

## **MINUTES** **Bloomfield Borough Council** **February 7, 2017**

Bloomfield Borough Council met this evening in regular session in the Bloomfield Borough Council Chambers with the following Council members present: President Malinda C. Anderson, Vice President John J. Patterson V., Michelle L. Jones, Karl L. Cless and Charles Nathan Summers. Michael P. Pray and Pierce L. Clouser, Jr. had excused absences.

Also present: Mayor Arlis Krammes, Borough Secretary Danielle Shope, Assistant Secretary Kathleen Miller, Zoning/Water Authority Officer Edward Albright, Jr., BEO Officer Harry Nazzaro, Borough Employee Damon Hartman, Bloomfield Borough Planning Commission representatives Melanie Rowlands, Kevin Fitzpatrick and Nathan Mohler, Borough Solicitor Richard Wagner, Bloomfield Postmaster Roberta Fasick, Perry County Times Reporter Jim Ryan, Athletic Field Coordinator James A. Woods, Landisburg Baseball representatives Ryan Russell and John Fulton, Navtech representative Brenda Watson, Borough residents Crystal Summers, Kim McMillen and Kevin Weller. Also present were the following High School Civics Class students and parents: Britney Zerance, Evan Ricke, Kyle Berringer, Joseph Natale, Wesley Stone, Ben Weller, Gerratt Watson, Jake Dum, Gunner Lightner, Scott Messner, Nicholas Lavenberg, Kelsey McDonel, Megan Vislocky, Annaka Wolfe, Emily Vislocky, Victoria Ziegler, Carmen Fackler and Isaac Fackler.

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

### ***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 identify themselves prior to speaking and they have 10 minutes to present their concern. President Anderson 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** – Councilman Cless made a motion, seconded by Vice President Patterson, to approve the January 3, 2017 minutes as presented. Motion carried.

**Approval of Financial Report** – Vice President Patterson made a motion, seconded by Councilwoman Jones, to approve the financial report for January 2017 as presented. Motion carried.

### ***PUBLIC COMMENTS***

There were no public comments.

**Oath of Office** – Mayor Arlis Krammes administered the Oath of Office to new Borough Councilman Charles Nathan Summers.

**Resolution 2017-01: To Fill A Vacancy** – President Anderson stated that in accordance with Mr. Summers being sworn in, Council must pass Resolution 2017-01. Councilman Cless made a motion, seconded by Councilwoman Jones, to adopt Resolution 2017-01 which is filling a vacancy in the elected office of Bloomfield Borough Council. Motion carried.

**Post Office – Parking & Plowing Issues** - Bloomfield Borough Postmaster Roberta Fasick brought before Council a proposal to place new parking signs on the Post Office parking lot because many times cars other than postal customers' are parked in the lot during Post Office hours; therefore, not allowing enough parking for postal customers. Also, proper snow removal cannot be completed properly because non-customer cars are in the way. Postmaster Fasick would like additional signs posted stating it is Post Office Only parking between 8:00 a.m. and 5:00 p.m. They want to be good neighbors. They realize the handicapped parking for the library is on that side and that is acceptable. Postmaster Fasick would like no parking at all between 10:00 p.m. and 6:00 a.m., so there is clearance for snow removal or anything else needing done by the Post Office. She would like the sign to say violators will be subjected to being towed. Mr. Cless informed her the Borough does have a contracted tow company. Councilman Cless stated there are 2 other parking lot areas for building and/or ballfield use. Councilman Cless stated that maybe one tow would get the word out and he is sympathetic to her plight. President Anderson asked Postmaster Fasick if she had access to regulation Post Office signage that states Postal Customers Only. President Anderson said Council will address this concern. Postmaster Fasick would like something in the middle – they need to have access to their facility when necessary. Councilman Cless suggested having BEO Nazzaro monitor this parking situation. Vice President Patterson is sensitive to this situation also and he has asked borough employees to clear the lower parking lot of snow first and snow removal for the alleyway will be addressed also by the Borough.

**Field Manager – Jim Woods** - Mr. Jim Woods introduced himself as Field Manager for the New Bloomfield baseball fields. He informed Council that there will be four teams using the fields this coming year. Mr. Woods will inform the teams that parents and spectators must park in the lower parking lots during practice and games. The teams' players are from 8 – 15 years old. Mr. Ryan Russell and Mr. John Fulton expressed their appreciation to the Borough Council for allowing the baseball teams to use these facilities. The pitching mound provided by Council will be going in this spring. Vice President Patterson then asked if any of the baseball players and/or parents would be willing to help build a better foot bridge from the parking lot to the field area. The gentlemen agreed to provide help for this project because there is a field duty day. President Anderson suggested a flyer be given to parents telling them where parking is permitted. Borough Council will work through Mr. Jim Woods.

### ***ENFORCEMENT***

#### **Solicitor's Report –**

**Development Judicial Judgment** –Mr. Richard Wagner handed out to each councilman a proposed ordinance that he would ask they review and if appropriate, vote to have it advertised. He stated there is a little known provision of the Borough Code that says when you have a street that is actually completed and constructed and it is open but not dedicated, the Borough is permitted to take over that street and make it a public street by virtue of the adoption of the ordinance. There is a 10 day time frame after adoption in which every person on that street must be notified that the Borough is taking over the street and they then have 30 days from the ordinance adoption to request a hearing if they are opposed to the Borough taking over the street. It is highly unlikely anyone will complain, but this must be done according to the Borough Code. Solicitor Wagner then spoke to the Civics Class students in attendance explaining how municipal government works.

**Development Pump Station** - Mr. Wagner stated not much is happening with this issue.

**Blighted/Disrepaired Homes** - Solicitor Wagner stated that not much is happening with this issue.

**Ordinance #324 – McClure Street Extension (Vacating)** - On January 19, 2017, there was a committee meeting with residents explaining this ordinance. The bottom line is that most of the issues, if not all the issues, raised at that meeting existed well before this proposed ordinance and will exist beyond the adoption of the proposed ordinance. The issue of the swale and the maintenance of this swale is separate and apart from the vacation of the streets. These are two separate issues. Solicitor Wagner stated if Council deems it appropriate action can be taken on Ordinance #324.

Vice President Patterson moved for Ordinance #324 adoption. There was no second. Councilman Cless had some questions about this issue. President Anderson stated that the swale is a storm water issue and until the Borough owns the streets of Lakeside Development, the Borough cannot get in to make any improvements to the McClure Street extension easement which would help with the water problems in the swale. If the Lakeside ordinance gets passed, then repairs can be made by the Borough. Solicitor Wagner explained to Councilman Cless what was discussed at the January 19th meeting about the deed of easement. The land is owned by the residents. They still own the land where the storm water lies otherwise they couldn't give the Borough a deed of easement.

President Anderson then stated that Ordinance #324 WAS PASSED in November. The meeting was held because by ordinance regulation the residents were sent letters and a meeting was held for discussion of the ordinance.

**Post Office Parking Lot** - Solicitor Wagner then asked if the Post Office Parking lot discussed above is owned by the Borough? He then stated if the Borough is going to enforce anything stated on signage, by way of towing, etc., there must be an ordinance. Signs can be put up, but cannot be enforced until an ordinance is adopted. President Anderson asked Solicitor Wagner to draft this ordinance.

**Lakeside Development Streets** - Councilman Cless asked Solicitor Wagner a question about the Lakeside streets and what is covered. Solicitor Wagner stated the Borough is accepting that which is finished as the description given by the Borough engineer.

Vice President Patterson made a motion to advertise for two weeks the ordinance to adopt the streets of Lakeside Development which include Barnett Street, Locust Street, Evergreen Circle, Lakeside Drive and Patio Court. Councilman Cless seconded. Motion carried.

**Enforcement Committee Report** – Councilman Clouser was absent, so there was no report.

**Mayor's Report** – Mayor Krammes reported things are going well and the BEO is doing a good job. The Master Gardeners got in touch with her because they want to put a Little Free Library box in the market place area, but the Commissioners did not want it located there. The Commissioners told them they could place it at the Annex. The Master Gardeners wondered if they could place it next to the Bloomfield Public Library's sign and book drop. Mayor Krammes gave the information to Kathleen Miller who is a member of the Library Board.

**Parking Enforcement Officer Report** – Mayor Krammes reported 12 parking tickets were issued in the month of January with 2 remaining unpaid.

**Borough Enforcement Officer Report** - BEO Officer Harry Nazzaro handed out his detailed report to Council. He also reported 3 incidents, 2 at the Sunoco Gas Station. One of those was an attempted break in and one was a broken window at the laundromat. These issues have not been solved to Officer Nazzaro's knowledge. There was also a vehicle accident on South Carlisle Street. He has switched to a lot of night shift work.

BEO Nazzaro and the Mayor have been keeping in touch with each other. He found a broken swing at the playground which he reported to Councilman Cless. A stop sign was hit at the corner of Main and Apple but that has been replaced by the Borough employees. For more detailed information see his report on file at the Borough office.

### ***ADMINISTRATIVE***

**Announcements and Correspondence** – President Anderson reported the new telephone listing has been created and this is not for public use.

President Anderson mentioned the invitation given to Council for the Fireman’s Banquet which will take place February 16, 2017 at 7:00 p.m. at the Firehouse. An RSVP is required.

She reminded those Councilmen that are up for re-election to pick up their voter registration packets at the Office of Voter Registration in the Veteran’s Building. These packets will be available February 14, 2017 and must be turned in March 7, 2017.

W-4 forms must be returned to Borough Secretary by March 7, 2017 and the Statement of Financial Interest is due April 4, 2017.

There were some loose bricks on the outside of the building that have been repaired but the insurance claim was denied stating the age of the building. Councilman Cless will further address this issue in the Administrative Report.

President Anderson also stated that Councilman Summers is now appointed as chairman of the Bloomfield Borough Shade Tree Commission. Councilman Cless made a motion, seconded by Councilwoman Jones, to appoint Councilman Summers as chairman of the Shade Tree Commission. Motion carried. This appointment runs from January 1, 2017 - December 31, 2021.

President Anderson read a letter from Mr. Kevin Weller stating he was not interested in a Council position at this time but would consider it in the future.

**Water Authority Report** - Mr. Albright reported they are in the process of looking for a new auditor for the Authority. Hopefully, the Borough Council (which is also looking for a new auditor) and the Water Authority can use the same one. He also reported they are continuing with Well #3. PP&L came out to survey where the posts will be. He hopes to start the pump test in April.

**Planning Commission Report** - Ms. Rowlands reported there was a request from Mr. John Long to do a “lot addition”. He lives on Maple Lane but also owns the adjoining property on High Street. He wants to add about 20 feet to his property to clean up the property line. NavTech did the survey. Councilwoman Michelle Jones made a motion, seconded by Vice President Patterson, to approve the John Long lot addition as approved by the Planning Commission. Motion carried. President Anderson and Secretary Shope signed the plans.

**Zoning/Permit Officer’s Report** - Mr. Albright reported that he issued one zoning permit for the month of January for 405 West High Street for roof mounted solar panels.

**Administrative Committee Report** – Councilman Cless reported that he attended the Harrisburg Area Transportation Study (HATS) performed on February 2, 2017 regarding the intersection of Routes 34 & 274 at the Bloomfield Borough Square. Present were officials from PennDOT, Parsons Brinkerhoff consulting firm, County Commissioners, Bloomfield Borough, and TRCPC. Notification of the impending

bridge replacement on Barnett Woods Rd to help alleviate some of the recent congestion was given. Group discussion involved ideas to fix the situation (Move the entire monument to the mall area near the bank; remove the grassy area at the monument and add truck barriers to increase travel area; remove parking spaces to minimize traffic blockage).

Councilman Cless met with COG technical group on January 11, 2017 to discuss rental of Room 8. Positive review was given at the time, so a lease was prepared for the February 9, 2017 meeting of the local governing board for review and possible approval. He anticipates that once approval is granted that the move in date will be mid March 2017.

Councilman Cless discovered a structural problem on the Borough Building north parapet wall above the front entrance door. Water had entered the brick joints, froze and dislodged the mortar and the wall began to lean toward collapse. Therefore, this was considered an emergency situation and he hired Lloyd E. Geesaman Jr. Masonry to repair the wall before any liability issues could arise with the cost being \$3,000. Our insurance company was notified, but denied any reimbursement claim using the “normal wear and tear” clause in our contract.

Mr. Cless was notified by BEO that the playground swing was broken and appeared to be caused by malicious mischief. The swing was removed and Kevin Weller, a carpenter, was hired to repair it using metal angle reinforcement. A job well done and he is waiting for the repair invoice.

Councilman Cless was notified by the Scouts that the exterior west wall security light over the handicapped ramp was inoperative so he replaced it with a new LED style light to conserve electricity. It was purchased from Juniata Lumber and installed.

Mr. Cless discovered that an electric wall heater in the library was inoperative. Ashley Eckert was hired to replace the old unit. Since then, the second wall unit became inoperative. The hallway doors of the library being left open are contributing to unit heaters being overworked. Library officials were notified to keep the doors closed during operational hours.

**FEMA/PEMA Report** - Councilman Cless made contact regarding a recent floodplain study of Perry County municipalities. Municipalities affected will be required to update existing floodplain ordinances as early as 2018 to bring them into compliance with new regulation. Since Little Juniata Creek is within Bloomfield Borough, it will certainly cause a rewrite of our ordinance. Follow ups will be provided as they become available.

**PCBA/COG** – Mr. Albright stated the meeting is on Thursday. However, COG is interested in renting Room 8 of the Borough Building, as mentioned by Councilman Cless.

**Capital Tax Collection Bureau Report** - Councilman Pray was absent so there was no report. They have relocated to their new offices in Marysville.

### ***AESTHETICS***

**Aesthetics Committee Report** – President Anderson stated the 2 new lamp posts have been received and paid. One is a replacement for the damaged post in the square and the other is a spare. Cigarette butt receptacles have also been purchased. These will be placed next to the trash receptacles in the spring.

***TELECOMMUNICATIONS***

**Telecommunications Committee Report** – President Anderson stated that they are waiting on a date from the Cohan Law firm as well as 20 other municipalities in Juniata County. There will be a consortium meeting with Nittany Media.

***FINANCE, INSURANCE, AND SAFETY***

**Finance, Insurance & Safety Report** - Vice President Patterson reiterated that the Borough is looking for a new auditor.

**Grants Report** - Councilwoman Jones reported they are having a meeting with the Water Authority and Damon Hartman and Council members on February 15, 2017 at 3 p.m. to continue coordinating the Community Development Block grants. A SEDA/COG representative will also be present. Councilwoman Jones is also pursuing looking at options for greenway park money. Nothing was heard about the grant proposal for the UV lighting previously submitted.

**Personnel Committee Report** - Councilwoman Jones reported the committee met and reviewed the employee manual. It is at the Solicitor's office being reviewed. Once this is finished, Council can vote on the updated manual. Councilwoman Jones is also working on the annual reviews for the employees.

***RIGHTS OF WAY & UTILITIES***

**Rights of Way & Utilities Committee Report** - Vice President Patterson reported their projects have been mostly inside because of the winter weather. They have been doing mechanical repairs in the shop and improving the shop to accommodate these projects. They have added shelving, a welding area, adding LED lights to the garage, etc. The money used for this project came from PEMA, a reimbursement from storm Jonas in 2016.

Councilman Cless spoke with Chris Morrow from the Bloomfield Library Board and the Library is applying for a grant from the Harold Greaney Foundation for an air conditioning unit for the Library. They are getting estimates. Vice President Patterson asked about the extra electric usage. The Library will inform Mr. Cless before anything is done.

***CLOSING COMMENTS***

There being no further business, upon motion by Councilwoman Jones, seconded by Vice President Patterson, the meeting adjourned at 8:03 p.m. to meet on Tuesday, March 7, 2017 for a regular meeting. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary