

MINUTES
Bloomfield Borough Council
March 1, 2022

Bloomfield Borough Council met this evening in a regular session in the Bloomfield Borough Council Chambers with the following Council members present: Jessica L. Grindle, J. Kevin Fitzpatrick, Malinda C. Anderson, Michael J. Smith, Brenten S. Dum, and Karl L. Cless.

Also present: Secretary Danielle L. Shope, Assistant Secretary Kathleen Miller, Assistant Secretary/PEO Susanne Woolever, Mayor Edward T. Albright Jr., Borough Employee Damon Hartman, Solicitor Isaac Wakefield, BEO Becky Smiley, Perry County Times reporter Jim Ryan, HRG representative Ryan Hostetter, Borough Tax Collector Brenda Albright, Planning Commission Representative Melanie Rowlands, Junior Mustangs Athletics Association Representatives Josh McCord and Kyle Sprecher, Pennsylvania State Police (“PSP”) CPL. Shane Howell, Fire Alarm Panel Representative Howard McCord, High School Civics student Leah White and mother Nicole White and residents Edward Apple and John Patterson.

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 – Councilman Cless made a motion, seconded by Councilman Smith, to approve the February 1, 2022 regular meeting minutes as presented. Motion carried.

Approval of Financial Report – Councilman Smith made a motion, seconded by Councilwoman Grindle, to approve the financial report for February 2022 as presented. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

Pennsylvania State Police – Corporal Shane Howell gave a quick summary of the PSP activity within Bloomfield Borough. From January 1 to March 1, 2022 the PSP responded to 125 calls within the Borough limits. Many of these were domestic security checks on businesses and the school. They made 22 traffic stops within the Borough, including 4 DUI’s and 1 drug arrest. They conducted a regulatory safety check point on February 23 at the corner of East McClure Street and Barnett Woods Road for failure to stop at the

stop sign and people traveling at a high rate of speed. They handed out 2 citations, 2 warnings and 1 misdemeanor offense for suspended license. They try to get to the Borough as much as possible. Cpl. Howell opened it up for questions. Councilman Cless asked about motorized scooters. Under 50 CC falls under a different classification, but if operated on a street must still follow all road signs, etc. President Anderson stated many complaints are received about speeding on Main Street. Vice President Fitzpatrick also mentioned Main Street becoming a drag racing street. Both Mr. Josh McCord and Howard McCord reiterated this sentiment about Main Street. The PSP tries to be visible and do monthly check points within the Borough. President Anderson asked about possible signage in the Square stating it is not a round-a-bout, but a two-way stop. Discussion followed.

Joshua McCord – Junior Mustangs Athletics Association - Mr. Josh McCord discussed the concession stand to be placed at the ballfield. He stated they are not worried about electricity right now, but something that can be discussed at a later date. The stand will be placed between the two big locust trees at the edge of the field toward the service road. Discussion followed. Councilman Cless had concerns about the addition of electricity and he wanted to let Mr. McCord know that because of these concerns he will not vote for any electric hookup. Mr. McCord stated that the Junior Mustangs would pay all electric bills generated by the concession stand. Discussion followed. Solicitor Wakefield suggested the agreement drafted as it stands does allow them to have electricity. Mr. Wakefield would recommend a slight modification as to what is in the drafted agreement concerning the electricity and that the agreement come back before Council. Mr. McCord asked if they could go ahead and put the building in with a layer of stone underneath to help level the building. President Anderson and Council stated yes. Councilman Smith made the motion to approve the agreement subject to the electrical revisions as discussed, seconded by Councilman Dum. Motion carried with Councilman Cless abstaining.

Missy Black – Insurance for Borough/Water Authority - Missy Black was not in attendance but President Anderson summarized for her that the Water Authority and the Bloomfield Borough were merging their building and facility insurance policies at a reduced cost for both the Borough and Water Authority. Secretary Shope stated she had a breakdown of what the Borough would charge the Water Authority if anyone wanted to view the charges. Councilman Smith made a motion to approve the insurance consolidation as presented by Cupp Insurance, seconded by Vice President Fitzpatrick. Motion carried.

PUBLIC COMMENTS AND/OR PRESENTATIONS

Nicole White, Centre Township, asked if there would be any opportunity for glass recycling. President Anderson explained the recycling issue options. Discussion followed.

MONTHLY REPORTS

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

Mayor's Report – Mayor Edward T. Albright Jr stated things are going well within the Borough. He performed 2 marriages at no cost.

Parking Officer Report – Mayor Albright stated there were 5 tickets issued in February with 1 still unpaid.

