

MINUTES Bloomfield Borough Council February 4, 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, Vice President Eric S. Berger, Kimberly A. McMullen, Michael J. Smith, Brenten S. Dum, and Wayne S. Leshner IV. Councilman Alex M. Bender had an excused absence.

Also present: Secretary Danielle Shope, Assistant Secretary Kathleen Miller, Borough Employee Damon Hartman, Mayor Arlis Krammes, HRG Borough Engineer Michael T. Postick, BEO Harry Nazzaro, Zoning Officer/Water Authority Ed Albright Jr., Administrative Technician Karl Cless, NavTech representatives Lisa Fraker and Roger Watson, Perry County Times reporter Jim Ryan, Bicentennial representative Glenn Holliman, West Perry High School Civics students Cole Reinard, Dode Minium Tiana Levarto, Angel Salvera, and Chloe Mackinder and borough residents John J. Patterson, Malinda Anderson, Larry Weller, James Woods, and Robin Dum.

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 recording the meeting and if so, to please identify himself/herself 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 – (Reorganizational Meeting) - Councilman Smith made a motion, seconded by Councilman Dum, to approve the January 6, 2020 reorganizational meeting minutes as presented. Motion carried.

Approval of Minutes - (Regular Monthly Meeting) - Smith made a motion, seconded by Councilman Dum, to approve the January 6, 2020 regular meeting minutes as presented. Motion carried.

Approval of Financial Report – Councilman Smith made a motion, seconded by Vice President Berger, to approve the financial report for January 2020 as presented. Motion carried.

REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS

Bicentennial Committee - Perry County Bicentennial representative Glenn Holliman made a presentation on the Perry County Bicentennial activities that will be taking place during the upcoming year. New Bloomfield made it known to him that the Borough will be interested in placing several historical markers around town. It will cost approximately \$900 per marker. Sponsors are needed for the markers. There will be a mobile museum going around the county to various festivals. The Bicentennial Committee will do the research and editing. The Borough will approve the marker before going to press. The committee needs a Borough liaison. The Borough would have to find the sponsors. Councilman Leshner asked if they accept corporate sponsors. Mr. Holliman stated they do indeed and the sponsor's name goes at the bottom of the marker. It is the Borough's decision as to placement. President Fitzpatrick stated the Greaney Trust Fund would help pay for part of the expenses. Mayor Krammes reported that the Borough had thought about three signs: one about the Square, the Monument, and the Spring. Mr. Karl Cless remarked that the town mall area is County property and is why nothing was done previously. President Fitzpatrick made the motion to nominate a representative to work with the Historical Society to participate in this historical marker event, seconded by Councilman Leshner. Motion carried. Councilwoman McMullen was nominated by Councilman Smith, seconded by Councilman Leshner. Motion carried and Councilwoman McMullen accepted. President Fitzpatrick suggested the Mayor work with Councilwoman McMullen on the aesthetics of the signs.

Navtech Inc. Lot #30 – Roger Watson and Lisa Fraker – Mr. Watson was not present at this time so this issue was tabled until Mr. Watson arrived.

When Mr. Watson arrived President Fitzpatrick asked him for his thoughts in regard to Lot 30. Mr. Watson stated that Lot 30 in Spring Lake Development has an existing pump station on it and it also comes with three-fourths of an acre. Mr. Watson stated he would like to cut that up in size and adjoin some of the lands to the neighbors, but would leave the Borough enough room to operate the facility. Mr. Watson said it would be 75 feet in width. President Fitzpatrick asked Borough Engineer Postick if he had seen these plans yet to which Mr. Postick replied he had not. Mr. Postick moved to view the plan Mr. Watson presented to Council members. President Fitzpatrick stated they had discussed Mr. Watson carving off some of Lot 30 for a right of way to Lot 66 and President Fitzpatrick stated that would not have left the Borough with enough land so the Borough asked for some additional consideration. Mr. Fitzpatrick asked if this additional land was added to the presented plan. Mr. Watson stated 25 additional feet was added to the plan. It was 49 feet before, so it would now be 74 feet. More discussion followed. President Fitzpatrick stated that since there were several lots that could still be developed the pump station will probably have to be enlarged at some point in the future. President Fitzpatrick stated that since this plan looks workable to the Borough there is one thing Mr. Watson needs to do first and that is give his permission to grant access to the site so the Borough can get engineering and DEP compliance audit of Lot 30 before the Borough takes responsibility for it. Mr. Watson agreed to this request. Ms. Lisa Fraker agreed also with this request. Councilman Smith asked for this granted permission to be given to the Borough in writing. Mr. Watson agreed to grant this permission in writing. President Fitzpatrick asked for a motion to ask HRG Engineering Firm for an estimate to complete the compliance and engineering review of Lot 30 before the Borough proceeds. Councilman Smith made the motion, seconded by Vice President Berger. Motion carried. President Fitzpatrick thanked Mr. Watson and Ms. Fraker on behalf of Council for their willingness to give the Borough access for the compliance and engineering review as well as reconsidering the size of Lot 30 to give the Borough the amount of space needed given the probable expansion.

Ms. Fraker asked how long this will take. Borough Engineer Postick stated it could happen within the next several weeks once Mr. Watson's written permission is given.

PUBLIC COMMENTS AND/OR PRESENTATIONS

James Woods – Crosswalks - Mr. James Woods asked if a crosswalk could be painted/placed across Main Street from Apple Street. Since Main Street is a State road there are some PennDOT issues that would need to be addressed according to Borough Engineer Mike Postick. Borough employee Mr. Hartman stated that this crosswalk is on the list for improvement but the school crosswalks are the priority. Mr. Woods thanked Council for considering this issue and he also thanked all the new Council members who stepped up.

MONTHLY REPORTS

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

Mayor's Report – Mayor Krammes reported the Bloomfield Public Library contacted her about planting daffodils around town. They suggested planting around the monument, but she told them no because nothing is ever to be added to the monument area. She suggested the Borough Building. President Fitzpatrick asked Mayor Krammes to gather more information about this project before moving forward (such as: who is going to buy the daffodils and who is going to take care of them, etc.).

Parking Officer Report - Mayor Krammes reported 8 parking tickets were issued in January with 3 being voided and 1 still unpaid.

Enforcement Report – BEO Nazzaro reported the month of January was active with juvenile issues and complaints centering on a few individuals. He issued further citations to juveniles for skateboarding and there are now reports that this activity has damaged retaining walls and sidewalks. He explained to the complainants how to file a civil complaint with the MDJ office. He also issued warnings to several juveniles for skateboarding. He issued the following warnings: Junk/trash-2; 24 hour trash-2; snow/ice on sidewalks-49 on 1/9/2020; 13 on 1/20/2020(3 properties received warnings both days). Mr. Nazzaro took pictures of various intersections, hydrants, and streets that could use more signage or yellow lines painted to deter drivers from parking illegally and marked them accordingly. Councilman Berger has these pictures for Council to consider.

President Fitzpatrick will call the West Perry High School to see if some of the students living in town could help shovel the elderly out after snowstorms. This could be a community service project for the students. Mr. Fitzpatrick is also aware that the Boy Scouts also help with this. The Borough has shovels available for this task.

Water Authority Report - Mr. Albright reported that on January 25, 2020 they repaired a water leak out on East Main Street at 1:00 a.m. They lost about 20,000 gallons of water because of the leak. President Fitzpatrick commended Mike Scheffey and his crew for fixing this leak in such a timely manner. Grosser is their contractor from Halifax who shows up when called. The excavation for Well #3 has begun for the tank. Once the compression test is finished, the stone can be brought in and compacted. Then, they can start pouring concrete for the base. They are still waiting on USDA for approval to begin the building. Once the USDA representative gives approval the bids can go out. Mr. Albright stated the drought watch should be lifted by next week.

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

FEMA/PEMA Report – No report. A chairman will need appointed. President Fitzpatrick asked everyone to think about someone as a candidate for this position.

PCBA/COG – Mr. Albright stated the next meeting will be February 13, 2020. After that meetings will be September 10, 2020 and then, November 12, 2020. All these meetings will be held in Council Chambers.

Zoning/Permit Officer's Report - Mr. Albright issued no permits in the month of January 2020. The flood plain report has been submitted.

Capital Tax Collection Bureau Report – Past Councilman Cless stated the next quarterly report will be given in April, 2020.

Administrative Committee Report – President Fitzpatrick will sit down with Mr. Cless to find out all the ins and outs of this Administrative position. Karl Cless submitted his Activity list for January 2020 along with his invoice. The activity list is as follows:

1. Completed the reformat and update of the borough website and the codification of the 2019 ordinances and resolutions, then, posted those to the website.
2. While working on the ordinance codification, discovered in Chapter 1, Administration & Govt., Part 3, Sec. 71...”The Borough Planning Commission shall consist of 5 members” per Ord. 117, dated 7/8/1975 and amended by Ord. 227, 4/2/2002. The Planning Commission currently consists of 2 members. Strongly suggest that council advertise for prospective candidates and/or pass an ordinance to reduce membership to 3 allowed by MPC PA-Act 247.

The Borough Zoning Hearing Board shall consist of at least 3 members. The ZHB currently has 2 members. The current municipal ordinance (Chap. 26, Part 14, Sec. 167, Ord. 131, 7/8/1975), provides that (any member shall hold no other office in the Borough, **except that no more than one member of the Board may also be a member of the Planning Commission**)...this is in contradiction to Act 247, Municipal Planning Code of PA, which prohibits a ZHB member holding any other borough position. Council needs to remove that portion of the current zoning ordinance by repealing the highlighted portion.

3. Unfortunately, a problem with the new borough seal has been discovered. Made contact with the vendor and was assured this issue would be corrected or a new replacement would be offered.
4. Contacted the HVAC rep to get an update on the electronic part needed to get the council chambers HVAC unit back in operation. Part has arrived and the repair man will be in contact for installation scheduling.
5. Provided the borough secretary with all communication between APPI Energy and myself to resolve the recent outrageous electric bill. A 2019 agreement was reached to lower our cost per kilowatt hour to 5.75 cents/kwh from 7.25. There is an obvious disconnect from the original agreement...suggested the secretary initiate discussion with APPI Energy.

Rights of Way & Utilities Committee

The Rights of Way & Utilities Committee is responsible for overseeing the Borough's Rights of Ways (streets, alleys, curbs, sidewalks, driveway entrances and associated maintenance), Utilities (sewer plant building, garage and grounds, sewer lines, storm water and runoff) and the equipment relative to those activities and overseeing the full-time staff. The Committee Chair is responsible for reporting problems and recommendations to the Council for their determinations.

Chair: Berger

Members: Berger, Bender, Fitzpatrick (ex-officio)

ADMINISTRATIVE

Announcements and Correspondence –

President Fitzpatrick stated Council and the Mayor received a request to attend the **New Bloomfield Fireman's Banquet** on February 20, 2020. RSVP to Secretary Shope by February 12, 2020 if attending.

Council members are to complete their **W-4 and Exemption** forms and hand them in to Secretary Shope by February 28, 2020.

The annual **County Convention** will be held Saturday February 29, 2020 at Greenwood Elementary. Cost is \$15.00. Please let Secretary Shope know if attending.

Council members need to have their **Statements of Financial Interest** to Secretary Shope by April 7, 2020.

There is a **Newly Elected Officials Boot Camp** which President Fitzpatrick attended and he recommends it to the other new Council members. Several are planning to attend. Councilwoman McMullen and Vice President Berger will be attending one of these "camps". President Fitzpatrick recommended Secretary Shope attend the **Municipal Secretaries Class** also. She is looking into this. President Fitzpatrick made the motion to provide the opportunity for all Council members and Secretary Shope to attend these "Boot Camps" if they so choose, seconded by Councilman Leshner. Motion carried.

President Fitzpatrick compiled "**Ten Council Rules for Engagement**". President Fitzpatrick read these to the assembly in Chambers. There being no comments Councilwoman McMullen moved to approve the "Ten Council Rules for Engagement", seconded by Councilman Leshner. Motion carried. The Ten Council Rules for Engagement are as follows:

1. Make every effort to attend meetings, be on time and actively participate with committees.
2. Actively engage and treat each other, the Borough officials, employees, contractors and the public with respect.
3. Be believable, do what we say we will do.
4. Be likeable, a respected leader in the community.
5. Be trustworthy, demonstrate integrity.
6. Communicate proactively whenever possible to ensure all council members, officials and borough employees are informed.

7. Personal agendas and bias do not belong and should not influence council in doing what is right for the Borough.
8. We will make every effort to be proactive and demonstrate initiative, imagination and ingenuity while complying with the Borough Code, local ordinances and sunshine laws.
9. Maintain a strict code of ethics, confidentiality and do not use elected office for personal gain.
10. Make advocacy a habit.

It was brought to President Fitzpatrick's attention that Bloomfield Borough has a **Historic District** that has never been officially put on the National Registry because it is a significant expense to do so. He is on the board of the Pennsylvania Heritage Foundation so he has a direct link with PHMC. As part of this he has talked with PHMC to find out what it will take to get Bloomfield's Historic District registered. He did discover what is recorded with the state and what is recorded in our SALDO is significantly different. The state has a much larger area listed for our Historic District. There is a grant that will pay for half the cost to get this work done, but it must be done by March 3, 2020. There is a lot of work to do this and it might take over a year to get it resolved. President Fitzpatrick asked for the permission of Council to pursue this making no commitment because he believes it also gives the town and the residents within the district access to grants. Councilman Smith made the motion to approve proceeding with this investigation, seconded by Councilman Dum. Motion carried.

Councilman Dum and Vice President Berger have been asked to be put on the list for **volunteer snow plowing backups**. They will have to be added to the Borough's insurance before they could help in this capacity. Councilman Smith made the motion to approve adding Councilman Brenten Dum and Vice President Eric Berger as volunteer snow plowing backups, seconded by Councilwoman McMullen. Motion carried.

Councilman Smith made the motion to appoint Mr. Edward Albright Jr. as floodplain administrator, seconded by Vice President Berger. Motion carried.

There is a need for a candidate for the **Zoning Hearing Board and Planning Commission**. It cannot be an employee or elected official.

AESTHETICS

Aesthetics Committee Report – Councilman Bender was absent so no report.

FINANCE, INSURANCE, & SAFETY

Finance, Insurance & Safety Report – Councilman Smith had no report. Mr. Karl Cless reminded Councilman Smith to check into cyber insurance.

Grants – Councilman Smith reported there will be two speakers at the March 3, 2020 meeting, one being the Deputy Secretary of PennDOT for Multi-Modal Transportation (Councilman Smith's sister). She will be accompanied by Toby **Fawber** and they will speak about the Multi-Modal grants etc. This particular type of grant is a 30% matching by Borough funds. Councilman Smith sent Council Members email attachments showing what some of these grants have been used for by other municipalities. Endorsements from Senator DiSanto and Representative Keller would also be needed. Discussion followed.

Personnel Committee Report- Councilman Leshner reported he met with Secretary Shope and he is digging in on getting to know everyone and looking at job descriptions.

RIGHTS OF WAY & UTILITIES

Rights of Way & Utilities Committee Report – Vice President Berger reported he has been in contact with Mr. Hartman about any issues with right of ways and utilities. He stated that when it snows he gets a text from Mr. Hartman as to the Borough’s plan of attack. Vice President Berger was approached by West Perry School District about purchasing a scoop of the Borough’s ice melt/salt mixture so they could try it out in a new snow plow the district has purchased for the elementary school located in town. If it works the school district would then get their own supply. One scoop of the Borough’s supply would cost approximately \$75.

Vice President Berger would like to donate a scoop and then, if the school district wants another scoop, the Borough would sell that to them but this is up to Borough Council. Vice President Berger feels it would be good community relations to donate a scoop. Mr. Hartman stated one scoop would not hurt the Borough’s supply for the town. Councilman Smith made the motion to donate a scoop of salt mixture to the West Perry School District, seconded by Councilwoman McMullen. Motion carried.

ADA Sidewalks – HRG Engineer Mike Postick updated Council on the ADA sidewalks. He and Mr. Hartman had an informal preconstruction meeting with the contractor to see if there were any concerns or questions. There were some problems with getting the paperwork to and from PennDOT in a timely manner. The potential start date will be February 19, 2020. Mr. Hartman suggested sending out courtesy letters to residents giving a window of time for this project to begin. President Fitzpatrick asked Mr. Postick to give him a span of time so the office can get those letters out.

CLOSING COMMENTS

There being no further business, upon motion by Councilman Smith, seconded by Councilman Leshner, the meeting adjourned at 8:05 p.m. The next meeting is Tuesday, March 3, 2020 for a regular meeting at 7:00 p.m. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary