

A regular meeting of Bloomsburg Town Council was held Monday, April 11, 2011, beginning at 7:00 p.m. in Council Chambers, Town Hall, 301 East Second Street, Bloomsburg, PA. Present were Mayor Dan Knorr; Council Members Diane Levan, Paul Kinney, Kathy Shepperson, Sylvia Costa, W. Carey Howell and Bill Kreisher; Town Administrator Carol Mas; Code Enforcement/Zoning/Planning Officer Ed Fegley; Chief of Police Leo Sokoloski; Superintendent of Public Works John Barton; Fire Chief Bob Rupp; Solicitor Jack Mihalik and Office Assistant Amy Seamans. Absent was Recycling Administrator Charles Fritz.

#### PROCLAMATION – NATIONAL OSTEOPATHIC MEDICINE WEEK

Mayor Knorr proclaimed the week of April 17-23, 2011 as National Osteopathic Medicine Week.

#### APPROVAL OF RESOLUTION NO. 04-11-11.01 – SETTING VARIOUS FEES AMENDMENT

On a motion by D. Levan, seconded by D. Knorr and voted on unanimously, Council approved Resolution No. 04-11-11.01 amending the setting of various fees resolution to include third-party inspection fees.

#### MAYOR'S UPDATE

Mayor Knorr reviewed the current budget as of March 31<sup>st</sup> and the final 2010 audit report.

#### APPROVAL OF MARCH 28, 2011 COUNCIL MEETING MINUTES

On a motion by P. Kinney, seconded by S. Costa and voted on unanimously, Council approved the March 28, 2011 Council meeting minutes with no additions or corrections.

#### APPROVAL OF PAYMENT OF MONTHLY BILLS AND MARCH PAYROLL AUTHORIZATION

On a motion by P. Kinney, seconded by C. Howell and voted on unanimously, Council approved payment of the following monthly bills and the March payroll authorization: General Fund, \$118,065.14; Debt Service Fund, \$5,986.69; Recycling Fund, \$37,741.38; Street Lighting Fund, \$17,688.34; Norris E. Rock Memorial Pool, \$290.01; Day Care Project, \$2,737.40; Liquid Fuels, \$7,060.53 and the March payroll authorization in the amount of \$196,582.57.

#### APPROVAL OF PAYMENT TO FIRST COLUMBIA BANK AND TRUST COMPANY FROM EMPLOYEES PENSION PLAN AND POLICE PENSION PLAN

On a motion by C. Howell, seconded by P. Kinney and voted on unanimously, Council approved payment to First Columbia Bank and Trust Company from the Employees Pension Plan in the amount of \$2,802.24 and \$3,660.80 from the Police Pension Plan for first quarter trustee fees.

#### APPROVAL OF AMENDMENT TO TOWN NO SMOKING POLICY

On a motion by C. Howell, seconded by S. Costa and voted on unanimously, Council approved an amendment to the Town no smoking policy to include all tobacco products in vehicles and buildings.

#### APPROVAL OF CHIEF LEO SOKOLOSKI'S ATTENDANCE AT ANNUAL PA CHIEFS OF POLICE ASSOCIATION EDUCATION AND TRAINING CONFERENCE

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council approved Chief Leo Sokoloski to attend the Annual PA Chiefs of Police Association Education and Training Conference in Lancaster on July 10-14, 2011.

#### APPROVAL OF OFFICERS MELANIE READLER AND NICHOLAS SZKODNY ATTENDANCE AT A TECHNICAL COLLISION INVESTIGATION COURSE

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, Council approved officer's Melanie Readler and Nicholas Szkodny to attend a technical collision investigation course at the Pennsylvania State Police Southeast Training Center on April 25-May 6, 2011.

#### APPROVAL OF SERGEANT CHARLES BALON'S ATTENDANCE AT A POLICE MANAGEMENT SEMINAR

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, Council approved Sergeant Charles Balon to attend a police management seminar in East Stroudsburg on June 6-10, 2011.

#### APPROVAL OF BLOOMSBURG POLICE DEPARTMENT PARKING ENFORCEMENT POLICY

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved a Parking Enforcement Policy for the Bloomsburg Police Department.

#### APPROVAL OF THE MINORITY AND WOMEN'S BUSINESS ENTERPRISE ACTION PLAN

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved the Minority and Women's Business Enterprise Action Plan. B. Lowthert explained that this is required for future CDBG funding.

#### APPROVAL OF THE SECTION 3 HOUSING AND URBAN DEVELOPMENT ACT OF 1968 ACTION PLAN

On a motion by D. Levan, seconded S. Costa and voted on unanimously, Council approved the Section 3 Housing and Urban Development Act of 1968 Action Plan. This is also required for CDBG funding.

#### APPROVAL OF PAYMENT FROM DAYCARE FUND FOR AN ENTRY DOOR BUZZER SYSTEM

On a motion by C. Howell seconded by S. Costa and voted on unanimously, Council approved the payment of \$2,082.52 from the Daycare Fund to the Columbia Child Development Program for an entry door buzzer system at the daycare.

#### APPROVAL OF ADDITION TO TOWN VENDOR LIST

On a motion by C. Howell, seconded by P. Kinney and voted on unanimously, Council approved the addition of Stitchin' Witch Embroidery, LLC, Keystone Pallet & Recycling, Inc. and Bergey's Truck Centers to the 2011 town vendor list.

#### APPROVAL OF PURCHASE OF COPIER FOR CODE ENFORCEMENT OFFICE

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved the purchase of a Canon 2525 copier from Topp Copy in the amount of \$3,142 for the Code Enforcement Office. It was noted that the purchase was budgeted.

#### APPROVAL OF PAYMENT TO MANTZ CONSULTING

On a motion by D. Levan, seconded by K. Shepperson and voted on unanimously, Council approved payment of an invoice to Mantz Consulting in the amount of \$3,238 for repairs and maintenance of the police department computer system.

#### APPROVAL OF OBTAINING AN APPRAISAL OF THE KAWNEER STORMWATER EASEMENT TO COMPLY WITH GASB 51

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved C. Mas to obtain an appraisal of the Kawneer stormwater easement to comply with GASB 51.

#### APPOINTMENT OF VIRGINIA THORNE TO BLOOMSBURG SHADE TREE COMMISSION

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council appointed Virginia Thorne to the Bloomsburg Shade Tree Commission with a term expiring on December 31, 2011.

#### APPROVAL OF PURCHASE OF THREE REPLACEMENT SIRENS

On a motion by K. Shepperson, seconded by D. Levan and voted on unanimously, Council approved the purchase of three replacement sirens for the police department in the amount of \$1,710 with DUI funds. It was noted that the purchase was budgeted.

#### APPROVAL OF STREET VENDOR PERMIT APPLICATIONS

On a motion by D. Levan, seconded by C. Howell and voted on unanimously, Council approved the following street vendor applications: Charles Baker of B & C Food Service, LLC for space #6; John Berger of Chumley's for space #2 and Ashok Patel of Your Choice (Uni-Mart) for space #3.

#### APPROVAL OF ADVERTISING FOR BIDS FOR HAULING OF TRASH FOR TOWN DUMPSTER DAY

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council approved advertising for bids from haulers to supply dumpsters and removal of debris for a proposed Town Dumpster Day to be held on October 15, 2011 at the Bloomsburg Fairgrounds parking area.

#### APPROVAL OF BLOOMSBURG UNIVERSITY HOSTING AN EDUCATIONAL ARCHEOLOGICAL DIG AT STREATER PROPERTY

On a motion by P. Kinney, seconded by S. Costa and voted on unanimously, Council approved Professor Susan Dauria of Bloomsburg University Anthropology Department to host an educational archeological dig on June 13-18, 2011 at the Streater Property.

#### APPROVAL OF PAYMENT OF INVOICE TO LARSON DESIGN GROUP FOR CURB AND SIDEWALK STUDY

On a motion by D. Levan, seconded by P. Kinney and voted on unanimously, Council approved the payment of an invoice to Larson Design Group in the amount of \$5,491.78 for the Curb and Sidewalk Study using CDBG funds.

#### APPROVAL OF AGREEMENT BETWEEN TOWN, TOWN PARK IMPROVEMENT ASSOCIATION AND PLAY BY DESIGN FOR CONSTRUCTION OF A TODDLER PLAYGROUND

On a motion by P. Kinney, seconded by S. Costa and voted on unanimously, Council approved signing an agreement with the Town Park Improvement Association and Play by Design for the construction of a Toddler Playground in Town Park.

## APPROVAL OF WAIVING BUILDING PERMIT FEES FOR THE CONSTRUCTION OF A TODDLER PLAYGROUND

On a motion by D. Levan, seconded by C. Howell and voted on unanimously, Council approved waiving the building permit fees associated with the construction of the Toddler Playground at Town Park.

## BLOOMSBURG FIRE DEPARTMENT REPORT

B. Rupp announced the fire department's annual carnival is planned for May 11, 12, 13 and 14 with a parade on the 14<sup>th</sup>.

## APPROVAL OF CONTINUING WITH COMMONWEALTH CODE INSPECTION SERVICE TO PROVIDE THIRD PARTY INSPECTIONS

Susan McGarry questioned why only two firms were interviewed when there was another local firm on Main Street that could have been a solution. She calculated the building permit fee for a project she just completed and it would be a 40% increase and wondered if this is what the town really wants to do. She asked Council if Commonwealth would be used all of the time or just on certain projects. E. Fegley stated that Council would need to determine this. Mayor Knorr stated that Commonwealth would be used all the time which will allow E. Fegley time for the next item on the agenda, the inspection of all rentals in town.

Ray Vought asked why this couldn't be put out to bid. C. Mas reminded everyone that this is a professional service where requests for proposals are solicited unlike a formal bid process where something is awarded to the lowest responsible bidder.

On a motion by C. Howell, seconded by D. Levan and voted on Six (6) (C. Howell, D. Levan, D. Knorr, K. Shepperson, S. Costa and B. Kreisher voting "Yes") to One (1) (P. Kinney voting "No"), Council approved continuing with Commonwealth Code Inspection Service to provide third party inspections.

## APPROVAL OF ADVERTISING AN ORDINANCE REQUIRING THE LICENSING AND INSPECTION OF NON-STUDENT APARTMENT HOUSES AND RENTAL HOMES

On a motion by D. Levan, seconded by B. Kreisher and voted on Six (6) (D. Levan, B. Kreisher, D. Knorr, K. Shepperson, S. Costa and C. Howell voting "Yes") to One (1) (P. Kinney voting "No"), Council approved advertising an ordinance requiring the licensing and inspection of non-student apartment houses and rental homes.

## APPROVAL OF ADVERTISING FOR TWO PART-TIME SEASONAL INSPECTORS

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council approved hiring two part-time seasonal inspectors for the 2011 off-campus student housing inspection season. It was noted that only one inspector may be needed.

## DOWNTOWN MANAGER REPORT

J. O'Brien asked for volunteers to help at the Renaissance Committee booth on April 30<sup>th</sup>.

Jim Hollister asked Council to recognize the 900 students who volunteered for the Big Event this past Saturday. J. Barton said that their help at Town Park saved his department two weeks of work.

The meeting adjourned into Executive Session at 9:02 p.m. and reconvened at 9:29 p.m.

#### APPROVAL OF HIRING HEATHER JACOBY AS DIRECTOR OF FINANCE

On a motion by P. Kinney, seconded by K. Shepperson and voted on unanimously, Council approved hiring Heather Jacoby as Director of Finance effective April 18, 2011 at a salary of \$42,500 with health insurance coverage on day one with her paying one month's health insurance premium.

With no further business, the meeting adjourned at 9:30 p.m.

CAROL L. MAS  
Town Administrator & Secretary