City of Bradford
Council Meeting Agenda

NOVEMBER 24, 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 Director:	SARA ANDREWS

1. **CALL TO ORDER:**

2. **PLEDGE OF ALLEGIANCE:**

3. **ROLL CALL:**

4. **MINUTES: Approve minutes from the 11/10/26.**

5. **DEPARTMENTAL REPORTS:**

6. **CORRESPONDENCE:**

7. **PETITION AND HEAR VISITORS:**

8. **OLD BUSINESS:**

9. **NEW BUSINESS:**
   - **A. Ordinance 3302 – 2026 Budget Ordinance**
   - **B. Ordinance 3303 – 2026 Millage Ordinance**
   - **C. Ordinance 3378.244 – 2026 Wage Ordinance**

AUTHORIZE A TRANSFER OF MONIES FROM THE CAPITAL RESERVE (18) ACCOUNT TO THE GENERAL FUND (01) ACCOUNT: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38535 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the transfer of monies from the Capital Reserve (18) Account (410.743) to the General Fund (01) Account (492.600) in the amount of $124,654.60. These are funds from the Pennsylvania Gaming Control Board Grant.

AUTHORIZE PERMISSION TO DISPOSE OF OUTDATED RECORDS: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38536 Bradford, Pa. November 24, 2026

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.

AUTHORIZE A RENEWAL AGREEMENT WITH PENN PRIME PROVIDING WORKER'S COMPENSATION INSURANCE: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38537 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers authorize the renewal of an agreement with Penn Prime providing Worker's Compensation Insurance for 2027, for the City of Bradford employees.

BE IT FURTHER RESOLVED, the 2026 Worker’s Compensation with Penn Prime will cost $191,302.00 for 2027.

ACCEPT QUOTE AND APPROVE PAYMENT TO TWIN TIERS OVERHEAD DOOR, INC.: FIRE

By_____

CITY COUNCIL CHAMBERS

No. 38538 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize Chief Butler to accept a quote and approve payment in the amount of $1,826.69 from the General Fund (01) Account (409.373) to Twin Tiers Overhead Door, Inc., for emergency repair to the Central Fire Station Tower 1 Garage Door.

ACCEPT PROPOSAL FROM ENVISION GROUP LLC TO PROVIDE PROFESSIONAL CONSULTING SERVICES FOR THE PREPARATION OF THE TUNA VALLEY MULTI-MUNICIPAL COMPREHENSIVE PLAN: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38539 Bradford, Pa. November 24, 2026

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

WHEREAS, professional consulting services were solicited for the preparation of the Tuna Valley Multi-Municipal Plan; and,

WHEREAS, after review of the consulting proposals, the Tuna Valley Municipal Plan Steering Committee recommended the selection of Envision Group LLC to prepare the plan; and,

NOW, THEREFORE BE IT RESOLVED that the proper officers hereby accept the proposal from Envision to prepare the Tuna Valley Multi-Municipal Plan for an amount not to exceed $119,080.00 and authorize the proper officers to enter into a contract with Envision Group LLC for the consulting work.

BE IT FURTHER RESOLVED that the cost of these services will be paid from a DCED Map Grant in the amount of $59,540, the City of Bradford in the amount of $5,000, Bradford Township in the amount of $3,000, the Borough of Lewis Run in the amount of $1,000 and the Bradford Area Alliance in the amount of $50,540.

APPROVE PAYMENT TO SHEMBEDA FLOOR COVERING: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38540 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Shembeda Floor Covering in the amount of $3,612.00 from the Rental Properties account for the installation of new carpet in the upstairs of 26 Park Street.

APPROVE PAYMENT TO NORTHWEST: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38541 Bradford, Pa. November 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 $2,976.15 from the Habgood Center Operations account for supplies, maintenance staff clothing and boots, tools, maintenance materials and the purchase of an overhead heater for the maintenance shop and $2,132.47 from the Chestnut Street MTC account for the purchase of an overhead heater for Cell A and gas for maintenance vehicles.

