

MINUTES Bloomfield Borough Council November 3, 2020

Bloomfield Borough Council met this evening in regular session in the Bloomfield Borough Council Chambers with the following Council members present: President J. Kevin Fitzpatrick, Jacob L. Casey, Michael J. Smith, Brenten S. Dum, Kimberly A. McMullen and Wayne S. Leshner. Vice President Eric S. Berger had an excused absence.

Also present: Secretary Danielle L. Shope, Assistant Secretary Kathleen Miller, Borough Employees Damon Hartman and Jacob Morrison, Mayor Arlis Krammes, Zoning Officer/Water Authority Ed Albright Jr., BEO Becky Smiley, and residents Richard Rogers and Cory Peters.

President Fitzpatrick called the meeting to order at 7:00 p.m.

President Fitzpatrick led the gathered assembly in the **Pledge of Allegiance**.

MEETING OPENING

Recording of the Meeting – President Fitzpatrick 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 Fitzpatrick 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 Fitzpatrick asked if any individuals in the audience were also taping the meeting and if so to identify themselves for the record. President Fitzpatrick 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 Smith made a motion, seconded by Councilman Dum, to approve the October 6, 2020 regular meeting minutes as presented. Motion carried.

Approval of October Budget Minutes - Councilman Smith made a motion, seconded by Councilman Dum, to approve the October 19, 2020 Budget Minutes as presented. Motion carried.

Approval of Financial Report – Councilman Smith made a motion, seconded by Councilwoman McMullen, to approve the financial report for October 2020 as presented. Motion carried.

Announcement of Executive Session – Council adjourned into Executive Session at 7:02 p.m. Councilman Smith made the motion to reopen the regular Council meeting, seconded by Councilman Leshner, at 7:20 p.m. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

There were no Requested Public Comments or Presentations.

PUBLIC COMMENTS AND/OR PRESENTATIONS

Mr. Richard Rogers noted the September 2020 minutes have not been posted on the website. He would like a hard copy of those minutes. President Fitzpatrick stated he was not aware of this oversight and a hard copy would be given to Mr. Rogers. Mr. Rogers also stated someone is driving on Gusler Alley past the fence and behind the ballfield to park. President Fitzpatrick asked Borough Employees Damon Hartman and/or Jacob Morrison to look into this issue.

MONTHLY REPORTS

Solicitor's Report – Solicitor Zimmerman was absent so no report.

Mayor's Report – Mayor Krammes stated she took the 6-7 Georgia parking tickets to the State Police Corporal. The Corporal stated that if the car comes back the Borough can put a boot on it. Mr. Cory Peters (Borough resident and State Police trooper) suggested towing the vehicle instead of booting it because the Borough would be responsible for any vehicle damage caused by putting the boot on or off the vehicle. If there is any damage to the vehicle while towing this responsibility falls onto the towing company. Council is leaning towards the towing option rather than booting a vehicle.

Mayor Krammes reported there is to be tree trimming done at 116 West Main Street on November 4, 2020. Traffic cones have been placed and the tree trimming company will have men directing traffic around this area.

Mayor Krammes also met with Glen Holiman to discuss the Centennial. They will have a meeting before Thanksgiving. President Fitzpatrick asked her to coordinate that meeting with Kim and himself.

Parking Officer Report – Mayor Krammes reported 9 tickets were issued in the month of October with only 1 paid.

Enforcement Report – BEO Becky Smith submitted her report describing her orientation period from September 16, 2020 - October 5, 2020. She was sworn in by Mayor Krammes on October 6, 2020. On October 7, 2020, she set up her office and drove through the Borough to familiarize herself with the boundary lines. On October 8, 2020, BEO Smith handed in payroll papers, and her cell phone. She is going to use her personal cell phone with a restricted number. She posted flyers for trick or treat and leaf collection. On October 13, 2020 she created a Gmail account (bbcodeoffice@gmail.com) and drove through the Borough. It has been relatively quiet.

Water Authority Report - Mr. Albright reported Well 3 is on hold because the contractor cannot get the lumber for the building. They are under contract and if not done by a certain date the contractor would be fined for the delay. The Authority is waiting for fittings for a 48 inch pipe and once received they can install the pipe. They did a Penn bid for Apple and half way down Maple Lane where they will replace the water lines once bids are received.

Planning Commission Report – Ms. Rowlands was absent so no report.

FEMA/PEMA Report – Councilwoman McMullen had no report.

