

**MINUTES**  
**Bloomfield Borough Council**  
**May 2, 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, Tax Collector Brenda Albright, Bloomfield Grandstand Project Treasurer James Woods, Bloomfield Borough resident Ed Apple and guest 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. 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 the motion to approve the April 4, 2023 meeting minutes, seconded by Councilwoman Grindle. Motion carried.

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

***REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS***

No requested public comments.

***PUBLIC COMMENTS AND/OR PRESENTATIONS***

Mr. Damon Hartman, speaking as the representative of the BCC Pool, thanked the Borough for its financial contributions to the pool both in the past and present.

Mr. James Woods gave the Grandstand financial report. Their income to date is \$27,721. Expenditures have been \$26,959.15 which has been paid. Balance in the account is \$761.85. The total cost of the

Grandstand is \$39,562 Five checks have been sent to contractor Hominy Ridge for a total of \$26,500 as of May 2, 2023. \$13,062 is still owed on the Grandstand. On May 20, 2023, there is a basket bingo fundraiser and Ms. Smiley is looking into two grants. Ms. Smiley stated Hominy Ridge will be paid in full sometime in June. Ms. Smiley is anticipating having the balance under \$10,000. The Borough will pay the balance owed after the fundraising is over. On May 21, 2023, there will be the grand reopening of the grandstand.

Ms. Smiley will contact ABC 27 news.

Ms. Smiley asked the Council to name the field "Veterans Field". Vice President Fitzpatrick made the motion to rename the Grandstand ballfield Veterans Field, seconded by Councilman Cless. Motion carried.

### ***MONTHLY REPORTS***

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

**Mayor's Report** – Mayor Edward T. Albright Jr. reported recycling will be this Saturday. It has been going well.

Mayor Albright asked Council to install new "2 hr. parking signs" in the Square area. They are becoming hard to read. Mr. Hartman stated there are about 30 signs and he has only 3 replacements. President Anderson stated there is money allotted for signage, so Mr. Hartman will take care of this purchase.

HRG representative Mr. Hostetter and Mr. Hartman did a field view study of the site distance at the crosswalk near the Holman residence and the issue will be best resolved with some bump outs that bring pedestrian crossings out to the edge of the road instead of eliminating parking spots, which could eliminate at least twelve spots. Mayor Albright would still like at least one parking space taken away for some safety for the time being. Councilman Cless made the motion to allow HRG to do a proposal to construct bump outs on the Square, seconded by Councilman Dum. Motion carried.

Mayor Albright asked Council to consider moving 2 hour parking the whole way up to High Street on North Carlisle Street and down South Carlisle Street to McClure Street, keeping in mind that if a resident has no other place to park, the resident will be given a parking permit. This parking change will have to be added to the ordinance.

**Parking Officer Report** – There were 9 tickets issued with 5 still unpaid and 1 voided. There was a court case this morning that was successful.

**Enforcement Report** – BEO Smiley reported nothing in addition to her submitted report.

Ms. Smiley reported that she and President Anderson met with the owner of 219 East Main Street. He still needs to clean up the area by June 1, 2023 or he will be issued a Notice of Violation.

**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 stated there were no outstanding plans. They are working on rewriting the SALDO. They did receive some preliminary plans from Lisa Fraker's engineering firm and the Commission is anticipating a request for an R3 zoning change down in Lakeside Development. Solicitor Wakefield clarified this issue.

**FEMA/PEMA Report** – Councilman Cless stated he completed and submitted the annual Census Bureau Boundary and Annexation Survey

**Water Authority Report** – Mayor Edward T. Albright Jr. stated Talmudic is now hooked onto the Borough water system at an average of 800 gallons per day. Mayor Albright hopes they look into their leaks because this is a lot of water. They have already passed the 4,000 gallons allotted to them and they are now buying water from the Borough. Their reservoir is disconnected and drained.

The Authority has also signed for a grant and they are waiting for their engineer to go out for bids for the bottlenecks. They met for the Dutch Canal in front of the fire house. This is a project for 2025 possibly. Discussion followed about the Dutch Canal.

Mayor Albright stated there is still a problem with ballfield parking. People are still parking at the Post Office and the Borough playground lot. The big lot designated for the ballfield is practically empty. BEO Smiley stated she will monitor the parking lot on Saturday. Signs can be ordered. Discussion followed.

Councilman Cless stated Larry called and DEP has accepted the excel spreadsheet done by Councilman Cless for the Authority.

**PCBA/COG** – Councilman Cless stated nothing to report.

**Zoning/Permit Officer's Report** – Zoning Officer Smiley stated she issued two permits, one for Talmudic for a commercial playground and one to Join Hands Ministry for a roof.

**Capital Tax Collection Bureau Report** – Councilman Cless stated the quarterly meeting was held April 19, 2023 at 7 p.m. in Council Chambers. Municipal reimbursements were reviewed and approved. Employee handbook, salaries and vacation schedules were reviewed and approved where appropriate. The next meeting date will be July 19, at 7 p.m. in Council Chambers.

### ***ANNOUNCEMENTS AND CORRESPONDENCE***

**Borough Yard Sale** - May 5th & 6th, 2023

**Borough Clean up Day** - May 13, 2023

President Anderson stated they received a letter from the Lions Club stating they are going to upgrade the tennis and pickleball courts and requested the Borough to help with the \$10,000 cost. Discussion followed. This is not a budgeted item for this year. This will be tabled until budget.

The Borough received an email from Jessi Burkholder from PCEDA. They are going to apply for a \$50,000 grant with hopes the Borough might receive any of these funds. Bloomfield Borough has been named a Keystone Community.

### ***RIGHTS OF WAY & UTILITIES***

Vice President Fitzpatrick had no report other than the mixer motor has been replaced.

### ***ADMINISTRATIVE***

Councilman Cless's administrative report is as following:

- a. The transfer of the Tax Collector office to the lower level of the Borough Building and relocation of the Asst. Secretary's work station are now complete
- b. The restoration of the outdoor directory sign is complete, plus new informational signs for the Sewer/Water drop box and library ordered and received. The library sign was installed on the inner arch of the stairway cover to the lower level.
- c. A new water heater was installed in the lower level after the discovery the old heater was leaking badly. The new unit is smaller and will require less energy to operate, thereby reducing energy bills on the lower level.
- d. The request from JLL (Jones, Lang, LaSalle) to open early negotiations for a Post Office lease renewal is currently under consideration. Their current offer is \$7.72/sq ft. for an annual revenue of \$14,500. After extensive research with other Perry County post office owner/landlords, review of the document explaining Jones, Lang, LaSalle's negotiating position on this matter, and advice from Solicitor Wakefield, Councilman Cless made a motion that the Borough make a final counter offer to Jones, Lang & LaSalle requesting a minimum of \$9/sq. ft for an annual revenue of \$16,920 based on one 5 year lease term, 2/28/2025 thru 2/28/2030, and pay a token commission of \$500 to the broker since he performed very little work to execute the new lease. Councilman Patterson seconded this motion. Motion carried.

### ***AESTHETIC***

Councilman Dum stated weather permitting some time after Mother's Day the flowers in the Square will be planted. The spring is mulched and the Port-a-Potties have arrived.

### ***FINANCE, INSURANCE & SAFETY***

Councilman Patterson had no report.

### ***GRANTS***

Vice President Fitzpatrick stated the requirement for the DCNR grant was to get bids from 3 design firms to move forward with the grant. The grant is good through 2025. The Borough went after four different firms with only one responding. One was received from HRG. This is the DCNR Bloomfield Park Grant, not the Greenways Trails. The DCNR Bloomfield Park Grant is a proposal for \$72,450 for engineering for the park. A map showing this park area is posted in Council Chambers.

On May 31, 2023 they will be applying for a \$250,000 Greenway Trails Grant through DCED to add to the park, but also to use this to offset the 30% matching funds requirement that DCNR has. Vice President Fitzpatrick made the motion for Council to approve Resolution #2023-05 in order to apply for the Greenway Trails in the amount of \$250,000. Councilwoman Grindle seconded. Motion carried. Discussion followed.

The HRG report will be tabled till June.

Councilman Cless stated the PPL pole for the ballfield must be relocated by PPL as the original placement was in the middle of the water main for the sewer plant.

***PERSONNEL***

Councilwoman Grindle stated she and President Anderson are working on the employee handbook. Ms. Grindle took an online course and the Borough is in compliance with most items.

**No Execution Session**

***CLOSING COMMENTS***

There being no further business, upon motion by Vice President Fitzpatrick, seconded by Councilman Patterson, the regular meeting adjourned at 7:55 p.m. The next meeting is Tuesday, June 6, 2023 at 7:00 p.m. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary