

**MINUTES**  
**Bloomfield Borough Council**  
**March 6, 2018**

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., Kevin C. Weller, Charles N. Summers, Pierce L. Clouser, Jr., Michael P. Pray and Karl L. Cless.

Also present: Secretary Danielle Shope, Mayor Arlis Krammes, Borough Employee Damon Hartman, Water Authority and Zoning Officer Ed Albright, Perry County Times reporter Jim Ryan, Bloomfield Borough Planning Commission representatives Melanie Rowlands and Nathan Mohler, BEO Harry Nazzaro, Athletic fields representatives Jim Woods and Ryan Russell, High School Civics Class students Justin Zebley, Brandon Kurtz, Corey Miller, Everette Fetter, Debonny Mererly, Cody Lantz and Nevin Shields, and residents with their reasons for attending are as follows: David Seigler (Road Change), Kelvin Spotts (ordinance vote), Bonnie Westhafer (Barnett Woods Road), Patricia K. Brodich (Resident), Laurence Brodich (Bitch), Robin Dum (Barnett Woods Road), Gloria Trostle (Barnett Woods Road), Jeff Bailor (Property Owner), Frank Bailor (Resident), and Dennis Dum (Resident).

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 3 minutes to present their concern. 10 minutes if they are on the agenda. President Anderson stated that Council will not deviate from the agenda and any should be addressed during the appropriate portion of the meeting.

**Approval of Minutes** – Councilman Pray made a motion, seconded by Councilman Weller, to approve the February 6, 2018 minutes as presented. Motion carried.

**Approval of Financial Report** – Vice President Patterson made a motion, seconded by Councilman Summers, to approve the financial report for February 2018 as presented. Motion carried.

President Anderson called for an Executive Session. The Regular meeting was adjourned at 7:02 p.m.. Upon return from Executive Session Councilman Pray made the motion to resume the regular meeting at 7:07 p.m., seconded by Councilman Cless. Motion carried.

***PUBLIC COMMENTS***

Mr. Jim Woods explained that he is the person who takes care of the Borough athletic fields and does the scheduling of the fields. He stated there is one teener baseball team and one adult men's baseball team that will be using the field plus one soccer team. The field will not be used as much this year. He will

get the schedules to the maintenance team that does a good job preparing the field. There will be no Little Leaguers on the field this year.

Mr. Ryan Russell, West Perry Teener team head baseball coach, expressed his gratitude to the Borough for permitting the team use of the Borough fields. He stated the pitching rubber is still in good shape. The field needs some added dirt. He has feelers out for donations for this project. 3<sup>rd</sup> base needs some repairs also. Councilman Summers stated Home Depot has a grant that gives 20 gallons of paint and money for various supplies. Councilman Summers thought of the ball field grandstand. Mr. Russell said he would be able to supply manpower over the summer to paint the grandstand if Councilman Summers can get the grant.

President Anderson stated that in this Public Comment Section there would be no discussion of Barnett Woods Road since there have been many previous discussions on this issue. All council members have read the minutes of the non-public meeting many residents attended on February 26, 2018. Council is prepared to make a decision on this ordinance which will be voted on later in these proceedings.

### ***ENFORCEMENT***

**Solicitor's Report** – Mr. Richard Wagner was not present. President Anderson stated that she received from Mr. Wagner the New Bloomfield Fire Company's land description for the new fire house. A lease agreement from the Borough to the Fire Company has been drawn up by Solicitor Wagner's office and reviewed by the Borough's engineering company. Everything seems to be in compliance. This draft will be sent to the Fire Company's solicitor so it can be submitted to the Planning Commission.

**Enforcement Committee Report** – Councilman Clouser stated he has not been around much due to illness so he had nothing to report and Councilman Weller also had nothing to report.

**Mayor's Report** – Mayor Krammes stated the PEO and BEO have been doing a good job for the Borough. However Mayor Krammes received PEO James Kitner's resignation (due to the increased care of his mother) effective March 20, 2018.

President Anderson stated they will check with the Solicitor about advertising for a new Parking Enforcement Officer.

**Parking Enforcement Officer Report** - Mayor Krammes gave no report.

**Borough Enforcement Officer's Report** - BEO Nazzaro stated February was an uneventful month. He assisted the PEO with issuing citations for unpaid parking tickets as requested. Warnings issued: 5 for uninspected vehicles, 1 for skateboarding, and 6 for trash (had a trash issue at Perry Housing and passed this along to Council to handle). He handled a dispute between residents over on street parking and completed vacation checks as requested. He spoke with the Dog Warden about a resident's concern regarding dogs at 30 West Main Street and the Warden will do a residential check. He located and identified door to door sales people he received complaints about. He also spoke to several residents about open home doors or open trunks. He completed a map of the Borough sidewalks, color coding them according to type so Council can have a better idea of any needed repairs. He completed daily walkthroughs one to several times a day of the Borough Building. Except for a sump pump issue which caused minor flooding, there were no major issues found. Tenants have been doing a better job of turning off lights and locking doors. He completed patrols during snow and wind storms checking conditions. During some torrential rains he cleared drains and checked the Sewer Plant.

Councilman Cless asked BEO Nazzaro about the blighted houses. Since the Borough now has an ordinance passed about blighted homes, Cless asked when Mr. Nazzaro intends to go after these property owners. BEO Nazzaro wants direction from Council and Solicitor Wagner as to how he should handle these issues. President Anderson stated generally 2 written warnings are given prior to doing citations and the Solicitor will have to determine the fine fees.

Councilman Clouser asked if BEO Nazzaro has given a map of the sidewalks to Councilman Weller and BEO Nazzaro stated that map was just given to Mr. Weller.

### *ADMINISTRATIVE*

#### **Announcements and Correspondence** –

President Anderson reminded Council their statements of financial interests are due to the secretary by April 3, 2018. She also stated the committees and responsibilities have been revamped. Here is the revised version of the 2018 Bloomfield Borough Council Committees and Responsibilities :

#### **2018 Bloomfield Borough Council Committees and Responsibilities**

Council President will serve as an ex-officio member to all committees in order to keep abreast of all Borough matters. As an ex-officio member, in order to ensure that a quorum of Council members are not present during committee sessions, Council President will not participate in committee sessions except in the absence of a committee member but would be available to resolve disagreements, if necessary. The Committee Chair shall advise the Council President on discussions and recommendations of the committee. The President will also assume responsibility for negotiations regarding all current and future building developments within the Borough, supervision of the Secretary, publicity.

#### **Administrative Committee**

The Administrative Committee is responsible for overseeing all the Borough's administrative matters relative to the Borough building to include maintenance, content and all Borough property except for the Borough sewer plant, garage, and its property. The committee is responsible for all property and liability insurance. The Committee is also responsible for overseeing the Janitor. The Committee Chair is responsible for reporting problems and recommendations to the Council for their determinations.

Chair: Cless

Members: Cless, Pray, Anderson (ex-officio)

#### **Aesthetic Committee**

The Aesthetic Committee is responsible for overseeing the Borough's aesthetic matters relative to the Borough's appearance, working with the Borough's Ad-Hoc Aesthetic Committee and Borough's Shade Tree Commission. The Committee Chair is responsible for reporting problems and recommendations to the Council for their determinations.

Chair: Summers Members: Summers, Anderson (ex-officio), and Ad-Hoc Members

#### **Enforcement & Safety Committee**

The Enforcement Committee is responsible for overseeing the Borough's enforcement matters and co-operating with the Mayor in overseeing the staff (parking enforcement officer, zoning/permit officer, and code enforcement officer). The Committee is responsible to see that ordinances are being adhered to and determine if additional ordinances are needed. The Committee Chair is responsible for reporting problems and recommendations to the Council for their determinations.

Chair: Weller

Members: Weller, Clouser, Anderson (ex-officio)

**Finance, Insurance, & Grants Committee**

The Finance, Grants and Safety Committee is responsible for overseeing the Borough's Finance, grants and safety matters including auditing the financial report on a monthly basis, developing the annual budget, seeking and preparing grants for additional funding for major Borough projects and ensuring that the Borough meets the National and State requirements for safety of employees and facilities. The Committee Chair is responsible for reporting problems and recommendations to the Council for their determinations.

Chair: Patterson

Members: Patterson, Pray, Anderson (ex-officio)

**Personnel Committee**

The Personnel Committee serves the function of the Borough's Human Resources Committee, responsible for the Employee Handbook, the interviewing and hiring of Borough employees, their pay, health insurance, periodic evaluations and benefits. Note: The first line supervisor of the secretary is the Borough President, of the maintenance workers is the Rights of Way Committee, of the Borough Enforcement Officer and Parking Officer is the Mayor and the Janitor is the Administrative Committee. The Committee Chair is responsible for reporting problems and recommendations to the Council for their determinations.

Chair: Pray

Members: Pray, Summers, Anderson (ex-officio)

**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: Patterson

Members: Patterson, Clouser, Anderson (ex-officio)

President Anderson reminded everyone that the 2018 Perry Chamber of Commerce Annual Dinner is April 6, 2018 at the recreation hall at Little Buffalo State Park. It begins at 5:30 p.m. and cost is \$35.00 per person and it is open to the public.

The Perry County Conservation District will hold its second E- recycling day on Saturday June 9, 2018. Place to be announced. It will be advertised on the Borough website and FaceBook page.

President Anderson stated a letter received from Mr. Bill Bunt should be handled by the enforcement committee. It states concerns about safety ordinances and zoning violations against the Bowling Alley. These concerns address sidewalks, storm water and snow and ice removal. President Anderson directed this letter to Councilmen Weller and Councilman Clouser to handle.

The tax collector, Jayne Eckert, can no longer use her own Social Security Number for collecting taxes so letters were sent to Pennian Bank and Orrstown Banks stating she can use the Borough's EIN number so she can collect taxes.

**Ordinance #335: Barnett Woods Road One Way -**

President Anderson summarized the ordinance stating: Bloomfield Borough, Perry County Pennsylvania an ordinance of Bloomfield Borough, County of Perry, establishing Barnett Woods Road between East McClure Street and East Main Street as a one way street to provide a northerly direction of traffic and providing for a general repealer. Vice President Patterson made the motion to approve this ordinance. There was no second. A vote followed by name: Councilman Cless voted No; Councilman Pray voted No; Councilman Clouser voted No; Vice President Patterson voted Yes; Councilman Weller voted No; Councilman Summers voted No. Motion did not pass.

**Water Authority Report** - Mr. Albright stated they have been notified by DEP that they have concluded their testing and have designated the well area as being infiltrated by surface water. The Authority will have a meeting with DEP to discuss what the Authority has to do to put the well site on line. He will provide further updates after the meeting.

**Planning Commission Report** – Ms. Rowlands had no report.

**Zoning/Permit Officer's Report** - Mr. Albright reported he issued one building permit in February for a porch roof at 223 West High Street.

**Administrative Committee Report** – Councilman Cless stated he requested the Planning Commission review our zoning ordinance with regards to commercial permitted uses. He said after receiving a phone call that did not list property use for professional offices to be included in commercial property he asked the Planning Commission to give recommendations to Council so Council can formulate an ordinance. This can be passed as part of the zoning regulations. Melanie Rowlands stated this is not a problem.

Councilman Cless also reported the desktop computers are now installed in the tax collector's and sewer plant's workstations. He replaced the lock at the BEO's office. He had extra keys made because the Zoning Officer will now be sharing that office with the BEO officer. He made contact with DCED regarding the possible termination of the Municipal Authority. This cannot be done because the Water Authority operates under the auspices of the Municipal Authority. The Library Board has asked about moving the book drop and library sign and he is against this move. The library would like to apply for a grant to replace lighting and he is in agreement with this since LED lighting would help reduce electric usage. He removed the railroad scenery for the library. He asked Mayor Krammes to ask the Lion Club if they wanted their scenery back before he trashes it. Mr. Cless also met with commercial real estate agents from Advantage Realtors to review the current assessment of the Borough Building. They want to do a comprehensive evaluation for a possible county assessment appeal because the County has the building listed at 1.1 million dollars which Mr. Cless feels is too high. The library sump pump had issues again and the drain line will be fixed after the weather permits.

**FEMA/PEMA Report** - Councilman Cless reported he posted the EMC position on the website, FaceBook page and in the paper for candidates. One person from Landisburg, who is also a Landisburg Council member and going through the process of EMC certification now, responded. Mr. Cless and his committee will get together with this candidate. Councilman Cless asked Councilman Summers to repost this position on FaceBook.

**PCBA/COG** - Mr. Albright reported the concrete pad will be poured for the COG/BIU drop box this spring. Councilman Cless asked that before they pour the pad, if they make it bigger the library can put their book drop box there also. He asked if this was agreeable with Mr. Albright. This was fine with Mr. Albright as long as the book drop was well defined as a book drop.

**Capital Tax Collection Bureau Report** - Councilman Pray reported there was a meeting last week in which they discussed potential litigation against CapTax. Also for about the last year and a half the meetings have been held in the Penn Township Borough Building and they have not been getting the attendance. They are looking into having the meetings moved back to New Bloomfield. Councilman Pray wants to look into the possibility of using the Council Chambers once every quarter for these meetings. He does not have a formal request at this time for chamber use. President Anderson sees no problem with CapTax using the room as long as there are no scheduling conflicts. Councilman Pray will have a formal proposal next month.

### *AESTHETICS*

**Aesthetics Committee Report** – Councilman Summers reported he is looking into grants to help with improving the walking path and the spring. He would appreciate any help any other council members can give him. President Anderson suggested he speak with Mr. Hartman because he has a lot of information on the property. Mr. Summers reported all he has to do is write the check and send it for the playground equipment, which has been ordered.

**Engineer Report – Ryan Hostetter** - Mr. Hostetter reported the McClure Street water and storm water project will start up once the weather cooperates.

### *FINANCE, INSURANCE, AND SAFETY*

**Finance, Insurance & Safety Report** - Vice President Patterson has no report.

**Grants** – Councilman Pray submitted the Small Sewer and Water grant on behalf of the Borough at the end of February for \$108,000 for the replacement UV lighting system with the help of HRG and other county agencies' letters of support. It will be a few months before he hears anything. He also had the opportunity to eat lunch with Senator DiSanto and his chief of staff at Carson Long the other week and he lobbied them about getting the Borough more consideration on these grants. Senator DiSanto offered to do this and also gave a letter of support. President Anderson asked if it was not for \$128,000. Councilman Pray said he would have to go back and look at the figures.

**Personnel Committee Report**- Councilman Pray will have to have a meeting about the PEO position and employee reviews are upcoming.

President Anderson asked Councilman Cless about the EMC position and if this person is hired are they a Borough employee or a contract employee of the Borough. Councilman Cless said it did not matter. During the Greenwood meeting, Mr. Cless spoke with Representative Keller and Rich Foltz, is the County EMC coordinator. There was a lot of discussion about creating this as a salary/non-salary position. Many other county municipalities have already created this position as a salaried position. Councilman Cless recommends creating this position as a paid position, whether it be hourly or other. Council will have to look at this and create a line item in the budget for this position.

### *RIGHTS OF WAY & UTILITIES*

**Rights of Way & Utilities Committee Report** - Vice President Patterson reported last month he asked for tarring equipment so the Borough could do their own repairs. He asked for \$4,500, but he got the job done for \$3,008. They also completed the televising of the entire footage of all the sewer lines in the Borough. The only major problem they found was a leak from the community pool. They will have to fix this. They had some problems with manholes on Oak Road leaking and these will be fixed this summer. They are still working on McClure Street and will end up paving that street.

President Anderson stated the signs for Barnett Woods Road have been ordered. The reopening of the road will be advertised on the website, FaceBook, and the removal of the "road closed" signs. Council deferred to Mr. Hostetter and/or Solicitor Wagner to make sure there need not be an ordinance decreeing Barnett Woods Road be a "no trucks" (tri-axle) road.

March 6, 2018  
Page 7  
PABB01588

***CLOSING COMMENTS***

There being no further business, upon motion by Councilman Summers, seconded by Councilman Weller, the meeting adjourned at 7:46 p.m. The next meeting is Tuesday, April 3, 2018 for a regular meeting at 7:00 p.m. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary