

MINUTES
Bloomfield Borough Council
November 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 Secretaries Suse Woolever and Kathy Miller, Solicitor Isaac Wakefield, Borough Employee Damon Hartman, ZEO/BEO Becky Smiley, Mayor Gary Eby, Planning Commission Representative Melanie Rowlands, HRG Representative Ryan Hostetter, Perry County Times Reporter Paul Wyatt, Library Representatives Miriam Nicholson and Kim Fitzpatrick, Tax Collector Brenda Albright and Resident Ed Apple.

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. (Paul Wyatt from the Perry County Times is also recording.) 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 – Councilman Cless made the motion to approve the October 7, 2025 meeting minutes, seconded by Councilwoman Grindle. Motion carried.

Approval of Financial Report – Vice President Fitzpatrick made the motion to approve the October 2025 financial reports, seconded by Councilman McCarty. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

None

PUBLIC COMMENTS AND/OR PRESENTATIONS

Miriam Nicholson, President of the Bloomfield Public Library Board, had two items to present. She presented Council with a letter requesting a donation be given to the Public Library. This letter of donation will also go out to the various townships serviced by the Library. The next letter states that the Bloomfield Public Library accepts the terms of their new lease issued by the Borough at \$300 per month for 2026, \$350 per month for 2027, and \$400 per year for 2028. The Library is also requesting that the Borough Council contact them when there are issues dealing with the building, such as unlocked doors, etc. Ms. Nicholson was not sure if this should be incorporated into the lease as an addendum or not. President Anderson did not feel it needed an addendum. Solicitor Wakefield agreed,

but he will look at the lease. Discussion followed. President Anderson asked for points of contact when issues arise. Ms. Nicholson asked that she be contacted first with Sarah Geesaman as a second point of contact.

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. Solicitor Wakefield will provide Council with examples of curb and sidewalk area ordinances (concerning vegetation) in order to make our ordinance more robust. He will draft something along these lines for the December meeting. President Anderson asked about the Marysville Baseball issue. Solicitor Wakefield stated there has been limited communications regarding payment for damages to the Borough Building. An insurance claim has been opened.

Mayor's Report – Mayor Eby stated nothing new to report. He asked about the stop signs for Barnett Street. Vice President Fitzpatrick stated he received a proposal from HRG, but has not had time to review the proposal. This issue will be put on the Council's December agenda.

Parking Officer Report – Mayor Eby reported 14 tickets were issued in October 2025 with 5 tickets remaining unpaid. Ms Rowlands asked if the PEO could check West High Street which has no parking on the north side of the street, but a number of vehicles are parking there.

Enforcement Report – BEO Smiley had nothing further to report other than what she submitted to Council in her written 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. Councilman Cless asked about the tenants living in the old church building on Barnett Street. BEO Smiley did not want to make a comment during this public forum. Discussion followed. President Anderson stated this problem will be discussed with Ms Smiley and resolved at a later date.

Planning Commission Report – Planning Commission Chair Melanie Rowlands submitted the following report:

- 1) The last invoice for DGS Preliminary Land Development Plan (of \$89.50) has been paid. Final Plans have not yet been submitted. Agents are working on DEP and similar agency approvals and awaiting Centre Twp. Preliminary Approval.
- 2) Swenson Subdivision Plan, approved by Council on September 2, 2025, has not yet been offered to the Borough for signatures. Centre Twp approvals may still be pending. The agents only have 90 days from our approval to register the signed plan at the courthouse.
- 3) Council and the agent for the Lakeside Development Preliminary Land Development Plan require a mutually agreed extension due to work delays predominantly related to stormwater management. Council approved a motion for a 90 day extension (now February 21, 2026). The Planning Commission awaits notice to schedule the formal review which may or may not happen at the Monday, November 24, 2025, 7 p.m. meeting. Vice President Fitzpatrick made a motion to approve the mutually agreed 90 day extension from November 23, 2025 to February 21, 2026 as the new deadline, seconded by Councilwoman Grindle. Motion carried.
- 4) The fact finding by Burget & Associates related to an unusually wide Right of Way at South Church Street & Barnett Street is still pending. Zoning Officer, Planning Commission Chair, and Chairman of Zoning Hearing Board will provide further guidance depending on answers to outstanding questions.

5) Planning Commission Chair recommended that Council budget for Local Planning assistance, but that no pre-payment be made as there is no advantage to do so. The Solicitor advised that inclusion in the budget is sufficient. (The original budgeted figure was \$1,200 and the 3 levels of assistance range from \$875 to \$3,500)

Water Authority Report - President Anderson read the Report submitted: The Board gave approval for Smith's Appliance in Carlisle to put a Laundromat in at 18 West Main Street. Discussion followed.

The Water Authority is moving forward with providing water services to Centre Township. The Authority's solicitor is writing up an inter-municipal agreement to submit to the Centre Township solicitor. The new billing program is tentatively scheduled to go live the week of November 24th.

PCBA/COG – Councilman Cless stated the final quarterly meeting will be held November 13th at 7 p.m. in Council Chambers. Election of officers will be held if sufficient Borough members are present to conduct business. Councilman Cless suggested discontinuing hosting this event because no other borough participants attended. This discussion will be deferred until the December meeting agenda.

FEMA/PEMA - Councilman Cless stated there was nothing to report. Councilman McCarty is considering replacing Councilman Cless on this board.

Zoning/Permit Officer's Report – Zoning Officer issued 0 permits this past month.