President Anderson stated the ad for the new PEO ran in the Perry County Times last week and will run for one more week. Councilwoman Grindle will be interviewing any PEO candidates.

Enforcement Report –

BEO Report – Becky L. Smiley - Ms. Smiley had nothing major to report besides her daily report. She might have her first tow tomorrow. For the complete detailed BEO report see Borough Enforcement Officer Monthly Report on file in the Borough Office.

Planning Commission Report– Melanie Rowlands stated the Planning Commission has been very busy working on the very intensive reviews of zoning ordinance Chapter 26. County planner Jason Finnerty also attended their meeting giving comments. They are doing the cleanup ordinance work that never got finished in 1988. The zoning map will be changed to reflect a home's actual permitted use. Ms. Rowlands will be meeting with the new zoning officer Becky Smiley to discuss the historic district and to get to know each other so as to establish a good working relationship. Ms. Rowlands stated the Planning Commission is now holding two meetings a month, a working session on the second Monday of the month with another session on the last Monday of the month. Discussion followed about Chapter 26.

FEMA/PEMA Report – Councilman Cless reported he received a communication from FEMA soliciting individuals to apply for the National Advisory Board. Applications must be submitted by March. Selections will be made later this year. He also received the Flood Safety Toolkit from FEMA for emergency preparedness. Additionally, we received notification from DEP that a webinar is to be held regarding the management of Green Energy Solutions; such as solar panels and wind power. He completed and submitted the BAS (Federal Census) Bloomfield Borough boundary survey for 2022. No changes were made. Councilman Cless asked for signatures for the Emergency Operations Plan (“EOP”) after which he will turn it over to Rich Fultz. The language stayed the same, just emergency contacts changed. Mr. Cless also stated FEMA has established a COVID 19 funeral assistance document. The funeral home will also help with this document.

Water Authority Report – Mayor Albright stated a meeting was held last week with President Anderson, Vice President Fitzpatrick, the Rabbi from Talmudic, Larry Weller and Mr. Albright in attendance. The Water Authority got the numbers requested from Talmudic so things are moving forward. Concerns were also addressed.

PCBA/COG– Councilman Cless stated the only notable piece of business transacted was they voted to submit a sample resolution to PSAB for a possible change to the tax collector compensation rule from every 4 years (by law) to annually. Some municipalities are having problems getting people to run for that office.

Zoning/Permit Officer's Report – Ms. Becky Smiley stated she attended two classes on zoom. She issued two permits. One for 135 West Main Street to remodel an apartment and one for 417 West Main Street to demolish an existing structure to build a new building. She also attended the Economic Development meeting which discussed the Main Street initiative.

Capital Tax Collection Bureau Report– Councilman Smith stated there was no meeting so no report.

ADMINISTRATIVE

Announcements and Correspondence –

New Email Address: bloomfieldborough@gmail.com

Statement of Financial Interest – Due to the office by April 6, 2022

RIGHTS OF WAY & UTILITIES

Rights of Way & Utilities Committee Report – Vice President Fitzpatrick had nothing new to report at this time. The only item outstanding is the new Leshar property being built off Oak Road. They have still not received any preliminary plans to be reviewed by engineering although the structure is nearing completion. The structure is in Centre Township but the hookups are in Bloomfield Borough.

ADA sidewalks – HRG update – Mr. Ryan Hostetter reported the ADA sidewalks in the school zone are ready to go and they plan to incorporate them into the paving projects that are also planned for the Borough through the grant funding Vice President Fitzpatrick secured. There is also a study for the truck restrictions as requested. They are broken out into phases. Vice President Fitzpatrick has not submitted this proposal to Council yet because he is actually meeting with Mr. Hartman and Mr. Hostetter Thursday afternoon to discuss this matter. Mr. Fitzpatrick is concerned with the proper allocation of funding available to do all this in the current year.

Administrative Committee Report –

Borough Building Roof Estimates - Councilman Dum stated they received two estimates from Encore. One the original as the roof is right now and one with the slope. It is more than this year's budget allows. President Anderson stated they had two more estimates besides Encore. Encore's was \$36,980 with the ¼" slope per foot, or \$20,480 as is. Fisher Roof Solutions from Myerstown gave an estimate of \$22,822.80 with the ¼" slope and Fisher Roofing from Loysville at \$30,667. President Anderson asked Solicitor Wakefield to prepare a bid document for this project as this project will have to go out on bid.

