



# City of Bradford

## Council Meeting Agenda



April 14, 2026

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

1. **CALL TO ORDER:**
2. **PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MINUTES:** Approve minutes from Oct 24<sup>th</sup> meeting
5. **DEPARTMENTAL REPORTS:** For the month of March
  - Mayor Riel Police/OECD
  - Councilor Young-Parks-Public Safety
  - Councilor Lopus-DPW/Refuse
  - Councilor Pecora-Accounts and Finance
  - Councilor Goll-Health Dept/Fire/Ambulance/DPMI
6. **CORRESPONDENCE:**
7. **PETITION AND HEAR VISITORS:**
8. **OLD BUSINESS:**
9. **NEW BUSINESS:**

**APPROVE PAYMENT TO CAMPBELL DURRANT, P.C.: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38307**

**Bradford, Pa. April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment of \$2,036.54 from General Fund Account (404.317) to Campbell Durrant, P.C. for professional and legal services.

**APPROVE PAYMENT TO BTU SUPPLY: PARKS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38308**

**Bradford, Pa. April 14, 2026**

**RESOLVED**, by the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$1,245.00 from the General Fund Account to BTU Supply for repairs to the circulator pump at Callahan Park.

**APPROVE PAYMENT TO EASTERN ELEVATOR SERVICE: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38309**

**Bradford, Pa. April 14, 2026**

**RESOLVED**, by the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$5,305.97 from the General Fund (01) Account to Eastern Elevator Service to repairs for the elevator at City Hall.

**APPROVE PAYMENT TO A&H EQUIPMENT COMPANY: STREETS**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38310**

**Bradford, Pa. April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment in the amount of \$2,922.35 from the General Fund Account (430.251) to A&H Equipment for repairs to the Street Sweeper.

**AUTHORIZE SIGNATORIES FOR THE CITY OF BRADFORD'S POLICE, FIRE, AND NON-UNIFORMED PENSION TRUST FUNDS AT NORTHWEST SAVINGS BANK: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38311**

**Bradford, Pa. April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize the following as signatories for the City of Bradford Police, Fire and Non-Uniformed Pension Funds at Northwest Savings Bank:

**City Treasurer Karen Hector  
Mayor Tom Riel  
Director of Accounts & Finance Tim Pecora  
Deputy Director of Accounts & Finance Valerie Figula  
City Controller Michele Corignani**

**AUTHORIZE AN AMENDMENT TO THE CIVIL SERVICE COMMISSION RULES AND REGULATIONS: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38312**

**Bradford, Pa. April 14, 2026**

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

WHEREAS, amendments have been made to the Civil Service Commission Rules and Regulations to reflect the current practices and requirement; and

WHEREAS, it is necessary for the City to formally adopt the revised Rules and Regulations.

**PERMISSION TO ADVERTISE FOR CIVIL SERVICE TESTING FOR ENTRY LEVEL FIREFIGHTER: FIRE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38313**

**Bradford, Pa. April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that according to a request from Fire Chief Brett Butler and authorization from the City of Bradford Civil Service Commission, the proper officers hereby grant permission to advertise for testing for entry level Firefighter for the City of Bradford Fire Department.

**ACCEPT PROPOSAL AGREEMENT AND APPROVE PAYMENT TO KAFFERLIN STRATEGIES FOR ASSESSMENT SERVICES: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38314**

**Bradford, Pa. \_\_\_\_\_ April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept proposal and approve payment from the General Fund Account (401.700) to Kafferlin Strategies for assessment services for the Office of Economic and Community Development.

**ACCEPT PROPOSAL AGREEMENT AND APPROVE PAYMENT TO JL NICK & ASSOCIATES, INC.: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38315**

**Bradford, Pa. \_\_\_\_\_ April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept proposal and approve payment from the General Fund Account to JL Nick & Associates, Inc., for services for an Executive Director for the OECD.

**APPROVE PAYMENT TO PETE’S REPAIR SERVICE: FIRE**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38316**

**Bradford, Pa. \_\_\_\_\_ April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby accept proposal and approve payment in the amount of \$1,688.00 from the General Fund (01) Account (411.375) to Pete’s Repair Service for repairs to Squad 1 and Engine 1.

**AUTHORIZE THE MAYOR OF THE CITY OF BRADFORD TO EXECUTE THE SIGNATURE PAGE FOR A GRANT APPLICATION AND THE GRANT AGREEMENT/AMENDMENTS FOR A COMMUNITY CONSERVATION PARTNERSHIPS PROGRAM DEVELOPMENT GRANT FROM THE PA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES FOR THE CALLAHAN PARK SWIMMING POOL BATHHOUSE IMPROVEMENT PROJECT: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38317**

**Bradford, Pa. \_\_\_\_\_ April 14, 2026**

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

WHEREAS, the City of Bradford desires to undertake the project, “Callahan Park Swimming Pool Bathhouse Improvement Project”; and

WHEREAS, the City of Bradford desires to receive from the Department of Conservation and Natural Resources (“Department”) a grant for the purpose of carrying out this project; and,

WHEREAS, the application package includes a document entitled “Terms and Conditions of Grant” and,

WHEREAS, the City of Bradford understands that the contents of the document entitled “Terms and Conditions of Grant” including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the City of Bradford and the Department if the City of Bradford is awarded a grant; and,

NOW THEREFORE, it is resolved that:

1. The grant application may be electronically signed on behalf of the City of Bradford by “Tom Riel” who at the time of the signed, has a title of “Mayor”.
2. If this Official signed the Grant Application Electronic Authorization prior to the passage of this Resolution, this grant of authority retroactively to the date of the signing.
3. If the applicant is awarded a grant, the Grant Application Electronic Authorization, signed by the above official, will become the City of Bradford’s executed signature page for the Grant Agreement, and the City of Bradford will be bound by the Grant Agreement.
4. Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official, who, at the time of signing the amendment, has the “Title” specified in paragraph 1 and the grantee will be bound by the amendment.

**AUTHORIZE THE EXECUTION OF NORTH CENTRAL PA GREENWAYS IMPLEMENTATION GRANT FOR THE CALLAHAN PARK PEDESTRIAN BRIDGE: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38318**

**Bradford, Pa. \_\_\_\_\_ April 14, 2026**

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

WHEREAS, the North Central Pennsylvania Regional Planning and Development Commission has awarded the City of Bradford \$21,839 from its North Central Greenways Implementation Grant Program for the replacement of the pedestrian bridge in Callahan Park; and,

NOW, THEREFORE IT BE RESOLVED, the proper officers authorize to executive the grant agreement with North Central Pennsylvania Regional Planning and Development Commission for Greenways Implementation Grant funding to replace the pedestrian bridge in Callahan Park.

**ACCEPT PROPOSAL FROM GRAHAM'S GREENHOUSE & LANDSCAPING FOR THE PURCHASE AND PLANTING OF TWO WEEPING WHITE PINE TREES ON EACH SIDE OF THE NEW CALLAHAN PARK ENTRANCE SIGN: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38319**

**Bradford, Pa. April 14, 2026**

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

WHEREAS, Graham's Greenhouse & Landscaping has provided a proposal to provide and plant two weeping white pine trees on either side of the new Callahan Park Entrance sign for a cost of \$1,790.00.

THEREFORE BE IT RESOLVED that the proper officers of the City of Bradford hereby accept the proposal from Graham's Greenhouse & Landscaping in the amount of \$1,790.00 for the purchase and planting of the trees with payment to be made from the OECD's Trail & Recreation Fund account.

**APPROVE ADDITIONAL PHARE GRANT PAYMENT OF \$850.00 TO THARA TYLER FOR ADDITIONAL REHABILITATION WORK AT 116 HIGH STREET: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38320**

**Bradford, Pa. April 14, 2026**

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

WHEREAS, on December 9, 2025, the City Council of the City of Bradford approved payment of emergency home repair grant funds for Thara Tyler in the amount of \$9,840.00 from the City of Bradford's PHARE Program for the home repairs at 116 High Street.

WHEREAS additional work was completed, including enclosing installed ductwork, installing and wiring porch lights, and installing flooring on the front porch to address a trip hazard, all of which were not included in the original scope of work; and,

WHEREAS, the OECD housing rehabilitation staff concurs with the additional scope of work and cost and recommends that this additional work be approved via Change Order No. 1 to the rehabilitation contract.

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby approve an additional grant payment from the City's PHARE Program in the amount of \$850.00 to Thara Tyler for additional rehabilitation/corrective work at 116 High Street.

BE IT FURTHER RESOLVED that said grant funds will be disbursed to Thara Tyler and Hennard Construction upon completion of work and approval of the OECD housing rehabilitation staff.

**APPROVE ADDITIONAL PHARE GRANT PAYMENT OF \$4,435.00 TO SHARON TROUTT FOR ADDITIONAL REHABILITATION WORK AT 40 HOBSON PLACE: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38321**

**Bradford, Pa. April 14, 2026**

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

WHEREAS, on November 11, 2025, the City Council of the City of Bradford approved payment of emergency home repair grant funds for Sharon Troutt in the amount of \$42,508.00 from the City of Bradford's PHARE Program for the home repairs at 40 Hobson Place.

WHEREAS additional issues were discovered, including a rotted roof between the garage and the house, a broken lower storm window, a broken second-story window, the removal and replacement of an exhaust pipe, and a garage door that requires sanding, priming, and painting, which were not included in the original scope of work; and,

WHEREAS, the OECD housing rehabilitation staff concurs with the additional scope of work and cost and recommends that this additional work be approved via Change Order No. 1 to the rehabilitation contract.

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby approve an additional grant payment from the City's PHARE Program in the amount of \$4,435.00 to Sharon Troutt for additional rehabilitation/corrective work at 40 Hobson Place.

BE IT FURTHER RESOLVED that said grant funds will be disbursed to Sharon Troutt and Dream Builders Plus, Inc. upon completion of work and approval of the OECD housing rehabilitation staff.

**APPROVE PAYMENT TO MINICH ELECTRIC FOR ELECTRICAL WORK AT 26 PARK STREET: OECD**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38322**

**Bradford, Pa. April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Minich Electric in the amount of \$1,364.75 from the Rental Properties account for electrical upgrade work and inspection fees performed at 26 Park Street.

**AUTHORIZE A SERVICE AGREEMENT AND APPROVE PAYMENTS TO OTIS ELEVATOR COMPANY: A/F**

By \_\_\_\_\_

**CITY COUNCIL CHAMBERS**

**No. 38323**

**Bradford, Pa. April 14, 2026**

**RESOLVED**, By the City Council of the City of Bradford, that the proper officers hereby authorize a service agreement and approve payments from the General Fund (01) Account (409.373) to Otis Elevator Company for repairs and service to the City Hall elevator.