

MINUTES
Bloomfield Borough Council
February 6, 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, Karl L. Cless and Jessica L. Grindle.

Also present: Secretary Danielle Shope, Assistant Secretary Kathleen Miller, Borough Employees Damon Hartman, Solicitor Elana Schnell, Mayor and Water Authority Representative Edward T. Albright Jr., HRG Representative Tracy Strickland, BEO/ZEO Becky Smiley, Planning Commission Chair Melanie E. Rowlands, Fire Company representative Chad Tressler and Borough residents James A. Woods, Raymonda Cunningham, Gary Eby, and Pat Patterson.

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 January Reorganization Meeting Minutes - Councilman Karl Cless made the motion to approve the January 2024 reorganization meeting minutes, seconded by Councilwoman Grindle. Motion carried.

Approval of Minutes – Vice President Fitzpatrick made the motion to approve the January 2, 2024 meeting minutes, seconded by Councilman Cless. Motion carried.

Approval of Financial Report – Councilwoman Grindle made the motion to approve the December 2023 financial report, seconded by Councilman Cless. Motion carried.

Vice President Fitzpatrick made the motion to approve the January 2024 financial report, seconded by Councilman Cless. Motion carried.

Bloomfield Borough Zoning Hearing Board - Raymonda Cunningham Resignation - Vice President Fitzpatrick made the motion to accept the resignation of Raymonda Cunningham from the Bloomfield Zoning Hearing Board, seconded by Councilwoman Grindle. Motion carried.

Declaration of a Council Vacancy - President Anderson announced a vacancy on Bloomfield Borough Council.

Ms. Raymonda Cunningham and Mr. Gary Eby were the two Bloomfield Borough residents applying for the open Council seat. These two candidates presented background information about themselves and their reasoning as to

why they would be the best candidate for the open seat on Borough Council. The Council had no questions for the candidates.

Nominations for Council Member - President Anderson asked for nominations.

Vice President Fitzpatrick nominated Raymonda Cunningham for Council so she could continue to build upon what she has done for the Borough thus far.

Councilman Cless nominated Gary Eby.

President Anderson made the motion for a vote.

All those in favor of Raymonda Cunningham were Vice President Fitzpatrick, Councilwoman Grindle and President Anderson. Councilman Cless abstained.

All those in favor of Gary Eby were Councilman Cless.

Since the majority of votes were for Raymonda Cunningham, she was appointed to fill the vacancy.

Resolution #2024-01 - Filling a Vacancy - Vice President Fitzpatrick made the motion to appoint Raymonda Cunningham to the Council Vacancy and to approve Resolution #2024-01, seconded by Councilwoman Grindle. Motion carried.

Oath of Office - Mayor Edward Albright Jr. administered the Oath of Office to newly appointed Councilwoman Raymonda Cunningham.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

Fire Company - Mr. Kretzing could not be there so Mr. Chad Tressler represented the Fire Company. Mr. Tressler reported all the fire apparatus has been moved into the new firehouse. They hope to have the ambulances moved into the building in a few months. There is a lot of traffic going past the new firehouse. Mr. Tressler is asking the Borough to put up signage and possibly lights to alert traffic as to when there is fire or ambulance equipment exiting the building. President Anderson referred to a letter Council received from the Fire Department previously asking for signage. Since the firehouse exits onto a state road, the letter has to be presented to PennDOT. Mr. Tressler asked Council for just the signage, but they would accept lights also if the Borough would want to go that route. President Anderson passed the letter along to Mr. Damon Hartman to work with PennDOT. Vice President Fitzpatrick stated that for safety reasons lights would be in the best interest of everyone. Discussion followed.

PUBLIC COMMENTS AND/OR PRESENTATIONS

There were no Public Comments.

Executive Session Information - No Executive Session.

MONTHLY REPORTS

Solicitor's Report – Solicitor Elana Schnell stated she provided Council with Solicitor Wakefield's formal report and unless there were any questions, she would defer to the report. President Anderson stated they are moving forward to enforce the "blighted property" ordinance on certain borough properties that fall under this ordinance.

Mayor's Report – Mayor Albright stated recycling had 29 cars with 8 helpers present. Mayor Albright is very appreciative of the volunteers.

Parking Officer Report – There were 5 tickets issued in the month of January and all were paid.

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 remarked that she sent Council members a proposal for a fence ordinance. She feels it is important to have a fence ordinance in place so she will work on this issue.

Vice President Fitzpatrick made the motion to approve Solicitor Wakefield to draft a fence ordinance for the Borough using BEO Smiley's information, seconded by Councilwoman Grindle. Motion carried.

BEO Smiley stated that the Blighted Housing Ordinance needs to be tweaked by one sentence so she is looking for approval for this update. Councilman Cless made the motion to approve the updated Blighted Housing Ordinance, seconded by Vice President Fitzpatrick. Motion carried.

Planning Commission Report – Ms. Melanie Rowlands reported the following:

BBPC Report for Minutes (Feb. 6, 2024)

- Handed out printed copy of Ch. 26 Zoning, passed as Ord. 368 in 2023 to Council and team members.
- Reported that Talmudic University/ Aishel campus submitted a minor plan subdivision to establish a single 'lot' for future development on the east side of N. Carlisle Street that is separate from the main educational campus. BBPC awaiting County Planning Review prior to acting on the request. This is not Land Development.
- FYI:
 - Subdivision & Land Development Ordinance (SALDO, Ch. 21) is close to being ready for review by Engineering and Legal. As we are adopting a previously passed County Model Ordinance, reviews should be minor and we request that external expenses be kept as low as possible.
 - No other requests are open or outstanding.

President Anderson asked for the dates Mr. Zeke Morrow served on the Commission.

FEMA/PEMA - Councilman Cless reported that digital copies of Emergency Management Manuals for Municipal Officials were distributed to appropriate borough officials. He reported that new Council members must take the NIMS 100 online class. Discussion followed. Councilman Cless will look into this issue.

Water Authority Report - Mayor Edward T. Albright Jr. stated Mr. Ron Zellers resigned from the Water Authority.

Vice President Fitzpatrick made the motion to accept the resignation of Mr. Ronald Zellers, seconded by Councilwoman Cunningham. Motion carried.

Mayor Albright asked to be put on the Bloomfield Borough agenda for March to accept newly appointed Water Authority board member.

The Authority will be doing their loops at Barnett Woods Road and out by the prison. They are looking to sell water to Talmudic.

PCBA/COG – Councilman Cless stated the next quarterly meeting will be held February 8, 2024 at 7 p.m in Council Chambers..

Zoning/Permit Officer's Report – Zoning Officer Smiley issued no permits for the month of January.

Capital Tax Collection Bureau Report – Councilman Cless stated the next quarterly meeting will be April 17, 2024 at 7 p.m. in Council Chambers.

ANNOUNCEMENTS AND CORRESPONDENCE

President Anderson announced the Council will be getting together to discuss **committee assignments** for Council members.

The installation of a satellite dish to receive internet service for BIU has been placed on hold. They actually upgraded their existing service with Brightspeed to obtain adequate speed for operation.

President Anderson deferred to Councilwoman Grindle to discuss a **Free Tree Program and a MyWork Program** (work experience for High School Students). Discussion followed. Councilwoman Grindle will look into these programs further and will present these programs to Council again in the future.

RIGHTS OF WAY & UTILITIES

Vice President Fitzpatrick mentioned the HVAC mini-split at the Sewer Plant is broken and will need replaced. The pump for the building is out for repair and the pump at the Sewer Plant will go out next week.

HRG representative Tracy Strickland gave an update on the Bloomfield Park Project and trail system based on the public feedback received at last month's meeting. The trail width will go from 8' to 6'. ADA parking spaces will increase from 2 to 4 on the gravel parking lot. There will be a chain link fence for safety. Councilman Cless asked for signage to keep walkers from the trails during active baseball games. Resident Mr. Woods asked if there was a fence on the right side of the field. Councilman Cless responded "No". Mr. Woods responded, "You might as well have not done anything". There should be a fence on the right field line to protect the ballplayers according to Mr. Woods.

ADMINISTRATIVE

Councilman Cless reported the following:

1. Mr. Cless wet vacuumed 5 gallons of stormwater from the carpet and tile in the scout room caused by the 2nd winter storm. Also, he repaired leaky toiletry in the Diakon office.
2. Mr. Cless met with library officials to discuss a plan to vacate Room #2 of furniture and other movable materials to make room for the contractor to perform the new ceiling replacement and that room will remain closed for the entire period. The circulation desk and main library, however, will remain open.
3. Tri-County HATS committee met in Council chambers on January 8, 2024 with county wide municipal officials to discuss possible interest in projects for bicycle/pedestrian trails. A presentation offered possible opportunities and discussion followed. Additional meetings will assist in updating the current HATS project map.
4. Three contractors responded to the "Request for Bids" newspaper ad regarding the library ceiling project. They are as follows:
 - a. JRBuilding/Reapsome of Elliottsburg, PA - \$17,255.75
 - b. Gill's construction of Newport, PA - \$16,080.00
 - c. Steve Morris, Bldg Contractor of Landisburg, PA - \$19,500.00

Councilman Cless made the motion to accept the bid from Gill's, seconded by Vice President Fitzpatrick. Motion carried.

AESTHETIC

No report because the position is vacant at this point.

FINANCE, INSURANCE & SAFETY

No report because the position is vacant at this point.

GRANTS

Vice President Fitzpatrick stated they did not get the quarter million dollar grant for the Greenways Trail, so the Borough is still on the hook for the match. They will find out about the LSA grant in June or July. Vice President Fitzpatrick will propose at the next meeting that HRG help Council apply for The Covid 19 ARPA PA Multipurpose Community Facilities program grant. Without the library being in the building, the Borough would have no chance to apply for this grant. There is no matching funds for this grant.

PERSONNEL

Councilwoman Grindle had no report. President Anderson stated the new employee manual is at the printers. Secretary Shope requested employees return their old manuals to the Borough Office ASAP.

CLOSING COMMENTS

There being no further business, upon motion by Councilman Cless, seconded by Vice President Fitzpatrick, the regular meeting adjourned at 8:05 p.m.. Motion carried. The next regular meeting will be Tuesday, March 5, 2024 at 7:00 p.m. in Bloomfield Borough Council Chambers.

Respectfully submitted,

Kathleen Miller, Assistant Secretary