

MINUTES
Bloomfield Borough Council
March 4, 2025

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, R. Kevin McCarty, Jessica L. Grindle, and Karl L. Cless.

Also present: Secretary Danielle L. Shope, Assistant Secretary Kathleen Miller, Solicitor Isaac Wakefield, Perry County Times Reporter Paul Wyatt, Borough Employee Damon Hartman, ZEO/BEO Becky Smiley, Mayor Gary Eby, Planning Commission Chairman Melanie Rowlands, Water Authority Representative Larry Weller, and Bloomfield Borough Residents Ed Apple, James Woods and Daniel Fine.

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. Perry County Times reporter Paul Wyatt was also 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 February 4, 2025 meeting minutes, seconded by Councilman Cless. Motion carried.

Approval of Financial Report – Vice President Fitzpatrick made the motion to approve the February 2025 financial statements, seconded by Councilwoman Grindle. Motion carried.

Executive Session - Council adjourned into Executive Session at 7:02 p.m. Council reconvened the regular Council Meeting at 7:15 p.m. after Councilwoman Grindle made the motion to reconvene, seconded by Councilman Cless. Motion carried.

This Executive Session was held to discuss upcoming legal matters.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

Mr. Damon Hartman, acting as a representative of the Bloomfield-Centre Community Pool, thanked the Council for the annual donation to the BCC Pool. Mr. Hartman explained how the donation monies are used to help the pool.

PUBLIC COMMENTS AND/OR PRESENTATIONS

No Public comments.

MONTHLY REPORTS

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

Mr. Wakefield asked for a motion to approve the Remedial Action Agreement submitted to Council. Vice President Fitzpatrick made the motion to approve the Remedial Action Agreement, seconded by Councilman Cless. Motion carried.

Mayor's Report – Mayor Eby reported there were 42 residents that participated in recycling, \$7 was received in donations and there were 8 volunteers. Mayor Eby received a request for the Memorial Day Parade to be held in New Bloomfield at 9 a.m. on Memorial Day as usual. Mayor Eby will take care of the necessary permit.

Parking Officer Report – Mayor Eby reported 7 tickets were issued in February. 2 tickets were voided. All the February tickets that were issued have been paid.

Enforcement Report – BEO Smiley had nothing further to report other than what she submitted to Council in her written report.

President Anderson did state that there was another theft within the Borough Building. Council will be pursuing legal action.

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 – Planning Commission Chair Melanie Rowlands reported the following:

The State Shed preliminary land development project has requested a 90 day extension. The reason is that there are still some open issues that the agents have been working on. The Commission held their meeting with full attendance. HRG Engineer Isaac Underhill was present. He has been overseeing the plans. Roger Watson led them on some surveying issues on the plans and Damon Hartman led them on some issues dealing with the sewer and manholes. The Planning Commission made the decision to have Mr Underhill do the combined follow-up back to the agents since this is such a large project. The theory is that these will be prepared for the Bloomfield Council meeting in March with Council approval slated for their April meeting if they finish everything. The present original brick building will be torn down. Discussion followed.

Vice President Fitzpatrick made a motion to amend the agenda per Solicitor Wakefield's recommendation, for consideration of the 90 day extension request, seconded by Councilwoman Grindle. Motion carried.

Vice President Fitzpatrick made a motion to approve the 90 day extension requested by DGS-Perry County, seconded by Councilwoman Grindle. Motion carried.

Water Authority Report - President Anderson attended the Water Authority meeting held February 25, 2025. Ms. Anderson read the following report submitted by the Authority:

1. The Water Authority is going to apply for a PA Small Water & Sewer grant.
2. The board approved a 4% rate increase for one year starting with the June 2025 quarter and the Board will do a review at the end of that year.
3. New meter reading equipment was purchased and has been set up. When the meters are read in March, the Authority will be switched over to the new billing program.

PCBA/COG – Councilman Cless reported the first meeting of the year was held February 13, 2025. Attendance was light due to the EMS strategy meeting at the West Perry High School. The main topic of discussion at COG; however, addressed the EMS staffing situation. Options that were offered include... Enact an EMS tax, municipal donations to a shared pool, and an EMS subscriber fee required for every municipal address. The current staffing shortage is of major concern to 911 and all ambulance stations. Other business included approval of minutes and financials along with appointments to the summer and fall PASB conventions.

Discussion followed about the EMS situation.

Mr. Woods asked if anyone knew how many residents actually pay the yearly fee for the Ambulance service.

