38305

Bradford, Pa. March 24, 2026

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, Michelle Baxter, owner of Michelle’s Flair for Hair has applied for a Microgrant Improvement Grant in the amount of \$5,000.00 which represents 50% or less of the total cost (\$14,250.00) for the installation of a backflow water meter and replacement of waterline and drain lines at 104 Main Street; and

WHEREAS, the OECD’s rehabilitation staff has inspected the work and approved payment to Michelle Baxter 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 Michelle Baxter for the installation of a backflow water meter and replacement of waterline and drain lines at 104 Main Street, Bradford, PA.

ACCEPT A GRANT FROM THE MCKEAN COUNTY COMMUNITY FOUNDATION THROUGH THE AMERICAN REFINING GROUP – OUR LEGACY FUND IN THE AMOUNT OF \$40,000.00: OECD

By _____

CITY COUNCIL CHAMBERS

No. 38306

Bradford, Pa. March 24, 2026

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

WHEREAS, the City of Bradford Office of Economic & Community Development (hereinafter referred to as the “Grantee”) has been awarded a grant by the McKean County Community Foundation through the American Refining Group – Our Legacy Fund; and

WHEREAS, the total amount of the grant award is Forty Thousand Dollars (\$40,000.00); and

WHEREAS, the purpose of the grant is to support the development and installation of a roller-skating rink at Callahan Park within the City of Bradford; and

WHEREAS, the City of Bradford desires to accept said grant and utilize funds for the stated purpose in accordance with the terms and conditions of the grant agreement.

NOW, THEREFORE, BE IT RESOLVED, the Mayor and/or the Office of Economic & Community Development are hereby authorized to execute any and all documents necessary to accept and administer this grant on behalf of the City of Bradford.