

**MINUTES**  
**Bloomfield Borough Council**  
**January 6, 2009**

Bloomfield Borough Council met this evening in regular session in the Bloomfield Borough Building with the following Council members present: President Pierce L. Clouser, Jr., Vice President John M. Long, Edwin G. Robinson, Dale J. Beaston, Leroy J. Weller and Jayne M. Eckert. Karl L. Cless was absent due to illness.

Also present: Secretary Nancy Pote, Water Authority Chairman Warren Ely, Karin Denver, Steve Dowell, Richard Miller, Robert A. Hench, Robert I. Hench, Richard Groff and *Kiara Denver (Civics)*.

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

***ADMINISTRATIVE***

**Recording of the Meeting** – President Clouser 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. Robert A. Hench stated he would be recording the meeting.

**Approval of Minutes** – Councilwoman Eckert made a motion, seconded by Councilman Weller, to approve the minutes of the December 2, 2008 meeting as reviewed. Motion carried.

**Announcements and Correspondence**

**Ballfield Scheduling** – President Clouser reported that James Woods will again handle the scheduling of the ballfield on behalf of the Borough.

**96<sup>th</sup> Annual County Convention of Perry County Association of Township Officials (PCATO)** - President Clouser stated that the PCATO Convention will be held on Saturday, February 28, 2009 beginning at 7:15 a.m. at Greenwood Elementary School and six individuals have expressed interest in attending. Those attending at \$12.50 per person, paid by the Borough, are President Clouser, Vice President Long, Councilman Weller, Councilman Robinson, Councilman Beaston and Tax Collector Pote. Secretary Pote was directed to forward a check to PCATO in the amount of \$75.00.

**Perry County Assessment Report** – President Clouser stated that the Borough received a request from the Perry County Assessment Office for information on all parcels owned by the Borough regarding confidential income and expense statements and it was faxed to our Solicitor for review.

**Reservations for Council Chambers** – Secretary Pote stated that a calendar is posted in the rear of Council Chambers and each organization using the room is responsible to reserve it by posting their dates and times. Secretary Pote further stated that first scheduled receives priority approval.

**Ordinance Book Updates** – Secretary Pote reminded all individuals that received the updates to the ordinance book to make sure they have their book current and she is available to anyone that needs assistance.

**Borough Tract Purchase** – President Clouser stated that settlement for the purchase of the Bailor 3.70 acre tract in the amount of \$60,000 was December 31, 2008.

**Borough/Abbott Property Transfer Agreement** - President Clouser further stated that within the next two weeks, we hope to have the agreement with Mr. Abbott finalized.

### ***PUBLIC COMMENTS***

**Public Comments** – President Clouser stated that anyone not on the agenda can have three minutes for their presentation and requested if anyone desired to discuss any matter at this time. Hearing none, President Clouser continued with the meeting.

### ***ADMINISTRATIVE***

**Open Records Hearing Examiner Appointment** – Secretary Pote requested this matter be tabled and further stated that she was informed by our Solicitor that the appointment might not be required.

### ***Administrative Committee Report***

**Perry County Chamber of Commerce Lease** – Councilman Beaston reported that the Perry County Chamber of Commerce will be leasing the former Borough meeting room for \$600 per month for one year beginning January 15, 2009 and he will work with Solicitor Wagner to prepare their lease.

**Borough Building Renovations** – President Clouser read a brief prepared by Councilman Cless that stated that the renovation project is nearly complete and the final payments in the amount of \$8,000 and \$1,850 need ratified and that the total cost of the contract was \$24,850. Vice President Long made a motion, seconded by Councilman Beaston, to formally accept the two payments as presented to close out the contract with Dave Reisinger Construction and Cabinetry as approved at our September 2, 2008 meeting. Motion carried.

### ***Water Authority Report (BBWA)***

**BBWA Appointment** - BBWA Chairman Ely stated that he received confirmation from Russ McBride that he is no longer a resident of the Borough; therefore, he is submitting the name of J. Bruce Miller to serve the remainder of his term that expires 12/31/12. Councilman Beaston made a motion, seconded by Councilman Weller, to appoint J. Bruce Miller to the Bloomfield Borough Water Authority to serve the unexpired term of Russ McBride through 12/31/12. Motion carried.

**Standpipe** – BBWA Chairman Ely stated that the pad has been poured and cured for the standpipe and the tank panels are on site and he expects the project to be completed this winter.

**Non-Payment** – BBWA Chairman Ely stated that the nonpayment of charges has been a problem and through their attorney they are looking at a system whereby they can shut off the water. BBWA Chairman Ely further stated that they will work with the Borough to include sewer charges being satisfied also prior to the water being turned back on. BBWA Chairman stated he will have more information as this idea progresses.

### ***Zoning/Permit Officers Report***

**Update** - Secretary Pote stated that one permit was issued for a deck at 28 East High Street at the Connelly residence.