Borough Building Fire System Panel Estimates - Councilman Cless stated the Borough Building fire system panel is outdated. Mr. Cless spoke with several companies about replacing or fixing the panel. The first estimate from LowV was \$3,143.00. Kint submitted three estimates with varying options. Discussion followed. The third Kint option (\$3,102.00) updates all the smoke detectors, panel, pull stations and allows for future add-ons. Councilman Smith made the motion to approve Option Three of the Kint proposal, seconded by Councilwoman Grindle. Motion carried.

Bloomfield Borough: Discussion of Electronic Payments (Sewer/Garbage) - Councilman Cless, secretaries Danielle Shope and Suse Woolever and Ned Zook met with Mr. Dave Beck (credit card vendor agent) to discuss online sewer bill payments by credit card through the website. During the discussion, it appeared to be very seamless to import to Quikbooks through an excel spreadsheet, except for some entry concerns that might not display properly in the software. Secretary Shope believes she can

figure it out in Quickbooks so she is comfortable with it. Cost would be \$15/month to the Borough for an internet gateway fee with free installation. The \$4.00 fee would be passed on to the consumer. Councilman Cless made the motion to approve Mr. Dave Beck to come and install the credit card payment program for sewer/garbage, seconded by Vice President Fitzpatrick. Motion carried. Hopefully, this will be available for the third quarter billing. It will be posted on the website.

Councilman Cless received a quote from Dorundo Cleaning Service (max \$150) to clean the carpet in the vacated Odd Fellows room in preparation for a possible new tenant. President Anderson thanked Councilman Smith and Vice President Fitzpatrick for their help in moving things from the room.

Councilman Dum reported on his concerns about the Quarry being established in Centre Township. Discussion followed.

Dumpster for Bloomfield Borough Recycling - The Borough has been looking into the possibility of getting a recycling dumpster for Bloomfield Borough residents only. President Anderson deferred to Secretary Shope. Mrs. Shope stated she spoke to Wendy at Cocolamus and they are not going to be picking up recycling bags from curbside any longer. People are placing trash in the green recycling bags because those bags were cheaper than the orange trash bags. Cocolamus will now be charging more for the green bags in hopes that people will no longer use them as trash bags and will use them as their intended purpose. They can provide a dumpster to the Borough free of charge. It would be in a central location and dumped on a weekly basis. No glass though. Discussion followed.

Aesthetics Committee Report – Councilwoman Grindle stated they had the kickoff meeting for the Main Street project. It was basically an informational meeting. There was a discussion about the façade program. There was discussion about how to bring economic development to the county.

Secretary Shope mentioned Michelle Jones dropped off a proposed resolution to her today. Mrs. Shope gave Council a copy of the resolution to review so that at the April meeting it could be voted upon. Discussion followed.

Councilman Cless stated he received an inquiry from the property owner at 311 West Main Street regarding a possible permit for trimming trees in his backyard. Since the trees are not on the Borough right of way, no permit is required.

Mr. Cless also received a call from Michelle Carr, friend of the Holman family, to plant trees in memory of Col. Holman. He suggested she join the Downtown Revitalization project and sponsor a planter along the walkway project. She agreed to participate.

For his complete detailed report, see the filed copy located in the Borough Office.

FINANCE, INSURANCE, & SAFETY

Finance, Insurance & Safety Report – Councilman Smith emailed his report to Council this morning. He had no concerns when reviewing the bank statements. They made their payment of \$13,000 to New Bloomfield EMS. The auditor who attended last month's meeting made some suggestions. Councilman Smith emailed the Borough's Association about an investment policy and Shelly Houck emailed that the only investments that local governments can make are listed in the Section 13.16 of the Borough code.

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Councilman Smith reached out to Missy Cupp regarding the insurance and potential litigation as it relates to the premium and she stated it should not have any bearing on the premiums since nothing was paid on the claim.

Grants – Vice President Fitzpatrick stated the Multimodal grant is still pending. He is meeting with Penn Strategies Thursday morning to discuss entering the grant process to access the federal funding through Biden’s infrastructure initiative.

Personnel Committee Report- Councilwoman Grindle stated the ad for the Parking Enforcement Officer has been placed in the paper.

Executive Session - There is no executive session this evening.

Councilman Cless mentioned he has been working on the LED street light project for several months. He was able to contact PPL in Allentown regarding the four utility poles that were not converted to LED’s. We are still receiving three individual PPL accounts which should have been switched to one. Secretary Shope spoke with PPL and PPL is actively working on things so we only receive one bill. Councilman Cless said after looking through everything there should be about a 60% decrease in kilowatt usage.

CLOSING COMMENTS

There being no further business, upon motion by Councilman Smith, seconded by Councilwoman Grindle, the regular meeting adjourned at 8:30 p.m. The next meeting is Tuesday, April 5, 2022 at 7:00 p.m. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary