

**MINUTES**  
**Bloomfield Borough Council**  
**November 1, 2022**

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, Jessica L. Grindle, John J. Patterson V., and Brenten S. Dum. Karl L. Cless had an excused absence.

Also present: Secretary Danielle L. Shope, Assistant Secretaries Susanne Woolever and Kathleen Miller, Borough Employee Jeremy Foulkrod, Solicitor Isaac Wakefield, BEO/ZEO Becky Smiley, Planning Commission Chair Melanie Rowlands, Mayor and Water Authority Representative Edward T. Albright Jr., Tax Collector Brenda Albright, Ballfield Grandstand Treasurer James A. Woods, Perry County Times reporter Paul Wyatt, Ballfield Electric representative John Garbin, and residents John Hair and Kaye Walker.

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. Perry County Times Reporter Paul Wyatt is also recording the meeting. 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** – Vice President Fitzpatrick made the motion to approve the September Budget Meeting minutes, seconded by Councilwoman Grindle. Motion carried.

Councilman Dum made a motion, seconded by Councilwoman Grindle, to approve the October 4, 2022 regular meeting minutes as presented. Motion carried.

**Approval of Financial Report** – Councilman Patterson made a motion, seconded by Councilman Dum, to approve the financial report for October 2022 as presented. Motion carried.

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

There were no requested public comments.

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

John Hair presented Council with a bill for 7 West Main Street tree root removal. He had to have a septic company dig out the Borough tree roots from the septic lines going into 7 West Main Street on a Sunday because the septic backed up into his basement. He spoke to Councilman Patterson about it. He has asked the Council for years about removing the tree because this keeps happening. Mr. Hair is asking the Council to reimburse the cost because the company asked for payment on site and Mr. Hair paid the company. Council will discuss the situation in more detail with Mr. Hair to decide if this will end up being a Borough expense.

Mr. John Garbin spoke about the electricity needed at the ballfield concession stand. He asked for permission to have an electric line run to the concession stand. JMAA (Junior Mustangs Athletic Association) will be financially responsible for the installation and ongoing fees associated with running electricity to the concession stand. Vice President Fitzpatrick made the motion to approve JMAA running electric to the concession stand subject to a written agreement between Bloomfield Borough and JMAA, seconded by Councilwoman Grindle. Motion carried.

James A. Woods mentioned the Ballfield Grandstand Restoration project checking account now has \$8,888.95. The chicken BBQ fundraiser was a massive success. The VFW donated the chicken.

### ***MONTHLY REPORTS***

**Solicitor's Report** – Solicitor Wakefield 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. reported the Halloween Parade was successful with no injuries or vandalism. He commended the Fire Police. Mayor Albright reported this upcoming Saturday will be the second recycling for the year. He can always use more volunteers.

**Parking Officer Report** – There were 32 tickets issued during the month of October with 15 unpaid.

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

**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** – Melanie Rowlands stated the Planning Commission has been incredibly busy lately. They are getting questions etc. not only about zoning, but about subdivisions, land development and consultations with BEO/ZEO Smiley about the historic district. They hope to have some progress on the Lot #30 subdivision, but will defer to later in the agenda when the applicant is supposed to show up. Talmudic is hoping to turn the old soccer fields into a housing development. The Planning Commission is excited about this and hopes it can go forward. They received a preliminary application dealing with land owned by the Paul Brothers which is part in the Bloomfield municipality and part in Centre Township. The Pauls are looking at installing solar panels. Additional outside legal/planning assistance can be used by the Commission, at the applicant's expense, when the Commission feels this professional assistance is necessary. This has been included in their ordinance since 1980.

**FEMA/PEMA Report** – Councilman Cless was absent so there was no report.

**Water Authority Report** – Mayor Edward T. Albright Jr. stated last Tuesday night he signed the change order for the Talmudic pump station to extend their substantial completion date to 1/31/2023. This is still within the time frame they projected but now there are some problems with the pumps and generator. The Water Authority Board voted to put Mr. Albright's name on for reappointment to the Water Authority Board. This will have to be voted on by the Borough Council next month.

**PCBA/COG** – Councilman Cless was absent so there was no report.

**Zoning/Permit Officer's Report** – Zoning Officer Smiley stated she issued 4 permits for the month of October. One was for 25 E. McClure Street for room renovations. One was for 25 W. Main Street to pave a section of parking lot where shrubs were removed. One was for 41 W. Main Street for a concrete slab and deck. Also, one was for 103 N. Carlisle Street for street excavation.

**Capital Tax Collection Bureau Report** – Councilman Cless furnished a written report stating the 3rd quarter meeting was held on October 19, 2022 in Council Chambers. Municipal disbursements were reviewed and approved. 3% salary increases were approved for all full time employees. A mortgage agreement between Cap Tax and the current tenant of the old Cap Tax facility in Harrisburg was approved. Received an appointment to the CapTax Appeals Board. The next quarterly meeting will be December 14, 2022 at 7PM in Council Chambers.

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

**New Email Address:** [bloomfieldborough@gmail.com](mailto:bloomfieldborough@gmail.com)

**Credit Card Option for paying sewer/trash invoices** – This service is now available.

**Leaf Collection Scheduled:** Monday October 10, 2022 – Wednesday November 23, 2022

**Room Rental Agreement** - There is a vacant room in the Borough Building and it is being made available as a conference/meeting room to the general public. There would be a daily lease and security deposit required to rent the space. This would allow the community to use this building's room if needed. Councilman Dum made the motion to approve the facility's rental agreement for the downstairs room, seconded by Vice President Fitzpatrick. Motion carried.

**Ordinance #359: Amending Chapter 17: Sewers and Sewage Disposal** - There was a resolution that amended the tapping fee. This is an additional step or ordinance to clarify the frequency with which the Borough will review its tapping fees. The fee updates will be done periodically. Vice President Fitzpatrick made the motion to accept Ordinance #359, seconded by Councilman Patterson. Motion carried.

**Ordinance #360: Adding a New Part of Chapter 23: Taxation** - This ordinance adds a new part to Chapter 23 which deals with taxation. This has been advertised. Councilwoman Grindle made a motion to approve Ordinance #360, seconded by Councilman Dum. Motion carried.

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

Rights of Way & Utilities Committee Report – Vice President Fitzpatrick stated they were waiting on the arrival of Roger Watson so Council could consider conditional approval of that subdivision. This will be tabled until Mr. Watson arrives. (Mr. Watson did not show up for this meeting ).

Planning Commission Melanie Rowlands stated the Planning Commission has met with Mr. Watson several times and the Commission made a conditional recommendation to approve. There were minor changes where some wording needed to be changed or corrected. Ms. Rowlands explained in detail the conditions surrounding Lot #30 and the pump station.

Vice President Fitzpatrick explained in order for the Borough to take over Lot #30 and the pump station there are several things that still need to be completed by Mr. Watson. One is a phone line and another is the emergency power disconnect handle. Also, an extension cord for the generator is needed and to verify that the auto-dialer functions properly needs to be addressed. The Borough also wants a Right of Way agreement to access the pump station and a bond for one year due to potential DEP issues. If Mr. Watson does not show tonight; it is still fine for the timeline.

### ***ADMINISTRATIVE***

**Administrative Committee Report** - Councilman Cless's written report stated the following:

- a. Repaired the ballfield fence gates and straightened a damaged fence post.
- b. Discovered a broken window on the east wall next to the basketball court...Replacement ordered from Andersen Windows thru Juniata Lumber.. \$333, expect November delivery
- c. Discovered unauthorized use of water at the rear hydrant of the borough building, shut off the water supply inside the building
- d. Repaired a leaky faucet in the upper level men's room and loose vanity top in the lower level ladies restroom
- e. Capital Coatings completed the roof project on Wednesday the 12th...\$14,910.
- f. Hired architect, Tom Metz, to do the architectural drawings and permit application for the room renovation project...\$1,562.50. Also, received bids from Eckert Electric for the electrical work ...\$5,200 and construction work by Gill Construction ...\$18,740. This project is currently on hold until after the general election.
- g. Set up a sales tax exempt account at Superior Building Supplies to purchase a new 8' step ladder to perform elevated indoor work at the Borough Building ...\$207.99
- h. Replaced a malfunctioning dehumidifier in the library ... \$201.40
- i. Received notification from Mark VanOuse of Zito Media that the following protocol would be used to notify Bloomfield Borough residents interested in continuing service with Zito Media: (1) existing subscribers are mailed, emailed and/or called to schedule conversions; (2) non-subscribers receive direct mail and it will be posted on social media
- j. Purchased sealer paint for the upper level handicap ramp for the purpose of extending the life of the concrete until sufficient funds can be obtained to replace it.

**Aesthetics Committee Report** – Councilman Dum stated the Veteran Banners will be coming down and replaced by the snowflake banners. November 27, 2022 is the Town Tree Lighting Ceremony. Councilman Dum is working on the program. Benches have been ordered for the Square but installation will not be until Spring.

**Executive Session** - Council left for Executive Session at 7:35 p.m. Councilwoman Grindle made the motion to reconvene regular session at 8:00 p.m., seconded by Councilman Dum. Motion carried.

President Anderson announced the purpose of the Executive Session was to discuss personnel and legal issues.

- a. It was brought up that the Borough should eliminate their \$1,000 library donation since the Borough will be installing new LED lighting for the Library. Vice President Fitzpatrick remarked

- that the Library is essential to the town and \$1,000 is not that much money and by eliminating this donation it would send the wrong message to the community. The Library should be increasing its services to the community and this is what they plan to do with this money. Vice President Fitzpatrick is on record that he is absolutely against eliminating this donation. All other Council members were in agreement with Mr. Fitzpatrick.
- b. Capital Blue Cross Health insurance line items went up to \$40,000 and Dental to \$3,000. These numbers came back higher than what is in the budget now
  - c. Employees insurance and salaries will be in the finalized budget
  - d. There will be a line added to the budget for codification - \$4,000.00 for the 1st year
  - e. There will be a reduction in the street maintenance line item to \$25,000
  - f. Building maintenance and repairs will be increased to \$15,000
  - g. Traffic Study will fit within the guidelines of the \$25,000 mentioned in "e." This will be done for Barnett Woods Road because of Bridge #2. It will be completed from November 22 through December 12.

Councilman Patterson made the motion to approve all of the above items for the "proposed budget", seconded by Councilwoman Grindle. Motion carried.

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

Councilman Patterson had no report.

### ***GRANTS***

Councilman Patterson stated the close out reports have been finalized and the total cost for the 4 projects (Lakeside, Alleys, Crossing Lights and Signs and the ADA Crosswalks) came to approximately \$604,000 including engineering costs.

They also applied for a DCNR grant, with a 20% match. The grant application is for approximately \$342,600.00.

They are pursuing various funding options for Bridge #2 on Barnett Woods Road through Federal Infrastructure dollars, PA multi Modal and PA/DCED. Failure to achieve any funding for this project may result in the closing of Barnett Woods Road for safety reasons in the next 18-24 months.

### ***PERSONNEL***

Councilwoman Grindle had nothing to report.

### ***CLOSING COMMENTS***

There being no further business, upon motion by Vice President Fitzpatrick, seconded by Councilwoman Grindle, the regular meeting adjourned at 8:15 p.m. The next meeting is Tuesday, December 6, 2022 at 7:00 p.m. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary