

MINUTES
Bloomfield Borough Council
May 7, 2024

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, Raymonda J. Cunningham, Karl L. Cless and Jessica L. Grindle.

Also present: Secretary Danielle L. Shope, Assistant Secretaries Susanne Woolever and Kathleen Miller, Borough Employee Damon Hartman, Solicitor Isaac Wakefield, Mayor and Water Authority Representative Edward T. Albright Jr., HRG Representative Tracy Strickland, BEO/ZEO Becky Smiley, Tax Collector Brenda Albright and residents Ed Apple and James A. Woods.

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. (No one else was 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 April 2, 2024 meeting minutes, seconded by Councilwoman Grindle. Motion carried.

Approval of Financial Report – Councilwoman Cunningham made the motion to approve the April 2024 financial report, seconded by Councilman Cless. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

Keystone Way Land Partners - Burget & Associates were not in attendance so no “requested public comments”.

PUBLIC COMMENTS AND/OR PRESENTATIONS

There were no public comments.

MONTHLY REPORTS

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

Mayor’s Report – Mayor Albright reported there were 34 participants at recycling with 7 volunteers.

Parking Officer Report – Mayor Albright reported 20 tickets were issued in April with 2 still unpaid.

Enforcement Report – President Anderson deferred to BEO Smiley.

BEO Report – Becky L. Smiley - BEO Smiley had nothing more to report other than what is in her report. For the complete detailed BEO report, please see Borough Enforcement Officer Monthly Report on file in the Borough Office. BEO Smiley does need to meet with Borough Solicitor Wakefield about the Arsenaault property.

Planning Commission Report – Ms. Melanie Rowlands was absent so Vice President Fitzpatrick reported for the Planning Commission.

Planning Commission Appointment - Roger Watson (5/07/24-12/31/24) - Vice President Fitzpatrick made the motion to approve Mr. Roger Watson to fill the vacancy on the Planning Commission, seconded by Councilwoman Grindle. Motion carried.

Bloomfield Borough Planning Commission – Minutes Report (for May 7, 2024 Council Meeting)

(1) BBPC requested the appointment of Roger Watson to Planning Commission, effective immediately with a term ending 12/31/2024 to fulfill the prior term vacated after the resignation of Zeke Morrow. (See above motion and approval)

(2) Pending receipt of County Planning review notes, BBPC will review plans submitted by Burget & Associates for Keystone Way Land Partners at the May 20, 2024 regular meeting. This is a STANDARD Subdivision of land that crosses municipalities with Centre Township on the east side of town. This request impacts the parcel previously approved for a Land Development Plan (with a solar array situated only on the portion of land situated in Centre Township).

(3) Hunt Engineering, who represents PennDOT, requested to be on Planning Commission agendas for May and June regarding Sketch Plans for the new facility spanning Bloomfield Borough and Centre Township, on the west side of town. We have correspondence with the Governor's office to confirm agreement to pay related invoices.

(4) There are currently no open issues requiring borough response related to the Fraker R-3 land on Lakeside Drive and Aishel Campus lands on N. Carlisle Street.

(5) County Planning recommended adoption by Council of 2 ordinances:

- **Subdivision and Land Development Ordinance (SALDO)** based on the Tri-County model with input from more recent studies.
- **Fences and Walls' Zoning Ordinance** adapted from the Tri-County Zoning Model ordinance with input from other municipal ordinances.
- A Public Hearing will precede the June 4, 2024 Council meeting (beginning at 5:30 p.m.).

Council will vote on each new ordinance at the June 4th Council meeting.

FEMA/PEMA - Councilman Cless reported there was an alert issued to PEMA stating as of July 31, 2024, the emergency operations planning software used by CEM would cease to be functional. Options are being studied to find a suitable replacement.

Water Authority Report - Mayor Edward T. Albright Jr. stated they are on track to begin their line replacement on Barnett Woods Road and Apple Street between Main and High Streets and the valve by the prison was purged.

PCBA/COG – Councilman Cless had nothing to report. The next meeting will be Thursday May 9, 2024 at 7 p.m. in Council Chambers. He hopes to resolve the “attendance issue”.

Zoning/Permit Officer’s Report – Zoning Officer Smiley issued 1 permit to the Fire Company.

Capital Tax Collection Bureau Report – Councilman Cless stated that the 1st quarterly scheduled meeting was held April 17, 2024 at 7 p.m. in Council Chambers. Tax collections/reimbursements, employee resignations, retirements and new hires were reviewed and approved. Approval was given to pay for employee attendance to Knobel’s Grove Amusement Park for a company picnic and day of fun. The next quarterly meeting is scheduled for July 17, 2024 at 7 p.m. in Council Chambers. Additionally, a request by CapTax to use the Borough Wi-Fi for possible zoom meetings has been submitted for review and possible approval. Permission was granted however Secretary Shope mentioned that there is a “Guest Wi-Fi ” available for their use.

ANNOUNCEMENTS AND CORRESPONDENCE

Sunshine Law Discussion - President Anderson explained the terms of the Sunshine Law as it relates to Borough Council now that the Council is down to 5 members. Discussion followed.

Fire Company/99 Year Lease - Vice President Fitzpatrick made the motion to approve the 99 year lease of 3148 square feet of land to the Bloomfield Fire Company, seconded by Councilwoman Grindle. Motion carried.

President Anderson announced that the Senior Center is having their 50th Anniversary celebration May 17, 2024 from noon to 6 p.m. and encouraged people to attend.

RIGHTS OF WAY, UTILITIES & SAFETY

Bloomfield Borough Park Project Update - HRG representative Tracy Strickland explained that all the documents have been submitted to the DCNR portal as of Friday May 3, 2024. Now they wait. They hope to have a Mid-May return of their permit. They hope the project completion date will be the final week of November 2024.

Autistic Children Signage - Secretary Shope reached out to the landlord of the tenant who has the autistic children but he, as the property owner, has not returned an email to the Borough giving permission to put the signs up on his property if approved.

Barnett Woods Road Bridge - Vice President Fitzpatrick stated they reached out to the Perry County Commissioners about this issue. The Borough does not have the funding to repair the bridge and they are not going to bankrupt the Borough to do so. The Borough is not eligible for PennDOT funding because the bridge is 18 inches too short. They hoped to get some federal funding which is controlled by Tri-County, but that is up in the air. The Commissioners will continue to deal with Tri-County on this issue. It will cost approximately 1.2 million to repair. Most of the vehicles using the road are not Borough residents.

Resident James A. Woods asked about the “brake retardant” sign at the end of town that is flattened. Mr. Hartman will look into this sign.

PennDOT explained that the cost of solar signs at the Fire Company will be solely the responsibility of the Borough so this will have to wait because the cost has not been budgeted for this year.

ADMINISTRATIVE & INSURANCE (PROPERTY/LIABILITY)

Councilman Cless reported the following:

1. He received a request from COG to install window screens on the east side of the Borough Building. Due to the age of the windows a 4 week special order for the screens was made.
2. A request from Senator Rothman's office was submitted to place a literature rack adjacent to their office door in the hallway. Measurements were taken to ensure there would be no impact on disabled entry.
3. Permission was given. In addition, Doug Hoffman from the State, will begin work soon on the satellite dish for internet service hardware.

Scoreboard for Ballfield Discussion - Mr. Damon Hartman stated everything is set up with the resident donating the baseball field electronic scoreboard, but Mr. Hartman needs to know the placement of the scoreboard. Mr. Hartman suggested the best placement, resulting in the lowest installation cost, would be to place the board on the left side of the back of the Borough Building. It will probably cost between \$300-\$400 to install. It is 5 feet tall, 8 feet wide and 8 inches deep and weighs over 200 pounds. Discussion followed. President Anderson made the motion to approve mounting the scoreboard to the left back corner of the building, seconded by Vice President Fitzpatrick. Motion carried with Councilman Cless voting nay.

Possible Signage at Borough Parking Lot - This subject was placed on hold for right now.

Options for Additional Parking - Vice President Fitzpatrick recommended holding off on this issue until they get an answer to the status of the two pending grants.

AESTHETICS

Councilwoman Cunningham reported that they are picking up the flowers for the Square planters and planting them tomorrow afternoon. They are also going to do some weeding.

FINANCE

President Anderson stated there was no real report. Most of the tax money has been received in the first several months of the year.

GRANTS

Vice President Fitzpatrick reported: the COVID 19 Multipurpose Community Facilities Program was submitted 10 days ago. This grant is for the Borough Building which can be done because of the library being housed within the building. The grant is for approximately \$500,000 with no match.

PERSONNEL & INSURANCE (HEALTH/DENTAL)

Councilwoman Grindle reported the "self reviews" have been distributed. She is waiting for a few more to be returned.

Executive Session - No Executive Session

CLOSING COMMENTS

There being no further business, upon motion by Councilwoman Cunningham , seconded by Councilwoman Grindle, the regular meeting adjourned at 7:40 p.m.. Motion carried. The next regular meeting will be Tuesday, June 4, 2024 at 7:00 p.m. in Bloomfield Borough Council Chambers.

Respectfully submitted,

Kathleen Miller, Assistant Secretary