

A regular meeting of Bloomsburg Town Council was held Monday, January 25, 2016, beginning at 7:00 p.m. in Council Chambers, Town Hall, 301 East Second Street, Bloomsburg, PA. Present were Mayor Sandy Davis, Council Members W. Carey Howell, Sylvia Costa, Fred Trump, William Kreisher, Eric Bower, and James Huber; Acting Town Administrator Lauren Martz; Director of Finance Lisa Dooley; Director of Human Resources Tracy Lanzafame; Chief of Police Roger Van Loan; Superintendent of Public Works John Barton, and Administrative Assistant Amy Seamans. Absent were Environmental Services Coordinator Charles Fritz; Fire Chief Bob Rupp, and Solicitor Jack Mihalik.

#### **CITIZEN TO BE HEARD – DAVE REILLY, WHLM**

Dave Reilly of WHLM handed Council Members the results and 18 pages of comments, suggestions, and opinions of a parking meter rate increase poll that was on the radio station's website. He noted that there were over 500 votes and 77% were against doubling the parking fee.

#### **CITIZEN TO BE HEARD – FRED GAFFNEY, PRESIDENT, COLUMBIA MONTOUR CHAMBER OF COMMERCE**

Mr. Gaffney read the following prepared statement:

Good evening. At your December 14th meeting, I, on behalf of the Columbia Montour Chamber of Commerce Board, requested that Council not implement specific changes being considered to parking enforcement in the downtown, and that any changes to enforcement be part of a comprehensive strategy for managing parking within a comprehensive plan for the business district. As the Chamber represents the interests of the business community, we have done considerable outreach to concerned stakeholders. Earlier this month we created a poll to gather input on the proposed changes. While this was targeted at business and commercial property owners in the downtown, a number of residents also responded. I have provided the results of this poll to you but would also like to summarize briefly:

The poll asked two questions:

Do you support or oppose increasing the parking meter fee from 25 cents per hour to 50 cents per hour? And do you support or oppose changing metered parking enforcement times to 10 a.m. to 7 p.m. Monday through Friday, and 10 a.m. to 2 p.m. on Saturday? Possible responses were: strongly support, somewhat support, neutral, somewhat oppose, or strongly oppose.

A total of 299 people responded to the poll and provided at least some contact information as of this past Friday at 4 p.m. and provided their information. 77 businesses or commercial property owners in the downtown were represented. Of the 299 respondents 23 people or, 7.7 percent, support the fee increase, 90.6 percent are opposed, and 79.9 percent, strongly opposed to the fee increase, 5 people were neutral on the issue. Of the businesses and property owners, 6 respondents, or 7.8 percent, support increasing the parking meter fee, 90.9 percent, or 70 respondents, oppose the fee increase, with 80.5 percent, strongly opposing the fee increase.

On the second question related to changing enforcement times, 15 of 299 respondents, or 5 percent, support the proposed enforcement changes, 273 people or 91.3 percent, oppose the proposed changes, with 81.6 percent, strongly opposed to the proposed enforcement times. 11 people were neutral. Of the businesses and commercial properties, 5 people, or 6.5 percent, support the proposed enforcement changes, 92.5 percent or 72 of 77 people, oppose the proposed changes, and 83.1 percent, strongly oppose the proposed enforcement times.

Please understand that we agree changes need to be made to parking management in downtown Bloomsburg, as previous studies and input from many stakeholders suggest. But we are asking that changes be comprehensive, not isolated, and as part of a greater strategy using data aggregated from previous studies and the plan Downtown Bloomsburg Incorporated is currently coordinating and will report out soon. We welcome the opportunity to be a part of that process, as we all share the common goal of a vibrant downtown as Bloomsburg is an important part of our region's economy. Past history clearly shows us that making limited changes often has unintended consequences and creates new issues. And the results of our poll show many concerns about the unintended consequences of implementing these changes. We applaud your desire to help the businesses in the downtown, but we are asking that you not

move forward with these proposed changes this evening, and that we continue the discussion of how best to support these businesses and strengthen the community.

