

The Reorganization meeting of Bloomsburg Town Council was held Monday, January 7, 2008, beginning at 7:00 p.m. in Council Chambers, Town Hall, 301 East Second Street, Bloomsburg, PA. Mayor Dan Knorr presided. Present were Council Members Paul Kinney, Paul Houseknecht, Diane Levan, Kathy Shepperson and Sylvia Costa; Town Administrator Carol Mas; Code Enforcement/Zoning/Planning Officer Ed Fegley; Finance Specialist Heather Jacoby; Chief of Police Leo Sokoloski; Superintendent of Public Works John Barton; Environmental Services Administrator Charles Fritz; Fire Chief Bob Rupp; Solicitor Jack Mihalik and Office Assistant Amy Seamans.

OATH OF OFFICE FOR NEWLY ELECTED COUNCIL MEMBERS

Mayor Knorr gave the oath of office to newly elected Council Members Paul Kinney, Kathy Shepperson and Sylvia Costa. Council Member Levan received her oath of office at the Columbia County Courthouse.

NOMINATION AND ELECTION OF VICE PRESIDENT OF COUNCIL

On a motion by P. Kinney, seconded by S. Costa and voted on unanimously, Council nominated and elected Diane Levan as Vice President of Council for 2008.

MAYOR'S APPOINTMENTS OF STANDING COMMITTEES

Mayor Knorr named the following Committees and Committee assignments of Council Members:

Administrative/Finance Committee

Dan Knorr, Chair
Paul Houseknecht
Diane Levan
Kathy Shepperson

Community and Economic Development Committee

Kathy Shepperson, Chair
Dan Knorr
Diane Levan

Public Safety Committee

Dan Knorr, Chair
Paul Kinney
Sylvia Costa

Public Works & Environment Committee

Paul Kinney, Chair
Paul Houseknecht
Sylvia Costa

Grievance Committee

Kathy Shepperson, Chair
Dan Knorr
Diane Levan

Columbia County Sanitary Administrative Committee

Sylvia Costa
Paul Kinney (Alternate)

COUNCIL APPOINTMENTS OF BOARDS, COMMISSIONS, SOLICITORS AND
GENERAL FUND DEPOSITORY

On a motion by D. Levan, seconded by P. Kinney and voted on unanimously, Council made the following appoints to various Boards, Commissions and other functions:

Civil Service Commission

John Babb Term Exp. 12/31/10

Code Appeal Board

Vacancy Term Exp. 12/31/12

Code Appeal Board Alternate

Hugh Gross Term Exp. 12/31/11

Community Foundation Board

Vacancy (Mayor's Appointment) Term Exp. 12/31/10

Council Vacancy Board

Vacancy Term Exp. 12/31/08

Historic Architectural Review Board

Ed Fegley Term Exp. 12/31/11

Bonnie Girton Term Exp. 12/31/11

Municipal Authority Board

Thomas Evans Term Exp. 12/31/12

Planning Commission

Gregg Wirth Term Exp. 12/31/11

Vacancy Term Exp. 12/31/11

Shade Tree Commission

Cristina Mathews Term Exp. 12/31/12

Vacancy Term Exp. 12/31/11

Zoning Hearing Board

Sandra Davis Term Exp. 12/31/10

Zoning Hearing Board – Alternate

Vacancy Term Exp. 12/31/10

Town Solicitor

John Mihalik – Hummel & Lewis, PC

Zoning Hearing Board Solicitor

William Kim Hill – Harding & Hill, LLP

Sewage Enforcement

Columbia County Sanitary Inspection Office

General Fund Depository

Columbia County Farmers National Bank

APPOINTMENT OF CAROL L. MAS AS TOWN ADMINISTRATOR/SECRETARY-
TREASURER

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council appointed Carol L. Mas as Town Administrator/Secretary-Treasurer.

