

A regular meeting of Bloomsburg Town Council was held Monday, October 10, 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, Sylvia Costa, W. Carey Howell, Bill Kreisher and Claude Renninger; Town Administrator Carol Mas; Director of Finance Heather Jacoby; Code Enforcement Officer Ed Fegley; Superintendent of Public Works John Barton; Recycling Administrator Charles Fritz; Fire Chief Bob Rupp; Solicitor Jack Mihalik and Office Assistant Amy Seamans. Absent was Chief of Police Leo Sokoloski.

#### ADOPTION OF RESOLUTION NO. 10-10-11.01 – SIGNATORY AUTHORIZATION

On a motion by P. Kinney, seconded by C. Howell and voted on unanimously, Council adopted Resolution No. 10-10-11.01 authorizing the Town Administrator to sign all documents related to the transfer of ownership of life insurance policies currently held by the First Columbia Bank Trust Department.

#### ADOPTION OF RESOLUTION NO. 10-10-11.02 – 2011 STATE PENSION FUND ALLOCATION

On a motion by C. Renninger, seconded by P. Kinney and voted on unanimously, Council adopted Resolution No. 10-10-11.02 allocating \$150,231.00 of the 2011 State Pension Fund to the Police Pension Fund and \$127,385.12 to the Town Employees' Retirement Fund.

#### MAYOR'S UPDATE

Mayor Knorr expressed that there will be a special meeting on October 18<sup>th</sup>, 6:00pm at the Bloomsburg Fire Department so citizens can provide insights, suggestions and criticisms on all aspects of the flooding event; the FEMA disaster recovery center will be closing in a week or two and the first 2012 budget workshop will be held this Wednesday night at 5:30pm.

#### APPROVAL OF SEPTEMBER 12, 2011 COUNCIL MEETING MINUTES

On a motion by P. Kinney, seconded by D. Levan and voted on unanimously, Council approved the September 12, 2011 Council meeting minutes with no additions or corrections.

#### APPROVAL OF SEPTEMBER 27, 2011 SPECIAL COUNCIL MEETING MINUTES

On a motion by P. Kinney, seconded by D. Levan and voted on unanimously, Council approved the September 27, 2011 Special Council meeting minutes with no additions or corrections.

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

On a motion by D. Levan, seconded by P. Kinney and voted on unanimously, Council approved payment of the following monthly bills and the September payroll authorization: General Fund, \$656,076.60; Debt Service Fund, \$5,986.69; Recycling Fund, \$72,828.10; Street Lighting Fund, \$11,673.18; Norris E. Rock Memorial Swimming Pool Fund, \$2,387.95; FFY 10 CDBG Entitlement Program, \$220.00; Day Care Project, \$2,737.40; Liquid Fuels, \$107,591.98 and the September payroll authorization in the amount of \$238,279.80.

#### APPROVAL OF PAYMENT OF BILL TO RENCO ACE HARDWARE

On a motion by C. Howell, seconded by S. Costa and voted on Six (6) (C. Howell, S. Costa, D. Knorr, P. Kinney, D. Levan and B. Kreisher voting "Yes") to One (1) abstention (C. Renninger "Abstaining"), Council approved the payment of a bill from Renco Ace Hardware in the amount of \$697.24.

#### 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 First General Services of N.E.P.A.; Skill Path Seminars; Biros Utilities, Inc.; Fromm Electric Supply Corp.; Jasper Engines and Transmissions Exchange, Inc.; Sutron Corp.; White Pine Corp.; Whitenight's Pressure Washing; Kreisher Construction, LLC; Ibis Signs and Clemens Danville to the 2011 town vendor list.

#### APPROVAL OF RELEASING FINANCIAL SECURITY TO BLOOMSBURG SENIOR LIVING, PHASE I LAND DEVELOPMENT PROJECT

On a motion by D. Levan, seconded by P. Kinney and voted on unanimously, Council approved releasing \$1,159,039.75 in financial security to Bloomsburg Senior Living, Phase I land development project.

#### APPROVAL OF DEFERRING LEASE PAYMENTS FROM COLUMBIA AIRCRAFT SERVICES

On a motion by P. Kinney, seconded by D. Levan and voted on unanimously, Council approved deferring lease payments from Columbia Aircraft Services for 60-90 days.

#### APPROVAL OF A CELLULAR PHONE FOR PUBLIC WORKS DEPARTMENT MECHANIC

On a motion by D. Levan, seconded by P. Kinney and voted on unanimously, Council approved a cellular phone for Public Works Department Mechanic, Larry Brown.

#### APPROVAL OF TOWN HALL RECORDS DISPOSITION LIST

On a motion by D. Levan, seconded by C. Renninger and voted on unanimously, Council approved disposing of the following Town Hall records: 2003-2008 Public Record Review/ Duplication Completed Requests, 2003 Liquid Fuels Payroll Reports, 2003 Accounts Payable, 2003 CCFNB Banking Proposal and 2006 Berkheimer Tax Collection Proposal.

#### APPROVAL OF ADDING FEMA REQUIRED FLOOD INSURANCE TO THE RECYCLING CENTER'S COVERAGE

On a motion by C. Howell, seconded by P. Kinney and voted on unanimously, Council approved adding FEMA required flood insurance to the Recycling Center's coverage.

#### ACCEPTANCE OF RETIREMENT NOTICE FROM TOWN ADMINISTRATOR CAROL L. MAS

On a motion by P. Kinney, seconded by C. Howell and voted on unanimously, Council accepted the retirement notice of Town Administrator Carol L. Mas effective January 10, 2012 with sincere regret.

#### APPROVAL OF PROPOSAL FROM CAROL L. MAS TO ASSIST THE TOWN WITH THE TRANSITION OF THE POSITION OF TOWN ADMINISTRATOR

On a motion by C. Howell, seconded by P. Kinney and voted on unanimously, Council approved a proposal from Carol L. Mas to assist the town with the transition of the position of Town Administrator including the annual audit, annual DCED reports and

grant administration. She will still retire on January 10, 2012 and will guarantee 20 hours per week through March 16, 2012 for the following compensation: health insurance at the current level (employee/spouse) to be covered through the end of December 2013 and then coverage for employee only; any time over 20 hours per week or after March 16, 2012 will be paid at \$60 per hour through accounts payable.

#### APPROVAL OF ENDING PROBATIONARY PERIOD OF HUMAN RESOURCE SPECIALIST TRACY LANZAFAME AND DIRECTOR OF FINANCE HEATHER JACOBY

On a motion by C. Howell, seconded by P. Kinney and voted on unanimously, Council approved ending the probationary period of Human Resource Specialist Tracy Lanzafame and Director of Finance Heather Jacoby and allowing an additional two personal days in 2011 in lieu of a pay increase.

#### APPROVAL OF CERTIFICATE OF APPROPRIATENESS

On a motion by P. Kinney, seconded by D. Knorr and voted on Four (4) (P. Kinney, D. Knorr, C. Renninger and B. Kreisher voting “Yes”) to Three (3) (D. Levan, C. Howell and S. Costa voting “No”), Council approved a Certificate of Appropriateness for Joe Gushen to have the hand-painted “JAG HOUSING” signage on the building at 53 West Main Street.

On a motion by B. Kreisher, seconded by P. Kinney and voted on unanimously, Council approved a Certificate of Appropriateness for Kile and Kile Real Estate to replace all the windows on the second floor at 375 E. Second Street with one over one vinyl replacement windows.

#### APPROVAL OF WAIVERS FOR MARIANO PROPERTIES LOT INCORPORATION AND LAND DEVELOPMENT PLAN

On a motion by C. Howell, seconded by P. Kinney and voted on unanimously, Council approved the following waivers for Mariano Properties lot incorporation and land development project at 500-506 East Street: the proposed access drive intersection with Sterner Avenue shall be rounded at a minimum radius of ten (10) feet [502.10.E.1]. The minimum radius at the western side of Sterner Avenue has been increased to ten (10) feet, however, the applicant is requesting a waiver for the eastern radius to be lowered to seven (7) feet or they will lose a parking space and proof of acceptance from the source providing potable water must be provided [403.1.A.2.aa]. Response from the local water supplier has been delayed due to the recent flooding event.

#### APPROVAL OF MARIANO PROPERTIES LOT INCORPORATION AND LAND DEVELOPMENT PLANS WITH CONTINGENCIES

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approve Mariano Properties land incorporation and land development plan at 500-506 East Street contingent upon the following conditions being met: financial security must be provided for all site improvements. A construction cost estimate must be provided [403.1.A and 404.C.]. A ‘Sewage Facilities Planning Module’ must be approved by the PA DEP [403.1.A.2.w]. Verification of an approved waiver request from DEP must be provided, the “Owner’s Statement” and “Acknowledgement of the Owner’s Statement of Intent” must be signed and notarized [403.1.A.2.s and t]. Certification of title showing the applicant is the owner of the land, agent of the landowner or tenant with permission of the landowner must be provided [404.D.1.a.7]. The proposed light standard located next to the dumpster pad will shine light up to about 0.8 foot-candles onto the Janet L. Baskin property. The lighting plan shall be revised to effectively eliminate lighting onto the adjoining property [607.3.E.4]. The lighting plan shall be revised to show higher foot-candle levels within the first three (3) parking spaces from the access from Sterner Avenue adjacent to the proposed building [607.3.E.4]. Design calculations shall be provided for all proposed drainage facilities [801.E, 802.2.A and

802.2.G]. The calculations shall be reviewed and approved by the Town engineer. The applicant shall either provide for the dedication of the proposed drainage facilities within the street rights-of-way or provide an agreement stating ownership maintenance of these facilities [805]. Proof of acceptance by the Town of all 'dedications' must be provided.

#### APPROVAL OF PURCHASE AND INSTALLATION OF AN 8' SNOW PLOW FOR THE RECYCLING CENTER'S DODGE TRUCK

On a motion by S. Costa, seconded by P. Kinney and voted on unanimously, Council approved the purchase of an 8' snow plow for the Recycling Center's dodge truck in the amount of \$4,600 from TPC Power Center. It was noted that this purchase was budgeted.

#### APPROVAL OF PURCHASE OF A REPLACEMENT COPIER FOR THE RECYCLING CENTER

On a motion by C. Howell, seconded by D. Levan and voted on unanimously, Council approved the purchase of a MX-M200D Sharp copier in the amount of \$1,702 from Phillips Supply House. C. Fritz noted that this is a replacement for the copier lost due to the Recycling Center being flooded.

#### APPROVAL OF PROPOSAL FROM LARSON DESIGN GROUP FOR THE PREPARATION OF A FLOOD ELEVATION CERTIFICATE FOR THE RECYCLING CENTER

On a motion by D. Levan, seconded by P. Kinney and voted on unanimously, Council approved a proposal from Larson Design Group in an amount not to exceed \$1,000 for the preparation of a flood elevation certificate for the Recycling Center.

#### APPROVAL OF PAYMENT TO PETERS CONSULTANTS, INC. FOR ENGINEERING SERVICES OF THE PHASE V STREET LIGHTING PROJECT WITH CDBG FUNDS

On a motion by P. Kinney, seconded S. Costa and voted on unanimously, Council approved payment to Peters Consultants, Inc. in the amount of \$526.25 for engineering services of the Phase V Street Lighting Project with CDBG funds.

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On a motion by P. Kinney, seconded D. Levan and voted on unanimously, Council approved payment to Peters Consultants, Inc. in the amount of \$1,536.25 for engineering services of the Phase V Street Lighting Project with CDBG funds.

#### APPROVAL OF PAYMENT TO HRG, INC. FOR PROFESSIONAL SERVICES OF THE TOWN PARK RESTROOM RECONSTRUCTION PROJECT WITH CDBG FUNDS

On a motion by D. Levan, seconded S. Costa and voted on unanimously, Council approved payment to HRG, Inc. in the amount of \$2,569.75 for professional services of the Town Park Restroom Reconstruction Project with CDBG funds.

#### APPROVAL OF PAYMENT TO HRG, INC. FOR PROFESSIONAL SERVICES OF THE STREATER PARK IMPROVEMENTS PROJECT WITH CDBG FUNDS

On a motion by D. Levan, seconded C. Howell and voted on unanimously, Council approved payment to HRG, Inc. in the amount of \$5,290.28 for professional services of the Streater Park Improvements Project with CDBG funds.

#### APPROVAL OF AGREEMENT BETWEEN THE TOWN AND UGI PENN NATURAL GAS, INC.

On a motion by P. Kinney, seconded by C. Howell and voted on unanimously, Council approved an agreement between the Town and UGI Penn Natural Gas, Inc. granting UGI access to the YMCA property to perform investigations and remediation related to historic industrial use of their adjacent property.

#### APPROVAL OF ADVERTISING FOR BIDS FOR THE REPAIR OF THE AIRPORT HANGAR WALL

On a motion by P. Kinney, seconded by C. Howell and voted on unanimously, Council approved advertising for bids for the repair of the hangar wall at the airport.

#### APPROVAL OF REIMBURSING RESIDENTS FOR DEBRIS REMOVAL

On a motion by B. Kreisher, seconded by C. Renninger and voted on unanimously, Council approved reimbursing residents who ordered a dumpster for flood debris removal between September 21<sup>st</sup> and September 28<sup>th</sup> after providing a copy of the invoice, showing proof of payment and by signing a statement verifying that they were not reimbursed by any other agency. Reimbursement request must be submitted within the next thirty (30) days.

#### DESIGNATION OF TRICK-OR-TREAT NIGHT

Trick-or-treat night in the Town of Bloomsburg will be held on Monday, October 31, 2011 from 6:00pm to 9:00pm. Fifth Street will not be closed.

#### FIRE DEPARTMENT REPORT

B. Rupp personally thanked everyone that provided food and assistance to the fire department during the flood.

With no further business, the meeting adjourned at 8:46 p.m.

CAROL L. MAS  
Town Administrator & Secretary