

MINUTES
Bloomfield Borough Council
September 2, 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 Secretary Suzanne Woolever, Solicitor Substitute Luke Gibson, Borough Employee Damon Hartman, ZEO/BEO Becky Smiley, Mayor Gary Eby, Planning Commission Representative Melanie Rowlands, HRG Representative Isaac Underhill, Burget & Assoc. Representative Jerry Gibboney 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. 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 August 5, 2025 meeting minutes, seconded by Councilman McCarty. Motion carried.

Approval of Financial Report – Councilwoman Grindle made the motion to approve the August 2025 financial reports, seconded by Councilman McCarty. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

No Requested Public Comments

PUBLIC COMMENTS AND/OR PRESENTATIONS

There were no public comments

MONTHLY REPORTS

Solicitor's Report – Solicitor Gibson stated that he provided the Council with his formal report and unless there were any questions, he would defer to the report. President Anderson drew attention to Item #2 in the Solicitor's report which states: "Demand correspondence was sent to Mr. Portzline of the Marysville Baseball Association demanding payment for the damages caused to the Borough Building." The Borough has still not received any funding for the damages caused by the incident involving the Marysville Baseball team. Discussion followed on this issue. Councilman Cless stated as far as he was concerned if they do not pay...they do not play and are banned forever from using the field. Vice President Fitzpatrick stated the team representative already stated the Marysville Baseball team has no intention of ever playing on this field again. Discussion followed. Mr. Jason Portzline threatened civil action due to the Borough's handling of the claim. President Anderson asked Mr. Gibson to find out when the demand letter was sent and if it included a timeline etc. Vice President Fitzpatrick just does not want the kids to get hurt because of a group of adults who can not come to agreement.

Mayor's Report – Mayor Eby stated the Street Fair will be held September 13, 2025. A permit has been submitted to PennDOT to close streets. The permit has not been received as of yet, but hopefully will be received soon. Also, the Historical Society of Perry County will be having a cemetery walk which is open to the public. Reservations are required and can be made through the Historical Society or the Mayor.

Parking Officer Report – Mayor Eby reported 12 tickets were issued in August 2025 with 5 tickets remaining unpaid. The officer's evaluation is scheduled for completion by the weekend.

Enforcement Report – BEO Smiley had nothing further to report other than what she submitted to Council in her written report. In addition to her report, there is a hearing about the Leyder property on September 16, 2025 that she and Solicitor Wakefield will be attending. Discussion took place about the accumulation of "trash" at the Peters residence. Councilman Cless inquired about the Mike Sands property on West Main Street and possibly splitting into two. BEO Smiley emailed Mr. Sands that it did not meet the requirement to subdivide.

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 – Planning Commission Chair Melanie Rowlands submitted the following report:

- 1) Invoices for DGS Preliminary Land Development Plan continue unpaid. We will send an updated invoice to include August fees from the solicitor and engineer.
- 2) Waiver of financial security requested on DGS project (This was just a repeat of an already approved waiver. Plus the Borough would not be assuming dedication of any infrastructure).
- 3) The Planning Commission reviewed the Swenson subdivision plan and recommended approval by Council. Councilman Cless made the motion to approve the Swenson subdivision, seconded by Vice President Fitzpatrick. Motion carried.
- 4) The Planning Commission held a Q&A session regarding the Lakeside Development Preliminary Land Development Plan for the professionals to move forward any open issues prior to a formal review. That review will be delayed from the scheduled date of the September BBPC meeting if the agents have not updated plans for additional engineering review due to the agent's workload. Mr Hartman will show Mr. Melham where the storm drains are in the development.
- 5) Burget & Associates is investigating an unusually wide Right of Way at South Church St. & Barnett St. If they determine the underground utilities do not go beyond a footprint that would enable the homeowners (Petersons) to seek a zoning permit to add a room on their home, then a request will be forthcoming for Council to reduce the RoA to a more standard distance. The surveyor will investigate and let us know.

Water Authority Report - President Anderson read the Report submitted: PennDOT wants to run an 8 inch line from Locust Street to PennDot. The Authority will give them a 4 inch line. Our engineer talked to John Melham and two options were offered to get water to the proposed Aishel development. The options were to go out East Main Street from Barnett Woods Road to Roddy Alley or figure out how much it would cost to put a tank on their property at the location of the Booster Station. Discussion followed.

PCBA/COG – Councilman Cless stated the next meeting is scheduled for September 11, at 7 p.m. in Council Chambers.

FEMA/PEMA - Councilman Cless stated he completed the Perry County 2025 Hazard Mitigation municipal draft resolution and submitted it to the Borough Secretary for Council consideration and future passage. Councilman Cless made the motion to pass Resolution #2025-07 for Perry County 2025 Hazardous Mitigation Plan, seconded by Vice President Fitzpatrick. Motion carried.

Zoning/Permit Officer's Report – Zoning Officer issued 0 permits for the month of August. She does have inquiries about many projects such as a laundromat on Main Street, maybe in the Rise Cafe location or the YWCA location.

Capital Tax Collection Bureau Report – Councilman Cless had nothing to report.

ANNOUNCEMENTS AND CORRESPONDENCE

- **Senator Rothman Letter** - Discuss projects to submit to his office. Vice President Fitzpatrick will meet with him in person when they have something to present.
- **Budget meeting** - September 29th & 30th, 4:00 p.m. - Mark your calendars. Committee chairs are to come prepared.

RIGHTS OF WAYS, UTILITIES, & SAFETY

Vice President Fitzpatrick stated that due to funding concerns paving projects are on delay. They will go through with the paving of Chestnut Alley. They will delay the rest of the paving until 2026. They will use Liquid Fuels funding for both Veterans Way and the cemetery aprons in 2026. They are just running out of paving time this year.

Mr. Hartman stated that the sink hole has been repaired. The Dutch Canal project is finished. The metal plate between the Dialysis Center and Pennian Bank still remains in place. PennDOT and JVI dispute responsibility for fixing the box culvert and grate. Right now the plate will stay. This could be a potential expense for the Borough if forced to repair without reimbursement.

President Anderson brought up a possible ordinance for curb cleanup. The Borough's appearance and water flow is being affected by vegetation and weeds along curb lines. The September newsletter will request homeowners to clean up the curb lines. Other municipalities have similar ordinances. Discussion followed.

ADMINISTRATIVE & INSURANCE (PROPERTY/LIABILITY)

Councilman Cless reported:

1. The (3) Windows 11 replacement computers given to the Water Authority are now fully operational with the necessary software required to do business.
2. Received a proposal from Moyers Lock Service for (3) possible upper level door lock replacement scenarios. Since the original concern for replacing the locks was a number of unreturned keys, lock replacement seemed to be an appropriate option for Council discussion. Discussion followed on the various options. Councilman Cless will look into this again.
3. Met with a representative from Letter Works Sign Company to discuss replacement of the Borough Building and Post Office signage on the front of the building. (2) options were discussed. In kind lettering or painted sign using long lasting materials (least expensive). Waiting for proposals on the artwork signage. Also, an RFP was extended to Paulus Signs to submit a bid... awaiting response for a meeting to discuss.

AESTHETICS

Councilman McCarty stated that there is not a whole lot going on. Working on some shade trees in the Square. He received the packet for the upcoming Christmas Tree lighting.

FINANCE

Secretary Shope explained the need for a borough debit card for recurring payments. Discussion followed. Councilwoman Grindle made the motion to approve a borough debit card setting a \$1,000 purchase limit and a \$500 cash advance limit, seconded by Councilman McCarty. Motion carried.

GRANTS

Vice President Fitzpatrick had no report.

PERSONNEL & INSURANCE (HEALTH/DENTAL)

Councilwoman Grindle stated September 12th is the deadline for personnel reviews.

EXECUTIVE SESSION

There is no Executive Session.

CLOSING COMMENTS

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

Respectfully submitted,

Kathleen Miller, Assistant Secretary