CITIZEN TO BE HEARD – JIM HOLLISTER INTRODUCTION OF DR. DAVID
SOLTZ BLOOMSBURG UNIVERSITY PRESIDENT

Jim Hollister of Bloomsburg University introduced Dr. David Soltz as the new President of Bloomsburg University.

CITIZEN TO BE HEARD – CHRISTOPHER BYERLY AND ANN DISEROAD

Christopher Byerly and Ann Diserod presented Council with a drawing depicting their proposal to relocate the crosswalk on Market Street near the post office and library. Mr. Byerly feels moving the crosswalk more in line with the doors of the post office and library and installing curb extensions in this area making pedestrians visible to traffic will be safer for drivers and pedestrians. Parking spaces would need to be eliminated on both sides of the street. D. Knorr stated the information would be forwarded to the Public Safety Committee for discussion.

APPROVAL OF RESOLUTION NO 01-07-08.01 SETTING CERTAIN FEES FOR 2008

On a motion by P. Kinney, seconded by P. Houseknecht and voted on unanimously, Council approved Resolution No. 01-07-08.01 setting various fees for 2008 as follows:

PURSUANT TO STREET EXCAVATIONS – ORDINANCE NO. 771: in the streets and alleys the Permit Fee including inspection is \$100.00 per cut in addition to \$20.00 per square yard.

THAT the number of square yards used in the computation of fees will be based on the nearest whole square yard figure. Minimum fee to be equal to the rate for 1 square yard.

THAT the “Bond” required is \$5,000;

PURSUANT TO ZONING HEARING BOARD APPLICATIONS – ORDINANCE NO. 687 & 812 the fee is \$300.00 for a variance, special exception and relief from zoning officer’s decision.

PURSUANT TO ZONING PERMIT FEES* – ORDINANCE NO. 687:

THAT the Residential permit fees are \$20.00 plus \$5.00 per \$1,000 up to \$20,000; \$1.00 per \$1,000 over \$20,000; AND

THAT the Commercial permit fees are \$40.00 plus \$10.00 per \$1,000 up to \$20,000; \$2.00 per \$1,000 over \$20,000

****ZONING PERMIT FEES ARE IN ADDITION TO ALL OTHER APPLICABLE FEES***

PURSUANT TO ZONING ORDINANCE NO. 687 AS AMENDED – the fee for amending the text or the zoning map is \$500.00 plus actual costs of planning consultant.

PURSUANT TO CODE APPEAL APPLICATIONS – ORDINANCE NO. 694, 766 AND 874: the fee is \$300.00 for relief from building code officials decision, relief from code officer’s decision not to issue license [§11-104.1.J.], relief from disciplinary action by the code officer [11-105.5.A.(5)] and all other Town of Bloomsburg Ordinances to include but not limited by the current property maintenance code.

PURSUANT TO SOLICITATION PERMITS – ORDINANCE NO. 813: the fee is \$100.00 (plus \$50.00 refundable deposit).

PURSUANT TO BUILDING, SIGN, AND DEMOLITION PERMITS – ORDINANCE NO. 694:

THAT the Residential permit fees are \$15.00 per \$1,000 up to \$20,000; \$6.00 per \$1,000 over \$20,000; AND

THAT the Commercial permit fees are \$18.00 per \$1,000 up to \$20,000; \$6.00 per \$1,000 over \$20,000; AND

THAT a pre-payment of permit fees shall be one-third (1/3) of fees stated above **or Residential** permit fees are \$10.00 per \$1,000 up to \$20,000; \$4.00 per \$1,000 over \$20,000; AND

THAT a pre-payment of permit fees shall be one third (1/3) of fees stated above or **Commercial** permit fees are \$12.00 per \$1,000 up to \$20,000; \$4.00 per \$1,000 over \$20,000; AND

THAT the processing of an application of a Certificate of Occupancy for a change of use required by the Code Office, requested by the applicant or any other occurrence not involving new construction, alterations or repairs to an existing building: the fee is \$50.00 non-refundable plus \$23.00/hour in excess of two (2) hours review time; AND

THAT the fee for a **Demolition** permit shall be calculated based on the square footage of the structure to be demolished. The rate shall be calculated at .10 dollars per square foot. Square footage shall include the sum of all stories above grade; AND

THAT a \$4.00 fee is added to all building permits issued as per ACT 45 of 1999 (Pennsylvania Construction Code Act) §7210.703 (a). **NOTE: This fee is assessed in accordance with Pennsylvania State law;** AND

THAT a minimum of \$10.00 will be retained for all withdrawn applications. This fee is for administration services. If said application has been partially or completely reviewed, the review fees will be retained at a rate of \$22.00/hour. (*Note: All requests to withdraw an application must be in writing. Refunds will be issued within 30 days.*)

All fees collected include plan review fees; required initial inspection and one (1) required follow up inspection. If additional follow up inspections are required, an additional fee of \$25.00/inspection will be charged. All past due fees must be paid in advance of scheduling future inspections.

NOTE: ALL PERMIT FEES MUST BE PAID UPON SUBMITTAL OF APPLICATION

PURSUANT TO SUBDIVISION AND LAND DEVELOPMENT – ORDINANCE NO. 759: covering general administration the fees are:

<u>General Administration</u>	
Minor Subdivision	\$100.00 Basic Fee + \$5.00 per lot
Major Subdivision	\$200.00 Basic Fee + \$5.00 per lot
Land Development	\$150.00 Basic Fee + \$5.00 per lot or unit

PURSUANT TO SUBDIVISION AND LAND DEVELOPMENT – ORDINANCE NO. 889: covering the costs of professional consultants fees the current schedule is:

<u>Engineering</u>	<u>Per Hour</u>
Principal Engineer	\$97.00
Professional Engineer II	\$87.00
Engineer	\$64.00
Expert Witness and Arbitration	\$145.00
<u>Legal</u>	
Solicitor	\$100.00/\$125.00
<u>Planning Consultant</u>	
Planner	\$40.00

PURSUANT TO REGULATED RENTAL UNIT LICENSING – ORDINANCE NO. 829: for student housing dwelling units with two or more unrelated occupants, the fee is \$25.00 per occupant from July 1, 2008 through June 30, 2009.

PURSUANT TO REGULATED RENTAL UNIT OCCUPANCY ORDINANCE REQUIRING PAYMENT OF A RE-INSPECTION FEE – ORDINANCE NO. 834, the following fees will apply:

The licensing fee includes the initial inspection and one (1) follow up inspection. Any further return to re-inspect the violation corrections not completed within the stated time period, the following charges will apply:

Additional required Regulated Rental Unit inspections shall be \$25.00/dwelling unit per inspection.

PURSUANT TO MISSED CODE ENFORCEMENT APPOINTMENTS – ORDINANCE NO. 800: the fee is \$50.00 per dwelling unit per missed visit for regulated rental unit inspections. All other missed appointments the fee is \$50.00 an occurrence.

PURSUANT TO THE PROCEDURE FOR HEARINGS RELATED TO APPLICATIONS FOR THE TRANSFER OF LIQUOR LICENSES AND ECONOMIC DEVELOPMENT LICENSES – ORDINANCE NO. 845: the fee for such applications is \$600.00

PURSUANT TO RECYCLING FEE – ORDINANCE NO. 823: an annual fee per unit shall be \$40.00. If paid within 60 days of the invoice date, the property owner of the unit shall receive a \$10.00 discount and shall pay \$30.00. If the Annual Fee is paid between 60 days and 90 days from the invoice date, the property owner shall pay \$40.00. If the Annual Fee is paid between 90 days and 120 days of the invoice date, a \$10.00 penalty shall be added and the property owner shall pay \$50.00.

PURSUANT TO PAPER SHREDDING FEES – the following fees will apply:

Under 500 lbs. \$50.00

500-1000 lbs. \$75.00

1000-2000 lbs. \$150.00

Over 2000 lbs. Base fee of \$150.00 + \$50.00 for next 500 lbs.

+ \$75.00 for 2500-3000 lbs.

+ \$150.00 for 3001-4000 lbs.

PURSUANT TO DUMPSTER FEES – ORDINANCE NO. 722: when a dumpster is placed on any right-of-way or portion thereof, the fee will be \$15.00 per week or any portion thereof. If placed before permission is granted, the fee will be \$50.00.

PURSUANT TO BYOB ESTABLISHMENTS – ORDINANCE NO. 855: an annual application fee shall be \$25.00.

PURSUANT TO LARGE OUTDOOR SOCIAL GATHERINGS APPLICATIONS – ORDINANCE NO. 857: the fee is \$25.00.

PURSUANT TO ANTIQUE DEALERS AND SECOND HAND GOODS DEALER LICENSE – ORDINANCE NO. 888: an annual application fee shall be \$25.00.

PURSUANT TO ROAD CLOSING, the fee will be \$25.00 per week.

PURSUANT TO RENTAL OF METERED SPACE, the fee will be \$10.00 per day.

PURSUANT TO RETURNED CHECKS, the fee will be \$20.00 per check.

PURSUANT TO OFFENSE/INCIDENT REPORTS, the fee will be \$20.00.

PURSUANT TO ACCIDENT REPORTS, the fee will be \$20.00.

PURSUANT TO FINGERPRINTING, the fee for Non-Criminal will be \$10.00 per card and Criminal processing will be a fee of \$20.00.

PURSUANT TO REMOVAL AND IMPOUNDMENT OF ILLEGALLY PARKED VEHICLES – ORDINANCE NO. 785: the storage of vehicles at the Town's impoundment facility, the fee will be \$10.00 per day.

PURSUANT TO PURCHASE OF PARKING LOT PERMIT PLACARDS – ORDINANCE NO. 802: the fee for a six month parking lot permit placard will be \$100.00 for all parking lots except the Hoppes parking lot will be \$75.00 for six months.

PURSUANT TO MILEAGE, the reimbursement is 50.5 cents per mile.

APPROVAL OF RESOLUTION NO. 01-07-08.02 POLICE EDUCATION AND TRAINING FOR 2008

On a motion by P. Houseknecht, seconded by P. Kinney and voted on unanimously, Council approved Resolution No. 01-07-08.02 Police Education and Training for 2008.

APPROVAL OF RESOLUTION NO. 01-07-08.03 DRUG TASK FORCE AGREEMENT

On a motion by P. Kinney, seconded by P. Houseknecht and voted on unanimously, Council approved Resolution No. 01-07-08.03 authorizing the Town of Bloomsburg to participate in the Columbia County Drug Task Force.

APPROVAL OF RESOLUTION NO. 01-07-08.04 POLICE PENSION CONTRIBUTION DETERMINATION

On a motion by P. Houseknecht, seconded by S. Costa and voted on unanimously, Council approved Resolution No. 01-07-08.04 eliminating any contributions to the Bloomsburg Police Pension Fund for the year 2008 in accordance with Act 600.

APPROVAL OF RESOLUTION NO. 01-07-08.05 APPOINTMENT OF ENVIRONMENTAL REVIEW CERTIFYING OFFICER FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

On a motion by P. Houseknecht, seconded by P. Kinney and voted on unanimously, Council approved Resolution No. 01-07-08.05 appointing Mayor Daniel D. Knorr, II as the Certifying Officer for the Town of Bloomsburg's Community Development Block Grant Program.

APPROVAL OF DECEMBER 20, 2007 COUNCIL MEETING MINUTES

On a motion by P. Kinney, seconded by P. Houseknecht and voted on unanimously, Council approved the December 20, 2007 Council meeting minutes with no additions or corrections.

APPROVAL OF PAYMENT OF MONTHLY BILLS AND DECEMBER PAYROLL AUTHORIZATION

On a motion by P. Kinney, seconded by P. Houseknecht and voted on unanimously, Council approved payment of the following monthly bills and the December payroll authorization: General Fund, \$139,576.64; Recycling Fund, \$13,727.88; Library Fund, \$7,000.00; Street Lighting Fund, \$4,588.04; Norris E. Rock Memorial Pool, \$61.63; Fire Fund, \$192.16; FY 06 CDBG Entitlement Program, \$8,231.33; FY 07 CDBG Entitlement Program, \$1,980.67; Day Care Project, \$3,562.00; Stroup Fund, \$271.25 and the December payroll authorization in the amount of \$162,518.59.

APPROVAL OF ADVERTISING COUNCIL VACANCY POSITION

On a motion by P. Kinney, seconded by P. Houseknecht and voted on unanimously, Council approved advertising the two-year Council vacancy position left when D. Knorr became Mayor.

APPROVAL OF AMENDMENT TO MUNICIPAL EMPLOYEES HANDBOOK

On a motion by P. Houseknecht, seconded by D. Knorr and voted on unanimously, Council approved the following amendment to the Municipal Employees Handbook: Medical Insurance – After ninety (90) days of employment, the Town of Bloomsburg provides Regular Full-time employees and their families with Geisinger HMO Plan Medical coverage. Whenever an employee chooses to forego coverage under the Town's medical insurance plan and decides to be covered under his or her spouse's medical insurance plan, the Town will provide that employee with a monthly payment of \$275 in addition to his or her wage rate. Upon termination, dismissal or retirement, Regular Full-time employees and their families will be eligible for continuation coverage of their medical insurance pursuant to the provisions of federal COBRA laws. If Regular Full-time employees and/or their families choose not to elect COBRA continuation coverage, medical coverage will cease. The Town will continue to pay the premium for all Regular Full-time employees, hired prior to 1/1/08, who retire pursuant to the terms and conditions of the Municipal Employees Pension Plan. Employees retiring prior to the 15th day of a month, and who intend to continue their spouse's Health Care Coverage with the Town, will be responsible for the premium for that month and each month thereafter until coverage terminates.

APPROVAL OF CERTIFICATE OF APPROPRIATENESS

On a motion by P. Kinney, seconded by D. Levan and voted on unanimously, and on the recommendation of the Historic Architectural Review Board, Council approved a Certificate of Appropriateness for Andre Dominguez to repair the enclosed front porch at **229 West Bruglar Avenue**.

DENIAL OF CERTIFICATE OF APPROPRIATENESS

On a motion by P. Houseknecht, seconded by D. Levan and voted on unanimously, and on the recommendation of the Historic Architectural Review Board, Council denied a Certificate of Appropriateness for Christopher and Katie Chapman to install vinyl replacement windows at **229 Center Street** due to no representative being present at the meeting to provide pertinent information.

SOCIAL GATHERING TASK FORCE UPDATE

Mayor Knorr reported that the Social Gathering Task Force has met on two occasions, one before homecoming and one after. April is four short months away and he assured the public that the matter has not been forgotten. Another meeting will be held in the very new future to discuss what students are planning and those ideas will be brought back to Council.

Downtown Manager Barbara Heintz asked if changing the date was one of the ideas on the table. Mayor Knorr stated that April 19th, the week before the Renaissance Jamboree, has been talked about. One issue that could arise from changing the date is students from outside the area arriving in town both weekends resulting in a shortage of police enforcement thereby doubling the expenses incurred.

APPROVAL OF CONVERSE CONSULTANTS TO PERFORM PHASE II ENVIRONMENTAL SITE ASSESSMENT AT STREATER PROPERTY

On a motion by P. Houseknecht, seconded by P. Kinney and voted on unanimously, Council approved Converse Consultants to perform the Phase II Environmental Site Assessment at the Streater Property in the estimated amount of \$7,000.00.

With no further business, the meeting adjourned into Executive Session to discuss police negotiations at 7:49pm and did not reconvene.

CAROL L. MAS
Town Administrator & Secretary