

The Reorganization meeting of Bloomsburg Town Council was held Monday, January 7, 2013, 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 Diane Levan, Sylvia Costa, W. Carey Howell, William Kreisher, Fred Trump and Eric Bower; Town Administrator William Lowthert; Assistant Town Administrator Lauren Martz; Director of Finance Heather Jacoby; Code Enforcement/ Zoning Officer Ed Fegley and Administrative Assistant Amy Seamans. Absent were Superintendent of Public Works John Barton; Environmental Services Administrator Charles Fritz; Chief of Police Leo Sokoloski; Fire Chief Bob Rupp and Solicitor Jack Mihalik.

NOMINATION AND ELECTION OF VICE PRESIDENT OF COUNCIL

On a motion by S. Costa, seconded by D. Knorr and voted on Five (5) (S. Costa, D. Knorr, D. Levan, B. Kreisher and F. Trump voting “Yes”) to Two (2) (C. Howell and E. Bower voting “No”), Diane Levan was nominated and elected as Vice President of Council for 2013.

MAYOR’S APPOINTMENTS OF STANDING COMMITTEES

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

Administrative/Finance Committee

Dan Knorr, Chair
Diane Levan
Carey Howell
Fred Trump

Community and Economic Development Committee

Diane Levan, Chair
Carey Howell
Bill Kreisher
Eric Bower

Public Safety Committee

Dan Knorr, Chair
Sylvia Costa
Eric Bower

Public Works & Environment Committee

Sylvia Costa, Chair
Bill Kreisher
Fred Trump

Columbia County Sanitary Administrative Committee

Sylvia Costa
Fred Trump (Alternate)

Downtown Bloomsburg, Inc. Board

Eric Bower

Grievance Committee

Dan Knorr, Chair
Diane Levan
Sylvia Costa

Airport Advisory Committee

Douglas Karsner, Term Expires 12/31/13
Carey Howell
Bill Kreisher

APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

On a motion by D. Levan, seconded by F. Trump and voted on unanimously, Council appointed the following people to various Boards and Commissions:

Bloomsburg Area Joint Flood Control Authority

Ed Edwards	Term Exp.	12/31/17
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Civil Service Commission

Lore Kromer	Term Exp.	12/31/15
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Code Appeal Board

Hugh Gross	Term Exp.	12/31/17
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Historic Architectural Review Board

Nancy Vought	Term Exp.	12/31/16
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Municipal Authority Board

Thomas J. Evans, Jr.	Term Exp.	12/31/17
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Planning Commission

Alex Dubil	Term Exp.	12/31/16
Michael J. Mertz	Term Exp.	12/31/16

Shade Tree Commission

Cristina Mathews	Term Exp.	12/31/17
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Swimming Pool Operations Board

Jimmy Gilliland	Term Exp.	12/31/16
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Zoning Hearing Board

Kurt Smith	Term Exp.	12/31/15
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APPOINTMENT OF TOWN SOLICITOR

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council appointed John Mihalik of Hummel & Lewis, PC as Town Solicitor for 2013.

APPOINTMENT OF ZONING HEARING BOARD SOLICITOR

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, Council appointed William Kim Hill of Harding & Hill, LLP as the Zoning Hearing Board Solicitor for 2013.

APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER

On a motion by D. Levan, seconded by C. Howell and voted on unanimously, Council appointed Columbia County Sanitary Inspection Office as Sewage Enforcement Officer for 2013.

APPOINTMENT OF GENERAL FUND DEPOSITORY

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, Council appointed First Columbia Bank and Trust Company as the General Fund depository for 2013.

APPOINTMENT OF TOWN ADMINISTRATOR/SECRETARY-TREASURER

On a motion by C. Howell, seconded by S. Costa and voted on unanimously, Council appointed William Lowthert as Town Administrator/Secretary-Treasurer.

CITIZENS TO BE HEARD – RE: MOBILE HOME AT 424 MILLVILLE ROAD

Clair Swisher, 412 Millville Road, expressed that the lot was bought and sold without knowing where the property lines are. Tractors have been placed on the neighbors land along with some of the fill that was brought in. later that same week a mobile home was brought in without a permit. Mr. Swisher called the code office and was told that the fill was not correct and would need to be changed. This has been

several months ago and it's still there. He questioned what this is going to do to his property value. After reading a story about this property in the Press Enterprise, he learned that there is going to be porches added on to the mobile home as well and asked if this was allowed. E. Fegley replied that the porches are on the plan that was submitted and would be allowed.

Ruth Altomare, 408 Millville Road, asked if mobile homes are allowed in this zone and E. Fegley responded that yes, they are allowed. Ms. Altomare also learned from the same article in the newspaper that their occupation is scrap dealing and asked if this was allowed and E. Fegley stated no, this is not. She expressed that late at night they've been bringing and storing things in the trailer. She and her neighbors do not want this in their neighborhood.

Dawn Coulter, 503 Clover Court, had asked E. Fegley sometime ago to clarify if this lot is in the Residential-Conservation (R-C) District or High-Density Residential (H-D) District and E. Fegley stated that the lot is in the R-C District and yes, mobile homes are allowed.

Ruth Altomare asked, what about the dirt? She called Code Officer Ralph Magill the day it was being delivered but he didn't come out until later in the day when they were all done and everyone was gone.

E. Fegley stated that the owners have a zoning permit, but have been denied a building permit. They submitted an engineer's report, but there is still more information needed. They are taking steps to comply and as long as they are, the process will continue.

Dawn Coulter feels if something would have been done as soon as the dirt was placed that this wouldn't have gotten this far. A code officer lives a stone throw away and drives by it every day. E. Fegley stated that placement of fill is allowed and would not be looked at by the office.

Mayor Knorr expressed that if the residents have any other questions that they should contact the head of the department, Lauren Martz.

APPROVAL OF RESOLUTION NO 01-07-13.01 SETTING CERTAIN FEES FOR 2013

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved Resolution No. 01-07-13.01, setting various fees for 2013 as follows:

BE IT RESOLVED BY THE TOWN COUNCIL of the Town of Bloomsburg that the following fee schedule is adopted for 2013:

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 FLOODPLAIN APPEAL APPLICATIONS – ORDINANCE NO. 913: the fee is \$300.00.

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. 874:

THAT Residential permit fees are \$10.00 per \$1,000 up to \$20,000; \$4.00 per \$1,000 over \$20,000; AND

THAT 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 ten cents (\$.10) per square foot and shall not exceed \$500. 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 also 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 THIRD-PARTY INSPECTION SERVICES, the following fees plus a 10% Administrative Fee will apply:

COMMERCIAL INSPECTION FEES: the fee schedule for inspections is based upon the building valuation data report of square foot construction costs published by the ICC valuation service, with a regional modifier applied.

Large projects that require long term multiple inspections (progressive inspections) are calculated as follows:

Projects with a total construction cost of \$0.00 to \$499,999.99*

Total construction cost X .002 = insurance cost
+ Estimated length of project in weeks X \$50. = labor & travel cost
= Total
or no less than \$50. Per trip based on scope and complexity of the project.

Projects with a total construction cost of \$500,000.00 to \$2,000,000.00*

Total construction cost X .002 = insurance cost
+ Estimated length of project in weeks X \$50. = labor & travel cost
= Total

or no less than \$50. Per trip based on scope and complexity of the project.

Projects with a total construction cost of > \$2,000,000.00 to \$6,000,000.00*

$$\begin{array}{rcl} & \$4000.00 + [(Total\ construction\ cost - \$2,000,000) \times .0009] = insurance\ cost & \\ + & Estimated\ length\ of\ project\ in\ weeks \times \$45. = labor\ \& travel\ cost & \\ = & Total & \end{array}$$

Projects with a total construction cost of >\$6,000,000.00 to \$10,000,000.00*

$$\begin{array}{rcl} & \$7600.00 + [(Total\ construction\ cost - \$6,000,000) \times .0008] = insurance\ cost & \\ + & Estimated\ length\ of\ project\ in\ weeks \times \$40. = labor\ \& travel\ cost & \\ = & Total & \end{array}$$

Projects with a total construction cost of > \$10,000,000.00 to \$30,000,000.00*

$$\begin{array}{rcl} & \$10800.00 + [(Total\ construction\ cost - \$10,000,000) \times .00075] = insurance\ cost & \\ + & Estimated\ length\ of\ project\ in\ weeks \times \$40. = labor\ \& travel\ cost & \\ = & Total & \end{array}$$

Projects with a total construction cost of >\$30,000,000.00 to \$50,000,000.00*

$$\begin{array}{rcl} & \$25800.00 + [(Total\ construction\ cost - \$30,000,000) \times .0007] = insurance\ cost & \\ + & Estimated\ length\ of\ project\ in\ weeks \times \$40. = labor\ \& travel\ cost & \\ = & Total & \end{array}$$

Projects with a total construction cost of >\$50,000,000.00 to \$100,000,000.00*

$$\begin{array}{rcl} & \$39800.00 + [(Total\ construction\ cost - \$50,000,000) \times .00065] = insurance\ cost & \\ + & Estimated\ length\ of\ project\ in\ weeks \times \$40. = labor\ \& travel\ cost & \\ = & Total & \end{array}$$

Projects with a total construction cost of >\$100,000,000.00 to \$200,000,000.00*

$$\begin{array}{rcl} & \$72300.00 + [(Total\ construction\ cost - \$100,000,000) \times .0006] = insurance\ cost & \\ + & Estimated\ length\ of\ project\ in\ weeks \times \$40. = labor\ \& travel\ cost & \\ = & Total & \end{array}$$

Projects with a total construction cost of >\$200,000,000.00 to \$350,000,000.00*

$$\begin{array}{rcl} & \$132000.00 + [(Total\ construction\ cost - \$200,000,000) \times .00055] = insurance\ cost & \\ + & Estimated\ length\ of\ project\ in\ weeks \times \$40. = labor\ \& travel\ cost & \\ = & Total & \end{array}$$

Projects with a total construction cost of >\$350,000,000.00 to \$500,000,000.00*

$$\begin{array}{rcl} & \$214500.00 + [(Total\ construction\ cost - \$350,000,000) \times .0005] = insurance\ cost & \\ + & Estimated\ length\ of\ project\ in\ weeks \times \$40. = labor\ \& travel\ cost & \\ = & Total & \end{array}$$

The inspection fees for Mechanical, Plumbing, Electrical, Energy, Accessibility and Fire Protection are computed at 25 percent of the Building inspection fee for each discipline. Multiple prime contracts will be computed the same as a building inspection fee and combined prime contract fees shall be no less than a single contract fee, distributed on a percentage of total basis.

* Pricing schedules assume that the project will not cause an increase in our insurance costs.

** Discounts may be given for warehouses, building shells, or repetitive work at the discretion of the plan review and inspection departments

COMMERCIAL PLAN REVIEW: fees are calculated according to the ICC Valuation Service or actual cost of construction as follows:

Estimated Construction Value \$0. to \$1,250,000. = Construction value \times .0015 (\$150 Minimum)

Estimated Construction Value \$1,250,000. to \$5,000,000. = \$1,875. + (.0005 \times construction value over \$1,250,000.)

Estimated Construction Value over \$5,000,000. = \$3,750. + (.0004 \times construction value over \$5,000,000.)

Plan review for mechanical, plumbing, electrical, energy, accessibility and fire protection is computed at 25% of the building plan review fee for each discipline. (\$150 minimum)

Special pricing may be given to buildings such as warehouses due to their relative simplicity or structures with repetitive features such as high rise buildings.

Plan reviews covering the requirements of mechanical and plumbing codes are available, each for a fee of 25% of the applicable building code review fee. Plan reviews for the requirements of the electrical code shall be provided at a fee of 35% of the applicable building code review fee, excluding reviews for any use included in the I (Institutional) use group classification. Reviews done for the excluded use classification shall be based upon the degree of complexity

A preliminary plan review is available for a fee of 50% of the full plan review fee cost. Preliminary plan review addresses such code requirements as: use and occupancy classification, type of construction, height and area calculations, means of egress, and fire restrictive construction requirements.

The preliminary plan review fee shall be credited towards the cost of a complete building code plan review conducted by Commonwealth Code Inspection Service, Inc.

RESIDENTIAL INSPECTION FEES: Residential inspection fees are for dwellings 0 to 2500 square feet. Dwellings over 2500 square feet will be charged an additional ten dollars per 100 square feet, which will be added to the total basic inspection fee.

Footings	\$60
Foundations	\$60
Framing	\$75
Plumbing and Mechanical	\$65
Electrical	\$75
Energy	\$65
Wallboard	\$65
Final	\$60
Total Inspection fees:	\$525

All prices include rough and final inspections. Final must be ready within 6 months or additional fee will apply.

Additional inspection fees may be assessed at not less than \$50 per visit as required due to the complexity or execution of the work being done.

Small-scale projects will be priced depending on the complexity of the project. Some examples are:

Mobile Homes (2 trips only) on Piers	\$115
Decks (2 trips) High (over 5 feet)	\$65
Low	\$55
Sheds (1 trip) Stick Built (1 trip)	\$55
Pre-Fab	\$45
Fences	\$35
Daycares	\$55 up to six kids
Daycares	\$85 over six kids up to 24
Foster Homes	\$65
Change of Occupancies	
Under 8000 sq.ft.	\$80
Over 8000 sq. ft.	\$130
Swimming Pools	
Above Ground	\$75
In Ground	\$170
Electrical Service	
Not Over 200Amp	\$60
200 Amp - 400 Amp	\$75
Over 400 Amp Commercial Fee Schedule Applies	
Investigations	\$55
Return Trips	\$55
Duplicate Permit and Occupancy Certificate Issuance	\$25
Plan review is \$35 per hour for residential, with a one hour minimum except for minor projects.	

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	\$103.00
Professional Engineer	\$93.00
Engineer	\$68.00
Expert Witness and Arbitration	\$156.00
<u>Legal</u>	
Solicitor	\$125.00/\$150.00
<u>Planning Consultant</u>	
Planner	\$45.00

PURSUANT TO REGULATED RENTAL UNIT LICENSING – ORDINANCE NO. 829: for student housing dwelling units with two or more unrelated occupants, the fee is \$38.00 per occupant.

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 STREET VENDOR PERMITS – ORDINANCE NO. 938: the non-refundable fee to accompany a permit application shall be \$50.00. The six-month permit fee will be \$450.00 and shall be paid within five days of the issuance of the street vending permit.

PURSUANT TO RECYCLING FEE – ORDINANCE NO. 823: an annual fee per unit shall be \$45.00. If paid within 60 days of the invoice date, the property owner of the unit shall receive a \$10.00 discount and shall pay \$35.00. If the Annual Fee is paid between 60 days and 90 days from the invoice date, the property owner shall pay \$45.00. 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 \$55.00.

PURSUANT TO PAPER SHREDDING – 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. 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 OUTDOOR SOCIAL GATHERINGS – ORDINANCE NO. 928: the fee to accompany a permit application is \$25.00; the cash bond to cover the projected costs for police response to the premises where the regulated social gathering is to be held is \$500.00; and the cash bond to cover the cost of cleaning up the premises if the cleanup is not completed by 10:00am on the day following the regulated social gathering is \$500.00.

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 \$15.00.

PURSUANT TO ACCIDENT DIAGRAM/RECONSTRUCTION REPORTS, the fee will be \$10.00 plus actual cost of diagram.

PURSUANT TO FINGERPRINTING, the fee for Non-Criminal will be \$10.00 per card.

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 THE ISSUANCE OF RESIDENT PERMIT PARKING DECALS – ORDINANCE NO. 920: the annual nonrefundable fee for the owner or such owner’s lawfully authorized designee of each residential dwelling unit shall be \$10.00 each at a maximum of two (2).

PURSUANT TO THE ISSUANCE OF GUEST PERMIT PARKING DECAL – ORDINANCE NO. 920: the annual nonrefundable fee for the owner or such owner’s lawfully authorized designee of each residential dwelling unit shall be \$20.00 at a maximum of one (1).

PURSUANT TO PURCHASE OF PERMIT PLACARDS FOR UNMETERED PARKING ZONES – ORDINANCE NO. 940: the six-month fee for permit placards for unmetered parking zones shall be as follows: ZONE B: Lightstreet Road/ North Street (\$100.00 per permit); ZONE C: Triangle Lot (\$160 per permit); ZONE D: East Lot (\$160); ZONE E: Pine Avenue Lot (\$160 per permit); ZONE F: Employee Lot (\$100 per permit); ZONE G: Library Lot (\$160 per permit); ZONE H: North Market Street (excluding Market Square) (\$125 per permit); ZONE I: West Lot (\$125); ZONE J: Hoppes Lot (\$100).

PURSUANT TO PURCHASE OF STUDENT SUMMER PARKING PERMIT PLACARDS: the fee will be \$60.00 from May 10, 2013 to August 16, 2013.

PURSUANT TO TAX COLLECTOR PROVIDING INFORMATION RELATING TO TAX CERTIFICATIONS AND DUPLICATE BILLINGS – ORDINANCE NO. 832: the fee will be \$5.00 per bill.

PURSUANT TO MILEAGE, the reimbursement is 56.5 cents per mile.

APPROVAL OF RESOLUTION NO. 01-07-13.02 POLICE EDUCATION AND TRAINING FOR 2013

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved Resolution No. 01-07-13.02 Police Education and Training for 2013.

APPROVAL OF RESOLUTION NO. 01-07-13.03 DRUG TASK FORCE AGREEMENT

On a motion by D. Levan, seconded by F. Trump and voted on unanimously, Council approved Resolution No. 01-07-13.03 authorizing the Town of Bloomsburg to participate in the Columbia County Drug Task Force.

APPROVAL OF RESOLUTION NO. 01-07-13.04 POLICE PENSION CONTRIBUTION DETERMINATION

On a motion by D. Levan, seconded by F. Trump and voted on unanimously, Council approved Resolution No. 01-07-13.04 stating that effective December 29, 2008, the Town of Bloomsburg hereby institutes an annual contribution in the amount of 3% to the Bloomsburg Police Pension Fund as determined by the actuary in accordance with Act 600.

APPROVAL OF RESOLUTION NO. 01-07-13.05 APPOINTMENT OF ENVIRONMENTAL REVIEW CERTIFYING OFFICER FOR CDBG PROGRAM, HOME PROGRAM AND EMERGENCY SOLUTIONS GRANTS PROGRAM

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved Resolution No. 01-07-13.05 appointing Town Administrator William Lowthert as the certifying officer for the Town of Bloomsburg's Community Development Block Grant Program, HOME Program and Emergency Solutions Grants Program.

APPROVAL OF RESOLUTION NO. 01-07-13.06 TAX APPEALS PROCESS

On a motion by C. Howell, seconded by F. Trump and voted on unanimously, Council approved Resolution No. 01-07-13.06 stating the tax appeal process.

APPROVAL OF RESOLUTION NO. 01-07-13.07 APPOINTMENT OF VOTING MEMBER OF SEDA-COG METROPOLITAN PLANNING ORGANIZATION

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved Resolution No. 01-07-13.07 appointing Town Administrator William Lowthert as a voting member of the SEDA-COG Metropolitan Planning Organization (MPO), to serve in the term ending December 31, 2014.

Mayor Knorr adjourned the meeting at 7:52 p.m. for a brief break and reconvened the meeting at 7:58 p.m.

ORDINANCE REGULATING OBSTRUCTIONS IN THE SIDEWALK RIGHTS-OF-WAY DISCUSSION

D. Levan explained that several years ago the Downtown Division asked and helped the Town write guidelines addressing items being placed on the sidewalk in front of Main Street businesses. Over the past few years, more and more items have been showing up in the right-of-way so the guidelines were put into ordinance form so the code office has something to enforce if a property owner doesn't comply. Currently, the code office can tell someone to move an obstruction but as soon as they walk away, it could be moved back and there is nothing that could be done. The ordinance would give the code office some teeth to regulate obstructions in the right-of-way.

Downtown Manager Adrienne Mael expressed that DBI is not opposed to the ordinance, but thinks it moved a little too quickly. They also believe that most merchants were not aware of the guidelines. She just obtained a copy herself and would like time to hand deliver a copy to each of the merchants first and then see how it goes instead of adopting an ordinance.

Downtown Bloomsburg, Inc. President Tim Wagner stated that they didn't know that this was a major issue and now that they do, they want to help. He also pointed out that the "Downtown area", is defined as Main Street from West to East Streets and East Street from Main Street to Seventh Street. He also feels that the fine is excessive and thinks Council is asking for more problems.

Chamber President Fred Gaffney expressed that the possible daily fine of \$25 to \$600 would be perceived as a threat to businesses looking to locate in the Downtown.

At this time, Council took no action on the proposed ordinance. The matter will be discussed at the April Community and Economic Development Committee meeting. In the meantime, DBI will distribute the current guidelines to all Downtown merchants and will work with the Town to address concerns the merchants may have.

APPROVAL OF DECEMBER 10, 2012 COUNCIL MEETING MINUTES

On a motion by C. Howell, seconded by E. Bower and voted on unanimously, Council approved the December 10, 2012 Council meeting minutes with no additions or corrections.

APPROVAL OF DECEMBER 20, 2012 COUNCIL MEETING MINUTES

On a motion by C. Howell seconded by E. Bower and voted on unanimously, Council approved the December 20, 2012 Council meeting minutes with no additions or corrections.

APPROVAL OF PAYMENT OF MONTHLY BILLS AND DECEMBER PAYROLL AUTHORIZATION

On a motion by D. Levan, seconded by C. Howell and voted on unanimously, Council approved payment of the following monthly bills and the December payroll authorization: General Fund, \$179,268.30; Debt Service Fund, \$5,986.69; Recycling Fund, \$14,344.40; Street Lighting Fund, \$14,330.71; Norris E. Rock Memorial Swimming Pool Fund, \$30.48; FFY 11 CDBG Program, \$29,306.59; Day Care Project, \$2,737.40; Airport Expansion Project, \$153,463.49; Liquid Fuels Fund, \$188,105.81 and the December payroll authorization in the amount of \$179,544.46.

APPROVAL OF ADDITION TO TOWN VENDOR LIST

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, Council approved the addition of AppRiver, Mid-State Occupational Health Services, Inc., Carter Pump, East Penn Fire & Emergency, Inc., Midwest Bio-Systems, Inc., and J & L Systems, Inc. to the 2013 town vendor list.

APPROVAL OF PURCHASE OF A COMPUTER AND PRINTER FROM MEPUSH, INC.

On a motion by F. Trump, seconded by S. Costa and voted on unanimously, Council approved the purchase of a computer and printer from MePush, Inc. in the amount of \$1,531.44 for the Assistant Town Administrator. It was noted that the purchase was budgeted.

DISCUSSION OF EMPLOYEE COMPUTER PURCHASE PROGRAM

Mayor Knorr expressed that a couple of months ago Council ended the employee computer purchase program on the recommendation of the Town's auditors because of employee's not being charged tax. Employees were then able to pay for the purchase through payroll deduction for up to 18 months interest free. Mayor Knorr stated that a few employees contacted him asking if the program could continue if they paid the tax. B. Lowthert talked with MePush, Inc. and they are willing to assist employees in purchasing through Dell and Apple and would then send the invoice in the employee's name, including tax, to the Town for payment. Council agreed to forward the matter to the Administrative/Finance Committee for further discussion.

ACCEPTANCE OF 2012 DUPLICATE COLLECTION REPORT FROM MARY F. WARD, TAX COLLECTOR

On a motion by D. Levan, seconded by F. Trump and voted on unanimously, Council accepted the official report from Mary F. Ward, Tax Collector covering 2012 Town of Bloomsburg duplicate collections for the period ending December 31, 2012 in the amount of \$1,244,578.02.

ACCEPTANCE OF 2012 INTERIM DUPLICATE COLLECTION REPORT FROM MARY F. WARD, TAX COLLECTOR

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council accepted the official report from Mary F. Ward, Tax Collector covering 2012 Town of Bloomsburg interim duplicate collections for the period ending December 31, 2012 in the amount of \$5,048.40.

APPROVAL OF PAYMENT OF RETAINAGE TO DON E. BOWER, INC. FOR THE THIRD STREET RECONSTRUCTION PROJECT

On a motion by S. Costa, seconded by C. Howell and voted on unanimously, Council approved payment of Retainage to Don E. Bower, Inc. in the amount of \$28,365.82 for the Third Street Reconstruction Project.

IMPLEMENTATION OF REQUEST FOR LEAVE FORM

B. Lowthert reported that he will be implementing the request for leave form in the administrative offices of Town Hall that the Administrative/ Finance Committee had approved and will ask other department leaders to use it as well.

APPROVAL OF CERTIFICATE OF APPROPRIATENESS

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, and on the recommendation of the Bloomsburg Historic Architectural Review Board, Council approved a Certificate of Appropriateness for Joseph Gushen to replace windows, replace the door on the front façade and install a fence at **35-37 East Main Street**.

On a motion by C. Howell, seconded by F. Trump and voted on unanimously, and on the recommendation of the Bloomsburg Historic Architectural Review Board, Council approved a Certificate of Appropriateness for Joseph Gushen to install a historic informational plaque at **53 West Main Street**.

On a motion by F. Trump, seconded by E. Bower and voted on unanimously, and on the recommendation of the Bloomsburg Historic Architectural Review Board, Council approved a Certificate of Appropriateness for David and Michelle Kessler to replace the side porch and install railing at **129 West First Street**.

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, and on the recommendation of the Bloomsburg Historic Architectural Review Board, Council approved a Certificate of Appropriateness for Gary Vadakin to install a canopy and signage contingent upon zoning approval at **10 West Main Street**.

APPROVAL OF NINETY (90) DAY TIME EXTENSION – BLOOMSBURG UNIVERSITY – PEDESTRIAN BRIDGE PROJECT – LIGHTSTREET ROAD

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, and on the recommendation of the Planning Commission, Council approved an additional ninety (90) day time extension for Bloomsburg University's Pedestrian Bridge Project plan.

APPROVAL OF MODIFICATION – UGI PENN NATURAL GAS LAND DEVELOPMENT PLAN – 1 WEST SEVENTH STREET

On a motion by D. Levan, seconded by C. Howell and voted on unanimously, and on the recommendation of the Planning Commission, Council approved a modification from [Sec. 22-702.1.] monuments shall be set at all required locations, to allow the placement of spikes and iron pins instead of monuments for UGI Penn Natural Gas land development plan at 1 West Seventh Street.

APPROVAL OF UGI PENN NATURAL GAS LAND DEVELOPMENT PLAN WITH CONTINGENCIES

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, and on the recommendation of the Planning Commission, Council approved UGI Penn Natural Gas land development plan contingent upon the following conditions being met:

Chapter 22 – Subdivision and Land Development Ordinance (SALDO)

1. Financial security must be provided for all proposed site improvements. A construction cost estimate dated November 26, 2012 has been provided and is acceptable. An amount of \$189,868.00 of financial security shall be provided. [Sec. 22-403.1.A. and Sec. 22-404.C.]
2. A sewage planning exemption from the PA DEP shall be obtained for the proposed connection to the existing sanitary sewer system. A copy of the letter granting the exemption shall be provided. [Sec. 22-403.A.1.(2)(w)]
3. The layer of 6" of PennDOT Type 2A Aggregate shall be removed from the 'Cross-Section A-A' – Subsurface Infiltration Bed' detail provided on sheet 7 of 9. [Sec. 22-803.]
4. The "6" PennDOT Type 2A Aggregate Subbase" call-out at the 'Porous Asphalt Paving Detail' provided on sheet 9 of 9 shall be revised to "AASHTO No. 3 Aggregate". Also, the previously provided specifications for porous pavement that were removed from that plan shall be replaced at the detail. [Sec. 22-803.]
5. A description of the proposed porous pavement, trench drain, subsurface infiltration chamber system, inlets, and outlet pipe and the terms of required maintenance shall be recorded with the deed to the property. A draft copy of this document shall be provided for review. [Sec. 22-805.C.]

APPROVAL OF MODIFICATION – JACK AND BETSY DEAL LAND DEVELOPMENT PLAN – 305 EAST FIRST STREET

On a motion by D. Levan, seconded by E. Bower and voted on unanimously, and on the recommendation of the Planning Commission, Council approved a modification from the required 10' X 20' parking stalls to 9' X 18' stalls [Section 22-607.2].

APPROVAL OF WAIVER – JACK AND BETSY DEAL LAND DEVELOPMENT PLAN – 305 EAST FIRST STREET

On a motion by D. Levan, seconded by C. Howell and voted on unanimously, and on the recommendation of the Planning Commission, Council approved a waiver from storm water management requirements due to the fact that the increase in peak runoff from existing conditions is very minimal [Section 22-802.3.A].

APPROVAL OF STREET VENDOR PERMIT FOR EMILY ZENZEL

On a motion by D. Levan, seconded by F. Trump and voted on unanimously, Council approved a street vendor permit for Emily Zenzel of Em’s Pink Weiner’s to utilize Space #1 from January 1, 2013 through July 1, 2013.

Being no further business, the meeting adjourned at 9:39 p.m.

WILLIAM LOWTHERT
Town Administrator & Secretary