

MINUTES
Bloomfield Borough Council
February 7, 2023

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, Vice President J. Kevin Fitzpatrick, John J. Patterson V., Karl L. Cless, Brenten S. Dum and Jessica L. Grindle.

Also present: Secretary Danielle L. Shope, Assistant Secretaries Susanne Woolever and Kathleen Miller, Borough Employees Damon Hartman, Solicitor Isaac Wakefield, BEO/ZEO Becky Smiley, Mayor and Water Authority Representative Edward T. Albright Jr., HRG Representative Ryan Hostetter, Bloomfield Grandstand Restoration Project Treasurer James A. Woods, Planning Commission Chairwoman Melanie Rowlands, Bloomfield Public Library President Codi Steigerwald, Girls Softball Representatives Rich Kline and Nick Dillman, Paul Land Development Plan Representative Ben Kirk, NAVTECH Roger Watson and visitor 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 taping the meeting and if so to identify themselves for the record. President Anderson stated that 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 January 10, 2023 meeting minutes, seconded by Councilman Cless. Motion carried.

Approval of Financial Report – Councilman Patterson made a motion, seconded by Councilwoman Grindle, to approve the financial report for January 2023 as presented. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

Ben Kirk, Burget & Associates Representative, presented the Paul Brothers proposed Solar Energy Storage Farm. All the proposed improvements are outside the Borough limits and within Centre Township. The plans have gone to HRG which has provided a letter regarding storm water. Burget and Associates also had to add a note stating no proposed well will be installed within Bloomfield Borough. Vice President Fitzpatrick remarked that the first proposed plan by the Paul Brothers to have 4 ½ acres of the solar panels within the Borough limits was withdrawn. Ms. Rowlands stated it worked out just fine because the Planning Commission would not have been able to approve this solar array in an agricultural A1 district.

There will be an agriculture fence installed around the solar farm. The reviews by HRG are fine. Just the owners benefit from this solar farm. Vice President Fitzpatrick remarked that every ordinance has been followed to the letter and there is no reason why this solar array can not go forward in Centre Township. Mr. Kirk is asking for conditional approval tonight. Council will sign upon approval by Centre Township. Vice President Fitzpatrick made the motion to provide conditional approval of the plans submitted on behalf of the Paul Brothers by Burgett and Associates regarding the solar panels to be installed in Centre Township, seconded by Councilman Dum. Motion carried with Councilman Cless having reservations.

Solicitor Wakefield will provide a formal letter stating the conditions.

PUBLIC COMMENTS AND/OR PRESENTATIONS

Bloomfield Public Library President Codi Stigerwald presented the Council with a 2022 Patron Log. It showed the Library's Daily Count total as 5,152, Events 773, Summer Reading 174, etc. Total = 6,249 (a net gain of 1,707 patrons over 2021). Discussion followed.

Mr. Rich Kline and Mr. Nick Dillman asked Council for permission to use the field behind the Borough Building for Girl's softball practice. They have their own insurance. They will help maintain the field. President Anderson said this would be fine as long as they provide the Borough with their certificate of insurance. Discussion followed.

Mr. James A. Woods of the Bloomfield Grandstand Restoration Project stated the treasury balance is now \$3,996.95. BEO Smiley stated a check was made to Hominy for \$15,000 to begin the reconstruction on the grandstand. To date they have collected \$19,000 with \$16,000 more needed. Ms. Smiley applied for two grants. The Cash Bash was a success with \$3,700.00+ being raised. She is planning a bingo event in May. Signage can be purchased also.

MONTHLY REPORTS

Solicitor's Report – Solicitor Wakefield submitted his formal report previously to Council and unless there were any questions he would defer to that report.

Solicitor Wakefield stated things are progressing on the Lot #30 needed agreements. There is a financial security agreement, a deed of dedication which he circulated to Council today along with a right of way maintenance agreement also circulated today. Mr. Watson will need to review those. The one outstanding item he does not have is a single sheet plot plan for the deed of dedication to attach to the back of the exhibit. As soon as Mr. Watson signs off, the Borough should be able to record it with the County.

Solicitor Wakefield needs the instrument number for the recorded subdivision plan that the Borough approved. When the right of way maintenance agreement is finished, he needs the deed of dedication to be recorded first and that instrument number recorded.

Vice President Fitzpatrick needs to provide the drafts to Mr. Watson.

Solicitor Wakefield has not seen the financial security letter yet, but it is in process.

Mayor's Report – Mayor Edward T. Albright Jr. reported the recycling project serviced 36 borough residents with 6 volunteers helping. Recycling is the 1st Saturday of each month from 8-11a.m.

Parking Officer Report – There were 13 tickets issued during the month of January with 4 unpaid.

Enforcement Report – BEO Smiley reported that on January 20, 2023 she and President Anderson went to 219 East Main Street (the old Freysinger property) to conduct a visual observation of the property. They spoke with Greg Arsenault, the tenant. Then, BEO Smiley had a meeting with Mr. Arsenault in Council Chambers on January 30. He seemed receptive to the recommendations given. He said he did not know about the ordinances, etc. According to a text message Ms. Smiley sent, Mr. Arsenault is to make significant improvements by the end of February. There will be another meeting with him March 1, 2023.

BEO Report – Becky L. Smiley - For the complete detailed BEO report, please see Borough Enforcement Officer Monthly Report on file in the Borough Office.

Planning Commission Report – Melanie Rowlands reported the Solar Array and Pump Station issues have already been discussed. There are two open items with Talmudic University. They have a meeting set up for February 13 to go over expectations. Talmudic is hoping to change the R1 low density zoning at the top of Carlisle Street to R3 to build townhouses and duplexes. The information submitted to the Planning Commission is insufficient. The Commission will work with them so they understand what is needed for submission for their projects. Another item is a dormitory on campus that needs to be updated to meet modern needs. Discussion followed.

President Anderson stated the Borough Office will develop a form for plans received and filed with the Borough. Many times forms/plans are dropped off and the Office staff knows nothing about who it goes to, who to write a check to, etc. Ms. Rolands stated the form could be placed on the website also. More discussion followed.

FEMA/PEMA Report – Councilman Cless stated he received grant information from DCNR for municipalities and 501(c)3 organizations regarding the upgrade of public park facilities. He forwarded the information to Becky Smiley as a possible fundraising opportunity for the Grandstand Restoration Project.

Water Authority Report – Mayor Edward T. Albright Jr. stated they completed their 3 year inspection for DEP for the new water plant that has been open a year. We are one of only several in the state of PA that is called an innovative plant. They are supposed to have a test on the Talmudic pump station the week of February 22, 2023, but there is still no generator. The test can still be completed. Mr. Albright wanted to know if they can get an escrow account set up for the new PennDOT facility. Bloomfield Borough and Water Authority finances are two separate entities. Separate accounts are needed. Extensive discussion followed. After extensive discussion, it was determined that the Water Authority will set up and maintain their own PennDOT facility escrow account. Mr. Albright also stated the Authority installed a blow off valve. Councilman Cless is working on excel spreadsheets and data charts for the Authority to present to DEP, on his own, not as a Council Member.

PCBA/COG – Councilman Cless stated the next quarterly meeting will be held February 9, 2023 at 7 p.m. in Council Chambers. He drafted a letter to Senator Rothman asking him to introduce legislation to raise the prevailing wage ceiling from \$25,000 to \$50,000.

Zoning/Permit Officer's Report – Zoning Officer Smiley stated she issued 1 permit to the County.

Capital Tax Collection Bureau Report – Councilman Cless stated the next quarterly meeting will be held April 19, 2023 at 7 p.m. in Council Chambers. He is looking for a volunteer to be the Alternate CapTax person.

ANNOUNCEMENTS AND CORRESPONDENCE

Credit Card Option for paying for sewer/trash invoices is now available.

New Email Address: bloomfieldborough@gmail.com.

The Borough Office will be open for in-person hours on Wednesdays from 9:00 a.m. - 12:30 p.m.

Statements of Financial Interests - Due April 3, 2023.

Resolution #2023-03 - Code of Conduct (Revision) - Vice President Fitzpatrick made the motion to approve Resolution # 2023-03 Code of Conduct Revision, seconded by Councilman Patterson. Motion carried.

RIGHTS OF WAY & UTILITIES

Vice President Fitzpatrick asked to discuss Rights of Way and Utilities in conjunction with Grants. Mr. Fitzpatrick began to discuss the Barnett Woods Road Bridge #2. He has met with the Perry County Commissioners in hopes of receiving extra funding. In order to receive this extra funding there needs to be an engineer inspection. The preliminary inspection indicates that the bridge only has about 6 months of usage instead of the 12-18 months previously indicated. Barnett Woods Road would have to be closed.

Vice President Fitzpatrick made the motion to amend the agenda for consideration and vote on HRG's proposal to inspect Bridge #2 on Barnett Woods Road, seconded by Councilman Dum. Motion carried.

Vice President Fitzpatrick made a motion to submit for approval a proposal from HRG for \$2,900.00 to finalize the bridge inspection for Bridge #2. The information gathered will be used to build upon the report that was done in 2016, so this data will be ready when they go back for additional funding to TriCounty, the Commissioners and beyond, seconded by Councilman Dum. Motion carried.

Discussion followed. Vice President Fitzpatrick stated the bridge might cost up to 1.1 million dollars.

Vice President Fitzpatrick stated the Borough has been awarded the DCNR Parks Grant for \$344,000 for the Park trailways, etc. project. However, there is a match of \$85,500. We do not know whether this is a 2 or 4 year grant. The main issue right now for the safety of the community is Bridge #2, however there is the possibility we could lose this grant if not acted upon and might not get another one. The bridge is 18 inches too short and needs to be made a 2-way. The Borough also needs to be financially responsible. The road could be closed sooner if need be for safety. Discussion followed.

ADMINISTRATIVE

Administrative Committee Report - Councilman Cless's administrative report is as follows:

- a. Purchased and installed slip resistant rubber mats on the upper level handicap ramp to address icy winter conditions.
- b. Purchased and installed protective aluminum sheeting on the library mini-split unit to prevent damage from baseball impacts.
- c. Discovered wind damage to the rear of the post office loading dock. Materials were purchased for repairs. Work will be done ASAP.
- d. Worked with the architect and builder, at the request of the 501(c)3 committee chairperson, on the Baseball Grandstand Restoration Project to incorporate ADA appropriate design features into the structure. Architectural plans are complete. No invoice as yet. Construction paused while awaiting delivery of special 24 ft. roof rafters.

President Anderson stated since the grandstand is on Borough property the Borough can pay for the architect bill which will save the Project approximately \$2000.00.

- e. Discovered some of the Council Chambers chairs are broken and in need of repair. Repair price per chair is \$70. New chairs are \$75 each, so it makes sense to purchase new chairs. Since this is a budget item no vote is needed for purchase.

Aesthetics Committee Report – Councilman Dum stated Kylee Spindle, the Main Street Coordinator for the Perry County Economic Development Authority, is working with Councilman Dum and Councilwoman Grindle for various projects. A May Square cleaning event is being planned. Councilman Dum stated the new benches have arrived.

FINANCE, INSURANCE & SAFETY

Councilman Patterson stated Vice President Fitzpatrick covered the financial end of his report. There were no insurance or safety reports.

GRANTS

Previously covered by Vice President Fitzpatrick above. There is another DCED Grant for Greenway Trails at \$250,000 with a 15% match. HRG representative Ryan Hostetter stated this grant, if awarded, could be used as the match for the grant the Borough already received and vice versa. Discussion followed.

PERSONNEL

Councilwoman Grindle stated she is working on the employee handbook. She is taking a webinar course through PSAB about employee law.

No Execution Session

CLOSING COMMENTS

There being no further business, upon motion by Councilwoman Grindle, seconded by Councilman Cless, the regular meeting adjourned at 8:30 p.m. The next meeting is Tuesday, March 7, 2023 at 7:00 p.m. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary