

ADMINISTRATIVE FINANCE COMMITTEE MEETING

Wednesday, January 8, 2025, 10 a.m.

Council Chambers or Teleconference (ZOOM):

DIAL: +1 646 558 8656 US & INCLUDE THE MEETING ID: 456-920-3798 & PRESS #.

JOIN ONLINE AT: <https://us02web.zoom.us/j/4569203798>.

Committee responsibilities: Personnel, Worker's Compensation, Pension, Insurance's, Training, Appointments to Boards/Commissions, Policies, Hiring of Administrative Staff, Monthly Finance Reports, Budgeting, Capital Improvements, Pension, Contribution Requests – Fiscal Recommendations, UDAG.

Committee Members: Justin Hummel (Chair), Bonnie Crawford, Jaclyn Kressler and Maria Valentin.

Citizens to be heard.

1. Approval of the December 4, 2024 meeting minutes.
2. Approval of the master services agreement with BBP Solutions, LLC for the Bloomsburg Municipal Airport.
3. Approval of the December list of bills.
 - a. Any questions on the list of bills.
4. Review of the December 2024 financials.
5. Review of the American Rescue Fund spending.
6. Approval of the December list of vendors.
7. Review/ discussion/ approval of the job description for the Community Service Coordinator.
8. Approval of the Catawissa Military Band playing on July 4, 2025. Per the phone conversation with Jessica Martz on 1/6/2025, the hourly rate is \$600 per hour, and the time is expected to be 1 ½ hours, for a total of \$900. It was noted that they need at least a 1 ½ hour set-up prior to the playing time. In addition, they would be looking for a sound system.
9. Approval of retaining a sound system setup with Santino Trapani for \$1,250 for the July 4th event.
10. Approval of signing the Music License for Local Government through BMI.
11. Approval of selling a Brother Fax Machine on Municibid from the Public Works Department.
12. Discussion of the iWorQ platform- Community Development Enterprise Package.
13. Review of the October & November Safety Committee minutes.

Old business: appraisal quotes.

1:00 p.m.- Kristina Marsten- Review of the HRA implementation 2025.

Next meeting: February 5, 2025

**Administrative/Finance Committee Minutes
Wednesday, December 4, 2024, 11:00 a.m.**

The meeting was called to order at 10:00 a.m., present were Council Members Justin Hummel, Bonnie Crawford (Zoom), Jaclyn Kressler, Maria Valentin and James Garman. Town Manager/ Secretary/ Treasurer Lisa Dooley, Airport Coordinator BJ Teichman, Chief of Police Scott Price, Director of Code Enforcement Mike Reffeor, Director of Public Works John Fritz (11:06 a.m.), Director of Finance Jack Breech, Administrative Assistant Christine Meeker and Administrative Finance Receptionist Rachel Hager. Also present were MJ Mahon, Caleb Sheldon, David Heath, Kristina Marsten, Nicholas Thorpe, Clayton Sheesley, and Paul Pugielli.

David Heath was present via Zoom to offer assistance to the Town with the airport road map for the future. This service would be free of charge to the Town.

Kristina Marsten with Brown & Brown attended via Zoom to review the 2025 medical rates and benefits plan. K. Marsten outlined problems that exist with the short-term and long-term disability plans through the Standard Company and has advised for a change to Guardian. On a motion by B. Crawford, seconded by J. Kressler and voted on unanimously, the Committee recommends Council approve the Guardian Company for the disability insurance for the Town.

Ms. Marsten explained a new integrated HRA concept to cover the higher deductible proposed by a new plan. With this plan the Town will see a 10.4 % increase for the year. On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, the Committee recommends Council approve the change in health care plan as follows: increase in the deductible for police and police retirees and approval of a side letter with the Police union, and increase in the deductible for non- police and develop an integrated HRA plan with Geisinger and approval of a side letter with the Public Works/Recycling union.

Caleb Sheldon was present to review the 2025 insurance package policy.

On a motion by B. Crawford, second by J. Kressler, and voted on unanimously, the Committee approved McKee with a \$1,000 deductible.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, the Committee approved the minutes from November 6, 2024.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, the Committee approved the November list of vendors.

On a motion by J. Kressler, seconded by B. Crawford, and voted on unanimously, the Committee recommends Council approve the November list of bills.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, the Committee recommends Council approve the budget amendment for the Public Works Department.

The Committee reviewed the 2024 financials and the American Rescue Funds.

The Committee reviewed the 2025 tentative Council and Committee meeting dates.

The Committee reviewed the 2025 Boards and Commissions renewal terms. On a motion J. Kressler, seconded by B. Crawford, and voted on unanimously, the Committee recommends Council approve the appointment of Mary Ward to the Municipal Authority Board.

The Committee adjourned into an executive session at 1:08 p.m.- 1:24 p.m. regarding a Public Works personnel matter and 1:25 p.m.- 1:40 p.m. regarding a police personnel matter.

The Council adjourned the executive session at 1:40 p.m. and entered back into the public meeting.

J. Hummel announced that the Town received Nicholas Thorpe's intent to return letter dated 11/26/2024. N. Thorpe spoke that he has an intent to return to duty with a good/clean risk. Coming back with the intent to retire here and he holds his service very highly with sincere amount of pride. He spoke about how this Town employs the best of the best and are held to higher standards by purpose and design. He does not have a desire to go anywhere else. He said he was terminated after a medical condition. He was in the highest percentile of not having another episode again. He said that when he left the department they had 18 full time officers. He said that no one is at his desk and his locker is still wide open. He is willing to return back to his vehicle of B5 with the intent to return to service.

J. Hummel responded that there is not an open spot and that budgetary wise we are just not hiring. It is not a reflection of your service. J. Hummel also mentioned that the Town has begun structural changes in other places as a cost mechanism. Also, along with eliminating one full-time public works employee.

N. Thorpe mentioned so no matter what he invested in the Town, it is still not open.

J. Hummel responded that it is not open and it is not a no to Nicholas Thorpe but it is a not due to budgetary reasons.

J. Hummel mentioned that N. Thorpe can apply in the future for openings.

N. Thorpe asked what that time frame that would be.

J. Hummel responded that currently the budget for 2025 only has 17 full time officers budgeted.

B. Crawford mentioned again that Council eliminated a Public Works full-time position as well. The consensus from the Committee was not to hire Nicholas Thorpe. This recommendation will be placed on the December 16, 2024 Council meeting.

On a motion by J. Kressler, seconded by B. Crawford, and voted on unanimously, the Committee approved a \$25 an-hour testimony for past Town employees related to the Fair racetrack litigation.

The Committee discussed the music licensing service through BMI. The Committee would like feedback on if the venue is charged the licensing fee.

L. Dooley provided an update on the insurance evaluation quotes and that they will be presented at a future meeting.

On a motion by B. Crawford, seconded by J. Kressler, and voted on unanimously, the meeting adjourned at 2:08 p.m.

Notes taken by C. Meeker and L. Dooley.

**Town of Bloomsburg
and
BBP Solutions, LLC**

MASTER SERVICES AGREEMENT

THIS MASTER SERVICES AGREEMENT (the “**MSA**”), effective as of December 9, 2023 (the “**Effective Date**”), is made and entered into by and between the Town of Bloomsburg, the airport sponsor of N13, having its principal offices at 301 E 2nd St, Bloomsburg, PA 17815 (the “**Client**”), and BBP Solutions, LLC, a Pennsylvania limited liability company having its principal offices at 2950 Gettysburg Road, Camp Hill, PA 17011 (the “**Consultant**”).

RECITALS

WHEREAS, Client and Consultant have engaged in negotiations, discussions and due diligence that have culminated in the formation of the contractual relationship described in this MSA; and

WHEREAS, Consultant agrees to provide certain services to Client on a pro bono basis, without compensation, as outlined in this MSA and associated Statements of Work.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

ARTICLE I.

SCOPE OF AGREEMENT

1.1 Scope of Agreement. This MSA establishes a contractual framework for Consultant’s provision of Services under Statements of Work. In order to provide a uniform mechanism for implementing the principles of this MSA, the provisions of this MSA, as between Consultant and Client, shall be applicable to all Statements of Work.

1.2 Statement of Work. The term “**Statement of Work**” shall mean any written description of work, as provided for in Section 2.1 hereof, that is agreed to between Client and Consultant for the provision of services to Client by Consultant.

1.3 Term and Termination.

Either party may terminate this Agreement at any time with thirty (30) days' written notice, recognizing the pro bono nature of the services provided.

(1) In the event either Client or Consultant defaults in the performance of any of its duties or obligations that are material in the context of the overall relationship between Client and Consultant and fails to cure such default within thirty (30) days after being given written notice specifying the default, or, with respect to any default which cannot reasonably be cured within thirty (30) days, if the defaulting party fails to provide, promptly after being given written notice specifying the default, a specific written action plan for curing the default as expeditiously as reasonably possible, including a specified schedule for the action plan and a mutually agreed upon end date by which the action plan is to be completed and the default cured, and to proceed utilizing its reasonable best efforts to cure the default in accordance with and on the schedule specified in the action plan, then the party not in default may, by giving written notice thereof to

the defaulting party, terminate this MSA as of a date specified in such notice of termination. Additionally, in the event that the defaulting party fails to cure the default by the mutually agreed upon end date as set forth in the action plan, the party not in default may, by giving written notice thereof to the defaulting party, immediately terminate this MSA.

(2) In the event that either party is unable to pay its debts generally as they come due or is declared insolvent or bankrupt, is the subject of any proceedings relating to its liquidation, insolvency or for the appointment of a receiver or similar officer for it, makes an assignment for the benefit of all or substantially all of its creditors, or enters into an agreement for the composition, extension, or readjustment of all or substantially all of its obligations, then the other party hereto may, by giving written notice thereof to such party, terminate this MSA as of a date specified in such notice of termination.

(b) Expiration or termination of this MSA shall not relieve the parties of their respective obligations which survive expiration or termination under the MSA and/or the Statements of Work. Any Statement of Work which extends beyond the term of this MSA shall be subject to the approval of the parties. With respect to any Statement of Work which survives expiration or termination of this MSA (as a result of such approval by the parties), the provisions of this MSA that have been incorporated into such Statement of Work shall remain valid provisions of that Statement of Work unless and until the parties otherwise agree, notwithstanding termination of this MSA.

1.4 Fundamental Principle of Good Faith and Fair Dealing. In entering into this MSA, Client and Consultant each acknowledge and agree that all aspects of the business relationship and dealings between Client and Consultant contemplated by this MSA and each Statement of Work, including the performance of all obligations and the exercise of all rights under this MSA and each Statement of Work, will be governed by the fundamental principle of good faith and fair dealing.

ARTICLE II.

STATEMENTS OF WORK

2.1 Statements of Work. As of the Effective Date, Client and Consultant have agreed upon or shall, from time to time, agree upon one or more Statements of Work for the performance of services for Client on mutually agreeable terms and conditions, subject to the limitations set forth in this MSA. The initial Statement of Work is attached hereto as Exhibit A. All Statements of Work are subject to the provisions of this MSA except to the extent that any such provisions are expressly modified or excluded therefrom in a Statement of Work. If and to the extent applicable, each such Statement of Work shall:

(a) shall be deemed to incorporate into the Statement of Work the applicable provisions of this MSA.

(b) Designate the date as of which the provisions of the Statement of Work will be effective and the term or period of time during which Consultant will perform services pursuant to the Statement of Work.

(c) Describe the obligations of Consultant related to the Statement of Work. It is expressly agreed that in the course of performing services, the parties recognize that Consultant may come in contact with or become familiar with information which Client may consider confidential. Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than Consultant's agents and employees, and those persons Client designates.

(d) Describe the obligations of Client related to the Statement of Work. Consultant agrees to perform the services specified in the Statement of Work at no cost to the Client. No payment, fees, or reimbursements shall be required from the Client, unless specifically agreed in writing for reimbursable expenses (e.g., travel or materials).

(f) Identify any provisions of the MSA that are expressly excluded from the Statement of Work and any provisions of the Statement of Work that shall supersede and prevail over any conflicting or inconsistent provisions of the MSA.

(g) Include any other provisions deemed necessary or desirable by the parties to the Statement of Work, such as, but not limited to, provisions enabling the Statement of Work to conform to the requirements of any applicable laws and government contracting requirements.

2.2 Statement of Work Objectives. Client and Consultant will negotiate in good faith to agree upon and enter into Statements of Work under this MSA.

2.3 Disclaimer. CONSULTANT MAKES NO REPRESENTATIONS OR WARRANTIES IN RESPECT OF THE SERVICES, AND EXPLICITLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY, SATISFACTORY QUALITY AND FITNESS FOR A PARTICULAR PURPOSE, IN RESPECT OF THE SERVICES.

2.4 Indemnification. Client shall indemnify, defend and hold harmless Consultant and its managers, officers, employees and agents (each, an "Indemnified Party"), from and against any and all losses, damages, liabilities, reasonable attorney fees, court costs, and expenses (collectively "Losses"), joint or several, resulting or arising from any third-party claims, actions, proceedings, investigations or litigation relating to or arising from or in connection with the MSA, any Statement of Work, or the services contemplated herein or therein, except to the extent such Losses are determined to have resulted solely from the negligence or intentional misconduct of the Indemnified Party seeking indemnity

2.5 Indemnification Procedures. If any civil, criminal, administrative or investigative action or proceeding (each, a "Claim") is commenced against an Indemnified Party entitled to indemnification under this MSA, notice thereof shall be given to Client that it is obligated to provide indemnification as promptly as practicable. After such notice, if Client shall acknowledge in writing to such Indemnified Party that the MSA applies with respect to such Claim, then Client shall be entitled, if it so elects, in a notice delivered to the Indemnified Party not less than ten (10) days prior to the date on which a response to such Claim is due, to immediately take control of the defense and investigation of such Claim and to employ and engage attorneys of its sole choice to handle and defend the same, at Client's sole cost and expense. The Indemnified Party shall cooperate in all reasonable respects with Client and its attorneys in the investigation, trial and defense of such Claim and any appeal arising therefrom; provided, however, that the Indemnified Party may, at its/his/her own cost and expense, participate, through its/his/her attorneys or otherwise, in such investigation, trial and defense of such Claim and any appeal arising therefrom. No settlement of a Claim that involves a remedy other than the payment of money by Client shall be entered into without the written consent of the Indemnified Party. After notice by Client to the Indemnified Party of its election to assume full control of the defense of any such Claim, Client shall not be liable to the Indemnified Party for any legal expenses incurred thereafter by such Indemnified Party in connection with the defense of that Claim. If Client does not assume full control over the defense of a Claim subject to such defense as provided in this Section, Client may participate in such defense, at its sole cost and expense, and the Indemnified Party shall have the right to defend the Claim in such manner as it may deem appropriate, at the cost and expense of Client.

2.6 Direct Damages; Limitations on Liability. Consultant shall not be liable to Client for any direct damages arising out of or relating to its performance under any Statement of Work, whether based on an action or claim in contract, equity, negligence, tort or otherwise, for all events, acts or omissions, in an amount to exceed in the aggregate for all claims and causes of action under a Statement of Work an amount equal to the charges payable to Consultant pursuant to the affected Statement of Work during the six (6) month period immediately preceding the occurrence of the event, act or omission in question (the "Direct Damages Cap"). In the event Consultant would otherwise be liable under the Statement of Work for damages in excess of the Direct Damages Cap, Client reserves

the right to demand the higher amount or may terminate the MSA and all Statements of Work upon immediate notice to Consultant notwithstanding the cure period set forth in a Statement of Work.

2.7 Consequential Damages. Consultant shall not be liable for, nor will the measure of damages include, any indirect, special or consequential damages or amounts for loss of income, profits or savings arising out of or relating to Consultant's performance under this MSA or any Statement of Work.

2.8 Cumulative Remedies. Except as specifically provided in the MSA or in a Statement of Work, including but not limited to the effectiveness any limitation of liability set forth herein, no remedy made available hereunder is intended to be exclusive of any other remedy, and each and every remedy shall be cumulative and shall be in addition to every other remedy provided hereunder or available at law or in equity.

2.9 **Pro Bono Services Disclaimer:** Consultant provides services under this MSA on a pro bono basis. No fees shall be charged, and Client acknowledges that the services are provided voluntarily and without expectation of compensation. Consultant shall not be obligated to continue services beyond the agreed Statement of Work.

ARTICLE III.

GENERAL PROVISIONS

3.1 Amendment or Modification. This MSA may be amended or modified upon mutual agreement of Client and Consultant; provided, however, such amendment or modification shall only be effective if made in writing. No amendment or modification of any Statement of Work shall be valid unless agreed to by the party against which such amendment or modification is sought to be enforced.

3.2 Governing Law; Dispute Resolution. This MSA and each Statement of Work shall be governed by the laws of the Commonwealth of Pennsylvania without regard to the principles of conflict of laws. The parties agree to arbitrate any disputes between them that cannot be amicably resolved. After written demand for arbitration by either party, the parties will mutually select a competent and disinterested arbitrator. If selection of the arbitrator cannot be agreed upon within 30 days, either party may request that selection be made by a judge of a court of record in the county in which arbitration is pending. Each party will pay for one-half of the fees of the arbitrator and bear equally expenses, if any, charged by the arbitrator. Arbitration will be conducted in accordance with the provisions of Pennsylvania Common Law Arbitration 42 Pa. C.S.A. §7341 et. seq. This agreement to arbitrate disputes arising from the MSA or any Statement of Work will survive the termination or expiration of the MSA.

3.3 Assignment. Neither party shall assign the MSA or any Statement of Work without the consent of the other party. The MSA and each Statement of Work shall be binding on the parties and their respective successors and permitted assigns. Any assignment in violation of this Section shall be void.

3.4 Notices. All notices, requests, consents, approvals and other communications required or permitted under the MSA or any Statement of Work shall be in writing and shall be deemed given when delivered in hand or when mailed by a reliable national mail service, registered or certified mail, return receipt requested, postage prepaid, and addressed to the address stated in the MSA. Either Party may change its address for notification purposes by giving the other Party notice of the new address and the date upon which it will become effective.

3.5 Counterparts. The MSA and each Statement of Work may be executed in any number of counterparts, all of which taken together shall constitute the agreement between the parties for the purpose of the MSA and each Statement of Work.

3.6 Relationship. The parties intend to create an independent contractor relationship and nothing contained in the MSA shall be construed to make either party partners, joint venturers, principals, agents or employees of the other. No officer, manager, employee, agent, affiliate or contractor retained by Consultant to perform work on Client's behalf hereunder shall be deemed to be an employee, agent or contractor of Client. Neither party shall have any right, power or authority, express or implied, to bind the other. Consultant shall be responsible for compliance with all laws involving, but not limited to, employment of labor, hours of labor, working conditions, payment of wages, and payment of taxes, and Client shall have no responsibility in relation thereto.

3.7 Consents, Approvals, Notices and Requests. Unless otherwise specified in a Statement of Work, all consents, approvals, notices, and requests, acceptances or similar actions to be given by either party under any Statement of Work shall not be unreasonably withheld or delayed and each party shall make only reasonable requests under each Statement of Work.

3.8 Severability. If any term or provision of the MSA or any Statement of Work, or of any document incorporated therein by reference is held by a court of competent jurisdiction to be contrary to law, then the remaining provisions of the MSA and Statement of Work or the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each such provision of the MSA and Statement of Work shall be valid and enforceable to the extent granted by law and such term or provision shall be deemed to be deleted.

3.9 Waiver. No term or condition of the MSA or any Statement of Work shall be deemed waived and no breach shall be deemed excused unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. No consent by any party to, or waiver of, a breach by the other, whether express or implied, shall constitute a consent to, waiver of, or excuse for any different or subsequent breach.

3.10 Entire Agreement. The MSA and the Statements of Work entered into pursuant thereto are the entire agreement between the parties with respect to its subject matter, and there are no other representations, understandings or agreements between the parties relative to such subject matter.

3.11 Survival. The terms of the MSA and each Statement of Work that by their sense and context are intended to survive shall survive termination or expiration of the MSA and the Statement of Work, in whole or in part, for any reason.

3.12 Third Party Beneficiaries. Each of the Client and Consultant intends that the MSA and each Statement of Work shall not benefit any person or entity other than Client and Consultant, or create any right or cause of action in or on behalf of, any person or entity other than Client or Consultant.

3.13 Covenant of Further Assurances. Client and Consultant covenant and agree that, subsequent to the Effective Date and without any additional consideration, each of Client and Consultant shall execute and deliver any further legal instruments and perform any acts which are or may become necessary to effectuate the purposes of the MSA and any Statement of Work.

3.14 **Acknowledgment of Pro Bono Services:** Client acknowledges and agrees that Consultant is providing services on a pro bono basis. This Agreement creates no financial obligation for either party, except as may be expressly agreed in writing.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this MSA effective as of the Effective Date first above written.

CONSULTANT:

BBP SOLUTIONS, LLC

By: _____
Name: David Heath
Principal

CLIENT:

Town of Bloomsburg

By: _____
Name:
Title:

Exhibit A – Initial Statement of Work



Strategic Plan:

Proposal for Development and Implementation of an Abbreviated Strategic Plan

Prepared for:



December 4, 2024

David Heath, Principal

David@bbp.solutions

(717) 386-8192

The Bloomsburg Municipal Airport (N13) serves as a vital cornerstone of general aviation in Columbia County, Pennsylvania, nestled in the scenic town of Bloomsburg along the banks of the Susquehanna River. Owned and operated by the Town of Bloomsburg, this public-use facility plays a critical role in the region's transportation infrastructure, fostering local economic activity while connecting the community to broader destinations.

With a single 3,200-foot asphalt runway (7/25), the airport accommodates a variety of small aircraft and offers a range of amenities, including fueling services, tie-downs, hangar rentals, and a terminal equipped with pilot lounges and essential facilities. As a welcoming gateway, it attracts private pilots, aviation enthusiasts, and business travelers while supporting flight training and aerial operations such as agricultural spraying and surveying.

Beyond its aviation services, the Bloomsburg Municipal Airport thrives as a hub for community engagement and education. It hosts events like fly-ins and open houses, igniting enthusiasm for flight among people of all ages and strengthening its bond with the community. The airport also contributes to regional safety through emergency response operations and medical transport services, highlighting its role as a vital public resource.

To sustain its impact and ensure long-term success, a strategic plan is indispensable. Such a plan provides a clear roadmap for growth, operational efficiency, and community integration. By prioritizing goals like infrastructure improvements, expanded services, and enhanced safety, it helps the airport adapt to evolving needs while securing funding opportunities through grants and partnerships. Ultimately, a strategic plan enables the Bloomsburg Municipal Airport to remain a trusted asset, balancing its functional needs with its charm and value as a hub for commerce, recreation, and emergency services.

BBP Solutions (Consultant) offers consulting services in the field of strategic planning to the town of Bloomsburg (Client). As such, BBP Solutions proposes the following:

1. Scope of Work

Working in conjunction with the client's Strategic Planning Committee, this scope is further refined as follows:

1. Review Mission, Vision and Value Statement (if available)
2. Internal and External Assessment/ Information Collection
 - a. History and Governance Structure
 - b. Financial sustainability
 - i. All relevant measurables
 - c. Identification/Engagement of stakeholders
 - i. Town Council Members and surrounding municipalities
 - ii. Town Employees
 - iii. Tenants
 - iv. Community Leaders
 - v. Survey (confidential)
 1. Development
 2. Execution
 - d. External Environment
 - i. Technology

- ii. Local economic and business development
- 3. Strategic Plan Meeting (airport authority members and results from survey)
 - a. Define the products
 - b. Define the customers/needs
 - c. Define the SWOT (Strengths, Weaknesses, Opportunities, Threats)
 - d. Develop Strategic Initiatives
 - e. SMART Goals / timeline
- 4. Reporting / Business Practices for Consideration
 - a. Report of outcomes from the strategic planning session
 - b. Business Practices for Consideration
 - i. Similar airport visit(s)
 - ii. Research forward-thinking alternatives to airport use
 - iii. non-aeronautical revenue examples
 - iv. Community outreach examples
 - v. Resources

The specific deliverables are proposed to include multiple phases as follows:

- **Phase 1** - To begin the project, the Client will identify the participants in the Strategic Planning Committee the Consultant will be working with to achieve the Scope of Work. Together with assistance from the Committee, the Consultant will conduct an analysis of the current business operations of the airport. This information will be organized and consolidated to create a snapshot of airport operations. This is necessary to see where you have been in order to move forward and provide the airport with baseline impact information. The Consultant will hold meetings with the town leadership and airport management to collect data, and to understand the gaps, challenges and expectations. A survey will then be developed, which will be used as a base for the strategic planning session. This will include all activity specified in Steps 1 and 2 of the Scope of Work.
- **Phase 2** - The Consultant will provide an in-person strategic planning session with the airport authority members and airport leadership, utilizing the Phase 1 report, information gathered through the survey, and interviews. This will be an interactive, working session that involves all leadership's involvement and participation. This is inclusive of the activities identified in Step 3 of the Scope of Work.
- **Phase 3** - The Consultant will provide a written report detailing the recommended actions from the strategic planning session. This can be used to vote on the adoption of the recommended actions, as well as for benchmarks for implementation and success.

Pro Bono Disclaimer:

The services outlined in this scope of work are being provided on a pro bono basis. While we are committed to delivering high-quality results, the nature of this arrangement means that resources are limited, and the scope is confined to the tasks explicitly stated in this document. Any requests for additional services or modifications beyond the agreed-upon scope may require a separate agreement and may not be guaranteed under the pro bono terms.

2. Project Timing

The Consultant will follow an iterative and agile approach to the delivery of the project scope. Therefore, the Consultant will establish a 2-week check-in cadence with the Committee and agree to the following deliverable dates:

- **Phase 1** will commence two weeks upon receiving the signed contract. Please allow 8 weeks for completion. (Based upon access to information and cooperation of participants.)
- **Phase 2** will commence upon the conclusion of Phase 1. This is a full day retreat scheduled at the airport authority's expense and availability.
- **Phase 3** will commence upon the conclusion of Phase 2 and will require 4 weeks to complete, and will provide the Client two opportunities to make changes to the written report.

Pro Bono Disclaimer:

The timeline outlined in this agreement is provided as a guideline for the completion of work under a pro bono arrangement. While every effort will be made to adhere to the stated deadlines, unforeseen circumstances or resource constraints inherent to pro bono work may result in adjustments. Any changes to the timeline will be communicated promptly, and reasonable accommodations will be made to meet the objectives within the available capacity.

3. Compensation

All work will be provided **pro-bono** based upon the contributions that the current Airport Coordinator, BJ Teichman has provided to the aviation community locally, state-wide, and nationally. The below table is provided for reference only.

| Phase | Worker | Hours to complete | Cost |
|--------------------|---------|-------------------|-----------------|
| Phase 1 | Partner | 50 | \$7500 |
| Phase 2 | Partner | 24 | \$3600 |
| Phase 3 | Partner | 40 | \$6000 |
| Grand Total | | 114 | \$17,100 |

Pro Bono Disclaimer:

This project is being undertaken on a pro bono basis, meaning no costs or fees will be charged for the services outlined in this scope of work. While every effort will be made to provide the highest quality work, the pro bono nature of this engagement does not imply a guarantee of deliverables beyond those specified herein. Any additional services or changes to the scope may require separate agreements and will be subject to availability and capacity.

4. Approval

This proposal is valid until December 31, 2024. To agree to the terms in this proposal, the Client’s signature is required below.

Town of Bloomsburg

Date

BILLS TO BE ACKNOWLEDGED**January 27, 2024**

Fund

01

GENERAL FUND:

| | | | |
|-------------------------|-----------------------------------|-----------|-------------------|
| 400/486 | Administration | \$ | 16,816.24 |
| 409 | Town Buildings | \$ | 2,918.92 |
| 410 | Police Protection | \$ | 47,710.48 |
| 413 | Code Enforcement & Zoning | \$ | 24,458.41 |
| 415 | Emergency Management | \$ | 1,024.85 |
| 430/431/433/435/436/437 | Public Works | \$ | 22,668.21 |
| 440 | Airport | \$ | 1,279.24 |
| 454 | Town Park | \$ | 1,072.97 |
| 455 | Shade Tree | \$ | - |
| 459 | Community Garden | \$ | - |
| | Total | \$ | 117,949.32 |
| 02 | STREET LIGHTING FUND | \$ | 3,353.79 |
| 03 | FIRE FUND | \$ | 16,317.87 |
| 04 | RECYCLING FUND | \$ | 40,736.14 |
| 31 | COMMERCIAL LOAN REPAYMENT | \$ | - |
| 32 | POOL FUND | \$ | 871.84 |
| 35 | LIQUID FUELS FUND | \$ | 4,463.26 |
| 37 | AIRPORT FUND | \$ | - |
| 41 | CDBG ENTITLEMENT | \$ | - |
| 42 | CDBG-DR/ FMA | \$ | 45,900.00 |
| 45 | HOME | \$ | 45,911.00 |
| | DECEMBER PAYROLL | \$ | 239,788.66 |
| | TOTAL BILLS TO BE APPROVED | \$ | 515,291.88 |

Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | | Check Dist Am |
|---------------------------------------|---------------------------------|-------------|---------------|-------|-------------------|
| 01-201-00-2013 | | | | | |
| Prepaid Expenses | | | | | |
| 12/12/2024 | PowerDMS, Inc. | 126069 | 1 | 11005 | \$5,294.14 |
| 12/16/2024 | Tritech Software Systems | 426609 | 1 | 11048 | \$2,585.75 |
| 12/23/2024 | Geisinger Health Plan | 12232024 | 1 | 11054 | \$127.00 |
| Ledger Total: | | | | | \$8,006.89 |
| 01-214-00-2214 | | | | | |
| Employee Pension Withheld | | | | | |
| 12/12/2024 | Journey Bank | 12.12.2024 | 1 | 11013 | \$5,769.56 |
| Ledger Total: | | | | | \$5,769.56 |
| 01-215-00-2215 | | | | | |
| Deferred Compensation Payments | | | | | |
| 12/12/2024 | Lincoln Invest. Planning LLC | 2144683 | 1 | 11014 | \$4,950.95 |
| Ledger Total: | | | | | \$4,950.95 |
| 01-218-00-2218 | | | | | |
| USW Dues Withheld | | | | | |
| 12/12/2024 | USW | 12.12.2024 | 1 | 11016 | \$936.22 |
| Ledger Total: | | | | | \$936.22 |
| 01-218-00-2228 | | | | | |
| Teamsters Dues Withheld | | | | | |
| 12/12/2024 | Teamsters Local #764 | 12.12.2024 | 1 | 11015 | \$1,418.00 |
| Ledger Total: | | | | | \$1,418.00 |
| 01-227-00-2227 | | | | | |
| Police Benevolent Withheld | | | | | |
| 12/12/2024 | Bloomsburg Police Benevolent | 12.12.2024 | 1 | 11012 | \$128.00 |
| Ledger Total: | | | | | \$128.00 |
| 01-229-00-2229 | | | | | |
| AFLAC - PRE Withheld | | | | | |
| 12/12/2024 | Aflac | 071961 | 1 | 11011 | \$489.34 |
| Ledger Total: | | | | | \$489.34 |
| 01-230-00-2230 | | | | | |
| AFLAC - POST Withheld | | | | | |
| 12/12/2024 | Aflac | 071961 | 1 | 11011 | \$334.44 |
| Ledger Total: | | | | | \$334.44 |
| 01-400-00-5158 | | | | | |
| Life and Disability Insurance | | | | | |
| 12/04/2024 | The Standard | 12.2.24 | 1 | 10986 | \$42.43 |
| Ledger Total: | | | | | \$42.43 |
| 01-400-00-5210 | | | | | |
| Office Supplies | | | | | |
| 12/12/2024 | Staples Credit Plan | 40551 | 77 | 21288 | \$90.28 |
| Ledger Total: | | | | | \$90.28 |
| 01-400-00-5314 | | | | | |
| Legal Services | | | | | |
| 12/05/2024 | Hill, Turowski, James & Lehman | 10188 | 77 | 21272 | \$560.00 |
| 12/12/2024 | McNerney, Page, Vanderlin & Ha | 163713 | 77 | 21284 | \$569.25 |
| Ledger Total: | | | | | \$1,129.25 |
| 01-400-00-5320 | | | | | |
| Communications Expense | | | | | |
| 12/05/2024 | PenTele Data Ltd. Ptrl | B4607676 | 77 | 21275 | \$62.62 |
| 12/05/2024 | Service Electric Cablevision | 12.5.2024-4 | 77 | 21277 | \$296.89 |
| 12/05/2024 | Zoom Video Communications, Inc. | 282603987 | 77 | 21281 | \$65.99 |
| 12/12/2024 | Riverside Technologies, Inc | RC0002402 | 77 | 21286 | \$520.34 |
| Ledger Total: | | | | | \$945.84 |
| 01-400-00-5325 | | | | | |
| Postage | | | | | |
| 12/16/2024 | Pitney Bowes Purchase Power | 12.16.2024 | 1 | 11045 | \$300.00 |

Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | Check Dist Am |
|---|-------------------------------|--------------|----------------------|--------------------|
| 01-400-00-5370 Maintenance and Repair | | | Ledger Total: | \$300.00 |
| 12/12/2024 | Leaf | 17550987 | 1 10997 | \$154.93 |
| 01-409-00-4636 Town Hall- Cleaning | | | Ledger Total: | \$154.93 |
| 12/12/2024 | Millers Cleaning Service | 546548 | 1 11001 | \$329.38 |
| 01-409-00-5361 Town Hall Utilities | | | Ledger Total: | \$329.38 |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 10982 | \$445.89 |
| 12/05/2024 | UGI Penn Natural Gas, Inc. | 12.4.2024-2 | 77 21279 | \$91.85 |
| 01-409-00-5380 Town Hall Maintenance | | | Ledger Total: | \$537.74 |
| 12/05/2024 | Port Elevator | 198450-N0N5 | 77 21276 | \$750.00 |
| 12/23/2024 | Dent Plumbing & Heating, Inc. | 120907 | 1 11051 | \$889.80 |
| 12/23/2024 | Northeastern Automated Tech. | 18895 | 1 11057 | \$412.00 |
| 01-410-00-5156 Health Insurance | | | Ledger Total: | \$2,051.80 |
| 12/16/2024 | Albert Wagner | 12.16.2024 | 1 11017 | \$900.00 |
| 12/16/2024 | Barbaraann Adams | 12.16.2024 | 1 11018 | \$900.00 |
| 12/16/2024 | Beverly Riegel | 12.16.2024 | 1 11019 | \$900.00 |
| 12/16/2024 | Calvin E Rupert | 12.16.2024 | 1 11021 | \$900.00 |
| 12/16/2024 | Connie Gingham | 12.16.2024 | 1 11025 | \$900.00 |
| 12/16/2024 | David Edgar | 12.16.2024 | 1 11026 | \$900.00 |
| 12/16/2024 | Doug LeVan | 12.16.2024 | 1 11031 | \$900.00 |
| 12/16/2024 | Jean Coffman | 12.16.2024 | 1 11033 | \$900.00 |
| 12/16/2024 | Joe Wondoloski | 12.16.2024 | 1 11034 | \$900.00 |
| 12/16/2024 | Leonard F. Rogutski | 12.16.2024 | 1 11036 | \$609.93 |
| 12/16/2024 | Mary Jumper | 12.16.2024 | 1 11041 | \$900.00 |
| 12/16/2024 | Mary Ruth Wagner | 12.16.2024 | 1 11042 | \$900.00 |
| 12/16/2024 | Nancy Stout | 12.16.2024 | 1 11043 | \$900.00 |
| 12/16/2024 | Ronald G. Ortman | 12.16.2024 | 1 11047 | \$1,800.00 |
| 01-410-00-5157 Medical | | | Ledger Total: | \$13,209.93 |
| 12/05/2024 | United Concordia | 201466979 | 77 21280 | \$114.50 |
| 01-410-00-5158 Life and Disability Insurance | | | Ledger Total: | \$114.50 |
| 12/04/2024 | The Hartford | 240931680027 | 1 10985 | \$255.52 |
| 12/04/2024 | The Standard | 12.2.24 | 1 10986 | \$622.45 |
| 01-410-00-5238 Uniforms | | | Ledger Total: | \$877.97 |
| 12/05/2024 | Danner | 102648000 | 77 21271 | \$330.00 |
| 12/16/2024 | Big Top Teams, LLC | 3913 | 1 11020 | \$20.30 |
| 01-410-00-5240 Materials and Supplies | | | Ledger Total: | \$350.30 |

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Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | | Check Dist Am |
|--|--------------------------------|---------------|---------------|-------|---------------|
| 12/05/2024 | Office Depot | 398193068-001 | 77 | 21274 | \$238.75 |
| 12/12/2024 | Big Top Teams, LLC | 4355 | 1 | 10988 | \$11.00 |
| 12/12/2024 | Cintas Fas Lockbox 636525 | 421335128 | 77 | 21282 | \$55.83 |
| 12/16/2024 | Big Top Teams, LLC | 4391 | 1 | 11020 | \$34.50 |
| Ledger Total: | | | | | \$340.08 |
| 01-410-00-5314 Legal Services | | | | | |
| 12/05/2024 | Hill, Turowski, James & Lehman | 10188 | 77 | 21272 | \$262.50 |
| Ledger Total: | | | | | \$262.50 |
| 01-410-00-5320 Communications Expense | | | | | |
| 12/05/2024 | PenTele Data Ltd. Ptrl | B4607676 | 77 | 21275 | \$157.26 |
| 12/05/2024 | Service Electric Cablevision | 12.5.2024-5 | 77 | 21277 | \$344.59 |
| 12/12/2024 | Riverside Technologies, Inc | RC0002402 | 77 | 21286 | \$1,160.40 |
| 12/12/2024 | Service Electric Cablevision | 12.12.2024 | 77 | 21287 | \$145.03 |
| Ledger Total: | | | | | \$1,807.28 |
| 01-410-00-5361 Utilities | | | | | |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 | 10982 | \$597.16 |
| 12/12/2024 | UGI Penn Natural Gas, Inc. | 12.12.2024 | 77 | 21289 | \$30.75 |
| Ledger Total: | | | | | \$627.91 |
| 01-410-00-5371 Maintenance- Police Vehicles | | | | | |
| 12/05/2024 | Snap-On | 12.4.2024 | 77 | 21278 | \$19.70 |
| 12/12/2024 | Independence Ford Inc. | 24131 | 1 | 10996 | \$77.24 |
| Ledger Total: | | | | | \$96.94 |
| 01-410-00-5372 Pango/Passport Expense | | | | | |
| 12/12/2024 | Passport Labs, Inc | 1048875 | 1 | 11003 | \$600.00 |
| 12/12/2024 | Passport Labs, Inc | 1046773 | 1 | 11003 | \$1,271.00 |
| 12/12/2024 | Passport Labs, Inc | 1046468 | 1 | 11003 | \$12,000.00 |
| 12/12/2024 | Passport Labs, Inc | 1046079 | 1 | 11003 | \$1,271.00 |
| 12/12/2024 | Passport Labs, Inc | 1045243 | 1 | 11003 | \$3,519.26 |
| 12/12/2024 | Passport Labs, Inc | 1045503 | 1 | 11003 | \$1,271.00 |
| Ledger Total: | | | | | \$19,932.26 |
| 01-410-00-5374 Equipment Maintenance | | | | | |
| 12/12/2024 | Leaf | 17550987 | 1 | 10997 | \$206.57 |
| Ledger Total: | | | | | \$206.57 |
| 01-410-00-5377 Maintenance- Parking Meters | | | | | |
| 12/12/2024 | POM Incorporated | 46874 | 1 | 11004 | \$344.00 |
| 12/12/2024 | Sokol, Inc. | 15778 | 1 | 11009 | \$195.00 |
| Ledger Total: | | | | | \$539.00 |
| 01-410-00-5384 Building Maintenance | | | | | |
| 12/23/2024 | Northeastern Automated Tech. | 18898 | 1 | 11057 | \$412.00 |
| Ledger Total: | | | | | \$412.00 |
| 01-410-00-5385 Cleaning - Police Building | | | | | |
| 12/12/2024 | Millers Cleaning Service | 546552 | 1 | 11001 | \$419.69 |
| Ledger Total: | | | | | \$419.69 |
| 01-410-00-5386 Cleaning - Parking | | | | | |

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Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | | Check Dist Am |
|---|-------------------------------|---------------------|---------------|-------|--------------------------|
| 12/12/2024 | Millers Cleaning Service | 546549 | 1 | 11001 | \$42.50 |
| 01-410-00-5460 Training | | | | | Ledger Total: \$42.50 |
| 12/12/2024 | Geisinger Medical Center | 12.12.2024 | 1 | 10994 | \$20.00 |
| 01-410-00-5504 DUI Processing Center | | | | | Ledger Total: \$20.00 |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 | 10982 | \$72.71 |
| 12/05/2024 | Snap-On | 12.4.2024 | 77 | 21278 | \$1.64 |
| 12/12/2024 | Leaf | 17550987 | 1 | 10997 | \$51.64 |
| 12/12/2024 | UGI Penn Natural Gas, Inc. | 12.12.2024-2 | 77 | 21289 | \$33.17 |
| 12/23/2024 | Northeastern Automated Tech. | 18897 | 1 | 11057 | \$412.00 |
| 01-413-00-5112 Salaries- Zoning Hearing Board | | | | | Ledger Total: \$571.16 |
| 12/16/2024 | Diane Levan | 12.16.2024 | 1 | 11030 | \$50.00 |
| 12/16/2024 | Martin Beran | 12.16.2024 | 1 | 11040 | \$50.00 |
| 12/16/2024 | Ralph L. Magill | 12.16.2024-1 | 1 | 11046 | \$50.00 |
| 01-413-00-5156 Health Insurance | | | | | Ledger Total: \$150.00 |
| 12/16/2024 | Christine C. Meeker | 12.16.2024 | 1 | 11023 | \$900.00 |
| 12/16/2024 | Dean Von Blohn | 12.16.2024 | 1 | 11029 | \$900.00 |
| 12/16/2024 | Ralph L. Magill | 12.16.2024-2 | 1 | 11046 | \$900.00 |
| 01-413-00-5157 Medical | | | | | Ledger Total: \$2,700.00 |
| 12/05/2024 | United Concordia | 201466979 | 77 | 21280 | \$98.50 |
| 01-413-00-5158 Life and Disability Insurance | | | | | Ledger Total: \$98.50 |
| 12/04/2024 | The Standard | 12.2.24 | 1 | 10986 | \$64.78 |
| 01-413-00-5240 Materials and Supplies | | | | | Ledger Total: \$64.78 |
| 12/05/2024 | Amazon | 113-0057749-1630621 | 77 | 21269 | \$34.06 |
| 01-413-00-5310 Cons./ Eng. Serv. Barry Isett | | | | | Ledger Total: \$34.06 |
| 12/12/2024 | Barry Isett & Associates Inc. | WV-195116-2 | 1 | 10987 | \$2,144.10 |
| 12/12/2024 | Barry Isett & Associates Inc. | WV-195116-3 | 1 | 10987 | \$1,754.20 |
| 12/12/2024 | Barry Isett & Associates Inc. | WV-195116-4 | 1 | 10987 | \$754.50 |
| 12/12/2024 | Barry Isett & Associates Inc. | WV-195116-5 | 1 | 10987 | \$154.50 |
| 12/12/2024 | Barry Isett & Associates Inc. | WV-195116-6 | 1 | 10987 | \$104.50 |
| 12/12/2024 | Barry Isett & Associates Inc. | WV-195116-7 | 1 | 10987 | \$464.00 |
| 12/12/2024 | Barry Isett & Associates Inc. | WV-195116-8 | 1 | 10987 | \$129.50 |
| 12/12/2024 | Crown Castle | 12.11.2024 | 1 | 10991 | \$885.00 |
| 01-413-00-5313 Engineering Services Keystone | | | | | Ledger Total: \$6,390.30 |
| 12/23/2024 | Keystone Consulting Engineers | 201818 | 1 | 11056 | \$1,612.90 |
| | | | | | Ledger Total: \$1,612.90 |

Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | Check Dist Am |
|--|--------------------------------|-------------|----------------------|--------------------|
| 01-413-00-5314 Legal Services | | | | |
| 12/05/2024 | Buchanan Ingersoll & Rooney | 12347103 | 77 21270 | \$4,915.50 |
| 12/05/2024 | Buchanan Ingersoll & Rooney | 12347089 | 77 21270 | \$4,123.50 |
| 12/05/2024 | Hill, Turowski, James & Lehman | 10188 | 77 21272 | \$3,307.50 |
| 12/12/2024 | McNerney, Page, Vanderlin & Ha | 163713 | 77 21284 | \$131.25 |
| | | | Ledger Total: | \$12,477.75 |
| 01-413-00-5318 Stenographer Services | | | | |
| 12/23/2024 | Ervin Blank Associates, Inc. | 15212 | 1 11053 | \$240.00 |
| | | | Ledger Total: | \$240.00 |
| 01-413-00-5320 Communications Expense | | | | |
| 12/05/2024 | PenTele Data Ltd. Ptrl | B4607676 | 77 21275 | \$46.97 |
| 12/12/2024 | Riverside Technologies, Inc | RC0002402 | 77 21286 | \$178.68 |
| | | | Ledger Total: | \$225.65 |
| 01-413-00-5370 Maintenance and Repair | | | | |
| 12/12/2024 | Leaf | 17550987 | 1 10997 | \$103.29 |
| | | | Ledger Total: | \$103.29 |
| 01-413-00-5373 Vehicle Maintenance | | | | |
| 12/05/2024 | Snap-On | 12.4.2024 | 77 21278 | \$4.93 |
| | | | Ledger Total: | \$4.93 |
| 01-413-00-5451 Contracted Services Floodplain | | | | |
| 12/12/2024 | Barry Isett & Associates Inc. | WV-195116 | 1 10987 | \$356.25 |
| | | | Ledger Total: | \$356.25 |
| 01-415-00-5320 Communications Expense | | | | |
| 12/23/2024 | Bird Printing Co. | 76011 | 1 11050 | \$1,000.00 |
| | | | Ledger Total: | \$1,000.00 |
| 01-415-00-5360 Utilities | | | | |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 10982 | \$24.85 |
| | | | Ledger Total: | \$24.85 |
| 01-430-00-5156 Health Insurance | | | | |
| 12/16/2024 | Carl Barratt | 12.16.2024 | 1 11022 | \$900.00 |
| 12/16/2024 | David R. Eyer | 12.16.2024 | 1 11027 | \$900.00 |
| 12/16/2024 | John Barton | 12.16.2024 | 1 11035 | \$900.00 |
| 12/16/2024 | John Tedesco | 12.16.2024 | 1 11036 | \$900.00 |
| 12/16/2024 | Larry Poust | 12.16.2024 | 1 11037 | \$900.00 |
| | | | Ledger Total: | \$4,500.00 |
| 01-430-00-5158 Life and Disability Insurance | | | | |
| 12/04/2024 | The Standard | 12.2.24 | 1 10986 | \$203.07 |
| | | | Ledger Total: | \$203.07 |
| 01-430-00-5240 Materials & Supplies | | | | |
| 12/12/2024 | Home Depot Credit Services | 10712 | 1 10995 | \$113.03 |
| 12/12/2024 | Home Depot Credit Services | 2022326 | 1 10995 | \$29.97 |
| 12/12/2024 | M & N Sales Co., Inc. | 609758 | 1 10999 | \$61.60 |
| 12/12/2024 | M & N Sales Co., Inc. | 609527 | 1 10999 | \$534.02 |
| 12/12/2024 | Staples Credit Plan | 40551 | 77 21288 | \$3.49 |

Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | | Check Dist Am |
|--|------------------------------------|-------------|---------------|-------|---------------------------------|
| 12/23/2024 | Northeastern Automated Tech. | 18896 | 1 | 11057 | \$412.00 |
| 01-430-00-5319 Cleaning | | | | | Ledger Total: \$1,154.11 |
| 12/12/2024 | Millers Cleaning Service | 546551 | 1 | 11001 | \$127.50 |
| 01-430-00-5320 Communications Expense | | | | | Ledger Total: \$127.50 |
| 12/05/2024 | PenTele Data Ltd. Ptrl | B4607676 | 77 | 21275 | \$70.95 |
| 12/05/2024 | Service Electric Cablevision | 12.5.2024-2 | 77 | 21277 | \$47.62 |
| 12/12/2024 | Riverside Technologies, Inc | RC0002402 | 77 | 21286 | \$85.34 |
| 01-430-00-5360 Utilities | | | | | Ledger Total: \$203.91 |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 | 10982 | \$194.80 |
| 12/05/2024 | UGI Penn Natural Gas, Inc. | 12.4.2024-3 | 77 | 21279 | \$124.21 |
| 01-430-00-5470 General Expense | | | | | Ledger Total: \$319.01 |
| 12/12/2024 | Pennsylvania One Call System, Inc. | 0001077511 | 77 | 21285 | \$35.10 |
| 12/23/2024 | Work Place Health | TBR | 1 | 11058 | \$108.00 |
| 01-431-00-5317 Trash Removal | | | | | Ledger Total: \$143.10 |
| 12/04/2024 | Swisher Disposal Service | 12.4.2024 | 1 | 10984 | \$250.00 |
| 01-433-00-5364 Traffic Signal Electrical Cost | | | | | Ledger Total: \$250.00 |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 | 10982 | \$106.58 |
| 01-433-00-5975 American Rescue Plan | | | | | Ledger Total: \$106.58 |
| 12/04/2024 | Rettew | 12545 | 1 | 10983 | \$1,373.85 |
| 12/04/2024 | Rettew | 13860 | 1 | 10983 | \$2,587.50 |
| 01-433-00-5977 SNARL | | | | | Ledger Total: \$3,961.35 |
| 12/16/2024 | Livic Civil | 8676 | 1 | 11039 | \$2,576.70 |
| 01-433-00-5991 Boat Launch- DCNR | | | | | Ledger Total: \$2,576.70 |
| 12/16/2024 | Livic Civil | 8677 | 1 | 11039 | \$2,150.00 |
| 01-435-00-5246 Street Excavation | | | | | Ledger Total: \$2,150.00 |
| 12/12/2024 | Livic Civil | 8678 | 1 | 10998 | \$4,636.50 |
| 01-437-00-5374 Equipment Maintenance | | | | | Ledger Total: \$4,636.50 |
| 12/05/2024 | Keystone Communications | 156691 | 77 | 21273 | \$127.50 |
| 12/05/2024 | Snap-On | 12.4.2024 | 77 | 21278 | \$18.06 |
| 12/12/2024 | Bloomsburg Truck and Trailer | 1731 | 1 | 10989 | \$800.31 |
| 12/12/2024 | Bortek Industries, Inc | 819514-00 | 1 | 10990 | \$611.61 |
| 12/12/2024 | Bortek Industries, Inc | 825024-00 | 1 | 10990 | \$61.46 |
| 12/12/2024 | Independence Ford Inc. | 24151 | 1 | 10996 | \$614.15 |

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Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | Check Dist Am |
|--|--------------------------------|---------------------|---------------|--------------------------|
| 12/12/2024 | Leaf | 17550987 | 1 10997 | \$103.29 |
| 01-440-00-5158 Life & Disability Ins. | | | | Ledger Total: \$2,336.38 |
| 12/04/2024 | The Standard | 12.2.24 | 1 10986 | \$22.35 |
| 01-440-00-5240 Materials and Supplies | | | | Ledger Total: \$22.35 |
| 12/05/2024 | Amazon | 113-0057749-1630621 | 77 21269 | \$27.99 |
| 01-440-00-5320 Communications Expense | | | | Ledger Total: \$27.99 |
| 12/05/2024 | PenTele Data Ltd. Ptrl | B4607676 | 77 21275 | \$70.95 |
| 12/05/2024 | Service Electric Cablevision | 12.05.2024-3 | 77 21277 | \$19.41 |
| 12/12/2024 | Riverside Technologies, Inc | RC0002402 | 77 21286 | \$42.67 |
| 01-440-00-5360 Utilities | | | | Ledger Total: \$133.03 |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 10982 | \$303.98 |
| 12/12/2024 | PPL Electric Utilities | 12.11.2024-3 | 1 11008 | \$54.59 |
| 01-440-00-5370 Maintenance and Repair | | | | Ledger Total: \$358.57 |
| 12/05/2024 | Snap-On | 12.4.2024 | 77 21278 | \$1.66 |
| 12/12/2024 | Dent Plumbing & Heating, Inc. | 111904 | 1 10993 | \$272.00 |
| 12/12/2024 | Leaf | 17550987 | 1 10997 | \$51.64 |
| 12/23/2024 | Northeastern Automated Tech. | 18899 | 1 11057 | \$412.00 |
| 01-454-00-5360 Utilities | | | | Ledger Total: \$737.30 |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 10982 | \$819.64 |
| 01-454-00-5370 Maintenance and Repair | | | | Ledger Total: \$819.64 |
| 12/12/2024 | Dan-Ber Concrete | 6210 | 1 10992 | \$253.33 |
| 02-434-00-5365 Street Lighting Utilities | | | | Ledger Total: \$253.33 |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 10982 | \$267.85 |
| 12/12/2024 | PPL Electric Utilities | 12.11.2024 | 1 11006 | \$15.58 |
| 12/12/2024 | PPL Electric Utilities | 12.11.2024-2 | 1 11007 | \$2,964.58 |
| 02-434-00-5366 Street Lighting Maintenance | | | | Ledger Total: \$3,248.01 |
| 12/12/2024 | Mark Conner Electric LLC | 241127-1 | 1 11000 | \$105.78 |
| 03-201-00-2013 Prepaid Expense | | | | Ledger Total: \$105.78 |
| 12/12/2024 | PA Dept. of Labor and Industry | 12.11.2024 | 1 11002 | \$9,768.00 |
| 03-411-00-5363 Hydrant Service | | | | Ledger Total: \$9,768.00 |
| 12/12/2024 | Veolia Water PA | 12.10.2024 | 1 11010 | \$4,963.20 |
| 03-411-00-5374 Equipment Maintenance | | | | Ledger Total: \$4,963.20 |

Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | Check Dist Am |
|--|-------------------------------------|-------------|---------------|----------------------------------|
| 12/05/2024 | Snap-On | 12.4.2024 | 77 21278 | \$6.57 |
| 03-411-00-5470 General Expense | | | | Ledger Total: \$6.57 |
| 12/04/2024 | ESO Solutions, Inc. | ESO-156130 | 1 10979 | \$1,580.10 |
| 04-201-00-2013 Prepaid Expense | | | | Ledger Total: \$1,580.10 |
| 12/16/2024 | Wright National Flood Insurance Co. | 12.16.2024 | 1 11049 | \$4,125.00 |
| 04-400-00-5158 Life and Disability Insurance | | | | Ledger Total: \$4,125.00 |
| 12/04/2024 | The Standard | 12.2.24 | 1 10986 | \$22.35 |
| 04-426-00-5158 Life and Disability Insurance | | | | Ledger Total: \$22.35 |
| 12/04/2024 | The Standard | 12.2.24 | 1 10986 | \$100.40 |
| 04-426-00-5317 Trash Removal | | | | Ledger Total: \$100.40 |
| 12/04/2024 | Swisher Disposal Service | 12.4.2024 | 1 10984 | \$400.00 |
| 04-426-00-5320 Communications Expense | | | | Ledger Total: \$400.00 |
| 12/05/2024 | PenTele Data Ltd. Ptrl | B4607676 | 77 21275 | \$70.95 |
| 12/05/2024 | Service Electric Cablevision | 12.5.24-1 | 77 21277 | \$52.33 |
| 12/12/2024 | Riverside Technologies, Inc | RC0002402 | 77 21288 | \$42.67 |
| 12/23/2024 | Bird Printing Co. | 76011 | 1 11050 | \$5,590.00 |
| 04-426-00-5330 Vehicle Operation/Maintenance | | | | Ledger Total: \$5,755.95 |
| 12/05/2024 | Snap-On | 12.4.2024 | 77 21278 | \$9.85 |
| 12/16/2024 | Eagle Truck Equipment | 25707 | 1 11032 | \$178.20 |
| 04-426-00-5335 Weighing and Shipping | | | | Ledger Total: \$188.05 |
| 12/16/2024 | CL Trading LLC | 67046 | 1 11024 | \$3,760.00 |
| 04-426-00-5360 Utilities | | | | Ledger Total: \$3,760.00 |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-3 | 1 10982 | \$788.14 |
| 12/05/2024 | UGI Penn Natural Gas, Inc. | 12.4.2024-1 | 77 21279 | \$315.24 |
| 04-426-00-5374 Equipment Maintenance | | | | Ledger Total: \$1,103.38 |
| 12/12/2024 | Leaf | 17550987 | 1 10997 | \$51.64 |
| 12/12/2024 | Lift Inc. | SVI49508 | 77 21283 | \$1,722.47 |
| 12/23/2024 | Eagle Truck Equipment | 25746 | 1 11052 | \$16,640.00 |
| 04-426-00-5384 Building and Grounds Maintenance | | | | Ledger Total: \$18,414.11 |
| 12/12/2024 | Millers Cleaning Service | 546440 | 1 11001 | \$85.00 |
| 12/16/2024 | Neighbor Fencing | 203856 | 1 11044 | \$5,750.00 |
| 12/23/2024 | Harrell Automatic Sprinkler | 37175 | 1 11055 | \$1,031.90 |
| | | | | Ledger Total: \$6,866.90 |

Financial Transactions

Town of Bloomsburg

01/06/2025

From: 12/01/2024 To: 12/31/2024

| Paid Date | Vendor Name | Invoice # | Bank/Check No | Check Dist Am |
|--|-------------------------|-------------|----------------------|---------------------|
| 32-110-01-1100 Petty Cash | | | | |
| 12/04/2024 | Petty Cash | 12.4.2024 | 1 10980 | \$300.00 |
| | | | Ledger Total: | \$300.00 |
| 32-452-00-5366 Electrical Service | | | | |
| 12/04/2024 | PPL Electric Utilities | 12.3.2024-1 | 1 10981 | \$65.17 |
| | | | Ledger Total: | \$65.17 |
| 32-452-00-5370 Maintenance and Repair | | | | |
| 12/12/2024 | Dan-Ber Concrete | 6210 | 1 10992 | \$506.67 |
| | | | Ledger Total: | \$506.67 |
| 35-433-00-5364 Traffic Signal Electrical Cost | | | | |
| 12/04/2024 | PPL Electric Utilities | 13.3.2024-2 | 35 2608 | \$495.49 |
| | | | Ledger Total: | \$495.49 |
| 35-433-00-5378 Traffic Signal Maintenance | | | | |
| 12/12/2024 | Tra Electric, Inc. | 24204 | 35 2610 | \$472.64 |
| | | | Ledger Total: | \$472.64 |
| 35-492-00-5001 Transfer to General Fund | | | | |
| 12/12/2024 | Town of Bloomsburg | 12.10.2024 | 35 2609 | \$3,495.13 |
| | | | Ledger Total: | \$3,495.13 |
| 42-434-00-5640 SWIFT- EXPENSE | | | | |
| 12/16/2024 | DB Construction | 12.16.2024 | 1 11028 | \$45,900.00 |
| | | | Ledger Total: | \$45,900.00 |
| 45-454-00-5610 Construction Services | | | | |
| 12/04/2024 | Square One Construction | 12.3.2024-2 | 45 84 | \$34,055.00 |
| 12/04/2024 | Square One Construction | 12.3.2024 | 45 84 | \$11,856.00 |
| | | | Ledger Total: | \$45,911.00 |
| | | | Grand Total: | \$275,503.22 |

Administrative

06-Jan-25

Town of Bloomsburg

Administrative: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---------------------|--------------------------------|----------------|----------------|------------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-301-00-4190 | Real Estate Tax- Discount | (\$35,200.00) | (\$33,597.13) | (\$1,602.87) |
| 01-301-00-4191 | Real Estate Tax- Penalty | \$10,350.00 | \$4,300.01 | \$6,049.99 |
| 01-301-00-4301 | Real Estate Taxes- CY | \$2,040,555.00 | \$1,958,885.30 | \$81,669.70 |
| 01-301-00-4304 | Real Estate Taxes- Delinquent | \$100,000.00 | \$41,514.51 | \$58,485.49 |
| 01-301-00-4306 | Real Estate Tax- Interim Levy | \$10,000.00 | \$0.00 | \$10,000.00 |
| 01-301-00-4808 | Other Beginning Balance- GF | \$2,603.00 | \$0.00 | \$2,603.00 |
| 01-310-00-4102 | Real Estate Transfer Tax | \$175,000.00 | \$126,651.54 | \$48,348.46 |
| 01-310-00-4103 | Earned Income Tax- CY | \$895,000.00 | \$761,045.52 | \$133,954.48 |
| 01-310-00-4104 | Earned Income Tax- Prior Years | \$0.00 | \$82.50 | (\$82.50) |
| 01-310-00-4106 | Amusement Tax | \$250,000.00 | \$235,146.26 | \$14,853.74 |
| 01-310-00-4107 | Mechanical Device Tax | \$7,000.00 | \$6,034.93 | \$965.07 |
| 01-310-00-4108 | Gross Receipts Tax | \$480,000.00 | \$373,468.92 | \$106,531.08 |
| 01-310-00-4109 | Local Services Tax | \$290,000.00 | \$208,618.11 | \$81,381.89 |
| 01-321-00-4280 | Cable Television Franchise | \$50,000.00 | \$39,975.87 | \$10,024.13 |
| 01-341-00-4200 | Interest on Temporary Investme | \$50,000.00 | \$15,596.82 | \$34,403.18 |
| 01-351-00-4515 | American Rescue Plan | \$3,200,000.00 | \$0.00 | \$3,200,000.00 |
| 01-354-00-4557 | Alcoholic Beverage Licenses | \$4,000.00 | \$0.00 | \$4,000.00 |
| 01-354-00-4959 | ARLE: Route 11 & Park Street | \$100,000.00 | \$0.00 | \$100,000.00 |
| 01-354-00-4960 | ARLE- Ped. Countdown State | \$100,000.00 | \$0.00 | \$100,000.00 |
| 01-354-00-4961 | ARLE: 5th & Market Streets | \$100,000.00 | \$0.00 | \$100,000.00 |
| 01-354-00-4964 | SNARL | \$0.00 | \$0.00 | \$0.00 |
| 01-354-00-4972 | DCNR Town Park Restoration | \$0.00 | \$0.00 | \$0.00 |
| 01-354-00-4975 | USDA- \$500,000- PINE Lots | \$0.00 | \$500,000.00 | (\$500,000.00) |
| 01-354-00-4981 | Loan- USDA \$1,216,200 | \$0.00 | \$1,216,200.00 | (\$1,216,200.00) |
| 01-354-00-4982 | Healing the Planet Grant | \$0.00 | \$4,000.00 | (\$4,000.00) |
| 01-355-00-4555 | Public Utility Realty Tax | \$4,500.00 | \$0.00 | \$4,500.00 |
| 01-355-00-4558 | State Pension Aid Grant | \$155,414.00 | \$176,183.54 | (\$20,749.54) |
| 01-359-00-4590 | Payment in Lieu of Taxes | \$49,000.00 | \$52,346.99 | (\$3,346.99) |
| 01-372-00-4952 | PNC 1% | \$5,000.00 | \$5,709.04 | (\$709.04) |
| 01-380-00-4802 | Other Revenue - Admin | \$3,000.00 | \$9,002.30 | (\$6,002.30) |
| 01-380-00-4813 | Cell Tower Revenue | \$12,000.00 | \$12,000.00 | \$0.00 |
| 01-387-00-4955 | Rev.- Admin. Health Cont. | \$3,420.00 | \$4,984.42 | (\$1,564.42) |
| 01-392-00-4004 | Transfer from Recycling Fund | \$26,000.00 | \$26,000.00 | \$0.00 |
| 01-392-00-4023 | Transfer from Col Child Dev | \$15,000.00 | \$15,000.00 | \$0.00 |
| 01-392-00-4035 | Transfer from Liquid Fuels Acc | \$80,000.00 | \$46,940.11 | \$13,059.89 |
| Subtotal Revenue: | | \$8,162,642.00 | \$5,806,069.56 | \$2,356,572.44 |
| Expense | | | | |
| 01-400-00-5100 | Prior Year Expense | \$0.00 | \$8,331.00 | (\$8,331.00) |
| 01-400-00-5110 | Elected Officials | \$30,000.00 | \$30,590.53 | (\$590.53) |
| 01-400-00-5120 | Wages - Salaried Employees | \$168,755.00 | \$190,680.09 | (\$21,925.09) |
| 01-400-00-5140 | Wages- Full Time Employees | \$59,604.00 | \$40,723.11 | \$18,880.89 |
| 01-400-00-5142 | Wages - Part Time Employees | \$29,833.00 | \$29,921.72 | (\$88.72) |
| 01-400-00-5143 | Workers Compensation | \$843.00 | \$0.00 | \$843.00 |
| 01-400-00-5155 | Paychex Fees | \$12,500.00 | \$20,700.39 | (\$8,200.39) |
| 01-400-00-5156 | Health Insurance | \$47,597.00 | \$62,378.16 | (\$14,781.16) |
| 01-400-00-5157 | Medical | \$850.00 | \$57.00 | \$793.00 |
| 01-400-00-5158 | Life and Disability Insurance | \$683.00 | \$430.34 | \$252.66 |
| 01-400-00-5161 | Social Security | \$22,396.00 | \$24,326.60 | (\$1,930.60) |

Administrative

06-Jan-25

Town of Bloomsburg

Administrative: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|----------------------|--------------------------------|----------------|----------------|----------------|
| 01-400-00-5182 | Longevity | \$1,320.00 | \$1,116.16 | \$203.84 |
| 01-400-00-5189 | Vacation | \$3,246.00 | \$0.00 | \$3,246.00 |
| 01-400-00-5210 | Office Supplies | \$3,000.00 | \$4,907.91 | (\$1,907.91) |
| 01-400-00-5311 | Auditing Services | \$35,000.00 | \$22,505.65 | \$12,494.35 |
| 01-400-00-5314 | Legal Services | \$25,000.00 | \$28,389.82 | (\$3,389.82) |
| 01-400-00-5318 | Codes Analysis - General Code | \$7,500.00 | \$12,260.00 | (\$4,760.00) |
| 01-400-00-5320 | Communications Expense | \$23,000.00 | \$18,220.21 | \$4,779.79 |
| 01-400-00-5325 | Postage | \$4,000.00 | \$1,778.56 | \$2,221.44 |
| 01-400-00-5340 | Advertising and Printing | \$4,000.00 | \$3,009.97 | \$990.03 |
| 01-400-00-5370 | Maintenance and Repair | \$2,500.00 | \$1,984.79 | \$515.21 |
| 01-400-00-5420 | Dues and Subscriptions | \$9,000.00 | \$2,640.72 | \$6,359.28 |
| 01-400-00-5460 | Training | \$1,000.00 | \$220.00 | \$780.00 |
| 01-400-00-5461 | Training- Council | \$500.00 | \$81.74 | \$418.26 |
| 01-400-00-5470 | General Expense | \$5,000.00 | \$6,047.91 | (\$1,047.91) |
| 01-433-00-5972 | ARLE: 5th & Market Streets | \$100,000.00 | \$224,210.53 | (\$124,210.53) |
| 01-433-00-5973 | ARLE: Route 11 & Park Street | \$100,000.00 | \$249,896.95 | (\$149,896.95) |
| 01-433-00-5974 | ARLE- Pedestrian Countdown | \$100,000.00 | (\$35,680.95) | \$135,680.95 |
| 01-433-00-5975 | American Rescue Plan | \$3,200,000.00 | \$274,716.50 | \$2,925,283.50 |
| 01-433-00-5977 | SNARL | \$0.00 | \$23,568.50 | (\$23,568.50) |
| 01-433-00-5981 | ARLE CONS.- KUHARCHIK | \$0.00 | \$192,156.30 | (\$192,156.30) |
| 01-433-00-5990 | Boat launch- PA Fish | \$0.00 | \$0.00 | \$0.00 |
| 01-433-00-5992 | Healing the Planet Grant | \$0.00 | \$4,000.00 | (\$4,000.00) |
| 01-483-00-5830 | Contribution to Employee Retir | \$358,374.00 | \$379,123.54 | (\$20,749.54) |
| 01-486-00-5352 | Insurance | \$97,660.00 | \$236,716.00 | (\$139,056.00) |
| 01-492-00-5005 | Transfer to Swimming Pool | \$33,955.00 | \$0.00 | \$33,955.00 |
| Subtotal Expenses: | | \$4,487,116.00 | \$2,060,009.75 | \$2,427,106.25 |
| Excess Over / Under: | | | \$3,746,059.81 | |

Airport

06-Jan-25

Town of Bloomsburg

Airport: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|-----------------------------|----------------------------|---------------------|----------------------|---------------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-342-00-4202 | Rent- Airport | \$44,125.00 | \$43,696.80 | \$428.20 |
| 01-342-00-4203 | Lease- Airport Hangar | \$26,280.00 | \$33,444.26 | (\$7,164.26) |
| 01-342-00-4204 | Aviation Fuel Sales | \$170,000.00 | \$113,016.81 | \$56,983.19 |
| 01-342-00-4802 | Other Revenue | \$0.00 | \$7,267.25 | (\$7,267.25) |
| 01-342-00-4803 | Special Events | \$700.00 | \$0.00 | \$700.00 |
| 01-342-00-4805 | Conference Room Rental | \$2,500.00 | \$4,050.00 | (\$1,550.00) |
| 01-342-00-5100 | Prior Year Revenue | \$0.00 | \$400.00 | (\$400.00) |
| 01-387-00-4958 | Rev.- Airport Health Cont. | \$1,143.00 | \$1,210.35 | (\$67.35) |
| Subtotal Revenue: | | \$244,748.00 | \$203,085.47 | \$41,662.53 |
| Expense | | | | |
| 01-440-00-5100 | Prior Year | \$0.00 | \$32,000.00 | (\$32,000.00) |
| 01-440-00-5140 | Wages- Salaried Employees | \$49,548.00 | \$48,558.26 | \$989.74 |
| 01-440-00-5143 | Workers Comp. | \$1,980.00 | \$0.00 | \$1,980.00 |
| 01-440-00-5156 | Health Insurance | \$12,699.00 | \$13,505.76 | (\$806.76) |
| 01-440-00-5157 | Medical | \$850.00 | \$579.35 | \$270.65 |
| 01-440-00-5158 | Life & Disability Ins. | \$224.00 | \$254.37 | (\$30.37) |
| 01-440-00-5161 | Social Security | \$3,957.00 | \$3,847.83 | \$109.17 |
| 01-440-00-5182 | Longevity | \$1,220.00 | \$1,120.00 | \$100.00 |
| 01-440-00-5189 | Vacation | \$953.00 | \$0.00 | \$953.00 |
| 01-440-00-5231 | Gas, Oil and Grease | \$100.00 | \$0.00 | \$100.00 |
| 01-440-00-5240 | Materials and Supplies | \$600.00 | \$1,435.70 | (\$835.70) |
| 01-440-00-5314 | Legal Services | \$1,000.00 | \$1,020.00 | (\$20.00) |
| 01-440-00-5320 | Communications Expense | \$1,500.00 | \$2,206.79 | (\$706.79) |
| 01-440-00-5325 | Postage | \$50.00 | \$12.44 | \$37.56 |
| 01-440-00-5352 | Insurance | \$6,300.00 | \$5,642.00 | \$658.00 |
| 01-440-00-5360 | Utilities | \$5,000.00 | \$4,180.28 | \$819.72 |
| 01-440-00-5370 | Maintenance and Repair | \$3,200.00 | \$23,679.49 | (\$20,479.49) |
| 01-440-00-5371 | Aviation Fuel | \$150,000.00 | \$96,879.79 | \$53,120.21 |
| 01-440-00-5460 | Training | \$1,000.00 | \$470.33 | \$529.67 |
| 01-440-00-5470 | General Expense | \$1,000.00 | \$7,334.22 | (\$6,334.22) |
| Subtotal Expenses: | | \$241,181.00 | \$242,726.61 | (\$1,545.61) |
| Excess Over / Under: | | | (\$39,641.14) | |

Code Department

06-Jan-25

Town of Bloomsburg

CodeDept: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---------------------|--------------------------------|--------------|--------------|---------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-361-00-4610 | Admin Serv/ Building in House | \$500.00 | \$1,229.50 | (\$729.50) |
| 01-361-00-4611 | Zoning Permits | \$5,000.00 | \$8,318.95 | (\$3,318.95) |
| 01-361-00-4612 | Subdivision and Development Fe | \$500.00 | \$1,560.00 | (\$1,060.00) |
| 01-361-00-4614 | Zoning Hearing/ Codes Appeal | \$3,000.00 | \$3,200.00 | (\$200.00) |
| 01-361-00-4631 | Street Vendors/ Food Truck | \$3,000.00 | \$3,150.00 | (\$150.00) |
| 01-361-00-4677 | Floodplain Development Permits | \$1,000.00 | \$990.00 | \$10.00 |
| 01-362-00-4312 | District Justice Remittances | \$8,000.00 | \$8,454.97 | (\$454.97) |
| 01-362-00-4622 | State Building Fee | \$400.00 | \$780.25 | (\$380.25) |
| 01-362-00-4623 | Inspection Serv- Barry Isett | \$100,000.00 | \$112,807.93 | (\$12,807.93) |
| 01-362-00-4624 | Student Fee (RRU) | \$100,000.00 | \$83,921.00 | \$16,079.00 |
| 01-362-00-4626 | Non-Student Fee (NSR) | \$85,000.00 | \$82,010.00 | \$2,990.00 |
| 01-362-00-4627 | Third Party- 20% | \$20,000.00 | \$21,408.99 | (\$1,408.99) |
| 01-362-00-4628 | Demolition Building Permit | \$500.00 | \$0.00 | \$500.00 |
| 01-362-00-4630 | Engineering Services- Keystone | \$5,000.00 | \$21,466.67 | (\$16,466.67) |
| 01-387-00-4956 | Rev.- Codes Health Cont. | \$3,886.00 | \$3,449.19 | \$436.81 |
| Subtotal Revenue: | | \$335,786.00 | \$352,747.45 | (\$16,961.45) |
| Expense | | | | |
| 01-413-00-5112 | Salaries- Zoning Hearing Board | \$1,800.00 | \$750.00 | \$1,050.00 |
| 01-413-00-5120 | Wages - Salaried Employees | \$112,985.00 | \$110,017.49 | \$2,967.51 |
| 01-413-00-5140 | Wages- Full Time Employees | \$40,885.00 | \$59,118.31 | (\$18,233.31) |
| 01-413-00-5142 | Wages- Part Time Employees | \$6,000.00 | \$0.00 | \$6,000.00 |
| 01-413-00-5143 | Workers Compensation | \$803.00 | \$0.00 | \$803.00 |
| 01-413-00-5166 | Health Insurance | \$53,948.00 | \$56,911.67 | (\$2,963.67) |
| 01-413-00-5157 | Medical | \$1,700.00 | \$1,282.52 | \$417.48 |
| 01-413-00-5158 | Life and Disability Insurance | \$672.00 | \$738.03 | (\$66.03) |
| 01-413-00-5161 | Social Security | \$12,524.00 | \$13,887.19 | (\$1,363.19) |
| 01-413-00-5178 | Certifications | \$1,550.00 | \$1,674.55 | (\$124.55) |
| 01-413-00-5182 | Longevity | \$1,020.00 | \$1,020.00 | \$0.00 |
| 01-413-00-5189 | Vacation | \$1,260.00 | \$0.00 | \$1,260.00 |
| 01-413-00-5231 | Gas, Oil and Grease | \$1,000.00 | \$1,099.89 | (\$99.89) |
| 01-413-00-5232 | Insurance | \$1,100.00 | \$0.00 | \$1,100.00 |
| 01-413-00-5240 | Materials and Supplies | \$4,000.00 | \$2,079.87 | \$1,920.13 |
| 01-413-00-5310 | Cons./ Eng. Serv. Barry Isett | \$100,000.00 | \$112,000.18 | (\$12,000.18) |
| 01-413-00-5313 | Engineering Services Keystone | \$10,000.00 | \$19,354.70 | (\$9,354.70) |
| 01-413-00-5314 | Legal Services | \$80,000.00 | \$59,263.57 | \$20,736.43 |
| 01-413-00-5318 | Stenographer Services | \$4,000.00 | \$1,140.00 | \$2,860.00 |
| 01-413-00-5319 | Legal Services-Dev. | \$20,000.00 | \$30,167.05 | (\$10,167.05) |
| 01-413-00-5320 | Communications Expense | \$12,000.00 | \$4,196.14 | \$7,803.86 |
| 01-413-00-5321 | Zoning & Ordinance Audit Exp | \$10,000.00 | \$0.00 | \$10,000.00 |
| 01-413-00-5325 | Postage | \$1,000.00 | \$733.56 | \$266.44 |
| 01-413-00-5340 | Advertising and Printing | \$4,500.00 | \$4,105.93 | \$394.07 |
| 01-413-00-5370 | Maintenance and Repair | \$2,000.00 | \$2,143.69 | (\$143.69) |
| 01-413-00-5373 | Vehicle Maintenance | \$1,000.00 | \$312.02 | \$687.98 |
| 01-413-00-5420 | Dues and Subscriptions | \$6,200.00 | \$6,160.00 | \$40.00 |
| 01-413-00-5451 | Contracted Services Floodplain | \$0.00 | \$5,662.50 | (\$5,662.50) |
| 01-413-00-5460 | Training | \$3,000.00 | \$1,752.79 | \$1,247.21 |
| 01-413-00-5470 | General Expense | \$2,500.00 | \$345.40 | \$2,154.60 |
| 01-413-00-5472 | Condemned House Resoluti | \$0.00 | \$10,310.00 | (\$10,310.00) |

Code Department

06-Jan-25

Town of Bloomsburg

CodeDept: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|-----------|--------------------|--------|--------------|------------|
|-----------|--------------------|--------|--------------|------------|

Subtotal Expenses: \$497,447.00 \$506,227.05 (\$8,780.05)

Excess Over / Under: (\$153,479.60)

Emergency Management

06-Jan-25

Town of Bloomsburg

EmergencyMgt: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---------------------------|-------------------------|-------------------|-------------------|-------------------|
| (01) Fund 01 | | | | |
| Expense | | | | |
| 01-415-00-5120 | Wages - EMA Coordinator | \$4,000.00 | \$3,999.84 | \$0.16 |
| 01-415-00-5161 | Social Security | \$192.00 | \$0.00 | \$192.00 |
| 01-415-00-5320 | Communications Expense | \$1,500.00 | \$1,225.34 | \$274.66 |
| 01-415-00-5360 | Utilities | \$550.00 | \$232.26 | \$317.74 |
| 01-415-00-5370 | Maintenance and Repair | \$1,200.00 | \$0.00 | \$1,200.00 |
| Subtotal Expenses: | | \$7,442.00 | \$5,457.44 | \$1,984.56 |

4-17

Fire Department

06-Jan-25

Town of Bloomsburg

Fire: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---------------------|-----------------------------|-------------|--------------|--------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-355-00-4559 | State Fire Relief Grant | \$60,000.00 | \$62,995.02 | (\$2,995.02) |
| | Subtotal Revenue: | \$60,000.00 | \$62,995.02 | (\$2,995.02) |
| Expense | | | | |
| 01-411-00-5540 | Contribution to Fire Relief | \$60,000.00 | \$62,995.02 | (\$2,995.02) |
| | Subtotal Expenses: | \$60,000.00 | \$62,995.02 | (\$2,995.02) |
| | Excess Over / Under: | | \$0.00 | |

4-8

Human Relations Commission

Town of Bloomsburg

06-Jan-25

HumRel: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|----------------------|--------------------------|------------|--------------|------------|
| (01) Fund 01 | | | | |
| Expense | | | | |
| 01-423-00-5314 | Legal Services | \$500.00 | \$0.00 | \$500.00 |
| 01-423-00-5325 | Postage | \$25.00 | \$0.00 | \$25.00 |
| 01-423-00-5340 | Advertising and Printing | \$1,000.00 | \$115.93 | \$884.07 |
| 01-423-00-5460 | Training | \$1,500.00 | \$0.00 | \$1,500.00 |
| Subtotal Expenses: | | \$3,025.00 | \$115.93 | \$2,909.07 |
| Excess Over / Under: | | | (\$115.93) | |

Police Department

06-Jan-25

Town of Bloomsburg

Police: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---------------------|--------------------------------|--------------|--------------|---------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-321-00-4219 | Other Licenses and Permits | \$250.00 | \$275.00 | (\$25.00) |
| 01-331-00-4310 | Police Fines | \$8,000.00 | \$4,656.18 | \$3,343.82 |
| 01-331-00-4311 | State Police Fines | \$5,000.00 | \$2,060.20 | \$2,939.80 |
| 01-331-00-4312 | District Justice Remittances | \$45,000.00 | \$45,302.78 | (\$302.78) |
| 01-331-00-4314 | DUI Center Revenue | \$10,000.00 | \$39,336.33 | (\$29,336.33) |
| 01-331-00-4316 | Other Revenue | \$0.00 | \$29,609.02 | (\$29,609.02) |
| 01-331-00-4687 | Parking Tickets | \$250,000.00 | \$174,111.61 | \$75,888.39 |
| 01-331-00-4688 | Residential Permits | \$16,000.00 | \$15,389.00 | \$611.00 |
| 01-331-00-4689 | Parking Zone Permits | \$103,430.00 | \$87,576.00 | \$15,854.00 |
| 01-331-00-4692 | Accident/Incident Reports/ RTK | \$2,000.00 | \$2,750.00 | (\$750.00) |
| 01-354-00-4540 | Cops In Shops Grant | \$16,000.00 | \$6,518.79 | \$9,481.21 |
| 01-354-00-4545 | Seat Belt Enforcement Grant | \$5,000.00 | \$0.00 | \$5,000.00 |
| 01-354-00-4564 | Aggressive Driving Enforcement | \$5,000.00 | \$1,732.66 | \$3,267.34 |
| 01-354-00-4565 | Drug Recognition Expert (DRE) | \$1,000.00 | \$0.00 | \$1,000.00 |
| 01-354-00-4970 | RUDD Grant | \$19,405.00 | \$0.00 | \$19,405.00 |
| 01-355-00-4556 | State Pension Aid - Police | \$165,774.00 | \$201,329.77 | (\$35,555.77) |
| 01-355-00-4557 | Alcoholic Beverage Licenses | \$0.00 | \$225.00 | (\$225.00) |
| 01-362-00-4620 | Drug Task Force Reimbursement | \$10,000.00 | \$1,662.30 | \$8,337.70 |
| 01-362-00-4698 | School Crossing Guards | \$4,000.00 | \$2,945.75 | \$1,054.25 |
| 01-363-00-4640 | Pango App - East Street | \$2,500.00 | \$1,228.00 | \$1,272.00 |
| 01-363-00-4641 | Pango App - Iron Street | \$1,500.00 | \$325.00 | \$1,175.00 |
| 01-363-00-4642 | Pango App - Center Street | \$1,900.00 | \$673.75 | \$1,226.25 |
| 01-363-00-4643 | Pango App - S. Market Street | \$700.00 | \$401.25 | \$298.75 |
| 01-363-00-4644 | Pango App - Tri Lot | \$2,700.00 | \$1,978.00 | \$722.00 |
| 01-363-00-4645 | Pango App - Pine Avenue | \$2,100.00 | \$1,189.50 | \$910.50 |
| 01-363-00-4646 | Pango App - Pine Ave North | \$2,300.00 | \$1,165.75 | \$1,134.25 |
| 01-363-00-4647 | Pango App - Pine Ave South | \$3,900.00 | \$1,771.00 | \$2,129.00 |
| 01-363-00-4648 | Pango App - Library Lot | \$2,500.00 | \$1,219.75 | \$1,280.25 |
| 01-363-00-4649 | Pango App - W Pine Avenue | \$1,100.00 | \$298.50 | \$801.50 |
| 01-363-00-4650 | Pango App - Main Street | \$9,000.00 | \$3,472.50 | \$5,527.50 |
| 01-363-00-4651 | Pango App -North Market Street | \$2,000.00 | \$735.75 | \$1,264.25 |
| 01-363-00-4652 | Pango App - E 4th Street | \$75.00 | \$69.50 | \$5.50 |
| 01-363-00-4680 | Parking Meter- Main Street | \$67,000.00 | \$24,948.69 | \$42,051.31 |
| 01-363-00-4681 | Parking Meter- Pine Avenue Lot | \$11,700.00 | \$4,225.39 | \$7,474.61 |
| 01-363-00-4682 | Parking Meter- Triangle Lot | \$6,000.00 | \$3,894.17 | \$2,105.83 |
| 01-363-00-4683 | Parking Meter- West Lot | \$1,500.00 | \$606.38 | \$893.62 |
| 01-363-00-4684 | Parking Meter- East Lot | \$2,300.00 | \$1,182.33 | \$1,117.67 |
| 01-363-00-4686 | Parking Meter- Library Lot | \$2,300.00 | \$1,886.30 | \$413.70 |
| 01-363-00-4687 | 1851 Meter Park- E. 2nd St | \$1,900.00 | \$18,735.99 | (\$16,835.99) |
| 01-363-00-4688 | 1851 Mobile Parking- E. 2nd St | \$75,000.00 | \$36,251.58 | \$38,748.42 |
| 01-363-00-4689 | Parking Meter - East Street | \$7,000.00 | \$2,713.79 | \$4,286.21 |
| 01-363-00-4690 | Meter Rental | \$5,000.00 | \$7,065.00 | (\$2,065.00) |
| 01-363-00-4692 | Dumpster Fee | \$3,000.00 | \$3,325.00 | (\$325.00) |
| 01-363-00-4693 | Street Closings/Events | \$4,500.00 | \$3,455.00 | \$1,045.00 |
| 01-363-00-4694 | Boot Removal | \$3,000.00 | \$4,650.00 | (\$1,650.00) |
| 01-363-00-4695 | Non Sufficient Fund (NSF) | \$0.00 | \$0.00 | \$0.00 |
| 01-363-00-4696 | Tokens | \$0.00 | \$0.00 | \$0.00 |
| 01-363-00-4700 | 1850 Mobile Parking- Downtown | \$0.00 | \$24,254.29 | (\$24,254.29) |
| 01-363-00-4702 | 1850 Meter Parking- Downtown | \$0.00 | \$0.00 | \$0.00 |

4-10

Police Department

06-Jan-25

Town of Bloomsburg

Police: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|--------------------------|--------------------------------|---------------------|---------------------|---------------------|
| 01-380-00-4805 | Internet Administrative Fees | \$11,000.00 | \$7,360.00 | \$3,640.00 |
| 01-387-00-4954 | Rev.- PD Health Cont. | \$36,934.00 | \$39,496.17 | (\$2,562.17) |
| Subtotal Revenue: | | \$936,268.00 | \$814,058.72 | \$122,209.28 |
| Expense | | | | |
| 01-410-00-5120 | Wages- Salaried Employees | \$109,200.00 | \$107,100.00 | \$2,100.00 |
| 01-410-00-5122 | Salaries- Uniformed Police Off | \$1,272,235.00 | \$1,217,220.19 | \$55,014.81 |
| 01-410-00-5140 | Wages- Full Time Employees | \$214,359.00 | \$193,308.43 | \$21,050.57 |
| 01-410-00-5141 | Wages - Part Time Uniformed | \$0.00 | \$8,593.00 | (\$8,593.00) |
| 01-410-00-5142 | Wages - Part Time Employees | \$4,000.00 | \$4,837.00 | (\$837.00) |
| 01-410-00-5143 | Workers Compensation | \$84,242.00 | \$0.00 | \$84,242.00 |
| 01-410-00-5156 | Health Insurance | \$470,377.00 | \$525,207.37 | (\$54,830.37) |
| 01-410-00-5157 | Medical | \$15,100.00 | \$6,855.82 | \$8,244.18 |
| 01-410-00-5158 | Life and Disability Insurance | \$7,980.00 | \$12,328.16 | (\$4,348.16) |
| 01-410-00-5161 | Social Security | \$35,000.00 | \$40,046.58 | (\$5,046.58) |
| 01-410-00-5177 | Unused Sick Leave | \$70,945.00 | \$0.00 | \$70,945.00 |
| 01-410-00-5182 | Longevity | \$18,900.00 | \$18,651.32 | \$248.68 |
| 01-410-00-5183 | Overtime | \$73,500.00 | \$108,982.18 | (\$35,482.18) |
| 01-410-00-5184 | Shift Differential | \$25,500.00 | \$29,927.36 | (\$4,427.36) |
| 01-410-00-5188 | Court | \$35,000.00 | \$52,154.34 | (\$17,154.34) |
| 01-410-00-5190 | Fair/Parade Security | \$16,000.00 | \$12,759.32 | \$3,240.68 |
| 01-410-00-5191 | Field Training Officer | \$0.00 | \$989.00 | (\$989.00) |
| 01-410-00-5231 | Gas, Oil and Grease | \$30,000.00 | \$23,672.96 | \$6,327.04 |
| 01-410-00-5232 | Insurance | \$6,300.00 | \$2,000.00 | \$4,300.00 |
| 01-410-00-5238 | Uniforms | \$18,000.00 | \$12,474.22 | \$5,525.78 |
| 01-410-00-5240 | Materials and Supplies | \$17,000.00 | \$23,372.96 | (\$6,372.96) |
| 01-410-00-5314 | Legal Services | \$10,000.00 | \$6,395.00 | \$3,605.00 |
| 01-410-00-5320 | Communications Expense | \$45,000.00 | \$42,232.12 | \$2,767.88 |
| 01-410-00-5325 | Postage | \$5,000.00 | \$1,894.57 | \$3,105.43 |
| 01-410-00-5340 | Advertising and Printing | \$1,500.00 | \$1,310.61 | \$189.39 |
| 01-410-00-5361 | Utilities | \$9,500.00 | \$7,661.97 | \$1,938.03 |
| 01-410-00-5371 | Maintenance- Police Vehicles | \$15,000.00 | \$9,514.28 | \$5,485.72 |
| 01-410-00-5372 | Pango/Passport Expense | \$10,000.00 | \$30,362.26 | (\$20,362.26) |
| 01-410-00-5374 | Equipment Maintenance | \$25,000.00 | \$12,946.96 | \$12,053.04 |
| 01-410-00-5376 | Tissues- Dish Soap- Brushes | \$50.00 | \$0.00 | \$50.00 |
| 01-410-00-5377 | Maintenance- Parking Meters | \$1,000.00 | \$16,641.62 | (\$15,641.62) |
| 01-410-00-5384 | Building Maintenance | \$6,000.00 | \$3,687.78 | \$2,312.22 |
| 01-410-00-5385 | Cleaning - Police Building | \$9,000.00 | \$5,073.44 | \$3,926.56 |
| 01-410-00-5386 | Cleaning - Parking | \$600.00 | \$624.44 | (\$24.44) |
| 01-410-00-5460 | Training | \$19,000.00 | \$10,405.43 | \$8,594.57 |
| 01-410-00-5462 | Recruiting Expense | \$0.00 | \$3,711.00 | (\$3,711.00) |
| 01-410-00-5470 | General Expense | \$13,000.00 | \$7,071.19 | \$5,928.81 |
| 01-410-00-5500 | Cops In Shops/DUI Enforcement | \$16,000.00 | \$3,516.86 | \$12,483.14 |
| 01-410-00-5503 | Drug Task Force Program | \$10,000.00 | \$2,270.19 | \$7,729.81 |
| 01-410-00-5504 | DUI Processing Center | \$10,000.00 | \$6,787.34 | \$3,212.66 |
| 01-410-00-5505 | Seat Belt Enforcement Program | \$5,000.00 | \$333.24 | \$4,666.76 |
| 01-410-00-5509 | Special Event Services | \$0.00 | \$2,728.44 | (\$2,728.44) |
| 01-410-00-5520 | Aggressive Driving Enforcement | \$5,000.00 | \$1,488.70 | \$3,511.30 |
| 01-410-00-5521 | Drug Recognition Expert | \$1,000.00 | \$754.92 | \$245.08 |
| 01-410-00-5524 | K9 Program | \$10,000.00 | \$9,911.04 | \$88.96 |
| 01-410-00-5526 | RUDD Grant | \$19,405.00 | \$8,101.27 | \$11,303.73 |

4-11

Police Department

06-Jan-25

Town of Bloomsburg

Police: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|----------------------|-----------------------------|----------------|------------------|---------------|
| 01-483-00-5831 | Contribution to Police Fund | \$492,233.00 | \$527,788.77 | (\$35,555.77) |
| Subtotal Expenses: | | \$3,261,926.00 | \$3,123,593.65 | \$138,332.35 |
| Excess Over / Under: | | | (\$2,309,534.93) | |

Public Works

06-Jan-25

Town of Bloomsburg

Public Works: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|-----------------------------|--------------------------------|-----------------------|-------------------------|----------------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-363-00-4636 | Other Revenue | \$0.00 | \$32,040.78 | (\$32,040.78) |
| 01-363-00-4637 | Insurance Proceeds Revenue | \$0.00 | \$19,539.24 | (\$19,539.24) |
| 01-387-00-4957 | Rev.- PW Health Cont. | \$17,591.00 | \$20,727.28 | (\$3,136.28) |
| 01-387-00-4960 | Ambulance Fuel | \$2,500.00 | \$150.57 | \$2,349.43 |
| 01-387-00-4962 | Scrap- PW | \$500.00 | \$586.25 | (\$86.25) |
| Subtotal Revenue: | | \$20,591.00 | \$73,044.12 | (\$52,453.12) |
| Expense | | | | |
| 01-430-00-5120 | Wages - Salaried Employees | \$95,461.00 | \$92,506.49 | \$2,954.51 |
| 01-430-00-5140 | Wages- Full Time Employees | \$503,957.00 | \$503,907.07 | \$49.93 |
| 01-430-00-5141 | Wages- Seasonal Employees | \$9,000.00 | \$8,955.00 | \$45.00 |
| 01-430-00-5143 | Workers Compensation | \$28,155.00 | \$0.00 | \$28,155.00 |
| 01-430-00-5156 | Health Insurance | \$222,450.00 | \$285,971.27 | (\$63,521.27) |
| 01-430-00-5157 | Medical | \$9,350.00 | \$3,024.18 | \$6,325.82 |
| 01-430-00-5158 | Life and Disability Insurance | \$2,491.00 | \$2,294.04 | \$196.96 |
| 01-430-00-5161 | Social Security | \$48,375.00 | \$48,347.52 | \$27.48 |
| 01-430-00-5177 | Unused Sick Leave | \$1,000.00 | (\$770.87) | \$1,770.87 |
| 01-430-00-5182 | Longevity | \$7,100.00 | \$7,100.00 | \$0.00 |
| 01-430-00-5183 | Overtime | \$15,000.00 | \$17,118.24 | (\$2,118.24) |
| 01-430-00-5184 | Shift Differential | \$0.00 | \$102.25 | (\$102.25) |
| 01-430-00-5189 | Vacation | \$1,836.00 | \$0.00 | \$1,836.00 |
| 01-430-00-5232 | Insurance | \$10,500.00 | \$0.00 | \$10,500.00 |
| 01-430-00-5240 | Materials & Supplies | \$10,000.00 | \$7,152.91 | \$2,847.09 |
| 01-430-00-5260 | Minor Equipment Expense | \$3,500.00 | \$683.98 | \$2,816.02 |
| 01-430-00-5313 | Engineering Services | \$38,000.00 | \$29,512.17 | \$8,487.83 |
| 01-430-00-5314 | Legal Services | \$3,500.00 | \$1,592.50 | \$1,907.50 |
| 01-430-00-5319 | Cleaning | \$1,500.00 | \$1,501.14 | (\$1.14) |
| 01-430-00-5320 | Communications Expense | \$4,000.00 | \$5,088.44 | (\$1,088.44) |
| 01-430-00-5325 | Postage | \$125.00 | \$104.15 | \$20.85 |
| 01-430-00-5340 | Advertising and Printing | \$2,000.00 | \$397.22 | \$1,602.78 |
| 01-430-00-5352 | Insurance Accident Exp. | \$0.00 | \$14,887.52 | (\$14,887.52) |
| 01-430-00-5360 | Utilities | \$9,500.00 | \$10,227.28 | (\$727.28) |
| 01-430-00-5460 | Training | \$1,000.00 | \$1,356.39 | (\$356.39) |
| 01-430-00-5470 | General Expense | \$3,000.00 | \$18,595.60 | (\$15,595.60) |
| 01-431-00-5317 | Trash Removal | \$3,200.00 | \$2,750.00 | \$450.00 |
| 01-433-00-5245 | Street Sign Materials | \$3,000.00 | \$554.00 | \$2,446.00 |
| 01-433-00-5364 | Traffic Signal Electrical Cost | \$1,600.00 | \$1,113.28 | \$486.72 |
| 01-436-00-5610 | Storm Sewer | \$4,000.00 | \$590.10 | \$3,409.90 |
| 01-437-00-5231 | Gas, Oil and Grease | \$32,000.00 | \$30,528.44 | \$1,471.56 |
| 01-437-00-5374 | Equipment Maintenance | \$25,000.00 | \$36,111.85 | (\$11,111.85) |
| 01-438-00-5247 | Road Materials and Supplies | \$1,000.00 | \$2,100.00 | (\$1,100.00) |
| Subtotal Expenses: | | \$1,100,600.00 | \$1,133,402.16 | (\$32,802.16) |
| Excess Over / Under: | | | (\$1,060,358.04) | |

Shade Tree

06-Jan-25

Town of Bloomsburg

Shade Tree: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---------------------|--------------------------|------------|--------------|------------|
| (01) Fund 01 | | | | |
| Expense | | | | |
| 01-455-00-5261 | Replacement Costs | \$2,300.00 | \$1,111.50 | \$1,188.50 |
| 01-455-00-5314 | Legal Services | \$500.00 | \$0.00 | \$500.00 |
| 01-455-00-5325 | Postage | \$200.00 | \$2.61 | \$197.39 |
| 01-455-00-5340 | Advertising and Printing | \$100.00 | \$124.95 | (\$24.95) |
| 01-455-00-5460 | Training | \$500.00 | \$480.00 | \$20.00 |
| Subtotal Expenses: | | \$3,600.00 | \$1,719.06 | \$1,880.94 |

4-1.4

Street Excavation

06-Jan-25

Town of Bloomsburg

StreetEx: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|----------------------|--------------------------------|-------------|--------------|---------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-341-00-4211 | Interest on Street Permit Inve | \$750.00 | \$31,675.14 | (\$30,925.14) |
| 01-363-00-4631 | Street Excavation Permits | \$25,000.00 | \$23,178.16 | \$1,821.84 |
| Subtotal Revenue: | | \$25,750.00 | \$54,853.30 | (\$29,103.30) |
| Expense | | | | |
| 01-435-00-5246 | Street Excavation | \$25,750.00 | \$10,735.02 | \$15,014.98 |
| Subtotal Expenses: | | \$25,750.00 | \$10,735.02 | \$15,014.98 |
| Excess Over / Under: | | | \$44,118.28 | |

Tax Collection

06-Jan-25

Town of Bloomsburg

TaxColl: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---------------------|-------------------------------|-------------|--------------|------------|
| (01) Fund 01 | | | | |
| Expense | | | | |
| 01-403-00-5110 | Wages - Tax Collector | \$15,000.00 | \$15,000.00 | \$0.00 |
| 01-403-00-5114 | Commissions- EIT, OPT and GRT | \$2,750.00 | \$0.00 | \$2,750.00 |
| 01-403-00-5161 | Social Security | \$1,148.00 | \$1,147.50 | \$0.50 |
| 01-403-00-5240 | Materials and Supplies | \$2,500.00 | \$1,373.13 | \$1,126.87 |
| Subtotal Expenses: | | \$21,398.00 | \$17,520.63 | \$3,877.37 |

Town Park

06-Jan-25

Town of Bloomsburg

Town Park: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---------------------|----------------------------|-------------|--------------|---------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-380-00-4812 | Other Revenue - Homecoming | \$0.00 | (\$125.00) | \$125.00 |
| 01-380-00-4818 | Fireworks Contribution | \$2,000.00 | \$4,905.00 | (\$2,905.00) |
| | Subtotal Revenue: | \$2,000.00 | \$4,780.00 | (\$2,780.00) |
| Expense | | | | |
| 01-454-00-5240 | Materials and Supplies | \$6,000.00 | \$16,349.80 | (\$10,349.80) |
| 01-454-00-5360 | Utilities | \$13,500.00 | \$10,003.24 | \$3,496.76 |
| 01-454-00-5370 | Maintenance and Repair | \$10,000.00 | \$6,578.59 | \$3,421.41 |
| 01-454-00-5380 | Equipment | \$2,000.00 | \$225.00 | \$1,775.00 |
| 01-454-00-5384 | Cleaning - Restrooms | \$6,000.00 | \$5,536.89 | \$463.11 |
| 01-454-00-5385 | Tree Removal | \$5,000.00 | \$1,300.00 | \$3,700.00 |
| 01-454-00-5386 | Dog Park | \$0.00 | \$140.95 | (\$140.95) |
| 01-454-00-5390 | Flowers | \$2,000.00 | \$1,837.38 | \$162.62 |
| 01-465-00-5544 | Fireworks Display | \$7,800.00 | \$6,517.31 | \$1,282.69 |
| | Subtotal Expenses: | \$52,300.00 | \$48,489.16 | \$3,810.84 |

4-17

Town Building

06-Jan-25

Town of Bloomsburg

TownBldg: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|-----------------------------|-----------------------|--------------------|----------------------|-------------------|
| (01) Fund 01 | | | | |
| Expense | | | | |
| 01-409-00-4636 | Town Hall- Cleaning | \$6,250.00 | \$5,728.22 | \$521.78 |
| 01-409-00-5241 | Town Hall Materials | \$0.00 | \$30.62 | (\$30.62) |
| 01-409-00-5361 | Town Hall Utilities | \$10,750.00 | \$9,352.04 | \$1,397.96 |
| 01-409-00-5380 | Town Hall Maintenance | \$9,000.00 | \$8,149.69 | \$850.31 |
| Subtotal Expenses: | | \$26,000.00 | \$23,260.57 | \$2,739.43 |
| Excess Over / Under: | | | (\$23,260.57) | |

Community Garden

06-Jan-25

Town of Bloomsburg

ComG: Year (2024) Period (13)

| Ledger ID | Ledger Description | Budget | Year To Date | Difference |
|---|-----------------------------|-----------------------|-----------------------|-----------------------|
| (01) Fund 01 | | | | |
| Revenue | | | | |
| 01-367-00-4814 | Rev - Community Garden Fees | \$350.00 | \$290.00 | \$60.00 |
| | Subtotal Revenue: | \$350.00 | \$290.00 | \$60.00 |
| Expense | | | | |
| 01-459-00-5360 | Utilities | \$350.00 | \$302.68 | \$47.32 |
| | Subtotal Expenses: | \$350.00 | \$302.68 | \$47.32 |
| | | | | |
| Total General Fund Revenues: | | \$9,788,135.00 | \$7,371,923.64 | \$2,416,211.36 |
| Total General Fund Expenditures: | | \$9,788,135.00 | \$7,236,554.73 | \$2,551,580.27 |
| Total General Fund Fund Balance: | | \$0.00 | \$135,368.91 | (\$135,368.91) |

