

MINUTES
Bloomfield Borough Council
July 11, 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 Employee Damon Hartman, Solicitor Isaac Wakefield, BEO/ZEO Becky Smiley, Mayor and Water Authority Representative Edward T. Albright Jr., HRG Representative Ryan Hostetter, new PEO candidate Margie Grove, visitor Tineill Hartman and resident Lynne Trace.

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. President Anderson stated that Council will not deviate from the agenda and any questions should be addressed during the appropriate portion of the meeting.

Note: no one else was recording the meeting

Approval of Minutes – Councilwoman Grindle made the motion to approve the June 6, 2023 meeting minutes, seconded by Vice President Fitzpatrick. Motion carried.

Approval of Financial Report – Councilman Patterson made a motion, seconded by Vice President Fitzpatrick, to approve the June 2023 meeting financial report. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

There were no requested public comments.

PUBLIC COMMENTS AND/OR PRESENTATIONS

There were no public comments

MONTHLY REPORTS

Solicitor's Report – Solicitor Wakefield submitted his formal report to Council and unless there were any questions, he would defer to that report. Report on file. He stated this month saw more issues than normal. Lot 30 has finally been resolved. He is working on a few ordinances with BEO Smiley.

Mayor's Report – Mayor Albright reported it was a noisy July 4th. He will be looking into a remedy for the aerial fireworks being set off within 150 feet of buildings. There were 31 people at recycling this month with 5 volunteers with \$42 donations.

Parking Officer Report – There were 3 tickets issued in June with 1 still unpaid.

Enforcement Report – BEO Smiley reported she sent Solicitor Wakefield 5 ordinances to hopefully adopt soon. These include a vegetation ordinance, free furniture and items out more than 48 hours, appliances and indoor furniture of porches, firepits and fireworks. See report on file.

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 – Vice President Fitzpatrick reported the Planning Commission has been working on revisions to the SALDO which has not been done since 1974. This ordinance controls land development. They have received plans for the Rice Memorial building. They have received the R3 zoning request from Lisa Fraker, since the Lot #30 issues have been resolved, giving her the opportunity to get her property zoned to R3.

FEMA/PEMA Report – Councilman Cless had nothing to report.

Water Authority Report – Mayor Edward T. Albright Jr. stated Well #3 is performing to expectations. They are selling 20,000 gallons per month. Mr. Albright states this will not have any effect on the borough water supply.

PCBA/COG – Councilman Cless stated the next meeting will be September 14, 2023 in Council Chambers at 7:00 p.m.

Zoning/Permit Officer's Report – Zoning Officer Smiley stated she issued 1 demolition permit for 231 South Carlisle Street, the old Hockenberry property now owned by Matthew McCarty. She issued 2 other permits. One for a pool and one for a shed.

Mr. Greg Arsenault, 219 East Main Street, received a letter from the Borough on June 14, 2023. He has submitted plans to Ms. Smiley explaining what his intentions are for this property. She is taking this information to the Planning Commission. As it has been 30 days since Mr. Arsenault received a letter from the Borough, Ms. Smiley asked Solicitor Wakefield if she could exercise her discretionary powers to not issue a citation at this time. Solicitor Wakefield advised her that was permissible.

Capital Tax Collection Bureau Report – Councilman Cless reported they have a full schedule of meetings listed: July 12, executive board meeting; July 13, MS Teams meeting to review the financial audit with BakerTilly Auditors and July 19, Quarterly business meeting.

ANNOUNCEMENTS AND CORRESPONDENCE

Budget Meeting Date: September 18 & 19, 2023, 4:00 p.m. - Mandatory

President Anderson mentioned the Borough has had 3 audits, (Liquid Fuels, Pension Plan and Workers Compensation), completed within the last 6 months and the Borough is in compliance in all three. President Anderson stated her thanks to the office staff for jobs well done.

RIGHTS OF WAY & UTILITIES

Vice President Fitzpatrick stated Councilman Patterson and employee Mr. Hartman met to discuss the budget. The shed roof has been painted. The truck has been repaired for under \$1,500. President Anderson suggested sending courtesy letters to the residents affected with the Lot #30 pump station transfer.

ADMINISTRATIVE

Councilman Cless's administrative report is as following:

1. He discovered several small leaks within the indoor AC unit. A small amount of Freon was added to the system to maintain cooling capability until a new system could be ordered and installed. Anticipated installation date of a new 2 ton Mitsubishi system is July 14th at a cost of \$5000 per the original proposal. Discussion followed.

AESTHETIC

Councilman Dum stated the Borough has a contract with HJ Towing. Discussion followed about posting signage listing the name and phone number of the towing company in the parking lots.

FINANCE, INSURANCE & SAFETY

Councilman Patterson had nothing new to report. The Grandstand has been added to the insurance already.

GRANTS

Vice President Fitzpatrick stated they have submitted another CFA grant for \$250,000 to DCED. They hope to get this as a match for the \$343,000 Parks grant. They anticipate going out for bids on the first grant this winter with construction on the park to begin next spring.

PERSONNEL

Councilwoman Grindle made the motion to accept the resignation of custodian Sarah Kerstetter, seconded by Vice President Fitzpatrick. Motion carried.

Councilwoman Grindle made the motion to accept Marjorie Grove as the new Parking Enforcement Officer, seconded by Councilman Patterson. Motion carried.

Mayor Albright administered the oath of office to Marjorie A. Grove to serve as the Bloomfield Borough Parking Enforcement Officer.

CLOSING COMMENTS

There being no further business, upon motion by Councilman Patterson, seconded by Councilman Cless, the regular meeting adjourned at 7:30 p.m. The next meeting is Tuesday, August 1, 2023 at 7:00 p.m. Motion carried.

Council adjourned into Executive Session

Respectfully submitted,

Kathleen Miller, Assistant Secretary