FEMA/PEMA - Councilman Cless reported:

1. Due to the death of Mayor Albright, the current information in the official Promulgation of the Borough Emergency Operation Procedure is no longer valid. It should be updated at some point as a change of officials has taken place since the 2022 update. Councilman Cless made a motion to obtain signatures for the updated EOP to file, seconded by Councilman McCarty. Motion carried. After further discussion, Mayor Eby stated that he would sign as Bloomfield Mayor.
2. Councilman Cless is recommending to Council the position of Floodplain Manager be turned over to the Zoning Officer at the end of his term. ZEO/BEO Smiley agreed to take on this position.
3. In addition, Councilman Cless attended the 4th in a series of County Hazardous Mitigation meetings to formulate the latest county plan as mandated by FEMA. That qualifies the Borough to apply for disaster funds should one occur. The tentative plan is now prepared and posted on the Tri-County Planning website for public review and comment between February 19th and March 22nd of 2025.

Secretary Shope asked Councilman Cless to prepare a SOP (Standard Operating Procedures) of all the things he does in his position for the new council person.

Zoning/Permit Officer's Report – Zoning Officer issued 0 permits during the month of February.

Capital Tax Collection Bureau Report – Councilman Cless worked on an Excel spreadsheet of all CapTax membership...the worksheet is currently under formulation. When this is complete and populated into the Zoom software, a series of simulated Zoom meetings will be conducted to provide tutorials for the future moderator. Councilman Cless said he will volunteer to stay on as the Borough's CapTax Representative.

ANNOUNCEMENTS AND CORRESPONDENCE

Administrative & Insurance (Property/Liability) Committee

1. Statement of Financial Interest - Due April 1, 2025
2. Electronic Recycling Event sponsored through the Perry County Conservation District - Saturday, April 19, at the Newport Fairgrounds, 10 a.m. - 1p.m.
3. Senator Rothman Letter - Discuss projects to submit to his office (EMS concerns)
4. Discussion of Picture Perry Project - Nothing to do right now until a new comprehensive strategic plan is in place.
5. Councilwoman Grindle : Perry County EMS- Strategic Planning Committee- Bloomfield borough, District 2 - Discussion of 2/13/25 Meeting, www.PerryCountyEMS.com - Councilwoman Grindle had nothing more to add to what was previously discussed on this issue.

RIGHTS OF WAYS, UTILITIES, & SAFETY

Vice President Fitzpatrick stated that he and Councilwoman Grindle will meet with HRG on Thursday from 11a.m. - 1:30 p.m. to discuss the HRG proposal for the 3-5 year funding plan.

ADMINISTRATIVE & INSURANCE (PROPERTY/LIABILITY)

1. Councilman Cless purchased a new set of keys for the records storage cabinet at the Tax Collector office.
2. He performed the installation of the new heat thermostats and controllers throughout the Borough Building is nearly complete. Consideration is also being given to the installation of automatic sensor light switches for all restrooms as patrons seem to have a total disregard for energy conservation by not turning off lights when exiting.
3. Spoke with Beth Smith, PLGIT rep, and requested information regarding application to that agency for an account to allow for credit card purchasing. Along with an application, 3 years of audited financial records will be required for submission and consideration. The vetting process will likely take at least 2 months. This would provide a financial option to the borough that has never had in the past. Discussion followed.

AESTHETICS

Councilman McCarty stated they have taken down all the Christmas decor now. He presented the Council with banner mockups and pricing information. Each banner is \$124.95. 5 flags would be \$659.75, 6 flags would be \$749.70. There will be a few additional costs, such as a bracket kit and shipping. President Anderson told Councilman McCarty to assemble his committee and move forward on purchasing these for the Square.

FINANCE

President Anderson stated they had 2 CD's that came due and they are going to renew both of the CD's for 19 months at 3.75%. The Borough audit has been completed by Herring Roll and Solomon. There were no significant findings and no accounting issues.

GRANTS

Vice President Fitzpatrick had nothing new to report.

PERSONNEL & INSURANCE (HEALTH/DENTAL)

Councilwoman Grindle had nothing to report on insurance. She did discuss employee compensation from salaried to hourly to make payroll easier for everyone. Discussion followed. President Anderson suggested Councilwoman Grindle form a committee to discuss this issue.

CLOSING COMMENTS

There being no further business President Anderson asked for adjournment. Councilwoman Grindle made the motion to adjourn the meeting at 8:00 p.m., seconded by Councilman McCarty. . Motion carried. The next regular meeting will be Tuesday, April 1, 2025 at 7:00 p.m. in Bloomfield Borough Council Chambers.

Respectfully submitted,

Kathleen Miller, Assistant Secretary