

MINUTES
Bloomfield Borough Council
May 3, 2016

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, Patricia A. McCarty, Karl L. Cless, Pierce L. Clouser, Jr., and Michael P. Pray,

Also present: Mayor Arlis Krammes, Borough Secretary Danielle Shope, Assistant Secretary Kathleen Miller, Borough Employee Damon Hartman, Zoning Officer Edward Albright, Jr., Perry County Times Reporter Jim Ryan and Borough residents John Hair, James J.T. Coleman, and Herb and Peggy Robb.

President Malinda Anderson called the meeting to order at 7:00 PM

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. 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 Clouser made a motion, seconded by Councilwoman McCarty, to approve the minutes of the April 5, 2016 meeting as presented. Motion carried.

Approval of Financial Report – Vice President Patterson made a motion, seconded by Councilman Pray, to approve the financial report for April 2016 as presented. Motion carried.

PUBLIC COMMENTS

John Hair owns the property at 407 West Main Street which borders McClure Street. He had the property surveyed. Mr. Hair would like to put a fence in because the owner of the property behind him is piling up trash and children broke a window in his shed. President Anderson deferred to Solicitor Wagner. Solicitor Wagner said there is a provision in the Borough code for unopened, undedicated streets that are not used. It is very simply a signed agreement between the property owners that the road goes to the center, so Mr. Hair can accomplish what he wants to do. Mr. Hair left his name, address, and phone number for the Borough Secretary to contact him. The survey Mr. Hair presented to the Council did have the name of his bordering neighbor. Council will copy it and get the information to Solicitor Wagner. Mr. Hair will wait to hear from Borough Council as to when he can put up the fence.

ENFORCEMENT

Solicitor's Report -

Development Judicial Judgment - Mr. Wagner stated that our engineers did a very thorough study as to who owns the streets in the Development. Bloomfield Borough has listed with the Court a document called a Praecipe, which is a one-page document that you file with the Court and ask the Court to set a hearing date. This has been completed. We have contacted the persons named in the engineering report as the owners of the streets, and are inquiring as to whether they will concur in just giving us a deed at no cost but we have not heard back from those folks yet. The Borough listed it for a hearing so if the Borough does not hear back from those folks it will still go through the process because we do not want the process held up for any reason. The owners are the Thebes. The foreclosure that took place by Orrstown did not include the description of the streets. Also, Mr. Wagner spoke with Secretary Shope about some liens to be filed. These are complete.

Development Pump Station – Mr. Wagner has heard nothing further other than about two months ago as he was leaving the Borough Building, someone met him outside and said they would deed the pump station to us. There is a potential amount of liability for the owners to hold on to the pump station. The two areas of contention are Lot 30 and the streets.

Enforcement Committee Report – Councilman Clouser reported that an email was sent for comments to the proposed ordinances. Some have been received back and changes have been made, but unfortunately they were not distributed to everyone for this meeting. The towing ordinance does not need to be changed, but the Council needs to know who would be used if needed. President Anderson informed Council that the Mayor did extensive research and found that H & J Towing from Carlisle is fully insured and bonded and they will cover this area. H & J Towing has their own lot, where vehicles can be towed. They are a viable candidate for our needs. Councilman Clouser questioned the fire ordinances. President Anderson informed Council that the ordinances dealing with fire and definitions of combustible waste and some other things were turned over to the Fire Chief. The Fire Chief will get back to Council on these items.

Mayor's Report – Mayor Krammes reported that everything in the Borough is looking good. There have been some shooting sounds, but no one can determine its source. Eight parking tickets were issued with three remaining unpaid. Mayor Krammes spoke with the Perry County Commissioners about placement of signs at the courthouse. The Borough has sign regulations. The Commissioners would like the Council to make a decision on the placement of this signage. Mr. Albright provided all council members with a packet about the courthouse signage. President Anderson suggested a decision about this be worked out with the enforcement and zoning officers, so placement will be made in accordance to our regulations. The courthouse signage placement item was then tabled.

ADMINISTRATIVE

Announcements and Correspondence - Secretary Danielle Shope mentioned the Borough had two audits within the last two weeks, namely for Liquid Fuels and Workman's Compensation. Both audits are finished and appeared to have gone well. We are waiting for the final report from the auditors.

Water Authority Report - Mr. Albright reported DEP is finished and that we are now waiting for the Susquehanna River Basin Authority to get back to us about the amount of water we can pump from the new well.

Planning Commission Report - Ms. Melanie Rowlands absent, no report.

Zoning/Permit Officer's Report - Mr. Albright reported that 0 permits were issued for April, but he did have a problem with 3 signs in residential areas. All signs have been removed now.

Administrative Committee Report - Councilman Cless reported that he replaced the HPS bulb in the front upper level security light fixture and a fluorescent bulb in the upper level hallway. He purchased and installed a new LED security lamp at the rear of the Borough building as an energy savings initiative. Councilman Cless also met with the Postmaster to discuss lawn mowing responsibility. Apparently, the latest discussion regarding the Post Office's responsibility for lawn mowing was not included within the lease. Therefore, the Borough will have to perform that task for now. The Postmaster was also concerned about asbestos in the vinyl floor tile and whose responsibility it is to replace the tile. According to the lease, the Post Office is responsible for interior alterations and updates. Mr. Cless asked Secretary Shope to contact Solicitor Wagner to get a rider to be included on the lease stating that the Borough will mow the lawn for now. Mr. Cless discussed the historical aspects of the property at the southwest corner of South Carlisle and West McClure Streets with Councilwoman Jones to obtain possible grant money for renovations. He has reviewed the 1975 Bloomfield Comprehensive Plan for details regarding the historic district and any relationship to the property in question but found no evidence tying the property to the Historical Registry. Councilman Cless reviewed and approved the Borough building fire extinguisher stations with the Kint Service Co. representative. President Anderson stated that Maranatha, a social service group, had expressed interest in renting Room 8, but will have to notify the Borough at a later date.

FEMA/PEMA report - Councilman Cless had nothing to report. Vice President Patterson reported that this Friday, May 6, 2016, he would be sitting down with PEMA to discuss the snow storm removal expense.

PCBA/COG - Mr. Albright had nothing to report.

Capital Tax Collection Bureau Report - Councilman Pray reported that the CTCB board has been elected for next year.

AESTHETICS

Aesthetics Committee Report - Councilwoman McCarty reported the Borough flower pot watering schedule has been established. A large plastic watering can was purchased and will be given to the Orrstown Bank to use. The soldier flags and banners have been hung. The dedication of the new flags was held this past Sunday night at the VFW. One shade tree permit was given out and it is already planted at 42 West Main Street.

TELECOMMUNICATIONS

Telecommunications Committee Report - Councilman Pray reported he has had one email from Mr. Fraga from Cohen Law Group and they are still in the holding pattern regarding the franchise agreement.

Wireless Ordinance Proceedings Report - Councilman Cless reported he has returned the draft of the proposed cell tower ordinance along with agreed upon changes to Natasha Horton, Cohen Law Group, for final editing. He is awaiting the next draft for the final review. There would have to be a public hearing again before acceptance.

FINANCE, INSURANCE, AND SAFETY

Finance, Insurance & Safety Report - Vice President Patterson reported the finance committee are thinking of restructuring our financial situation with the Borough to get work projects done without having to raise taxes.

Grants Report - Councilwoman Jones reported that no grants are being pursued at this time because she is not aware of any major projects at this time. She would like to have Council come up with a strategic plan of projects and revenue sources. Councilwoman Jones was contacted by a nonprofit organization that is looking to use a property within the Borough to house their nonprofit organization. They started looking for grant money in order to fix up the property and discovered that New Bloomfield is not currently listed as a historic district with the Pennsylvania Historical and Museum Commission. The Borough had started the historic district application process in 1992, but it was never finished. Councilwoman Jones cannot find any information as to why this process was never finished. There is an 8-page application that needs to be completed. President Anderson suggested other council members help with this application process. Councilwoman Jones also reported that the only grant in place right now is the one with SEDA/COG. Our projects are dependent on the Water Authority getting a SEDA/COG grant, so we need to be sure they are on track to apply. The original grant was submitted in July 2015. She will email SEDA/COG to make sure we do not miss any submission deadlines.

PERSONNEL

Personnel Committee Report - Councilwoman Jones had nothing to report.

RIGHTS OF WAY & UTILITIES

Rights of Way & Utilities Committee Report - Vice President Patterson reported the UV system at the sewer plant will need to be upgraded, but they do not know to what extent at this time. Vice President Patterson and Borough Sewer Plant Employees are in touch with the engineers (Kappe Associates) that installed it originally and will be discussing this with the current Borough engineers for future upgrades and anticipated costs.

PENDING

President Anderson referred to Councilman Cless about the security cameras and the LED bulbs. Councilman Cless said if they could save money by installing them himself he would pursue that avenue. It is just a matter of finding the time to do so.

Councilman Cless was approached by Join Hands, our tenant, about installing new electric outlets and carpeting. Council had approved funding for these projects last year, so Councilman Cless will look into fulfilling these projects.

Mr. Albright notified Council that the county will be cleaning the duct work in the Veteran's Building. Most of the cleaning will be down at night (4-10pm) but equipment will be parked in the parking lot. If they need to go to the back of the building they will do it in the 4 o'clock hour so residents will not hear the hum from the equipment late at night. This whole process might take two weeks to complete.

CLOSING COMMENTS

There being no further business, upon motion by Councilman Clouser, seconded by Councilwoman McCarty, the meeting adjourned at 7:45 p.m. to meet on Tuesday, June 7, 2016 for a regular meeting. Motion carried.

Respectfully submitted,

Kathleen Miller, Assistant Secretary