

MINUTES
Bloomfield Borough Council
August 6, 2024

Bloomfield Borough Council met this evening in a regular session in the Bloomfield Borough Council Chambers with the following council members present: President Malinda C. Anderson, Raymonda J. Cunningham, Jessica L. Grindle, and Vice President J. Kevin Fitzpatrick. Karl L. Cless had an excused absence.

Also present: Secretary Danielle L. Shope, Assistant Secretary Susanne Woolever, Borough Employee Damon Hartman, Solicitor Isaac Wakefield, Mayor and Water Authority Representative Edward T. Albright Jr., HRG Representative Ryan Hostetter, and BEO/ZEO Becky Smiley and resident Larry Weller and observer Ryan Woolever.

President Anderson called the meeting to order at 7:00 p.m.

President Anderson led the gathered assembly in the **Pledge of Allegiance**.

MEETING OPENING

Recording of the Meeting – President Anderson advised the attendees that the meeting was being recorded by the Council for the accuracy of the minutes and stated that side conversations should be conducted in the hallway so as to not disrupt the meeting or its recording and reminded everyone that talking when someone else is speaking also disrupts the meeting and affects the recording. President Anderson further requested that those individuals in the audience desiring to speak during Public Comment identify themselves prior to speaking and they have 3 minutes to present their concern. Individuals have 10 minutes to present their concern if they are on the agenda. President Anderson asked if any individuals in the audience were also recording the meeting and if so to identify themselves for the record. (No one else was recording the meeting) President Anderson stated that the Council will not deviate from the agenda and any questions should be addressed during the appropriate portion of the meeting.

Approval of Minutes – Vice President Fitzpatrick made the motion to approve the July 2, 2024 meeting minutes, seconded by Councilwoman Grindle. Motion carried.

Approval of Financial Report – Councilwoman Cunningham made the motion to approve the July 2024 financial report, seconded by Vice President Fitzpatrick. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

Daughters of the American Revolution - Proclamation for Constitution Week (9/17/24 through 9/23/24): Council Consideration & Vote: President Anderson deferred to a letter received by Mayor Albright. President Anderson read the letter received from the Daughters of the American Revolution. Mayor Albright signed the Proclamation claiming the week of September 17-23, 2024 will be American Constitution week.

PUBLIC COMMENTS AND/OR PRESENTATIONS

Mr. Larry Weller, 123 Barnett Street, spoke on behalf of the Lutheran Church. He wondered why the church was receiving a mandatory brush removal fee of \$5.00. President Anderson stated the brush removal fee was instituted as a budget item because the brush pickup trucks need maintenance etc. and \$5 per quarter comes to approximately \$1.69 a month. This fee is more than reasonable and has to do with budget issues. Discussion followed.

MONTHLY REPORTS

Solicitor's Report – Solicitor Wakefield stated he provided Council with his formal report and unless there were any questions, he would defer to the report. .

Mayor's Report – Mayor Albright thanked everyone who helped with recycling. There were 41 cars that came through and he had 8 volunteers.

Parking Officer Report – Mayor Albright reported 9 tickets were issued in July with 3 still unpaid and 1 was voided.

Enforcement Report –President Anderson deferred to BEO Smiley.

BEO Report – Becky L. Smiley - BEO Smiley had nothing more to report other than what is in her report. For the complete detailed BEO report, please see Borough Enforcement Officer Monthly Report on file in the Borough Office.

Planning Commission Report – Ms. Rowlands was absent so Vice President Fitzpatrick reported there have been a lot of conversations back and forth with PennDOT at the “state shed”. They have not had a formal zoning meeting. They do expect to have final documents on the state shed and lakeside for development.

FEMA/PEMA - Councilman Cless stated he compiled information for the 2025 Hazardous Mitigation plan with the assistance of Assistant Secretary Miller and then completed and submitted the survey to the county as required by FEMA. There are three meetings scheduled in the commissioner’s office for follow up discussion on August 29, 2024.

Water Authority Report - Mayor Edward T. Albright Jr. stated they are almost finished with their grant. The main lines are hooked up to the town. They went from a 4 inch pipe to a 6 inch pipe. There is good water pressure now.

PCBA/COG – Councilman Cless had nothing to report.

Zoning/Permit Officer's Report – Zoning Officer Smiley had nothing to report for the month of July.

Capital Tax Collection Bureau Report – Councilman Cless reported a meeting was held July 17, 2024 at 7:00 p.m. in Council Chambers. Municipal disbursements were reviewed and approved. The 2023 audit was reviewed and accepted. Revision of the by-laws to address poor attendance by members was discussed and approved. The next meeting is scheduled for October 16, 2024 at 6:30 p.m. in council Chambers.

