

A regular meeting of Bloomsburg Town Council was held Monday, December 8, 2014, beginning at 7:00 p.m. in Council Chambers, Town Hall, 301 East Second Street, Bloomsburg, PA. Present were Mayor Sandy Davis, Council Members Diane Levan, Sylvia Costa, Fred Trump, William Kreisher, and Eric Bower; Town Administrator William Lowthert; Assistant Town Administrator Lauren Martz; Director of Finance Lisa Laboskie; Code Enforcement & Zoning Administrator Ed Fegley; Chief of Police Roger Van Loan, Sergeant Leonard Rogutski, Fire Chief Bob Rupp; Superintendent of Public Works John Barton; and Environmental Services Coordinator Charles Fritz. Absent were Council Member W. Carey Howell and Solicitor Jack Mihalik.

**ADOPTION OF ORDINANCE NO. 962 TAX LEVY FOR 2015**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously Council adopted Ordinance No. 962 adopting the Tax Levy for 2015. The rate of this tax is fixed at 8.959 mills for general Town purposes, .732 mills for debt service, 1.38 mills for fire protection, .20 mills for the Bloomsburg Public Library and .55 mills for street lighting.

**ADOPTION OF RESOLUTION NO. 12-08-14.01 Fair Housing**

On a motion by F. Trump, seconded by S. Costa and voted on Five (5) (S. Costa, F. Trump, B. Kreisher, S. Davis, and E. Bower voting “Yes”) to One (1) (D. Levan, voting “No”), Council adopted Resolution 12-08-14.01 regarding fair housing for the 2014 CDBG application.

**APPROVAL OF NOVEMBER 10, 2014 COUNCIL MEETING MINUTES**

On a motion by S. Costa, seconded by F. Trump and voted on unanimously, Council approved the November 10, 2014 Council meeting minutes with no additions or corrections.

**APPROVAL OF PAYMENT OF MONTHLY BILLS AND OCTOBER PAYROLL AUTHORIZATION**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved payment of the following monthly bills and the November payroll authorization: General Fund, \$175,183.54; Debt Service Fund, \$5,786.89; Recycling Fund, \$20,093.75; Street Lighting Fund, \$12,397.03; Norris E. Rock Memorial Swimming Pool Fund, \$19.61; Fire Fund, \$9,654.54; Day Care Project, \$2,708.56; Liquid Fuels, \$7,164.00, and the November payroll authorization in The amount of \$200,319.08.

**APPROVAL OF 2015 BUDGET**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved the 2015 Budget as presented.

**APPROVAL OF 2015 EMPLOYEE SALARIES AND WAGES**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved the following employee salaries and wages for 2015:

<b><u>Appointed Official</u></b>		
Town Administrator	William Lowthert	\$80,861.80/yr.
<b><u>Administrative Salaried</u></b>		
Asst Town Administrator/Airport Coordinator	Lauren Martz	\$55,000.00/yr.
Code Enforcement & Zoning Administrator	Ed Fegley	\$59,821.05/yr.
Code Enforcement Officer III	Ralph Magill	\$45,126.76/yr.
Code Enforcement Officer I	Kyle Bauman	\$30,766.10/yr.
Director of Human Resources	Tracy Lanzafame	\$40,655.00/yr.
Director of Finance	Lisa Laboskie	\$47,865.00/yr.
Finance Specialist/Airport Specialist	Betty J. Teichman	\$28,000.00/yr.
<b><u>Clerical</u></b>		
Administrative Assistant (Code)	Christine Meeker	\$20.53/hr.
Administrative Assistant (Administration)	Amy Seamans	\$18.73/hr.

**Building/Grounds**

Cleaning/Maintenance Personnel	Corey Kreischer	\$11.57/hr.
--------------------------------	-----------------	-------------

**Police Department**

Police Chief	Roger Van Loan	\$79,567.50/yr.
Sergeant	Lewis Carl, IV	\$59,496.78/yr.
Sergeant	Leonard Rogutski	\$59,496.78/yr.
Sergeant	Charles Balon	\$59,496.78/yr.
Patrol Officer III	Bradley Sharrow	\$54,477.16/yr.
Patrol Officer III	Matthew Golla	\$54,477.16/yr.
Patrol Officer III	James Cromley	\$54,477.16/yr.
Patrol Officer III	Shawn Hill	\$54,477.16/yr.
Patrol Officer II	Melanie Readler	\$54,477.16/yr.
Patrol Officer III	Kenneth Auchter	\$54,477.16/yr.
Patrol Officer III	Michael Fosse	\$54,477.16/yr.
Patrol Officer III	Nicholas Szkodny	\$54,477.16/yr.
Patrol Officer III	Thomas Pfeiffer	\$54,477.16/yr.
Patrol Officer II	David Bowman	\$53,144.36/yr.
Patrol Officer II	Ryan Edgar	\$53,144.36/yr.
Patrol Officer I	Gerard Zeidler	\$41,703.55/yr.
Patrol Officer I	Joshua Dombrosky	\$41,703.55/yr.
Part Time Patrol Officer	Frank Varano	\$16.73/hr.
Part Time Patrol Officer	Jonathan Yaskiewicz	\$16.73/hr.
Law Enforcement Administrative Assistant	Elise Hughes	\$20.44/hr.
Police Clerk	Randi Fetterman	\$13.99/hr.
Police Clerk	Tracy Kishbaugh	\$10.93/hr.
Parking Enforcement Officer	Doug Levan	\$14.97/hr.
Parking Enforcement Officer	Scott Buck	\$10.30/hr.

**Public Works**

Superintendent	John Barton	\$72,309.05/yr.
Foreman	Carl Barratt	\$23.91/hr.
Garage Mechanic	Larry Brown	\$21.09/hr.
Crew Chief w/CDL	David Eyer	\$20.57/hr.
Plumber/Crew Chief	John Fritz	\$20.57/hr.
Operator	Wayne Creasy	\$19.55/hr.
Operator	Curt Laubach	\$19.55/hr.
Operator	Scott Martz	\$19.55/hr.
Operator	Neil Zeisloft	\$19.55/hr.
Operator	Anthony Silvette	\$19.55/hr.
Operator	Jonathan Traugh	\$19.55/hr.
Skilled Laborer (seasonal)		\$12.21/hr.
Unskilled Laborer (seasonal)		\$9.52/hr.
Concrete Work		\$0.40/hr.

**Recycling**

Environmental Services Administrator	Charles Fritz	\$47,380.00/yr.
Assistant Operations Manager	Dean Bogert	\$19.32/hr.
Driver	Larry Long	\$17.98/hr.
Driver	Michelle Shaffer	\$17.98/hr.
Driver	Brian Sitler	\$17.98/hr.
Driver	Ron Russell	\$17.98/hr.
Driver	Mark Hileman	\$16.98/hr.
Part-Time Floor/Compost Site	Cody Blass	\$10.30/hr.

**Other Wage Rate and Commissions**

Town Solicitor		\$125.00/hr.
Town Solicitor - Litigation at Common Pleas & above		\$150.00/hr.
Zoning Hearing Board Solicitor		\$110.00/meeting
Town Public Works Consultant		(as needed)
Fire Chief	Robert Rupp	\$2,500.00/yr.
Emergency Management Coordinator	Joseph Wondoloski	\$2,500.00/yr.
Earned Income Tax Commission		1.75%
Occupational Privilege Tax Commission		1.75%
Gross Receipts Tax Commission		1.75%
Amusement Tax Commission		1.00%
Tax Collector - Real Estate and Per Capita Taxes		\$15,000/yr.

**APPROVAL OF ASSIGNED AND UNASSIGNED BALANCES**

On a motion by F. Trump, seconded by B. Kreisher and voted on unanimously, Council approved the following assigned and unassigned balances:

**2014 Assigned Balances**

	Assigned	Adjust	Ending Assigned Balance
			\$
Server Upgrades	\$ 25,000.00	\$ (25,000.00)	-
			\$
Installation of new generator at Town Hall	\$ 50,000.00	\$ (50,000.00)	-
			\$
Paint and repairs to Town Hall Building	\$ 27,407.00	\$ (27,407.00)	-
			\$
Plotter/ Scanner for code department	\$ 6,000.00	\$ (6,000.00)	-
			\$
	\$ 108,407.00	\$ (108,407.00)	-

**APPROVAL OF AMENDMENT TO THE CDBG-DR CONTRACT**

On a motion by F. Trump, seconded by B. Kreisher and voted on unanimously, Council approved an amendment to the CDBG-DR contract from DCED.

**APPROVAL OF PAYMENT TO COHEN LAW GROUP THROUGH 11/4/14**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved payment to Cohen Law Group in the amount of \$1,833.34 for contracted wireless facility management services through 11/04/14.

**APPROVAL OF PAYMENT TO COHEN LAW GROUP THROUGH 11/25/14**

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved payment to Cohen Law Group in the amount of \$1,833.34 for contracted wireless facility management services through 11/25/14.

**APPROVAL OF PAYMENT TO HAY GROUP, INC. FOR A POLICE PENSION PLAN COST STUDY**

On a motion by B. Kreisher, seconded by F. Trump and voted on unanimously, Council approved payment to Hay Group, Inc. in the amount of \$1,250 from the General Fund for a Police pension plan cost study.

#### **APPROVAL OF PAYMENT TO HAY GROUP, INC. FOR PRE-ARBITRATION MEETING PREP**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved payment to Hay Group, Inc. in the amount of \$1,500 from the from the Police pension plan for pre-arbitration meeting preparation.

#### **APPROVAL OF PAYMENT OF SELECTIVE FLOOD INSURANCE**

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council approved payment of the Selective Flood Insurance premium in the amount of \$5,152 for the Recycling Center Building and Equipment.

#### **APPROVAL OF REVISED EMPLOYEE HANDBOOK**

On a motion by F. Trump, seconded by D. Levan and voted on unanimously, Council approved the revised Employee Handbook.

#### **APPROVAL OF PAYMENT TO GANNETT FLEMING, INC.**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved payment to Gannett Fleming, Inc. in the amount of \$720 for professional services associated with the signage regulations for the Business Campus Zoning District.

#### **APPROVAL OF PAYMENT TO SEDA-COG FOR ADMINISTRATION OF THE FFY 2013 CDBG ENTITLEMENT PROGRAM**

On a motion by F. Trump, seconded by B. Kreisher and voted on unanimously, Council approved payment to SEDA-COG in the amount of \$11,070 for the administration of the Town's FFY 2013 CDBG Entitlement.

#### **APPROVAL OF ENDING THE SIX MONTH PROBATIONARY PERIOD FOR JONATHAN TRAUGH**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved ending the six month probationary period of Public Works Department Operator Jonathan Traugh.

#### **APPROVAL OF CERTIFICATE OF APPROPRIATENESS**

On a motion by F. Trump, seconded by B. Kreisher and voted on unanimously and on the recommendation of the Historic Architectural Review Board, Council approved a Certificate of Appropriateness for Gary Fitzpatrick and Marty Mariano to renovate the façade of 14 West Main Street.

On a motion by D. Levan, seconded by S. Costa and voted on unanimously and on the recommendation of the Historic Architectural Review Board, Council approved a Certificate of Appropriateness for Basil Robbins to install a new door and ADA ramp at 168 East Fifth Street.

On a motion by F. Trump, seconded by S. Costa and voted on unanimously and on the recommendation of the Historic Architectural Review Board, Council approved a Certificate of Appropriateness for Audra Mitchell to remove a rear deck at 106 West Street.

#### **APPROVAL OF SEDA-COG JOINT RAIL AUTHORITY – UGI PENN NATURAL GAS SUBDIVISION PLAN WITH CONTINGENCIES**

On a motion by B. Kreisher, seconded by D. Levan and voted on unanimously Council approved the recommendation to conditionally approve the subdivision plan for SEDA-COG Joint Rail Authority and UGI Penn Natural Gas contingent upon the following items being met: (1) Receipt of favorable Columbia County Planning Commission review comments or the expiration of the thirty (30) day review and comment period, whichever comes first; (2) Receipt of engineering and consultant review fees.

#### **APPROVAL OF BID FROM SWISHER DISPOSAL**

On a motion by S. Costa, seconded by D. Levan and voted on unanimously, Council approved a bid from Swisher Disposal in the amount of \$27,774 for Town facility solid waste and refuse pick-up from 01/01/15 through 12/31/17.

#### **APPROVAL OF RECYCLING SERVICES INTERGOVERNMENTAL AGREEMENT**

On a motion by F. Trump, seconded by S. Costa and voted on unanimously, Council approved a Recycling Collection Services Intergovernmental Agreement with Danville Borough.

#### **APPROVAL OF PAYMENT TO LARSON DESIGN GROUP FOR THE TOWN HALL GENERATOR**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved payment to Larson Design Group, Inc. in the amount of \$4,778 for engineering services associated with the Town Hall Generator Project.

#### **APPROVAL OF PAYMENT NO. 5 TO GLENN O. HAWBAKER THROUGH 10/31/14**

On a motion by S. Costa, seconded by B. Kreisher and voted on unanimously, Council approved payment No. 5 to Glenn O. Hawbaker, Inc. in the amount of \$25,271.79 for the Streater Fields Project through 10/31/14 with CDBG Funds.

#### **APPROVAL OF PAYMENT NO. 6 TO GLENN O. HAWBAKER THROUGH 10/31/14**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved payment No. 6 (final) to Glenn O. Hawbaker, Inc. in the amount of \$45,740.06 for the Streater Fields Project through 10/31/14 with CDBG Funds.

#### **APPROVAL OF PAYMENT TO LARSON DESIGN GROUP FOR THE STREATER FIELD PROJECT**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved final payment to Larson Design Group, Inc. in the amount of \$900 for engineering services associated with the Streater Fields project through 11/15/14 with CDBG Funds.

#### **APPROVAL OF PAYMENT TO YOUNG'S MASONRY & RESTORATION**

On a motion by D. Levan, seconded by S. Costa and voted on unanimously, Council approved final payment to Young's Masonry & Restoration, LLC in the Amount of \$30,000 for the Town Hall Exterior Masonry Restoration and Painting Project.

#### **APPROVAL OF PAYMENT TO ARCH CENTRAL ARCHITECTS, INC.**

On a motion by D. Levan, seconded by B. Kreisher and voted on unanimously, Council approved payment to Arch Central Architects, Inc. in the amount of \$5,718.98 for architectural services of the Bloomsburg Municipal Airport Terminal Building Project.

#### **APPROVAL OF PROPOSAL FROM LARSON DESIGN GROUP, INC. FOR THE CDBG CURB CUT HANDICAP RAMP PROJECT**

On a motion by B. Kreisher, seconded by S. Costa and voted on unanimously, Council approved a proposal from Larson Design Group, Inc. in the amount of \$8,150 for professional services associated with the CDBG Curb Cut Handicap Ramp Project.

#### **APPROVAL OF RESIGNATION FROM WARREN FAUST FROM THE BLOOMSBURG PLANNING COMMISSION**

On a motion by D. Levan, seconded by E. Bower and voted on unanimously, Council approved the resignation of Warren Faust from the Bloomsburg Planning Commission.

#### **APPROVAL OF APPOINTING DIANE LEVAN TO THE PLANNING COMMISSION**

On a motion by B. Kreisher, seconded by F. Trump and voted on unanimously, Council appointed Diane Levan to the Bloomsburg Planning Commission with a term expiring on 12/31/14.

B. Kreisher requested that the Planning Commission members attend the next Community and Economic Development Committee meeting on December 30<sup>th</sup> to discuss filling a vacant position on the Planning Commission permanently with a Council Member to increase communication between Council and the Commission going forward.

#### **CITIZENS TO BE HEARD**

Councilman Kreisher wanted to publicly recognize and thank staff, fellow Council members, and the community for participating in the WVIA Our Town Bloomsburg project which aired on December 4<sup>th</sup>. He said it was a great show that really highlighted what our Town has to offer. Mayor Davis added that it was a rewarding project and also noted that Lisa Mazzarella of WVIA mentioned how special Bloomsburg is with all of the great opportunities for children.

Jeremy Timco addressed Council looking for information regarding a tax issue he had with the Tax Collector. Mayor Davis recommended that he should speak with the County Tax Assessment office if he has an issue because, while the Tax Collector resides in Town Hall, she is not a part of the Town Staff and therefore the Town could not resolve the issue.

#### **EXECUTIVE SESSION**

Mayor Davis adjourned the meeting into Executive Session at 8:25 p.m. to discuss Police and Recycling personnel matters and the meeting reconvened at 8:40 p.m.

#### **APPROVAL OF DEAN BOGERT SELLING BACK ADDITIONAL VACATION TIME TO HELP COVER HOURS IN THE RECYCLING DEPARTMENT**

On a motion by B. Kreisher, seconded by F. Trump and voted on unanimously, Council approved allowing Dean Bogart to sell back an additional 32 hours of vacation time to help cover hours at the Recycling Department.

#### **APPROVAL OF RETIREE HEALTHCARE AGREEMENT**

On a motion by D. Levan, seconded by F. Trump and voted on unanimously, Council approved the Police Union Retiree Healthcare Agreement.

Being no further business, the meeting adjourned at 8:42 p.m.

William Lowthert  
Town Administrator/Secretary