APPROVE PAYMENT TO CLOSE'S LUMBER: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38542 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby approve payment to Close's Lumber in the amount of $1,286.96 from the Rental Properties account.for the purchase of construction materials for the renovation of 26 Park Street and front porch repairs at 3 Amm Street.

ACCEPT A GRANT FROM THE COMMUNITY FOUNDATION OF THE NORTHERN ALLEGHENIES – OUR LEGACY FUND IN THE AMOUNT OF $5,000.00: OECD

By_____

CITY COUNCIL CHAMBERS

No. 38543 Bradford, Pa. November 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 Community Foundation of the Northern Alleghenies – Our Legacy Fund; and

WHEREAS, the total amount of the grant award is Five Thousand Dollars ($5,000.00); and

WHEREAS, the purpose of the grant is to support the downtown businesses in the Bradford Historic District 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.

RESOLUTION AUTHORIZING THE ACCEPTANCE OF AN ENGAGEMENT LETTER FROM BONADIO & CO., LLP, PROVIDING AUDIT SERVICES FOR OECD : A/F

By_____

CITY COUNCIL CHAMBERS

No. 38544 Bradford, Pa. November 24, 2026

WHEREAS, the City of Bradford desires to engage the professional services of Bonadio & Co., LLP; and

WHEREAS, Bonadio & Co., LLP has submitted an engagement letter outlining the terms, conditions, and for forensic audit services to be provided to OECD; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Bradford, McKean County, Pennsylvania, that the engagement letter submitted by Bonadio & Co., LLP is hereby accepted and approved.

RESCIND RESOLUTION NO. 38530 DATED NOVEMBER 10, 2026: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38545 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford that the proper officers of the City of Bradford hereby rescind Resolution No. 38530 dated November 10, 2026, authorizing the City Solicitor to prepare the 2027 Tax Anticipation documents in the amount of $800,000.00.

AUTHORIZE THE CITY SOLICITOR TO PREPARE DOCUMENTS FOR THE 2027 TAX ANTICIPATION BORROWING: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38546 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize the City Solicitor to prepare the necessary documents and advertisements to enact a tax anticipation borrowing in a maximum amount up to $850,000.00 for the year 2027.

RESOLUTION AUTHORIZING THE TAX ANTICIPATION NOTE: A/F

By_____

CITY COUNCIL CHAMBERS

No. 38547 Bradford, Pa. November 24, 2026

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 4, 2027, bear interest at the rate of 4.96 percent, shall mature on December 31, 2027 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 November 20, 2026, 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, 2027 and continuing monthly thereafter until the final maturity date of December 31, 2027. Principal shall be paid in full on or before December 31, 2027, 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 be and hereby are authorized and directed to perform all acts which are necessary and proper for the valid issuance and securing of the note.

AUTHORIZE PERMISSION TO HIRE A FULL-TIME EMPLOYEE FOR THE PARKS DEPARTMENT :A/F

By_____

CITY COUNCIL CHAMBERS

No. 38548 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby authorize permission to hire a full-time employee for the Parks Department. The hiring of a full-time employee will provide necessary staffing support to ensure the continued maintenance and efficient operations of the Parks Department.

ACCEPT QUOTE AND APPROVE PAYMENT TO LYNN KOLAJA FIRE EQUIPMENT SALES: FIRE

By_____

CITY COUNCIL CHAMBERS

No. 38549 Bradford, Pa. November 24, 2026

RESOLVED, By the City Council of the City of Bradford, that the proper officers hereby accept quote and approve payment in the amount of $294,850.00 from the Ambulance Replacement (30) Fund (412.740) to purchase a 2026 Ford F550 Horton Ambulance.

BE IT FURTHER RESOLVED this purchase will be fully funded by grant monies from DCED. This will be the 5th ambulance added to the fleet, and one will be moved to a reserve status.