**Capital Tax Collection Bureau (CTCB)** – President Clouser read a document prepared by Councilman Cless stating that they appointed Joshua Vechio as the new Executive Director, accepted the resignation of Solicitor Lucinda Glinn and appointed Nauman Smith as their solicitor, adopted the 2009 budget, the printing equipment has been installed and the on-line filing system should be functional in the 2008 calendar year.

### **Grants**

**Windows Replacement** - Councilman Beaston stated that Senator Corman's office has heard nothing on the grant request for replacement front windows for the Borough Building; however, they expect to hear something by the end of January. Councilman Weller questioned if the three small windows in the front of the Bloomfield Public Library could be included in this project. Councilman Beaston stated he would look into this.

**East McClure Street Sewer Line Replacement** – Councilman Beaston stated that Mr. Rehab found the line to be 6" and 8" and they made a good effort to televise the line; however, there were too many roots. Councilman Beaston further stated that he submitted the grant application in the amount of \$75,000 on December 31, 2008 and he anticipates the contract to cost \$85,000. Councilman Beaston stated Councilman Robinson and himself will conduct a financial survey by letter as required by the grant. Councilman Beaston stated that due to the unforeseen problems, the total for Mr. Rehab was \$2,450.00 and this would need ratified tonight. Councilman Robinson made a motion, seconded by Councilman Beaston, to ratify the payment to Mr. Rehab in the amount of \$2,450.00. Motion carried.

**Perry County Borough's Association** – President Clouser stated that their next meeting will be on Thursday, January 8, 2009 at 7:00 p.m. in Bloomfield Borough Council Chambers.

### **Mayor's Report**

**Website Clarification** – President Clouser read a statement from Councilman Cless stating that an email was sent to the administrators of all West Perry's school buildings within the district to clarify student log-on difficulties to Bloomfield Borough's website at [www.bloomfieldboro.org](http://www.bloomfieldboro.org).

**Computer** – Vice President Long stated that Councilman Cless, Secretary Pote and himself have been discussing the need for a second computer in the Borough Office for Borough use. Vice President Long further stated that this would be used to develop a personnel manual, computer files, grants, reports, etc. and he would like to obtain permission tonight to have Councilman Cless proceed to purchase a computer with software, and connectors at a cost not to exceed \$1,000. Vice President Long, made a motion, seconded by Councilwoman Eckert, to proceed to purchase a computer for the Borough Office not to exceed \$1,000. Motion carried.

## ***AESTHETICS***

### **Aesthetics Committee Report**

**Monument Lighting** – Councilwoman Eckert stated that she requested Arlis Krammes to find a more receptive funding for the lights on the monument and she is going to check with the Perry County Commissioners.

**Trash Receptacles/Flower Pots** – Councilwoman Eckert stated that the trash receptacles and the flower pots are here and stored at the Borough garage and per Council’s wishes they will be placed on the square in the spring.

**Shade Tree Commission** – President Clouser stated that each member of Council was given a copy of the Shade Tree Commission ordinance for their review and requested the wishes of Council as to a three or five member panel. Consensus of Council was to have a three member Shade Tree Commission.

### ***ENFORCEMENT***

#### ***Solicitor’s Report***

**Sidewalks in PRD/Engineering Fee Reimbursement** – Secretary Pote stated that there is nothing to report on the sidewalks in the PRD. Secretary Pote stated that a hearing is scheduled for January 27, 2009 at 11:00 a.m. for the bad check charges for the engineering fee reimbursement.

**Springlake Letter of Credit** – Secretary Pote stated she wrote a letter to Orrstown Bank on December 9, 2009 asking for the renewal of the letter of credit that expires at the close of business on February 11, 2009.

**Permit Fee Resolution and Policy** – Secretary Pote stated that today she received a fax with the most recent fees and was directed to provide each member of Council with a copy for their review. Councilman Beaston stated that he questions the use of “the term building permit fee versus zoning permit fee.”

**Bloomfield Spring Determination** – Secretary Pote stated that Solicitor Wagner notified the two property owners adjacent to the spring requesting their cooperation with the borough to reach an understanding by having corrective deeds prepared at no expense to them.

**Garbage** – President Clouser stated that garbage has been placed at the curbside of the property located on the northeast corner of South Carlisle and East McClure Streets up to one week prior to the collection and this has created numerous complaints from irate citizens. President Clouser further reported that he has discussed this with Solicitor Wagner and he feels we can adopt an ordinance that would provide for garbage to be placed at the curbside no more than twenty-four hours prior to the collection day versus an ordinance requiring garbage receptacles being placed at the curbside.

**Bond Refinance** – Secretary Pote stated that she discussed the bond refinance with Solicitor Wagner and he will further discuss this matter with the appropriate individual and it is possible the interest rates have dropped since we originally brought this matter before Council.

**Real Estate Exemption Appeal** – Secretary Pote reported that Solicitor Wagner will follow-up on this matter tomorrow. President Clouser further stated that the parcel in question is a residence and is not used for any other purpose.

**Perry County COG** – Having agreed to serve, Councilwoman Eckert made a motion, seconded by Vice President Long, to reappoint Leroy J. Weller as our representative to the Perry County COG. Councilman Weller abstained because he is the reappointment. Motion carried.

*INSURANCE AND SAFETY*

**Insurance and Safety Committee Report**

**Health Care** – President Clouser read a statement prepared by Councilman Cless that having received the current health care costs, that he would like to recommend an in-depth review of our current policy to determine if any significant savings could be realized with no loss of crucial benefits for the employees. Vice President Long further stated that Perry County Boroughs Association will be having a presentation on health care and the possibility of one plan for countywide coverage.

*PERSONNEL*

**Personnel Committee Report**

**Job Descriptions** – Vice President Long reported that Councilman Cless and he will proceed with the personnel guidelines. President Clouser stated that he informed Rick Robinson and Christopher Sharrow that as Borough employees they are to report to Councilman Cless, Vice President Long or himself.

**Job Performance** – Councilwoman Eckert stated that Rick Robinson was very helpful and cooperative when at the last minute the trash cans and planters needed picked up in Mifflintown. Councilman Beaston reported that Centre Township provided the forklift to get the trash cans and planters off of the truck and he personally thanked Keith Thebes.

*RIGHTS OF WAY & UTILITIES COMMITTEE*

**Stormwater Underground Blockage** - Councilman Robinson reported that this will be a spring project.

**Barnett Street Sewer Line** – Councilman Robinson reported that there was a problem with one connection at 127 Barnett Street and it has been taken care of.

**East Main Street** – Councilman Weller reported that the paperwork will be submitted to PennDOT for four manhole risers and the cost will be incurred by the Borough.

**North Carlisle Street Project** – Councilman Weller reported that he will get an estimate to resurface; however, he doesn't feel enough money is budgeted. Vice President Long would like to see the project proceed if affordable since sewer and water lines have been addressed. Councilman Weller questioned if curbs will be required and agreed to check into this further.

**Barnett Street Sewer Line** – Councilman Beaston feels we need to get Engineer Gross involved at an approximate cost of \$10,000 to provide the engineering for the sewer line replacement on Barnett Street between South Church and South Carlisle Streets. Councilman Weller feels we need to proceed now if we are planning to do this project in this spring. Councilman Weller made a motion, seconded by Councilman Robinson, to have Engineer Gross proceed with the engineering for the sewer line replacement on the East end of Barnett Street as discussed. Motion carried.

**West High Street Sewer Main** – Councilman Robinson stated that an approximate 50' section of main needs dug up and replaced with a new piece and sewer is in one home and another is experiencing problems. Councilman Weller stated we will need to proceed to get three estimates if Solicitor Wagner

deems this to be a non-emergency repair. President Clouser agreed to contact Solicitor Wagner tonight to determine if this is an emergency repair.

**East McClure Street Sewer Line Replacement** – Councilman Beaston stated that the grant application was filed on December 31, 2008 and he feels until we work through the grant process the project will be done in 2010.

**Sidewalks and/or Curbing Repair/Replacement** – Councilman Weller stated that all projects have been completed.

**Handicap Parking Sign** – President Clouser stated that Robin Holman requested a correction to the March 4, 2008 minutes to reflect that the placement of a handicap parking sign in front of 14 East Main Street would not be for her father's personal use and she would also like a portable sign placed on the curb in the case of inclement weather when the roadway sign cannot be seen. Councilman Robinson stated that this can be done and he will take of it. President Clouser stated that the correction will be acknowledged.

**Sewer Feasibility Study** – President Clouser reported that a sewer feasibility study has been completed for the Bailor property located at the east end of New Bloomfield that will entail the new construction of housing in both Bloomfield Borough and Centre Township and a copy has been forwarded to Engineer Paul Gross and Solicitor Wagner for their review.

**FEMA/PEMA** – President Clouser read a statement from Councilman Cless that notification was received from FEMA that additional requirements must be met under Section 1361 of the National Flood Insurance Act of 1968, specifically Paragraph 60.3(d) of the NFIP regulations (44 CFR 59, etc.) and must be enacted in a legally enforceable document as a condition for continued eligibility and Solicitor Wagner received the necessary paperwork to be completed and presented to Council for adoption by June 16, 2009.

#### ***MISCELLANEOUS***

**Pavement Marking** – Vice President Long requested that the word stop be painted on the pavement at the three way stop intersection of Chestnut and West High Streets. Council determined this would be a spring project if agreed upon.

**Plaques** – Councilman Beaston stated that the brass plaques will be installed soon and the marker donated by the VFW has been installed on the Veterans Pathway.

There being no further business, upon motion by Councilwoman Eckert, seconded by Councilman Weller, meeting adjourned to meet on Tuesday, February 3, 2009. Motion carried.

Respectfully submitted,

Nancy A. Pote, Secretary