Capital Tax Collection Bureau Report – Councilman Cless stated the 3rd Quarterly meeting was held on October 15, 2025 in Council Chambers. The minutes, cash disbursements and 2026 budget were reviewed and approved. Other business discussed included the resignation of an employee, merit based employee salary increases, and future director appointments. The Perry County Tax Collection Committee convened immediately thereafter and elected officers for the 2026 term. Councilman Cless stated he will offer to stay on the Cap Tax Bureau for a while.

ANNOUNCEMENTS AND CORRESPONDENCE

- **Senator Rothman Letter** - Discuss projects to submit to his office.
- **TCRPC (Tri-County Regional Planning Commission) Representative discussion & Vote** - This nomination has to be named. Nomination has been tabled.
- **Leaf Collection** - Monday, October 13, 2025 through Wednesday, November 26, 2025. Residents have been notified.
- **Christmas Tree Lighting**. - Sunday, November 30, 2025 at 5 p.m.

RIGHTS OF WAYS, UTILITIES, & SAFETY

Vice President Fitzpatrick stated the paving around town will be in the Spring and the funding will come from Liquid Fuels. Curb cleanup ordinance will have to be voted on at the December meeting for advertisement.

Vice President Fitzpatrick and Mr. Hartman met with a company called CNC regarding the Barnett Woods Bridge that is 18 inches too short to qualify for State or Federal funding. They discussed a pre-fab approach to replacing the bridge. With this new technology they could move it from 17 feet wide to 24 feet wide which would allow for 2 lanes and make it a 45 foot long structure with minimal disruption to the creek. This pre-fab proposal cost wise would be approximately \$250,000. Vice President Fitzpatrick provided this estimate to Perry County Commissioner Watson last week to hopefully begin opening discussions, and then follow up after the holidays. The total bill with everything done will probably be closer to \$500,000. Vice President Fitzpatrick is hopeful that with this extension

Tri-County would help with the funding. Vice President Fitzpatrick has heard nothing from the Commissioners as of this date.

Vice President Fitzpatrick also discussed the unsafe foot bridge that connects the Sewer Plant to the Borough Property. To put the replacement bridge across the Borough Property for safe access to the Sewer Plant will cost \$164,000 plus engineering fees. If this is within reason, Vice President Fitzpatrick believes we could use the Capital Improvement Budget to fund this project.

Discussion followed.

Councilman Cless came up with a plan to install a new lower level Borough Building entry which will include a ramp. Mr. Cless presented his plan. This proposal would also allow for the permanent removal of the west handicap ramp on the post office side of the building and the front access stairwell as well.

ADMINISTRATIVE & INSURANCE (PROPERTY/LIABILITY)

Councilman Cless reported:

- 1) Responded to several toilet issues in the lower level ladies restroom. Council should address this ongoing problem with the installation of new hi-flow toilets to increase flush response.
- 2) The Mayor and I attended an MDJ summary hearing in Newport regarding a disorderly conduct incident at the Borough Building. The defendants were juveniles and held accountable by the judge. He could say that the instigator of these crimes has left the community.
- 3) After discussion with Gary Paulus (sign maker) regarding the installation of the new Borough Building signs, it's become evident the shrubbery in front of the building may need to be removed or heavily trimmed for easier placement of scaffolding. If permanent removal is required, new shrubs could be planted in the spring.

AESTHETICS

Councilman McCarty stated the Christmas tree is coming the week of Thanksgiving. The tree will be approximately 22 feet tall. The Square will be changed over and decorated for the holiday season. All the tree lighting festivities have been scheduled. Councilman Cless asked about the recommended types of tree for planting along the borough streets. There is a list of recommended trees, trees with vertical root growth and not Bradford pear trees.

FINANCE

President Anderson stated they are still finalizing and getting last minute numbers in for their budget concerning insurance and other numbers. A major CD is coming due in the Sewer account. They have to decide if they want to continue those funds in the Sewer account or if they want to cash that in. The rate of return is 4.4%. She asked the Council to think about this because they will have to make this decision in December. A Liquid Fuels CD will be coming due at the end of December in the amount of \$13,850.

*Local Planning Assistance (Original Budgeted Figure - \$1,200)

1. Level 1 (48 Hours - \$3500)
2. Level 2 (24 Hours - \$1750)
3. Level 3 (12 Hours - \$875)

Discussion followed about the time and rates. Ms. Rowlands explained that Bloomfield subscribed to this and paid them. Others budget and do not pay until billed. If you prepay and do not use any hours you do

not get your money back. There is no discounted rate either if we prepay. Ms. Rowlands suggested that we have it in the budget, but do not pre-pay. More discussion followed.

President Anderson made the motion to approve the proposed budget for 2026, Vice President Fitzpatrick seconded the motion. Motion passed with Councilman Cless deferring.

GRANTS

Vice President Fitzpatrick had nothing to report.

PERSONNEL & INSURANCE (HEALTH/DENTAL)

Councilwoman Grindle had nothing to report.

EXECUTIVE SESSION

There is no Executive Session.

CLOSING COMMENTS

There being no further business President Anderson asked for adjournment. Councilwoman Grindle made the motion to adjourn the meeting at 8:05 p.m., seconded by Councilman Cless. Motion carried. The next regular meeting will be Tuesday, December 2, 2025 at 7:00 p.m. in Bloomfield Borough Council Chambers.

Respectfully submitted,

Kathleen Miller, Assistant Secretary