ANNOUNCEMENTS AND CORRESPONDENCE

President Anderson stated the proposed budget dates are September 16 and 17, 2024 beginning at 4 pm.

Resolution #2024-04 : Picture Perry - Bloomfield Borough is participating in the Perry County Comprehensive Plan called Picture Perry. This is from Jason Finnerty. Councilwoman Grindle made the motion to approve Resolution #2024-04, seconded by Vice President Fitzpatrick. Motion carried.

Zito Media - Potential renewal of franchise agreement - This was for informational purposes only tonight. President Anderson explained the Zito Media agreement. Zito Media has reached out to start negotiations for the contract renewal. The Borough is receiving some income back from Zito Media although minimal. Discussion followed.

Council members please inform office staff if you are going to be out of town.

RIGHTS OF WAY, UTILITIES & SAFETY

Bloomfield Borough Park Project Update - Vice President Fitzpatrick stated they received 4 bids for this project. The lowest bid was \$400,704.81 by SLC Excavating.

Vice President Fitzpatrick made the motion to approve accepting this bid, seconded by Councilwoman Grindle. Motion carried.

Vice President Fitzpatrick made the motion to approve Resolution #2024-05: Bloomfield Borough Park Project Bid, seconded by Councilwoman Cunningham. Motion carried.

Barnett Woods Road Bridge - Vice President Fitzpatrick reported it is still closed. They have received no activity from the Commissioners. Centre just did a bridge replacement that was 25% of what we were quoted 4 years ago. There are two outstanding grants for this building and if the Borough does not get those grants, as a Borough, they will need to decide what their priorities are for funding.

Revisit adding additional 2 hour parking spaces on Main Street and Carlisle Street - Vice President Fitzpatrick discussed this issue again. Solicitor Wakefield gave a draft ordinance for the No Parking Spaces from Borough employees. Mr. Wakefield received one for the 2 hour adjustments from Mr. Hartman as he walked in tonight. Solicitor Wakefield can add this into that ordinance and then it can be advertised for the next meeting.

ADMINISTRATIVE & INSURANCE (PROPERTY/LIABILITY)

Councilman Cless reported the following:

1. The Diakon Office lease with a 10% increase in monthly rental was accepted and signed by both lessor and lessee. Vice President Fitzpatrick made the motion to approve the Diakon lease, seconded by Councilwoman Grindle. Motion passed.
2. A new 12 K BTU air conditioner was purchased by \$466.39 and installed in Room #8 of the lower level.
3. Made inquiries for the Borough Building custodial position. Three individuals responded. Sparclean bid \$193.50/week; Jill's Cleaning Service bid \$125/week; the 3rd party did not bid after discovering the amount of cleaning required. The lowest bid award was given to Jill's cleaning Service to start work immediately. Councilwoman Grindle made the motion to approve Jill's Cleaning Service as the new custodian for the Borough Building, seconded by Councilwoman Cunningham. Motion passed.
4. A soft wash of the Borough Building front door and window sill areas was done by Harvey's Exterior Cleaning Service to remove mildew growth. High pressure washing was not an option as the old brick mortar was very brittle and easily dislodged. The cost was \$212. Additional cleaning was done on the Post Office side of the building and paid for by USPS.

AESTHETICS

Councilwoman Cunningham reported 2 new benches have been ordered for installation in the Square. Flowers are continuing to be watered.

Mayor Albright stated there will need to be a meeting of the Shade Tree Commission so letters can go out to those residents who need to replace trees.

FINANCE

President Anderson stated they are mandated to spend their ARPA monies. Vice President Fitzpatrick stated these have been used to cover labor costs and therefore, the compliance requirements have been met. Secretary Shope stated Mayor Albright took the financial documents box up to the accountant in Sunbury for the annual audit.

GRANTS

Vice-President Fitzpatrick was discussed previously.

PERSONNEL & INSURANCE (HEALTH/DENTAL)

Councilwoman Grindle needs a few more reviews submitted.

Executive Session - broke into session after adjournment.

CLOSING COMMENTS

There being no further business, upon motion by Councilwoman Grindle, seconded by Councilman Cunningham, the regular meeting adjourned at 7:35 p.m.. Motion carried. The next regular meeting will be Tuesday, September 3, 2024 at 7:00 p.m. in Bloomfield Borough Council Chambers.

Respectfully submitted,

Kathleen Miller, Assistant Secretary