C. Howell asked Mr. Gaffney if there were comments on the recent parking changes in Danville.

**CITIZEN TO BE HEARD – DAN KNORR, BLOOMSBURG UNIVERSITY**

Mr. Knorr read the following prepared statement:

Good Evening Council,

Dan Knorr with Bloomsburg University.

First, I'd like to thank you for your time – I know that you have a busy agenda this evening, so I really appreciate the opportunity to address you for a few minutes.

I am here tonight to voice the university's concerns regarding the proposed metered parking changes before you for consideration.

It is our position that the changes proposed – particularly the expansion of metered parking enforcement hours into weekday evenings – will have a detrimental effect on a downtown business district that is already operating in a highly competitive, difficult market.

The university's interest in this issue is two-fold.

In the most immediate sense, we're now a brick-and-mortar stakeholder on Main Street with the recent construction of the Greenly Center, and as I shared earlier this month with the Administrative and Finance Committee, it's already been a tremendous asset for us and the downtown. This past fall semester – between mini courses, classes, meetings, a dance concert, receptions, and other happenings, 273 individual events were held at the Greenly Center with a combined visitor count of over 5,100 individuals. But 58% of those events began between the hours of 5pm and 7pm, so under this proposal, patrons coming downtown for them would be required to feed a meter where currently they are not. This proposal would be a change with a significant impact. We want to attract people to the downtown – maybe they initially come for a mini-course but they decide to have dinner or do a little shopping while they're here – but metered parking will make it harder for our evening offerings to do so.

But our interest in this issue is also broader than just Greenly. In my various roles over the years, I've occasionally heard it said that this town would be nothing without the university. But the truth is that our success is intertwined, and a healthy, bustling community simply makes Bloomsburg University that much more attractive to prospective students. When they and their parents are driving down Main Street on the way to visit our campus, I want them to see a full, active, customer-friendly downtown. I want them to fall in love with Bloomsburg before they even reach Carver Hall. We all know that we're not there yet, but these proposed changes would take us even further from, not closer to, that goal.

I certainly recognize the financial challenges you're dealing with – but no municipality ever became prosperous by attracting less people to spend their money there. I also understand that significant parking management challenges exist – challenges that need to be addressed – but you have partners – in the university, the Chamber of Commerce, Downtown Bloomsburg Inc., and others – who stand ready and willing to help you find solutions in a more comprehensive, thoughtful, and business-friendly way.

I'll close my comments by presenting this issue from a slightly different perspective. At the committee meeting, the Columbia Mall was cited as an example of a business district with plenty of free, available parking that was nonetheless struggling, and that's a very valid point; parking alone is not a silver bullet. But the real question is this: if tomorrow, the Columbia Mall announced that it was implementing paid, metered parking, would that mark the beginning of their turnaround, or would it more likely mark the beginning of the end? We all intuitively know the answer, and I'd ask you to keep it in mind as you consider this proposal tonight. Thank you.

## **CITIZEN TO BE HEARD – STEPH SEVERN, STEPH’S SUBS**

Ms. Severn stated that she has been on Main Street for many years and parking spaces have been taken away by permit parking. It’s too dangerous crossing at Main and East Streets. Customers cannot park in the Diner Lot and cross Main Street without some retribution. She was yelled at numerous times last month crossing back and forth to Santa’s Cottage. She would like Council to reconsider changing the enforcement times.

## **ADOPTION OF RESOLUTION NO 01-25-16.01 SETTING CERTAIN FEES FOR 2016**

On a motion by C. Howell, seconded by B. Kreisher and voted on Five (5) (S. Davis, C. Howell, S. Costa, W. Kreisher, and F. Trump voting “Yes”) to Two (2) (E. Bower and J. Huber voting “No”), Council adopted Resolution No. 01-25-16.01, setting various fees for 2016 as follows:

**BE IT RESOLVED BY THE TOWN COUNCIL** of the Town of Bloomsburg that the following fee schedule is adopted for 2016:

**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; AND

**THAT** the “Bond” required is \$5,000;

**PURSUANT TO ZONING HEARING BOARD APPLICATIONS – ORDINANCE NO. 687 & 812** the fee is \$400.00 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, CHAPTER 27, PART 7, CONDITIONAL USES** – the application fee is \$300.00.

**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 BUILDING, SIGN, AND DEMOLITION PERMITS – ORDINANCE NO. 874,** the following fees will apply:

**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 15% 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\***

\$4000.00 + [(Total construction cost - \$2,000,000) X .0009] = insurance cost  
 + Estimated length of project in weeks X \$45. = labor & travel cost  
 = Total

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

\$7600.00 + [(Total construction cost - \$6,000,000) X .0008] = insurance cost  
 + Estimated length of project in weeks X \$40. = labor & travel cost  
 = Total

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

\$10800.00 + [(Total construction cost - \$10,000,000) X .00075] = insurance cost  
 + Estimated length of project in weeks X \$40. = labor & travel cost  
 = Total

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

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

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

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

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

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

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

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

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

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

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 2,500 square feet. Dwellings over 2,500 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 200 amp:  | \$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 consultant’s 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          |
| Municipal Authority Engineer   | \$99.00           |
| <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 INSPECTION AND LICENSING OF NON-STUDENT APARTMENT HOUSES AND RENTAL HOMES – ORDINANCE NO. 949,** the following fees will apply:

the Provisional License Application fee is \$100.00; AND

the Regular License Application fee is \$150.00 plus \$35.00 per dwelling unit; AND

the License Transfer fee and Registration of New Owner fee is \$50.00; AND

the Reinstatement of License after Suspension or Revocation fee is \$50.00; AND

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 Non-Student Rental Unit inspections shall be \$35.00/dwelling unit per inspection; AND

the fee to Appeal to the Code Appeals Board is \$300.00

**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 SOLICITATION PERMITS – ORDINANCE NO. 813:** the fee is \$100.00 (plus \$50.00 refundable deposit).

**PURSUANT TO RECYCLING FEE – ORDINANCE NO. 823:** an annual fee per unit shall be \$54.00. If paid within 60 days of the invoice date, the property owner of the unit shall receive a \$6.00 discount and shall pay \$48.00. If the Annual Fee is paid between 60 days and 90 days from the invoice date, the property owner shall pay \$54.00. If the Annual Fee is paid between 90 days and 120 days of the invoice date, a \$6.00 penalty shall be added and the property owner shall pay \$60.00.

**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 TELEVISION RECYCLING** – the fee will be \$10.00 each.

**PURSUANT TO DUMPSTER PERMITS – ORDINANCE NO. 862:** when a dumpster is placed on any public street or right-of-way, prior to placement, the permit fee will be \$20.00 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 \$35.00; 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 CLOSINGS,** the fee will be \$25.00 per day and \$35.00 per week.

**PURSUANT TO RENTAL OF METERED SPACE,** the fee will be \$10.00 per day.

**PURSUANT TO RETURNED CHECKS,** the fee will be \$30.00 per check.

**PURSUANT TO ONLINE PAYMENTS,** the service charge fee will be \$2.00.

**PURSUANT TO OFFENSE/INCIDENT REPORTS,** the fee will be \$25.00.

**PURSUANT TO ACCIDENT REPORTS,** the fee will be \$15.00.

**PURSUANT TO ACCIDENT DIAGRAM/RECONSTRUCTION REPORTS,** the fee will be \$15.00 plus actual cost of diagram.

**PURSUANT TO CRIMINAL HISTORY REPORTS,** the fee will be \$15.00.

**PURSUANT TO ELECTRONIC MEDIA,** the fee will be \$80.00.

**PURSUANT TO PHOTOS (12 EXPOSURES),** the fee will be \$25.00.

**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 charge for the storage of vehicles at the Town's impoundment facility will be \$10.00 per day.

**PURSUANT TO THE RELEASE OF AN ILLEGALLY-PARKED IMMOBILIZED VEHICLE (PARKING BOOT) – ORDINANCE NO. 785:** the processing fee shall be \$35.00.

**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 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 \$20.00 at a maximum of one (1).



**PURSUANT TO THE ISSUANCE OF TEMPORARY RESIDENTIAL PARKING PERMITS**, the fee will be \$2.00 per permit.

**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 (\$125.00 per permit); ZONE C: Triangle Lot (\$185 per permit); ZONE D: East Lot (\$185); ZONE E: Pine Avenue Lot (\$185 per permit); ZONE F: Employee Lot (\$125 per permit); ZONE G: Library Lot (\$185 per permit); ZONE H: North Market Street (excluding Market Square) (\$150 per permit); ZONE I: West Lot (\$150); ZONE J: Hoppes Lot (\$125).

**PURSUANT TO PURCHASE OF STUDENT SUMMER PARKING PERMIT PLACARDS:** the fee will be \$70.00 from May 16, 2016 to August 12, 2016.

**PURSUANT TO HANDICAPPED PARKING SPACES:** the application fee will be \$50.00.

**PURSUANT TO ON-STREET METERED PARKING:** the fee on Main Street from West Street to East Street, including Market Square, shall be twenty-five (25) cents for thirty (30) minutes. All other on-street metered parking fees are according to the legend on the meter.

**PURSUANT TO TAX COLLECTOR PROVIDING INFORMATION RELATING TO TAX CERTIFICATIONS AND DUPLICATE BILLINGS – ORDINANCE NO. 832:** the fee will be \$10.00 per bill.

**PURSUANT TO MILEAGE,** the reimbursement is 54 cents per mile.

**ADOPTION OF ORDINANCE NO. 971 – AUTHORIZING THE TOWN OF BLOOMSBURG TO JOIN AS A MEMBER OF THE SUSQUEHANNA MUNICIPAL TRUST**

On a motion by B. Kreisher, seconded by F. Trump and voted on unanimously, Council adopted Ordinance No. 971, authorizing the Town of Bloomsburg, Columbia County, Pennsylvania to join with other political subdivisions as a member of the Susquehanna Municipal Trust, to enter into an intergovernmental agreement for the purpose of joining the Trust and to participate as a Member of the Trust.

**EXECUTIVE SESSION**

Mayor Davis adjourned the meeting into Executive Session at 7:39 p.m. to discuss a personnel matter in Administration and reconvened the meeting at 7:53 p.m.

**APPROVAL OF JANUARY 4, 2016 COUNCIL MEETING MINUTES**

On a motion by S. Costa, seconded by C. Howell and voted on unanimously, Council approved the January 4, 2016 reorganizational Council meeting minutes with no additions or corrections.

**APPROVAL OF ADVERTISING AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE MOTOR VEHICLE AND TRAFFIC REGULATIONS**

On a motion by C. Howell, seconded by B. Kreisher and voted on Four (4) (S. Davis, C. Howell, B. Kreisher, and S. Costa voting “Yes”) to Three (3) (E. Bower, F. Trump, and J. Huber voting “No”), Council approved advertising an ordinance amending certain sections of the motor vehicle and traffic regulations in force in the Town of Bloomsburg.

**APPROVAL OF PAYMENT TO COHEN LAW GROUP**

On a motion by C. Howell, seconded by B. Kreisher and voted on unanimously, Council approved payment to Cohen Law Group in the amount of \$1,100 for wireless lease negotiation.

**RESIGNATION ACCEPTANCE OF NANCY VOUGHT FROM THE HISTORIC ARCHITECTURAL REVIEW BOARD**

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, Council accepted the resignation of Nancy Vought from the Historic Architectural Review Board with regret.

**APPROVAL OF RESCINDING RESOLUTION NO. 10-27-03.02 – AUTHORIING THE TOWN’S PARTICIPATION IN THE PSAB BOROUGH MANAGEMENT CAUCUS**

On a motion by F. Trump, seconded by C. Howell and voted on unanimously, Council approved rescinding Resolution No. 10-27-03.02, which authorized the Town’s participation in the Pennsylvania State Association of Borough’s (PSAB) Borough Management Caucus.

**APPROVAL OF ADVERTISING AN ORDINANCE AMENDING CHAPTER 24, PART 1**

On a motion by F. Trump, seconded by S. Costa and voted on unanimously, Council approved advertising an ordinance amending Chapter 24, Part 1 relating to organizations contributions to which are tax deductible.

**ACCEPTANCE OF 2015 DUPLICATE COLLECTION REPORT FROM MARY F. WARD, TAX COLLECTOR**

On a motion by C. Howell, seconded by B. Kreisher and voted on unanimously, Council accepted the official report from Mary F. Ward, Tax Collector covering 2015 Town of Bloomsburg duplicate collections for the period ending December 31, 2015 in the amount of \$1,452,164.40.

**ACCEPTANCE OF 2015 INTERIM DUPLICATE COLLECTION REPORT FROM MARY F. WARD, TAX COLLECTOR**

On a motion by B. Kreisher, seconded by F. Trump and voted on unanimously, Council accepted the official report from Mary F. Ward, Tax Collector covering 2015 Town of Bloomsburg interim duplicate collections for the period ending December 31, 2015 in the amount of \$719.48.

**APPROVAL OF TOWN HALL AND POLICE DEPARTMENT RECORDS DISPOSITION LISTS**

On a motion by C. Howell, seconded by B. Kreisher and voted on unanimously, Council approved the following Town Hall and Police Department records to be disposed of: 2008 Accounts Payable – A to D, 2008 Accounts Payable – E to L, 2008 Accounts Payable – M to Po, 2008 Accounts Payable – PPL to V, 2008 Accounts Payable – W to Z, 2008 Payroll – Timesheets and Bank Statements, 2008 Paystubs, 2008 Login Sheets, Deposit Journal, Payroll Journals, Payroll Check Register, 2008 Cash Receipt Journals, 2008 Bank Statements, General Ledger and General Ledger Backup, Pool Pass Applications, 2007 – older financials, and 2014 paid parking tickets.

**APPROVAL OF PAYMENT TO FIRST COLUMBIA BANK AND TRUST CO. FROM THE POLICE PENSION PLAN AND EMPLOYEES PENSION PLAN FOR FOURTH QUARTER TRUSTEE FEES**

On a motion by B. Kreisher, seconded by C. Howell and voted on unanimously, Council approved payment to First Columbia Bank and Trust Co. from the Police Pension Plan in the amount of \$4,140.53 and \$3,536.10 from the Employees’ Pension Plan for fourth quarter trustee fees.

**APPROVAL OF A CDBG PROGRAM BUDGET REVISION**

On a motion by B. Kreisher, seconded by S. Costa and voted on unanimously, Council approved a CDBG Program budget revision transferring \$6,049.54 from the Curb Cut Project to Streater Field Recreation Improvements Project.

**RESIGNATION ACCEPTANCE OF DIRECTOR OF FINANCE LISA DOOLEY**

On a motion by C. Howell, seconded by B. Kreisher and voted on unanimously, Council accepted the resignation of Director of Finance Lisa Dooley effective February 12, 2016 with deep regret.

**APPROVAL OF ADVERTISING THE POSITION OF DIRECTOR OF FINANCE/TREASURER**

On a motion be B. Kreisher, seconded by E. Bower and voted on unanimously, Council approved advertising the position of Director of Finance/Treasurer.

**APPROVAL OF CHANGE ORDER NO. 1 FROM HOWARD ORGANIZATION, INC.**

On a motion by B. Kreisher, seconded by S. Costa and voted on unanimously, Council approved Change Order No. 1 from Howard Organization in the amount of \$3,939.48 for the Airport Terminal Building Project contingent upon Bureau of Aviation approval.

**APPROVAL OF CHANGE ORDER NO. 3 FROM T-ROSS BROTHERS CONSTRUCTION, INC.**

On a motion by C. Howell, seconded by S. Costa and voted on unanimously, Council approved Change Order No. 3 from T-Ross Brothers Construction, Inc. in the amount of \$6,859.50 for the Airport Terminal Building Project contingent upon Bureau of Aviation approval.

**APPROVAL OF PAYMENT TO T-ROSS BROTHERS CONSTRUCTION, INC.**

On a motion by B. Kreisher, seconded by S. Costa and voted on unanimously, Council approved payment to T-Ross Brothers Construction, Inc. in the amount of \$135,765 for the Airport Terminal Building Project through 12/30/15.

**APPROVAL OF PAYMENT TO LARSON DESIGN GROUP, INC. FOR THE FISHING CREEK STABILIZATION PROJECT**

On a motion by F. Trump, seconded by B. Kreisher and voted on unanimously, Council approved payment to Larson Design Group, Inc. in the Amount of \$593.78 for Professional Services of the Fishing Creek Bank Stabilization Project through 12/12/15 with CDBG-DR funds.

**APPROVAL OF PAYMENT TO LARSON DESIGN GROUP, INC. FOR THE FORT MCCLURE BOULEVARD RECONSTRUCTION PROJECT**

On a motion by S. Costa, seconded by B. Kreisher and voted on unanimously, Council approved payment to Larson Design Group, Inc. in the amount of \$3,093.78 for Professional Services of the Fort McClure Boulevard Reconstruction Project through 12/12/15 with CDBG-DR funds.

**APPROVAL OF CHANGE ORDER NO. 2 FROM NEW ENTERPRISE STONE AND LIME CO., INC.**

On a motion by B. Kreisher, seconded by C. Howell and voted on unanimously, Council approved Change Order No. 2 from New Enterprise Stone and Lime Co., Inc. in the amount of \$1,709.61 for the Fort McClure Boulevard Reconstruction Project with CDBG-DR funds.

**APPROVAL OF FINAL PAYMENT TO NEW ENTERPRISE STONE AND LIME CO., INC. FOR FORT MCCLURE BOULEVARD RECONSTRUCTION PROJECT**

On a motion by F. Trump, seconded by S. Costa and voted on unanimously, Council approved final payment to New Enterprise Stone and Lime Co., Inc. in the amount \$46,094.01 for the Fort McClure Boulevard Reconstruction Project through 12/23/15 with CDBG-DR funds.

**APPROVAL OF A PROFESSIONAL SERVICES PROPOSAL FROM LARSON DESIGN GROUP, INC.**

On motion by B. Kreisher, seconded by F. Trump and voted on unanimously, Council approved a Professional Services Proposal from Larson Design Group, Inc. in the amount of \$18,060 to develop an MS4 Program.

**APPROVAL OF THE DREAM MACHINE MOTOR CLUB HOLDING THEIR 25<sup>TH</sup> ANNIVERSARY JAMBOREE AT THE BLOOMSBURG MUNICIPAL AIRPORT**

On a motion by C. Howell, seconded by S. Costa and voted on unanimously, Council approved the Dream Machines Motor Club holding their 25<sup>th</sup> Anniversary Jamboree at the Bloomsburg Municipal Airport on June 12, 2016.

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

On a motion by B. Kreisher, seconded by S. Costa and voted on unanimously, Council approved payment to Arch Central Architects, Inc. in the amount of \$1,320 for architectural services of the Airport Terminal Building project through 11/30/15.

**CITIZEN TO BE HEARD – HELENA GRIFFITH**

Helena Griffith, 10-14 E. Main Street, suggests in a year Town Council look at the parking again. She would also like the buildup of snow at the curb along Main Street to be cleared.

**CITIZEN TO BE HEARD – PAUL REICHART, CALDWELL CONSISTORY**

Paul Reichart, Caldwell Consistory, 150 Market Street, expressed that there are numerous events that take place at the Consistory. There are 54 events already scheduled for 2016. Also coming up is an annual event which 500-700 people attend over three days. Their parking lot only holds about 25 cars and there is permit parking on Market Street. He wanted Council to consider this as they discuss making changes to the parking fees and the hours of enforcement in Town.

**CITIZEN TO BE HEARD – RAY VOUGHT**

Ray Vought, 360 E. Second Street, asked what MS4 is. L. Martz stated that it's a state mandated regulation of storm water.

Being no further business, the meeting adjourned at 8:28 p.m.

Lauren Martz  
Acting Town Administrator/Secretary