PCBA/COG – Mr. Albright stated there is a possible meeting November 12, 2020.

Zoning/Permit Officer's Report - Mr. Albright issued 3 zoning and one demolition permit during the month of October. One demolition permit for Apple and Barnett Street, one building permit for the same property. He issued another zoning permit to the County at the old flower shop and another for 200 Oak Road for a front porch.

Capital Tax Collection Bureau Report – Mr. Cless sent in his report and President Fitzpatrick read the report. The following actions were taken at the October 21, 2020 meeting.

1. Revenue disbursements and other expenditures were reviewed and approved.
2. Received \$46,659 from the Perry County CARES Act Block Grant to assist in paying building rent, utility costs, COVID-19 supplies and similar expenses.
3. Approved an application for \$147,697.50 loan through SBA Paycheck Protection Program to assist with payroll costs as collection revenues are still down due to the COVID pandemic.
4. Next quarterly meeting is scheduled for December 9 at 6:30 p.m. in Bloomfield Borough Council Chambers.

ADMINISTRATIVE

Announcements and Correspondence –

There is still no **Statement of Financial Interest** from Mr. Robert Wood.

The **Christmas Tree Lighting** is scheduled for Sunday, November 29 at 5:00PM.

Councilman Smith made a motion to pass **Resolution #2020-05: LED Lighting**, seconded by Councilman Dum. Motion carried. Councilman Smith stated this change to LEDs for the PPL town lighting would save the Borough approximately \$100 per month.

Proposed Budget Discussion – Additions/Deletes/Changes – Councilman Smith will propose four motions one at a time.

Councilman Smith made the motion to cut BEO Smiley's cell phone and pay her a stipend of \$20/month. Councilman Leshar seconded this motion. Motion carried.

Councilman Smith made the motion to pay Borough Secretary Shope a monthly cell phone stipend of \$35/month. Councilman Dum seconded this motion. Motion carried.

Councilman Smith made the motion to include a 3% salary increase allowance in the 2021 budget for budgeting purposes. Councilman Casey seconded this motion. Motion carried.

Councilman Smith made the motion to include a \$13,000 payment to the New Bloomfield EMS contingent upon quarterly budget reviews. Councilman Leshar seconded this motion. Motion carried.

Councilman Smith made the motion to adopt the proposed 2021 budget as presented which includes a 0% tax increase. Councilwoman McMullen seconded this motion. Motion carried.

President Fitzpatrick stated the Borough received the annual subscription for the **Humane Society of Harrisburg** to which the Borough gives \$250 per year.

Administrative Committee Report – Councilman Dum had no report.

AESTHETICS

Aesthetics Committee Report – Councilman Casey had no report.

FINANCE, INSURANCE, AND SAFETY

Finance, Insurance & Safety Report – Councilman Smith stated he emailed his spread sheet to Council this afternoon. He takes the numbers off the bank statements and financial reports and puts them on a spread sheet to see where the bottom line is the end of each month. He believes we are \$30,000 to the good compared to where they started in January 2020.

Councilman Smith stated Council wants to change some of their processes and procedures as it relates to the budget. Historically, they have started in October to prepare the budget. Since most members of the Council are new, they would like to begin this process in September next year to give more time to ask questions and do research and have discussions. The second thing is they want to have quarterly budget reviews to see where they stand. They would like to give the New Bloomfield EMS money, but they have to review the budget quarterly to see if that money is available to give. The EMS had asked for a tax increase of .5 mil which would equate to approximately \$32,000 from the Borough but the Council did not feel a tax increase was appropriate at this time.

Grants – Councilman Smith had nothing to report.

Councilman Smith did state that part of the Borough Garage building sits on the Dave and Wanda Cupp property. The back 6 feet of the building sits on this property. This has been an issue for over 30 years. The Borough has been having discussions with the Cupp family to get an easement to rightfully have the building where it is but the Borough has not heard back from the Cupps. The Cupps have a draft copy of the easement.

Personnel Committee Report- Councilman Leshner stated they will be doing reviews next month.

RIGHTS OF WAY & UTILITIES

Rights of Way & Utilities Committee Report – Vice President Berger was absent so there was no report.

The Borough is looking into more **ADA Sidewalks** in the 2021 budget, but that is subject to review.

CLOSING COMMENTS

There being no further business, upon motion by Councilman Smith, seconded by Councilman Dum, the meeting adjourned at 7:42 p.m. The next meeting is Tuesday, December 1, 2020 for a regular meeting at 7:00 p.m. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary