

A regular meeting of Bloomsburg Town Council was held Monday, May 13, 2013, 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, Sylvia Costa, W. Carey Howell, Bill Kreisher, Fred Trump and Eric Bower; Town Administrator William Lowthert; Assistant Town Administrator Lauren Martz; Director of Finance Heather Jacoby; Superintendent of Public Works John Barton; Recycling Administrator Charles Fritz; Chief of Police Leo Sokoloski; Code Enforcement Officer Ed Fegley; Fire Chief Bob Rupp and Administrative Assistant Amy Seamans. Absent was Solicitor Jack Mihalik.

#### **PROCLAMATION – RELAY FOR LIFE DAY**

Mayor Knorr proclaimed the 24-hours of June 7-8, 2013 as Relay for Life Day in the Town of Bloomsburg and presented the proclamation to Patti Zwalkuski. Ms. Zwalkuski encouraged everyone to attend the event being held again this year at the Bloomsburg Town Park.

#### **PROCLAMATION – NATIONAL POLICE WEEK AND PEACE OFFICERS MEMORIAL DAY**

Mayor Knorr presented Chief Leo Sokoloski with the National Police Week and Peace Officers Memorial Day proclamation. The week of May 12-18, 2013, is National Police Week and May 15, 2013, is Peace Officers Memorial Day.

#### **CITIZEN TO BE HEARD – DEB HUCKANS, KIDSBURG 2.0**

Deb Huckans reported that to date, their group has raised \$175,000 to rebuild Kidsburg. Deb urges everyone to please donate so they can fast track the project in the next couple of weeks so a second summer doesn't go by without a Kidsburg. She is now looking for the Town to help. Her idea is to have wood fiber placed over the existing asphalt surface where the former tennis courts were located. A path would lead from the parking spaces on Market Street to this area and would also connect to the existing walk path. She also envisions swings or some type of barrier between the play area and the basketball court. The amount she is asking for is \$25,000. Mayor Knorr thanked Deb for what has been accomplished in such a short period of time. He noted that a permit from DEP is needed which could delay the time frame and a final design still needs to be approved by Council. No action was taken at this time.

#### **EXECUTIVE SESSION**

Mayor Knorr adjourned the meeting into Executive Session at 7:29 p.m. to discuss personnel matters related to the Public Works, Code Enforcement and Police Departments and also a land acquisition. The meeting reconvened at 8:03 p.m.

#### **MAYOR'S UPDATE**

Mayor Knorr reported that there are vacancies on the Historic Architectural Review Board, Code Appeal Board and an alternate position on the Zoning Hearing Board. He also expressed that the Bloomsburg Area Community Foundation Board is accepting grant applications.

D. Levan reported that the Veterans Memorial Committee now has a facebook page and Peters Consultants has joined the group as their engineer. The committee meets the first Thursday of each month at 7:00 p.m. The Bloomsburg University Foundation is funding a parking study for the Parking Garage Alternative Committee which will be conducted over the next two semesters.

#### **APPROVAL OF APRIL 22, 2013 COUNCIL MEETING MINUTES**

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, Council approved the April 22, 2013 Council meeting minutes with no additions or corrections.

#### **APPROVAL OF PAYMENT OF MONTHLY BILLS AND APRIL PAYROLL AUTHORIZATION**

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, Council approved payment of the following monthly bills and the April payroll authorization: General Fund, \$162,556.59; Debt Service Fund, \$5,986.69; Recycling Fund, \$15,271.23; Street Lighting Fund, \$17,481.40; Norris E. Rock Memorial Swimming Pool Fund, \$11,585.72; FY 12 CDBG Program,

\$7,830.00; FY 10 CDBG Program, \$2,523.49; Day Care Project, \$2,737.40; Liquid Fuels Fund, \$20,784.67 and the April payroll authorization in the amount of \$181,149.95.

#### **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 Krames Staywell, LLC, Recycall, Breisch's Machine Shop, CORL Communications, Inc., EMC Insurance Companies, ATIS Elevator Inspections, and Susquehanna Tree Care to the 2013 town vendor list.

#### **APPROVAL OF AMENDMENT TO THE TRUST AGREEMENT WITH FIRST COLUMBIA BANK AND TRUST CO.**

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, and on the recommendation of the Pension Committee, Council approved an amendment to the agreement with First Columbia Bank and Trust Co. to invest 60% of pension funds in equity for the Police and Employees Pension Plans.

#### **APPROVAL OF A RENTAL AGREEMENT BETWEEN THE TOWN AND THE BLOOMSBURG POLICE BENEVOLENT ASSOCIATION**

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, Council approved a rental agreement between the Town and the Bloomsburg Police Benevolent Association for the storage space room adjoining the DUI Booking Center for \$1.00 annually.

#### **APPROVAL OF ENDING THE SIX MONTH PROBATIONARY PERIOD OF ASSISTANT TOWN ADMINISTRATOR/ASSISTANT SECRETARY LAUREN MARTZ**

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, Council approved a ending the six month probationary period of Assistant Town Administrator/Assistant Secretary Lauren Martz with a \$500/year salary increase.

#### **APPROVAL OF MOVING THE CODE ENFORCEMENT, FINANCE, MUNICIPAL AUTHORITY AND MAYOR'S OFFICES**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved moving the Code Enforcement offices to the third floor of Town Hall and moving the Finance, Municipal Authority and Mayor's offices to the second floor.

#### **APPROVAL OF PROPOSAL FROM WORKHOUSE BRANDING TO DEVELOP A LOGO AND SLOGAN FOR THE TOWN**

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved a proposal from Workhouse Branding in the amount of \$1,400 to develop a logo and slogan for the Town.

#### **APPROVAL OF RESCINDING THE APPROVAL OF A PROPOSAL FROM ADP**

On a motion by D. Levan, seconded by C. Howell and voted on unanimously, Council approved rescinding the April 8, 2013 Town Council meeting approval of a proposal from ADP for the outsourcing of the Town's payroll with a onetime implementation fee of \$1,600 and an annual fee of \$12,483.04. It was noted that the Town's accounting software is not compatible with ADP.

#### **APPROVAL OF COUNCIL MEMBER ATTENDANCE AT THE PENNSYLVANIA MUNICIPAL LEAGUE ANNUAL CONVENTION**

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council approved Council Member's Levan, Costa, Howell, Trump and Bower to attend the Pennsylvania Municipal League Annual Convention in State College at a cost of \$3,000.

#### **APPROVAL OF RENTING 21 METERED PARKING SPACES TO THE BLOOMSBURG UNIVERSITY FOUNDATION**

On a motion by F. Trump, seconded by S. Costa and voted on unanimously, Council approved renting 21 metered parking spaces located behind the former Cole's building to the Bloomsburg University Foundation in the amount of \$5,000 for 12 months.

#### **APPROVAL OF PURCHASE OF OFFICE FURNITURE**

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, Council approved the purchase of office furniture in the amount of \$851 for the Assistant Town Administrator's office.

#### **APPROVAL OF THE DISPOSITION OF PERSONNEL FILES**

On a motion by F. Trump, seconded by S. Costa and voted on unanimously, Council approved the disposition of the following personnel files: applications for employment from 1998-2009 of non-civil service applicants.

#### **APPROVAL OF HIRING TWO SEASONAL PART-TIME EMPLOYEES FOR THE CODE ENFORCEMENT OFFICE**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved hiring two seasonal part-time employees for the Code Enforcement Office.

#### **APPROVAL OF PAYING FOR A 4<sup>TH</sup> OF JULY FIREWORKS DISPLAY**

On a motion by E. Bower, seconded by B. Kreisher and voted on unanimously, Council approved paying for a 4<sup>th</sup> of July fireworks display in an amount not to exceed \$8,600 with SkyShooter Displays if staff cannot find a corporate sponsor.

C. Howell expressed that the Bloomsburg Fair Association is offering the use of the grounds free of charge if the Town would like to have the display there. B. Kreisher stated that he would like to see the fireworks still held at Town Park. Due to debris falling in and around the pool, the soccer fields were suggested as a site to set them off from. A location will be determined in the near future.

#### **APPROVAL OF HAVING THE CATAWISSA MILITARY BAND PLAY AT THE 4<sup>TH</sup> OF JULY FIREWORKS**

On a motion by B. Kreisher, seconded by D. Levan and voted on unanimously, Council approved having the Catawissa Military Band play at the 4<sup>th</sup> of July Fireworks in the amount of \$300.

#### **APPROVAL OF SUBMITTING A HAZARD MITIGATION GRANT PROGRAM PRE-APPLICATION FOR 904 WEST MAIN STREET**

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved submitting a Hazard Mitigation Grant Program pre-application for the possible buyout of 904 West Main Street with the Town not providing the 3% local match. B. Lowthert stated the application deadline is June 30, 2013.

#### **APPROVAL OF PURSUING HAZARD MITIGATION GRANT PROGRAM ELEVATION PROJECTS**

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved pursuing Hazard Mitigation Grant Program elevation projects in Town. Council asked staff to place two advertisements in the Press Enterprise to let residents know that they have until June 1, 2013 to contact the Town if they are interested in elevating their property. B. Lowthert stated that the application deadline is also June 30, 2013.

#### **APPROVAL OF HIRING ANTHONY E. SILVETTE AS FULL-TIME OPERATOR AT THE PUBLIC WORKS DEPARTMENT**

On a motion by C. Howell, seconded by S. Costa and voted on unanimously, Council approved hiring Anthony E. Silvette as a full-time Operator at the Public Works Department.

## **APPROVAL OF HIRING FIFTEEN (15) SEASONAL LIFEGUARDS**

On a motion by D. Levan, seconded by F. Trump and voted on unanimously, Council approved hiring fifteen (15) seasonal lifeguards.

## **APPROVAL OF PURCHASING VACANT LOT LOCATED AT 912 WEST MAIN STREET**

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, Council approved purchasing the vacant lot located at 912 West Main Street from Sally Ickes in the amount of \$5,000 plus closing costs.

## **APPROVAL OF CERTIFICATE OF APPROPRIATENESS**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, and on the recommendation of the Bloomsburg Historic Architectural Review Board, Council approved a Certificate of Appropriateness for the Bloomsburg University Foundation to construct a five-story commercial building at **50 East Main Street**. Following is a narrative for the construction of the new building which was presented by David Maule of Maule + Associates Architects: The approximately 44,700 square feet, five-story, multi-tenant structure includes the primary offices of the BU Foundation and additional commercial tenants, on four floors of office occupancy above a single level, grade accessible garage. The design concept seeks to create a new building befitting the scale and texture of Main Street, Bloomsburg, and borrows traditional architectural forms, motifs and details to achieve this goal. The building masonry exterior begins at street level with a one-story base of over size cast stone units, cocoa in color with custom mortar “V” joints horizontally and vertically, paired with light bronze thermal-break aluminum store front and entrance framing with clear low-E glazing. The street level façade is capped with a cast stone frieze and cornice with bracketed consoles, with projecting canopy above the entrance doors. Brick running bond units, wire-cut “Burgundy Iron spot” utility with custom mortar concave joints take the second and third floors up to a corbelled brick cornice with dentils at the fourth floor. Tall, light bronze aluminum windows with clear, low-E glazing and cast stone lintels/sills continue the fenestration rhythm of Main Street. Wall mounted up-lighting fixtures in bronze metal finish illuminate the second floor frieze and fourth floor cornice details after dark. The fourth floor Mansard-like element is faced with cast stone units, charcoal color with weathered horizontal joint in custom mortar and accented with wide arch-top windows. The offset bay window above the Main Street entrance continues through the fourth floor cornice and projects above the roof parapet creating a landmark focal-point for the project. The rear elevation of the structure will use the same masonry materials, windows and lighting effects. The three bay arched window above the garage entrance will use the same light bronze thermal break, low-E glazed windows as the front. The three doors to the left of the garage opening will be used for recycling and garbage pickup.

On a motion by C. Howell, seconded by S. Costa and voted on unanimously, and on the recommendation of the Bloomsburg Historic Architectural Review Board, Council approved a Certificate of Appropriateness for the Bloomsburg University Foundation to demolish the structure located at **50 East Main Street**.

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 Dr. Betsy Hancock to replace the garage roof with asphalt shingles located at **21 East Fifth Street**.

On a motion by D. Levan, 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 John Berger to install a sign on the front façade of the structure located at **55 East Main Street**.

## **APPROVAL OF BLOOMSBURG UNIVERSITY FOUNDATION LAND DEVELOPMENT PLAN WITH CONTINGENCIES**

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, and on the recommendation of the Planning Commission, Council approved the Bloomsburg University Foundation’s land development plan for 50 East Main Street contingent upon the following conditions being met: Financial security must be provided for all proposed site improvements. [Sec. 22-403.1.A. and Sec. 22-404.C.]; the accuracy statement for the Plan Preparer provided on

sheet C0 shall be signed and sealed. [Sec. 22-403.1.A.(2)(o)]; the owner's statement provided on sheet C0 shall be signed and notarized. [Sec. 22-403.1.A.(2)(s) and Sec. 22-403.1.A.(2)(t)]; evidence that potable water can be adequately supplied to the site shall be provided. [Sec.22-403.A.1.2.aa]; general Land Development Note #10 provided on sheet C1 states that the proposed drainage facilities within the unnamed alley and Iron Street are to be owned and permanently maintained by the Town. A required amount for maintenance must be provided to the Town for these facilities prior to Final Plan approval. [Sec. 22-805.A.]; access drives intersecting with streets may not impede the flow of traffic. Traffic control measures must be put in place at the corner of the unnamed alley and the parking area. [Sec. 22-502.10.l] and General: a temporary construction easement should be obtained for the gravel area to be reconstructed within the Traugott A. & Angela E. Korn lots.

#### **APPROVAL OF BID FROM RENT RITE, INC.**

On a motion by F. Trump, seconded by S. Costa and voted on unanimously, Council approved a bid from Rent Rite, Inc. in the amount of \$17,900 for the purchase of a 2004 GMC Savanna 3500 box truck for the Recycling Center.

#### **APPROVAL OF ADVERTISING THE BLOOMSBURG RECYCLING CENTER IN THE PRESS ENTERPRISE PHONE BOOK**

On a motion by C. Howell, seconded by S. Costa and voted on unanimously, Council approved advertising the Bloomsburg Recycling Center in the Press Enterprise phone book in the amount of \$296.46.

#### **APPROVAL OF BID FROM GLENN O. HAWBAKER, INC. FOR THE STREATER FIELDS IMPROVEMENTS PROJECT**

On a motion by B. Kreisher, seconded by S. Costa and voted on unanimously, Council approved the base bid and alternates 1, 2 and 3 from Glenn O. Hawbaker, inc. in the total amount of \$422,673 for the Streater Fields Improvements Project.

#### **APPROVAL OF PAYMENT TO KUHARCHIK CONSTRUCTION, INC. FOR THE PHASE V STREET LIGHTING PROJECT**

On a motion by C. Howell, seconded by F. Trump and voted on unanimously, Council approved payment to Kuharchik Construction, Inc. in the amount of \$8,049.02 for the Phase V Street Lighting Project with Transportation Enhancement Funds.

#### **APPROVAL OF PAYMENT TO L.R. KIMBALL FOR ENGINEERING SERVICES OF PHASE 5 OF THE BLOOMSBURG MUNICIPAL AIRPORT EXTENSION AND REALIGNMENT PROJECT**

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council approved payment to L.R. Kimball in the amount of \$390.33 for engineering services of Phase 5 of the Bloomsburg Municipal Airport Extension and Realignment Project through 03/31/13.

#### **APPROVAL OF PAYMENT TO L.R. KIMBALL FOR ENGINEERING SERVICES OF PHASE 6 OF THE BLOOMSBURG MUNICIPAL AIRPORT EXTENSION AND REALIGNMENT PROJECT**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved payment to L.R. Kimball in the amount of \$1,171.78 for engineering services of Phase 6 of the Bloomsburg Municipal Airport Extension and Realignment Project through 03/31/13.

#### **APPROVAL OF REVISED FEE SCHEDULE FROM ARCH CENTRAL ARCHITECTS, INC. FOR ARCHITECTURAL DESIGN SERVICES OF THE BLOOMSBURG MUNICIPAL AIRPORT TERMINAL BUILDING**

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council approved a revised fee schedule from Arch Central Architects, Inc. in the amount of \$88,941 for architectural design services of the Bloomsburg Municipal Airport Terminal Building Project.

#### **APPROVAL OF ADVERTISING FOR BIDS FOR THE 2013 STREET RESURFACING PROJECT**

On a motion by C. Howell, seconded by B. Kreisher and voted on unanimously, Council approved advertising for bids for the 2013 Street Resurfacing Project. The streets to be resurfaced are: Columbia Avenue from Jefferson Street to West Street; Chestnut Avenue from E. Second Street to E. Third Street; E. Third Street from Oak Lane to Chestnut Street and E. Fifth Street from Park Street to the Town line.

#### **APPROVAL OF TOWN ADMINISTRATOR CONTACTING THE BONDING COMPANY OF PENN EARTHWORKS, INC.**

On a motion by D. Levan, seconded by C. Howell and voted on unanimously, Council approved the Town Administrator contacting the bonding company of Penn Earthworks, Inc. on May 20, 2013, if the 900 Block of West Main Street Demolition Project is not completed to the engineer's specification.

#### **APPROVAL OF CHANGE ORDER NO. 4 FROM DOBRINSKI BROTHERS, INC. FOR OBSTRUCTION REMOVAL ON MARTARANO PROPERTY IN ASSOCIATION WITH PHASE 6 OF THE BLOOMSBURG MUNICIPAL AIRPORT EXTENSION AND REALIGNMENT PROJECT**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved Change Order No. 4 from Dobrinski Brothers, Inc. in the amount of \$19,501 for tree obstruction removal on the Martarano property in association with Phase 6 of the Bloomsburg Municipal Airport Extension and Realignment Project.

#### **APPROVAL OF REVISED CLEAR ZONE EASEMENT AGREEMENT WITH JOSEPH AND SHEREE MARTARANO**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved a revised clear zone easement agreement with Joseph and Sheree Martarano with the payment of \$750 being removed upon approval by the Town's Solicitor.

#### **APPROVAL OF PAYMENT TO KUHARCHIK CONSTRUCTION, INC. FOR THE PHASE V STREET LIGHTING PROJECT**

On a motion by S. Costa, seconded by C. Howell and voted on unanimously, Council approved payment to Kuharchik Construction, Inc. in the amount of \$18,430.31 for the Phase V Street Lighting Project with Transportation Enhancement Funds.

#### **APPROVAL OF PAYMENT TO L.R. KIMBALL FOR ENGINEERING SERVICES OF PHASE 5 OF THE BLOOMSBURG MUNICIPAL AIRPORT EXTENSION AND REALIGNMENT PROJECT**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved payment to L.R. Kimball in the amount of \$178.44 for engineering services of Phase 5 of the Bloomsburg Municipal Airport Extension and Realignment Project through 04/28/13.

#### **APPROVAL OF PAYMENT TO L.R. KIMBALL FOR ENGINEERING SERVICES OF PHASE 6 OF THE BLOOMSBURG MUNICIPAL AIRPORT EXTENSION AND REALIGNMENT PROJECT**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved payment to L.R. Kimball in the amount of \$1,674.11 for engineering services of Phase 6 of the Bloomsburg Municipal Airport Extension and Realignment Project through 04/28/13.

#### **APPROVAL OF CHANGING THE HOURS OF THE RESIDENTIAL PERMIT PARKING ON EAST FIFTH STREET BETWEEN CATHERINE AND EAST STREETS**

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved changing the hours of the residential permit parking enforcement from between 7:00 a.m. and 7:00 p.m. to between 7:00 p.m. and 7:00 a.m. on East Fifth Street between Catherine and East Streets.

#### **APPROVAL OF BLOOMSBURG POLICE DEPARTMENT WORK RULES, POLICIES AND PROCEDURES MANUAL**

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved the Bloomsburg Police Department Work Rules, Policies and Procedures Manual.

#### **APPROVAL OF PROHIBITING PARKING AT ALL TIMES ON BOTH SIDES OF IRONDALE ROAD**

On a motion by S. Costa, seconded by D. Levan and voted on Six (6) (S. Costa, D. Levan, D. Knorr, C. Howell, F. Trump and E. Bower voting “Yes”) to One (1) (B. Kreisher voting “No”), Council approved prohibiting parking at all times on both sides of Irondale Road from Millville Road to Millville Road.

#### **APPROVAL OF BLOOMSBURG FIRE DEPARTMENT PERSONNEL TAKING FIRE APPARATUS TO PARADES**

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, Council approved Bloomsburg Fire Department personnel taking fire apparatus to the following parades: Centre Square Fire Company, Blue Bell, PA (05/18/13); Sellersville Volunteer Fire Department Parade, Sellersville, PA (06/15/13); Six County Fireman’s Parade, Schuylkill Haven, PA (06/28/13) and Schuylkill County Parade, Mahanoy City, PA (08/24/13).

#### **APPROVAL OF SUPPORTING A PARKING STUDY BEING CONDUCTED BY BLOOMSBURG UNIVERSITY**

On a motion by E. Bower, seconded by S. Costa and voted on unanimously, Council approved supporting the parking study that Bloomsburg University will be conducting.

Being no further business, the meeting adjourned at 10:43 p.m.

WILLIAM LOWTHERT  
Town Administrator and Secretary