

## MINUTES Bloomfield Borough Council March 3, 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, Alex M. Bender and Wayne S. Leshner IV..

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 Assistant Karl Cless, Bloomfield Borough Planning Commission representative Melanie Rowlands, Solicitor Randy Zimmerman, Parking Enforcement Officer Susanne Woolever with guest Ryan Woolever, PennDot Deputy Secretary for Multimodal Transportation Jennie Granger and her guests Toby Fauver and Dennis Louwel, Central Perry Senior Center representative Laurie Morris and her guests Tom Morris, BJ Berquist and Dawn Clouse, Baseball coordinator Josh McCord, High School Civics students Bradley Neal with mother Christina King, and residents Malinda Anderson, John Patterson, Jim Woods, Elizabeth A. Geesaman, Dean Dum 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 taping the meeting and if so to identify themselves 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** - Councilman Smith made a motion, seconded by Vice President Berger, to approve the February 4, 2020 regular meeting minutes as presented. Motion carried.

**Approval of Financial Report** – Councilman Smith made a motion, seconded by Councilwoman McMullen, to approve the financial report for February 2020 as presented. Motion carried.

### ***REQUESTED PUBLIC COMMENTS AND/OR PRESENTATIONS***

**Jennie Granger**, PennDot's Deputy Secretary for Multimodal Transportation and Councilman Smith's sister, gave a presentation on how the Borough could apply for and use various grants available from the State through this multimodal fund. There are a wide variety of projects that could fall within the umbrella of the Multimodal Transportation grants. Mr. Toby Fauver, who has his own consulting firm, was also introduced as a source for help in writing grant applications. Ms. Granger explained the next application period would open right after Labor Day in September and will go until the week before Thanksgiving and then they start the review process again. There is also the Department of Community and Economic Development which also has a multimodal fund. This application period opens March 31 and closes in July. Mr. Fauver spoke of other grants available. Some grants have matching funds. Mr. Fauver explained some of the ways matching funds can be waived or worked around. A key part in asking for grants would be letters of support from our locally elected state legislators. Discussion with a question and answer period followed.

Past Borough Council President **Malinda Anderson** recognized several past Borough Council members by presenting them with framed letters of appreciation for their service to the community. Those recognized were John J. Patterson V. (12 years), Karl L. Cless (10 years) and James A. Woods (10 years). Then, President Fitzpatrick recognized Malinda C. Anderson for her 8 years of service to the community by presenting her with an inscribed plaque.

**Josh McCord** introduced himself as the new baseball coordinator. New Bloomfield, Loysville and Landisburg merged together to make one association, the Junior Mustang Athletic Association, of which he is the President. He explained their season, opponents and fall ball. Mr. McCord spoke with Mr. Woods, who used to take care of the fields and scheduling, and Mr. McCord is more than willing to assume the responsibility of managing the New Bloomfield fields. Mr. McCord will do the scheduling. The borough employees will continue to do the mowing. If repairs need completed, he will take care of those. Solicitor Zimmerman suggested Borough insurance be checked to make sure of any liability issues. President Fitzpatrick asked Mr. McCord to send a description of his duties to Mrs. Shope, so she can check about liability insurance. Councilman Smith made the motion to approve Mr. Josh McCord as the new administrator of the ball fields pending insurance approval, seconded by Councilman Leshner. Motion carried.

**Laurie Morris**, Central Perry Senior Center Director, gave a presentation on the New Bloomfield Senior Center and how it has grown in the past two years. She requested Council help to purchase aluminum can recycling receptacles and signage to be placed behind or beside the Senior Center as a fund raising project for the Center. Council stated this can be advertised on the Borough website and on the FaceBook page, etc. President Fitzpatrick asked Laurie to provide Council with written indication of what the Senior Center would need specifically to purchase the recycling receptacles and bring that back to Council next month for a decision. She believes it will be approximately \$100 to \$250 for a container and then the Center would own them. She will return next month with a formal proposal. Discussion followed.

### ***PUBLIC COMMENTS AND/OR PRESENTATIONS***

There were no public comments.

## ***MONTHLY REPORTS***

**Solicitor's Report** – Solicitor Zimmerman thanked Councilman Smith for the cyber insurance information provided to him. Solicitor Zimmerman would like to read the policy when it is received. Councilman Smith asked Mr. Zimmerman if he thought the coverage was enough. Mr. Zimmerman believes it will be enough for now. Second, Mr. Zimmerman also would like to be in the loop on the Lot 30 project. He has some concerns. Mr. Zimmerman would like to visit the Lot 30 site with Mr. Hartman. Mr. Zimmerman commended President Fitzpatrick on the Borough Council's "Rules of Engagement". He also wanted to alert Council that the ADA sidewalks involving state roads may take an ordinance or resolution once approved.

**Mayor's Report** – Mayor Krammes stated things were going well in the Borough. She received an email from the State Mayor's Association wanting to know how many bridges were within the town and whether they were inspected regularly. She replied the town only had two. She spoke with Mr. Hartman who informed her that the bridges are inspected. She submitted the report to the state.

**Parking Officer Report** - Mayor Krammes reported 7 parking tickets were issued in February and all were paid.

**Enforcement Report** – Councilman Leshner reported he was meeting with the Mayor Thursday at 4 p.m. BEO Nazzaro reported the month of February was uneventful except for ongoing juvenile issues. There are still many issues with skateboarding, kids playing dangerously in the street, trespassing and disobeying park rules. He was able to document the issues and cite the individual who appears to be the source of most of the issues. There is a diversionary hearing scheduled soon in which the juvenile, their parents and the Magisterial Judge will meet and attempt to sort out the issues. Mr. Nazzaro was given access to the Borough Building camera system and has been periodically monitoring it. He has used it several times already to check into complaints. He issued a warning for a junk car and one for trash. Mr. Nazzaro completed many hours of foot patrols attempting to get a better view of what is occurring and make himself more approachable. He completed extra daylight patrols to change up his routine. This coming week he will be completing a Codes sweep checking all the alleys and yard for any violations. He will not be attending next month's meeting because he will be completing a Zoning Officer training course on Tuesday evenings in April.

Some discussion followed about the individual juvenile and the issues around this person. Councilman Leshner suggested fining the juvenile's parents. Councilman Smith agreed with Mr. Leshner. This juvenile's parents have been receptive to all suggestions for help. More discussion followed.

**Water Authority Report** - Mr. Albright reported the USDA has approved them going out for bids which they have done. There is a preconstruction meeting this Thursday morning. The pipe replacement on Apple to halfway down Maple Streets has thirty-two bidders. For the treatment plant, between the general and the suppliers, there are 101 bidders and for the electrical there are nineteen bidders. The first loop of water tank is up. They are looking for the winter of 2020 or the spring of 2021 to have water flowing through the pipes. The Authority has hired a new person and bought a truck for use at the Water Authority.

**Planning Commission Report** – Ms. Rowlands asked Council to appoint the member they are nominating to fill the vacancy. Councilman Smith made the motion to appoint Zeke Morrow to the Planning Commission, seconded by Vice President Berger. Motion carried.

**FEMA/PEMA Report** – President Fitzpatrick reiterated the need for a candidate to fill this position.

President Fitzpatrick also noted a **candidate for the Zoning Hearing Board is still needed**. Charles “Nate” Summers has shown interest in participating in the Zoning Hearing Board. President Fitzpatrick asked Councilwoman McMullen to reach out to Mr. Larry Brodish with this information.

**PCBA/COG** – Mr. Albright asked about the alternate for the Borough. Secretary Shope stated that was Mr. Karl Cless.

**Zoning/Permit Officer’s Report** - Mr. Albright issued no permits for the month of February.

**Capital Tax Collection Bureau Report** – Mr. Karl Cless had nothing to report.

**Administrative Committee Report** – Mr. Cless printed ordinance updates to complete 5 “blue book” ordinance manuals for council member use. He loaded the ReoLink security camera app and created accounts for the Mayor and BEO to do remote monitoring of the Borough Building. He repaired a software glitch on the Borough computer and checked software updates for authenticity. Mr. Cless also responded to a problem with the Tax Collector’s printer. He disassembled the spooler and removed a paper jam. He delivered a box of used Laser Jet ink cartridges to the Mechanicsburg UPS store for credit. Mr. Cless met with the new Administrative Chairman, Councilman Brenten Dum, to discuss responsibilities currently handled by the outgoing chair and they toured the Borough Building to review safety inspection criteria for state inspectors.

Chairman Dum thanked Mr. Cless for all his help. Councilman Dum replaced a dehumidifier in the Scout room and he had to unlock the kitchen door.

## **ADMINISTRATIVE**

### **Announcements and Correspondence** –

President Fitzpatrick asked everyone to submit their **Statements of Financial Interest** to the Secretary by April 7, 2020. Several council members have not done so to date.

President Fitzpatrick stated there is a **Downtown Revitalization** meeting on March 9, 2020 in the Council Chambers. 2:00 p.m. is for Parks and Connections. 3:30p.m. is for downtown businesses, commercial, landlords etc. A representative from the Talmudic University will attend the 3:30 p.m. slot. 5:00 p.m. is for elected and appointed officials. The 6:30 p.m. meeting is for New Bloomfield residents.

President Fitzpatrick stated he was not able to meet the March 2, 2020 deadline for a grant for the **Historic District Review** because it did not make sense. The historic district according to our zoning map is a very small area compared to what the state has on record. President Fitzpatrick will continue to research this project and move forward with this issue.

President Fitzpatrick encouraged everyone to attend the **Newly Elected Officials Boot Camps**. One thing not considered is the expense of both overnight lodging and mileage reimbursement. President Fitzpatrick asked Council’s thoughts on this. Councilman Smith suggested the mileage should be the IRS tax rate. Councilman Smith made the motion lodging be reimbursed, seconded by Councilwoman McMullen. Motion carried. Councilman Smith made the motion that the total reimbursement (lodging and/or mileage) should not exceed \$100 per night, seconded by Councilman Leshner. Motion carried.

## ***AESTHETICS***

**Aesthetics Committee Report** – Councilman Bender spoke with Ms. Diamond Hile who is a board member for the Perry County Youth Support Group and they are partnering with PPL Community Roots Program which gets involved with families for beautification of county areas. Millerstown Borough participated. They take bare root seedlings and plant them in open space. Ms. Hile is hoping Bloomfield Borough will also participate. Councilman Bender would coordinate with her as to where these seedlings would be planted. They take care of all the labor and cost. The seedlings are all native species. The tentative date for this project would be Friday April 17, 2020. Vice President Berger made the motion to approve this seedling planting project, seconded by Councilman Dum. Motion carried. Councilman Bender will provide Council with a detailed listing of where the seedlings are to be planted for Council's April meeting.

## ***FINANCE, INSURANCE, & SAFETY***

**Finance, Insurance & Safety Report** – Councilman Smith identified a cyber insurance policy for the Borough's use. Councilman Smith is satisfied with the policy. Solicitor Zimmerman answered Mr. Smith's questions. The policy will cost \$590 per year. The Water Authority is also on with this insurance since they fall under the Borough's jurisdiction. Councilman Leshner asked Water Authority representative Ed Albright if he would be in agreement to have the Water Authority pay for half of this insurance. Mr. Albright said he could make this call on his own. He does not want the Authority taken off the insurance policy. Councilwoman McMullen made the motion to approve purchasing the cyber insurance policy from the Cupp Insurance Agency, seconded by Vice President Berger. Motion carried. Councilman Smith will forward the policy to Solicitor Randy Zimmerman and to the Council members as well.

**Grants** – Councilman Smith stated Council has heard about various ideas for grants as described by PennDot's Jennie Granger in the beginning of the meeting. As they proceed with revitalization meetings they can focus on the projects they want to address.

**Personnel Committee Report**- Councilman Leshner reported he has met with all the employees and he is reviewing the Borough handbook that needs some adjustments. Mrs. Shope is working far more hours than she being paid for and Mrs. Miller does not want to work a dedicated weekly schedule, so the committee is recommending to advertise and interview (not hire) for a part time position that would be an assistant to Mrs. Shope up to twelve hours a week. Mrs. Miller would still be available to help out on an as needed basis. Councilman Leshner made the motion that Council advertise and interview for a part time assistant secretary, seconded by Vice President Berger. Motion carried. He is doing a review of the personnel handbook. He is looking to hire someone at minimal cost to look at the handbook to help make these updates.

## ***RIGHTS OF WAY & UTILITIES***

**Rights of Way & Utilities Committee Report** – Vice President Berger reported the dehumidifier in the Scout Room was replaced and installed. A breaker was tripped, but fixed so the sump pump is working again. The ADA curbs and sidewalk project has begun. Mr. Postick stated the amended schedule has been started. Mr. Hartman will be kept up to date when they move to another area. Each location will take about a week. Councilman Leshner asked about a "crosswalk" at Chestnut and Main, which is a state road. Mr. Postick stated it is a ramp, not a crosswalk. The crosswalk will be looked at later as the next step. PennDot will have to be involved with this one at Main Street. Discussion followed.

**ADA Sidewalks** – HRG Engineer Mike Postick updated Council on the ADA sidewalks.

Mr. Postick spoke on the cost of the review of Lot **30 and the pump station**. There are mechanical and electrical components. Discussion followed. Councilman Smith made the motion to approve the pump station assessment review not to exceed \$4,418.00 on a time and materials basis to assess the pump station, seconded by Vice President Berger. Motion carried.

***CLOSING COMMENTS***

There being no further business, upon motion by Councilwoman McMullen, seconded by Councilman Smith, the meeting adjourned at 9:20 p.m. The next meeting is Tuesday, April 7, 2020 for a regular meeting at 7:00 p.m. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary