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**Town of Bloomsburg
American Rescue Plan
Grant Spending as of 1/27/2025**

| Date | Description | Amount | Balance of Funds |
|------------|--|-----------------|------------------|
| | Grant Award | \$ 6,275,309.00 | \$ 6,275,309.00 |
| 7/31/2021 | #5 -Employee Hazard Pay | \$ 614,885.03 | \$ 5,660,423.97 |
| 8/12/2021 | #48 -Retiree Hazard Pay | \$ 18,266.06 | \$ 5,642,157.91 |
| 9/01/2021 | #30 -Superior Gutters - Police Station Gutters; 50% down payment | \$ 2,732.50 | \$ 5,639,425.41 |
| 9/17/2021 | #27- Northeastern Automated Technologies - Parking Audio System | \$ 1,326.84 | \$ 5,638,098.57 |
| 9/17/2021 | #18- Northeastern Automated Technologies - Police Audio System | \$ 1,166.71 | \$ 5,636,931.86 |
| 9/17/2021 | Borton Lawson Engineering - Floodwall | \$ 8,887.69 | \$ 5,628,044.17 |
| 9/17/2021 | #29 -Leaf - Plot Scanner lease payment #1 | \$ 205.00 | \$ 5,627,839.17 |
| 9/17/2021 | #47- Dent Plumbing & Heating - Police exhaust fan - Evidence Room | \$ 1,875.50 | \$ 5,625,963.67 |
| 9/28/2021 | #14 -Webstaurant Store - Cold Fogger | \$ 454.49 | \$ 5,625,509.18 |
| 9/28/2021 | #14 -Pure and Clean LLC - Fogger cleaner | \$ 1,137.25 | \$ 5,624,371.93 |
| 10/7/2021 | #17 -Dent Plumbing & Heating - Police - air purification system | \$ 5,696.00 | \$ 5,618,675.93 |
| 10/7/2021 | #19 -Dent Plumbing & Heating - Police - dehumidifier evidence room | \$ 2,620.00 | \$ 5,616,055.93 |
| 10/7/2021 | #6- Dent Plumbing & Heating - Town Hall - 2nd floor AC system | \$ 9,375.00 | \$ 5,606,680.93 |
| 10/12/2021 | #29 -Leaf - Plot Scanner lease payment #2 | \$ 205.00 | \$ 5,606,475.93 |
| 10/20/2021 | #23- Dent Plumbing & Heating - Heat Pump - Public Works | \$ 5,190.00 | \$ 5,601,285.93 |
| 10/26/2021 | #61 LIVIC Civil - Trail study | \$ 2,056.25 | \$ 5,599,229.68 |
| 11/9/2021 | #56 -Harbor Freight - fans - Recycling | \$ 299.98 | \$ 5,598,929.70 |
| 11/9/2021 | #7- Robert G. Dent Plumbing & Heating - Town Hall duct cleaning | \$ 10,175.00 | \$ 5,588,754.70 |
| 11/11/2021 | #55-Marinos, McDonald & Knecht - Miller Ave | \$ 375.00 | \$ 5,588,379.70 |
| 11/16/2021 | #29 -Leaf - Plot Scanner lease payment #3 | \$ 205.00 | \$ 5,588,174.70 |
| 11/30/2021 | #15 -Norstar Networks - police phones | \$ 2,302.00 | \$ 5,585,872.70 |
| 12/14/2021 | #29 -Leaf - Plot Scanner lease payment #4 | \$ 205.00 | \$ 5,585,667.70 |
| 12/22/2021 | #21- Dent Plumbing & Heating - Heat pump - Recycling | \$ 9,200.00 | \$ 5,576,467.70 |
| 12/31/2021 | #35 -LIVIC Civil - Trail study | \$ 5,706.25 | \$ 5,570,761.45 |
| 12/31/2021 | #55-Marinos, McDonald & Knecht - Miller Ave | \$ 600.00 | \$ 5,570,161.45 |
| 12/31/2021 | #55 -LIVIC Civil - Miller Ave | \$ 3,407.75 | \$ 5,566,753.70 |
| 1/12/2022 | #29 -Leaf - Plot Scanner lease payment #5 | \$ 205.00 | \$ 5,566,548.70 |
| 2/3/2022 | #1- 2020 Revenue Shortfall - General Fund | \$ 564,232.09 | \$ 5,002,316.61 |
| 2/3/2022 | #2- 2020 Revenue Shortfall - Recycling | \$ 9,129.74 | \$ 4,993,186.87 |
| 2/9/2022 | #16- WTC Contracting - Roofing vents - Police | \$ 4,000.00 | \$ 4,989,186.87 |
| 2/15/2022 | #29 -Leaf - Plot Scanner lease payment #6 | \$ 205.00 | \$ 4,988,981.87 |
| 2/23/2022 | #28- Northeastern Automated - Codes Audio System | \$ 791.18 | \$ 4,988,190.69 |
| 3/1/2022 | #61 LIVIC Civil - Trail study | \$ 3,240.00 | \$ 4,984,950.69 |
| 3/8/2022 | #57- Bloomsburg Theatre Ensemble - HVAC Project | \$ 117,250.00 | \$ 4,867,700.69 |
| 3/16/2022 | #29 -Leaf - Plot Scanner lease payment #7 | \$ 205.00 | \$ 4,867,495.69 |
| 3/22/2022 | #30 -Superior Gutters - Police Station Gutters - final payment | \$ 2,732.50 | \$ 4,864,763.19 |
| 4/12/2022 | #22-Diltz Equipment Sales - PW Fuel Tank | \$ 50,237.00 | \$ 4,814,526.19 |
| 4/12/2022 | #29 -Leaf - Plot Scanner lease payment #8 | \$ 205.00 | \$ 4,814,321.19 |
| 4/19/2022 | #20 - Scott Electric - LED street light conversion | \$ 20,225.47 | \$ 4,794,095.72 |
| 4/19/2022 | #20- Scott Electric - Photo cells for LED street light conversion | \$ 2,550.00 | \$ 4,791,545.72 |
| 4/26/2022 | #9- Backstage Library Works - Council agenda minutes - 1977-2010 | \$ 3,853.60 | \$ 4,787,692.12 |
| 5/10/2022 | #55 - LIVIC Civil - Miller Avenue | \$ 127.50 | \$ 4,787,564.62 |
| 5/10/2022 | #49 - LIVIC Civil - Park Walkability Plan - River Trail | \$ 7,026.25 | \$ 4,780,538.37 |
| 5/10/2022 | #31 - LIVIC Civil - Growing Greener | \$ 10,510.80 | \$ 4,770,027.57 |
| 5/10/2022 | #31 - LIVIC Civil - Growing Greener | \$ 13,893.30 | \$ 4,756,134.27 |
| 5/10/2022 | #31 - LIVIC Civil - Growing Greener | \$ 3,382.50 | \$ 4,752,751.77 |
| 5/10/2022 | #20 - Scott Electric - LED street light conversion | \$ 44,574.53 | \$ 4,708,177.24 |
| 5/17/2022 | #59 - Bloomsburg Public Library - 50% HVAC project | \$ 56,345.00 | \$ 4,651,832.24 |
| 5/17/2022 | #49 - LIVIC Civil - Park Walkability Plan - River Trail | \$ 2,427.50 | \$ 4,649,404.74 |
| 5/17/2022 | #55 - LIVIC Civil - Miller Avenue | \$ 322.50 | \$ 4,649,082.24 |
| 5/17/2022 | #49 - LIVIC Civil - Park Trail/Market Street | \$ 2,031.25 | \$ 4,647,050.99 |

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**Town of Bloomsburg
American Rescue Plan
Grant Spending as of 1/27/2025**

| Date | Description | Amount | Balance of Funds |
|------------|---|---------------|------------------|
| 5/17/2022 | #29 - Leaf - Plot Scanner lease payment #9 | \$ 205.00 | \$ 4,646,845.99 |
| 5/17/2022 | #49 - LIVIC Civil - Park Trail/Market Street | \$ 2,460.00 | \$ 4,644,385.99 |
| 5/17/2022 | #31 - LIVIC Civil - Growing Greener | \$ 1,302.50 | \$ 4,643,083.49 |
| 5/24/2022 | #26 - Keystone Ridge Designs Inc - Recycling and Trash Bins | \$ 41,735.00 | \$ 4,601,348.49 |
| 6/15/2022 | #29 - Leaf - Plot Scanner lease payment #10 | \$ 205.00 | \$ 4,601,143.49 |
| 7/1/2022 | #60 - Traffic cones for Less - bike path posts | \$ 1,326.58 | \$ 4,599,816.91 |
| 7/6/2022 | #60 - Safety Line LLC - Pavement markings - bike path | \$ 3,240.00 | \$ 4,596,576.91 |
| 7/12/2022 | #29 - Leaf - Plot Scanner lease payment #11 | \$ 205.00 | \$ 4,596,371.91 |
| 7/26/2022 | #20 - Scott Electric - LED Eye Photocells | \$ 1,402.50 | \$ 4,594,969.41 |
| 8/11/2022 | #49 - LIVIC Civil - Park Trail/Market Street | \$ 2,812.50 | \$ 4,592,156.91 |
| 8/11/2022 | #49 - LIVIC Civil - Park Trail/Market Street | \$ 21,150.00 | \$ 4,571,006.91 |
| 8/11/2022 | #49 - LIVIC Civil - Park Trail/Market Street | \$ 2,812.50 | \$ 4,568,194.41 |
| 8/11/2022 | #61 LIVIC Civil - Trail study | \$ 6,350.00 | \$ 4,561,844.41 |
| 8/16/2022 | #29 - Leaf - Plot Scanner lease payment #12 | \$ 205.00 | \$ 4,561,639.41 |
| 9/8/2022 | #61-LIVIC Civil - River Trail | \$ 35,600.00 | \$ 4,526,039.41 |
| 9/13/2022 | #29 - Leaf - Plot Scanner lease payment #13 | \$ 205.00 | \$ 4,525,834.41 |
| 9/13/2023 | #13 The Kaplan Group- Training | \$ 3,625.80 | \$ 4,522,208.61 |
| 9/20/2022 | #63 LOHI Consulting- 50% Parking Consulting | \$ 7,500.00 | \$ 4,514,708.61 |
| 9/26/2022 | #13 The Kaplan Group- Training | \$ 3,625.80 | \$ 4,511,082.81 |
| 9/27/2022 | #65-Azon Enterprise, Inc- Tasers | \$ 12,917.69 | \$ 4,498,165.12 |
| 10/4/2022 | #20- Scott Electric- LED Lights | \$ 35,475.00 | \$ 4,462,690.12 |
| 10/11/2022 | #64-Rekor Recognition- License Plate Reader | \$ 12,500.00 | \$ 4,450,190.12 |
| 10/11/2022 | #29 - Leaf - Plot Scanner lease payment #14 | \$ 205.00 | \$ 4,449,985.12 |
| 10/11/2022 | #66 Robert C Young- Parking Lot C | \$ 12,276.91 | \$ 4,437,708.21 |
| 10/25/2022 | #61-LIVIC Civil - River Trail | \$ 37,233.75 | \$ 4,400,474.46 |
| 11/13/2022 | #61-LIVIC Civil - River Trail | \$ 40,823.54 | \$ 4,359,650.92 |
| 11/13/2022 | #29 - Leaf - Plot Scanner lease payment #15 | \$ 205.00 | \$ 4,359,445.92 |
| 11/13/2022 | #49-LIVIC Civil - Park Trail/Market Street | \$ 1,398.75 | \$ 4,358,047.17 |
| 12/31/2022 | #66 LIVIC Civil - River trail | \$ 45,055.15 | \$ 4,312,992.02 |
| 12/31/2022 | #29 - Leaf - Plot Scanner lease payment #16 | \$ 205.00 | \$ 4,312,787.02 |
| 12/31/2022 | #35- LIVIC Civil Walking Trail | \$ (2,812.50) | \$ 4,315,599.52 |
| 12/31/2022 | #66 - LIVIC Civil - Parking Lot E | \$ 4,381.25 | \$ 4,311,218.27 |
| 12/31/2022 | #66 - LIVIC Civil - Parking Lot C | \$ 476.25 | \$ 4,310,742.02 |
| 12/31/2022 | #61- LIVIC Civil - River Trail | \$ 50,868.25 | \$ 4,259,873.77 |
| 12/31/2022 | #37- Don E. Bower- Town Park Restoration | \$ 26,576.53 | \$ 4,233,297.24 |
| 12/31/2022 | #61- LIVIC Civil - River Trail | \$ 46,252.97 | \$ 4,187,044.27 |
| 12/31/2022 | #55 - LIVIC Civil - Miller Avenue | \$ 232.50 | \$ 4,186,811.77 |
| 12/31/2022 | #66 -LIVIC Civil - Parking Lot D | \$ 1,003.28 | \$ 4,185,808.49 |
| 12/31/2022 | #66 -LIVIC Civil - Parking Lot E | \$ 12,058.75 | \$ 4,173,749.74 |
| 12/31/2022 | #66 -LIVIC Civil - Parking Lot C | \$ 232.50 | \$ 4,173,517.24 |
| 12/31/2022 | #66 -LIVIC Civil - Parking Lot I | \$ 3,653.97 | \$ 4,169,863.27 |
| 12/31/2022 | #66 -LIVIC Civil - Parking Lot C | \$ 1,243.75 | \$ 4,168,619.52 |
| 12/31/2022 | #24-Leibold Inc. Airport Heat Conversion | \$ 72,090.00 | \$ 4,096,529.52 |
| 12/31/2022 | #31 - LIVIC Civil - Growing Greener | \$ 2,663.75 | \$ 4,093,865.77 |
| 1/17/2023 | #29 Leaf- Plot Scanner lease payment #17 | \$ 205.00 | \$ 4,093,660.77 |
| 2/8/2023 | #24-Leibold Inc. Airport Heat Conversion | \$ 44,280.00 | \$ 4,049,380.77 |
| 3/14/2023 | #29 Leaf- Plot Scanner lease payment #18- Feb | \$ 205.00 | \$ 4,049,175.77 |
| 3/14/2023 | #29 Leaf- Plot Scanner lease payment #19- Mar | \$ 205.00 | \$ 4,048,970.77 |
| 3/23/2023 | #66 -LIVIC Civil - Parking Lot D | \$ 6,511.25 | \$ 4,042,459.52 |
| 3/23/2023 | #66 -LIVIC Civil - Parking Lot I | \$ 5,500.00 | \$ 4,036,959.52 |
| 3/23/2023 | #66 -LIVIC Civil - Parking Lot C | \$ 401.25 | \$ 4,036,558.27 |
| 3/23/2023 | #66 -LIVIC Civil - Parking Lot E | \$ 54,153.75 | \$ 3,982,404.52 |
| 3/23/2023 | #61- LIVIC Civil - River Trail | \$ 30,210.31 | \$ 3,952,194.21 |

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**Town of Bloomsburg
American Rescue Plan
Grant Spending as of 1/27/2025**

| Date | Description | Amount | Balance of Funds |
|------------|--|--------------|------------------|
| 4/4/2023 | #66- LIVIC Civil - Parking Lot E | \$ 7,395.00 | \$ 3,944,799.21 |
| 4/4/2023 | #61 LIVIC Civil - River Trail | \$ 14,903.00 | \$ 3,929,896.21 |
| 4/4/2023 | #66- LIVIC Civil - Parking Lot D | \$ 3,793.75 | \$ 3,926,102.46 |
| 4/4/2023 | #66- LIVIC Civil - Parking Lot I | \$ 4,656.25 | \$ 3,921,446.21 |
| 4/18/2023 | #29 -Leaf - Plot Scanner lease payment #20 | \$ 205.00 | \$ 3,921,241.21 |
| 4/24/2023 | #66- LIVIC Civil - Parking Lot E | \$ 8,978.75 | \$ 3,912,262.46 |
| 4/24/2023 | #66- LIVIC Civil - Parking Lot I | \$ 9,202.50 | \$ 3,903,059.96 |
| 4/24/2023 | #66- LIVIC Civil - Parking Lot D | \$ 3,663.75 | \$ 3,899,396.21 |
| 4/24/2023 | #61- LIVIC Civil - River Trail | \$ 8,181.25 | \$ 3,891,214.96 |
| 5/17/2023 | #29 Leaf- Plot Scanner lease payment #21 | \$ 205.00 | \$ 3,891,009.96 |
| 5/17/2023 | Leaf May | \$ 205.00 | \$ 3,890,804.96 |
| 5/23/2023 | #61- LIVIC Civil - River Trail | \$ 29,035.00 | \$ 3,861,769.96 |
| 5/23/2023 | #66- LIVIC Civil - Parking Lot I | \$ 1,531.25 | \$ 3,860,238.71 |
| 5/23/2023 | #66- LIVIC Civil - Parking Lot D | \$ 825.00 | \$ 3,859,413.71 |
| 5/23/2023 | #66- LIVIC Civil - Parking Lot E | \$ 9,045.00 | \$ 3,850,368.71 |
| 6/6/2023 | #29 -Leaf - Plot Scanner lease payment #22 | \$ 205.00 | \$ 3,850,163.71 |
| 6/6/2023 | #24-Leibold Inc. Airport Heat Conversion | \$ 23,390.40 | \$ 3,826,773.31 |
| 7/6/2023 | Northeast Tree Removal | \$ 1,600.00 | \$ 3,825,173.31 |
| 7/6/2023 | Northeast Tree Removal | \$ 16,000.00 | \$ 3,809,173.31 |
| 7/6/2023 | Northeast Tree Removal | \$ 2,075.00 | \$ 3,807,098.31 |
| 7/19/2023 | #61 LIVIC Civil - River Trail | \$ 8,391.25 | \$ 3,798,707.06 |
| 7/19/2023 | #66- LIVIC Civil - Parking Lot D | \$ 746.25 | \$ 3,797,960.81 |
| 7/19/2023 | #66- LIVIC Civil - Parking Lot I | \$ 8,290.00 | \$ 3,789,670.81 |
| 7/19/2023 | #66- LIVIC Civil - Parking Lot E | \$ 20,618.75 | \$ 3,769,052.06 |
| 7/19/2023 | #29 -Leaf - Plot Scanner lease payment #23 | \$ 205.00 | \$ 3,768,847.06 |
| 7/21/2023 | Axon Enterprise Inc. - June service | \$ 5,751.46 | \$ 3,763,095.60 |
| 8/1/2023 | #68- Sokol Quarries, Inc. -Reconstruction of catch basin | \$ 21,360.00 | \$ 3,741,735.60 |
| 8/8/2023 | #66- LIVIC Civil - Parking Lot I | \$ 15,138.75 | \$ 3,726,596.85 |
| 8/8/2023 | #61- LIVIC Civil - River Trail | \$ 8,760.00 | \$ 3,717,836.85 |
| 8/8/2023 | #66- LIVIC Civil - Parking Lot E | \$ 5,936.25 | \$ 3,711,900.60 |
| 8/8/2023 | #66- LIVIC Civil - Parking Lot C | \$ 1,105.00 | \$ 3,710,795.60 |
| 8/15/2023 | #32- LIVIC Civil- MS4 | \$ 225.00 | \$ 3,710,570.60 |
| 8/15/2023 | #29 -Leaf - Plot Scanner lease payment #24 | \$ 205.00 | \$ 3,710,365.60 |
| 8/28/2023 | #66- LIVIC Civil - Parking Lot D | \$ 1,283.75 | \$ 3,709,081.85 |
| 8/28/2023 | #57- Bloomsburg Theatre Ensemble - HVAC Project | \$ 13,630.00 | \$ 3,695,451.85 |
| 8/28/2023 | LIVIC CIVIL ARP #32 MS4 | \$ 1,230.00 | \$ 3,694,221.85 |
| 8/28/2023 | LIVIC CIVIL ARP #32 MS4 | \$ 165.00 | \$ 3,694,056.85 |
| 8/28/2023 | LIVIC CIVIL Parking Lot E ARP #66 | \$ 19,797.50 | \$ 3,674,259.35 |
| 8/28/2023 | LIVIC CIVIL Parking Lot I ARP #66 | \$ 4,877.50 | \$ 3,669,381.85 |
| 8/28/2023 | LIVIC CIVIL Parking Lot C ARP #66 | \$ 866.25 | \$ 3,668,515.60 |
| 8/28/2023 | LIVIC CIVIL River Trail ARP #61 | \$ 19,763.75 | \$ 3,648,751.85 |
| 9/12/2023 | #29 -Leaf - Plot Scanner lease payment #25 | \$ 205.00 | \$ 3,648,546.85 |
| 9/26/2023 | #32- LIVIC Civil- MS4 | \$ 1,471.25 | \$ 3,647,075.60 |
| 9/26/2023 | #61- LIVIC Civil - River Trail | \$ 15,457.50 | \$ 3,631,618.10 |
| 9/26/2023 | #66- LIVIC Civil - Parking Lot I | \$ 685.00 | \$ 3,630,933.10 |
| 9/26/2023 | #66- LIVIC Civil - Parking Lot E | \$ 24,380.00 | \$ 3,606,553.10 |
| 9/26/2023 | #66- LIVIC Civil - Parking Lot D | \$ 6,156.25 | \$ 3,600,396.85 |
| 9/26/2023 | #32- LIVIC Civil- MS4 | \$ 10,757.50 | \$ 3,589,639.35 |
| 10/3/2023 | #35- Mitchell Knorr | \$ 20,817.75 | \$ 3,568,821.60 |
| 10/10/2023 | #29 -Leaf - Plot Scanner lease payment #26 | \$ 205.00 | \$ 3,568,616.60 |
| 10/11/2023 | #20-Cooper Friedman Electric | \$ 316.62 | \$ 3,568,299.98 |
| 10/24/2023 | #61- LIVIC Civil - River Trail | \$ 18,592.50 | \$ 3,549,707.48 |
| 10/24/2023 | #66- LIVIC Civil - Parking Lot I | \$ 6,290.00 | \$ 3,543,417.48 |

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Town of Bloomsburg
American Rescue Plan
Grant Spending as of 1/27/2025

| Date | Description | Amount | Balance of Funds |
|------------|--|---------------|------------------|
| 10/24/2023 | #32- LIVIC Civil- MS4 | \$ 630.00 | \$ 3,542,787.48 |
| 10/24/2023 | #66-LIVIC Civil- Parking Lot E | \$ 18,259.50 | \$ 3,524,527.98 |
| 10/24/2023 | #66-LIVIC Civil - Parking Lot C | \$ 157.50 | \$ 3,524,370.48 |
| 10/24/2023 | #66-LIVIC Civil - Parking Lot D | \$ 9,685.00 | \$ 3,514,685.48 |
| 11/1/2023 | #69-H & K Group- 2023 Paving | \$ 95,012.48 | \$ 3,419,673.00 |
| 11/7/2023 | #69-H & K Group- 2023 Paving | \$ 220,752.66 | \$ 3,198,920.34 |
| 11/7/2023 | #29 -Leaf - Plot Scanner lease payment #27 | \$ 205.00 | \$ 3,198,715.34 |
| 11/16/2023 | #61 Mitchell Knorr- River trail | \$ 598,316.11 | \$ 2,600,399.23 |
| 11/28/2023 | #66-LIVIC Civil - Parking Lot D | \$ 3,287.50 | \$ 2,597,111.73 |
| 11/28/2023 | #66-LIVIC Civil- Parking Lot E | \$ 18,895.00 | \$ 2,578,216.73 |
| 11/28/2023 | #66- LIVIC Civil - Parking Lot I | \$ 3,076.25 | \$ 2,575,140.48 |
| 11/28/2023 | #32- LIVIC Civil- MS4 | \$ 456.84 | \$ 2,574,683.64 |
| 11/28/2023 | #61-LIVIC Civil - River Trail | \$ 21,317.50 | \$ 2,553,366.14 |
| 12/5/2023 | #29 -Leaf - Plot Scanner lease payment #28 | \$ 205.00 | \$ 2,553,161.14 |
| 12/19/2023 | #61 Mitchell Knorr- River trail | \$ 160,009.88 | \$ 2,393,151.26 |
| 12/31/2023 | #61-LIVIC Civil - River Trail | \$ 20,515.25 | \$ 2,372,636.01 |
| 12/31/2023 | #66-LIVIC Civil - Parking Lot D | \$ 472.50 | \$ 2,372,163.51 |
| 12/31/2023 | #66-LIVIC Civil- Parking Lot E | \$ 11,037.95 | \$ 2,361,125.56 |
| 12/31/2023 | #66 -LIVIC Civil - Parking Lot C | \$ 1,436.50 | \$ 2,359,689.06 |
| 12/31/2023 | #32- LIVIC Civil- MS4 | \$ 4,013.75 | \$ 2,355,675.31 |
| 12/31/2023 | #63 LOHI Consulting- Parking Consulting | \$ 7,500.00 | \$ 2,348,175.31 |
| 12/31/2023 | LIVIC Civil 9th street basins MS4 | \$ 145.00 | \$ 2,348,030.31 |
| 12/31/2023 | LIVIC Civil Parking Lot E ARP#66 | \$ 1,490.00 | \$ 2,346,540.31 |
| 12/31/2023 | LIVIC Civil BART ARP #61 | \$ 3,821.25 | \$ 2,342,719.06 |
| 12/31/2023 | Rettew Services for December 2023 | \$ 1,950.00 | \$ 2,340,769.06 |
| 12/31/2023 | LIVIC Civil Parking Lot C ARP#66 | \$ 693.75 | \$ 2,340,075.31 |
| 12/31/2023 | LIVIC Civil Parking Lot D ARP#66 | \$ 78.75 | \$ 2,339,996.56 |
| 12/31/2023 | MS4 2023 ARP #32 | \$ 1,821.25 | \$ 2,338,175.31 |
| 1/10/2024 | #29 -Leaf - Plot Scanner lease payment #29 | \$ 205.00 | \$ 2,337,970.31 |
| 2/13/2024 | #29 -Leaf - Plot Scanner lease payment #30 | \$ 205.00 | \$ 2,337,765.31 |
| 2/28/2024 | #73-Sunbury Motors | \$ 52,335.00 | \$ 2,285,430.31 |
| 2/28/2024 | #61-LIVIC Civil - River Trail | \$ 1,020.00 | \$ 2,284,410.31 |
| 2/28/2024 | #32- LIVIC Civil- MS4 | \$ 778.50 | \$ 2,283,631.81 |
| 2/28/2024 | #32- LIVIC Civil- MS4 | \$ 1,325.00 | \$ 2,282,306.81 |
| 3/6/2024 | #29 -Leaf - Plot Scanner lease payment #31 | \$ 205.00 | \$ 2,282,101.81 |
| 3/7/2024 | #70 Northeastern Automated- Cameras | \$ 4,110.23 | \$ 2,277,991.58 |
| 3/13/2024 | #71 Atlantic Tactical | \$ 2,835.60 | \$ 2,275,155.98 |
| 3/14/2024 | #72 Rettew- Solar Project | \$ 1,950.00 | \$ 2,273,205.98 |
| 3/19/2024 | #72 Rettew- Solar Project | \$ 5,730.00 | \$ 2,267,475.98 |
| 3/19/2024 | #73- Powells Sales and Service | \$ 7,594.56 | \$ 2,259,881.42 |
| 3/26/2024 | #66-LIVIC Civil- Parking Lot E | \$ 1,085.00 | \$ 2,258,796.42 |
| 4/2/2024 | Security Camera Pool/ Ball Fields | \$ 4,110.22 | \$ 2,254,686.20 |
| 4/10/2024 | Mitchell Knorr Contracting | \$ 90,473.74 | \$ 2,164,212.46 |
| 4/10/2024 | Solar Project | \$ 12,320.00 | \$ 2,151,892.46 |
| 4/10/2024 | Atlantic Tactical | \$ 639.20 | \$ 2,151,253.26 |
| 4/10/2024 | Atlantic Tactical | \$ (283.56) | \$ 2,151,536.82 |
| 4/17/2024 | Leaf | \$ 205.00 | \$ 2,151,331.82 |
| 4/18/2024 | Connectsix LLC- Say Weather | \$ 5,848.75 | \$ 2,145,483.07 |
| 5/8/2024 | Leaf | \$ 205.00 | \$ 2,145,278.07 |
| 5/30/2024 | Atlantic Tactical- Pistols | \$ 15,268.00 | \$ 2,130,010.07 |
| 6/4/2024 | Solar Project | \$ 15,400.00 | \$ 2,114,610.07 |
| 7/17/2024 | Atlantic Tactical | \$ 283.56 | \$ 2,114,326.51 |
| 7/17/2024 | Livic Civil | \$ 2,035.00 | \$ 2,112,291.51 |

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Town of Bloomsburg
American Rescue Plan
Grant Spending as of 1/27/2025

5-5

| Date | Description | Amount | Balance of Funds |
|------------|-----------------------------------|---------------|------------------|
| 7/26/2024 | Axon Enterprise Inc. | \$ 5,751.46 | \$ 2,106,540.05 |
| 7/30/2024 | LIVIC Civil | \$ 1,265.00 | \$ 2,105,275.05 |
| 7/30/2024 | LIVIC Civil | \$ (2,035.00) | \$ 2,107,310.05 |
| 7/31/2024 | LIVIC Civil | \$ 1,250.00 | \$ 2,106,060.05 |
| 8/15/2024 | LIVIC Civil- Pickleball Courts | \$ 3,825.00 | \$ 2,102,235.05 |
| 8/21/2024 | LIVIC Civil- B.A.R.T. Inspections | \$ 423.50 | \$ 2,101,811.55 |
| 9/12/2024 | Rettew Associates Inc. | \$ 6,825.00 | \$ 2,094,986.55 |
| 10/2/2024 | Coles Hardware | \$ 48.28 | \$ 2,094,938.27 |
| 10/24/2024 | PP&L Electric Utilities | \$ 550.00 | \$ 2,094,388.27 |
| 11/15/2024 | Mitchell Knorr Contracting | \$ 5,023.92 | \$ 2,089,364.35 |
| 11/20/2024 | Riverside Technologies Inc | \$ 3,883.19 | \$ 2,085,481.16 |
| 11/20/2024 | Riverside Technologies Inc | \$ 18,576.00 | \$ 2,066,905.16 |
| 12/4/2024 | Rettew Associates Inc. | \$ 1,373.85 | \$ 2,065,531.31 |
| 12/4/2024 | Rettew Associates Inc. | \$ 2,587.50 | \$ 2,062,943.81 |

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Town of Bloomsburg
List of New Vendors
December 2024

| Vendor | Description of Payable | Amount |
|---------------|-------------------------------|---------------|
| Crown Castle | Codes | \$885.00 |

TOWN OF BLOOMSBURG

COMMUNITY SERVICE COORDINATOR

JOB DESCRIPTION

Definition

Under the supervision of the Town Manager, the **Community Service Coordinator** is responsible for overseeing and directing the Town's public works operations, recycling operations, airport operations, and code enforcement department. This position merges public infrastructure responsibilities with community engagement initiatives, focusing on maintaining and improving the Town's facilities, parks, and public spaces while fostering a collaborative relationship with residents and local organizations. The role also includes planning, managing, and supporting community programs, outreach efforts, and local initiatives that enhance public service and community engagement.

Key Responsibilities

1. Supervision and Operations:

- Direct Crew Chiefs/Coordinators and oversee the maintenance and repair of Town infrastructure, including streets, sidewalks, parking lots, buildings, parks, storm sewers, the airport, recycling operations, and public facilities.
- Manage daily work schedules, coordinate operations, and supervise personnel to ensure efficiency.
- Supervise projects such as road repairs, park maintenance, street lighting, recycling collection, airport projects and code enforcement.
- Oversee the Town's mechanic of operation and maintenance of major equipment, ensure preventative maintenance schedules are followed, and manage the procurement of necessary supplies and materials.
- Maintain a safe working environment in compliance with Town policies and safety standards, adhering to all local, state, and federal regulations.

2. Community Engagement and Program Development:

- Act as a liaison between the Town and local community organizations, residents, and volunteers to foster collaboration and engagement.
- Respond to community concerns, provide assistance, and help facilitate resolutions, ensuring public satisfaction.
- Develop and manage community programs and outreach initiatives that enhance public service and build community spirit.

3. Budgeting and Planning:

- Assist the Treasurer/ Director of Finance with the development of the annual budget. Also manage, and monitor the annual budget for public works, recycling, airport, and code enforcement activities.
- Prepare and submit grant applications to fund community programs, infrastructure improvements, and public works projects.

- Assist in long-term strategic planning for the Town's infrastructure and public services, ensuring alignment with the Town's goals and community needs.
- 4. **Staff Management:**
 - Supervise and evaluate service staff, providing leadership, training, and development opportunities.
 - Handle personnel matters, including disciplinary actions, performance reviews, and recruitment.
 - Ensure that work standards are met, and that department activities are completed efficiently, effectively, and within budget.
- 5. **Communication and Coordination:**
 - Serve as the primary point of contact for all community service-related inquiries, including public works, recycling, airport, and code enforcement matters.
 - Maintain effective communication with the Town Manager, Town Council, other departments, and external contractors, developers, and stakeholders.
 - Represent the Town at public meetings, workshops, and community events, ensuring positive engagement and fostering community partnerships.
- 6. **Compliance and Safety:**
 - Ensure compliance with all local, state, and federal regulations, including stormwater management, safety standards, environmental laws, and building codes.
 - Monitor and report work-related injuries, maintain employee health and safety, and ensure that appropriate safety protocols are followed.
 - Oversee the Town's recycling operations, ensuring that all practices comply with environmental laws and sustainability goals.
- 7. **Emergency Management:**
 - Develop and implement contingency plans for public works operations, airport services, recycling services, and code enforcement during emergencies.
- 8. **Public Relations:**
 - Represent the Town's community service programs to the public, fostering positive relationships with residents, community organizations, and local stakeholders.
 - Address concerns, resolve complaints, and encourage participation in public works, recycling programs, and community initiatives.

Required Knowledge, Skills, and Abilities:

- Strong leadership and management skills with experience in supervising diverse teams and coordinating multi-departmental efforts.
- Knowledge of safety protocols, municipal regulations, best practices related to public works, recycling, airport operations, and code enforcement.
- Excellent communication skills, both written and verbal, for effective interaction with the public, government officials, contractors, and staff.
- Proficiency in budgeting, grant writing, project management, and strategic planning.
- Experience in GIS, office applications, and other relevant software tools.
- Ability to develop and maintain collaborative relationships with various work units, residents, and stakeholders.

- Ability to manage multiple tasks simultaneously, meet deadlines, and resolve complex issues.

Work Environment/Essential Job Functions:

- The work environment involves regular outdoor work in varying weather conditions, exposure to construction sites, mechanical equipment, and high-traffic areas.
- Physical demands include standing for extended periods, lifting moderate to heavy objects, and performing tasks in challenging outdoor environments.
- Ability to manage multiple tasks, prioritize, and meet deadlines under pressure.

Minimum Acceptable Training and Experience:

- Bachelor's Degree in Civil Engineering, Construction Management, Public Administration, or a related field required.
 - Minimum of 5 years of supervisory or management experience in related fields.
 - Proven experience in budgeting, grant writing, project management, and strategic planning.
 - A valid driver's license issued by the Commonwealth of Pennsylvania.
-



Music License for Local Government Entity

1. DEFINITIONS

- (a) **LICENSEE** shall include the named entity and any of its constituent bodies, departments, agencies or leagues.
- (b) **Premises** means buildings, hospitals, airports, zoos, museums, athletic facilities, and recreational facilities, including, but not limited to, community centers, parks, swimming pools, and skating rinks owned and/or operated by LICENSEE and any site which has been engaged by LICENSEE for use by LICENSEE.
- (c) **Recorded Music** means music which is performed at the Premises by means other than by live musicians who are performing at the Premises, including, but not limited to (1) compact disc, audio record or audio tape players (but not including "jukeboxes"); (2) videotape, videodisc or DVD players; (3) music performed as an accompaniment to karaoke; (4) the reception and communication at the premises of radio or television transmissions which originate outside the Premises, and which are not exempt under the Copyright Law; or (5) a music-on-hold telephone system operated by LICENSEE at the Premises.
- (d) **Live Entertainment** means music that is performed at the Premises by musicians, singers and/or other performers.
- (e) **BMI Repertoire** means all copyrighted musical compositions written and/or published by BMI affiliates or members of BMI-affiliated foreign performing rights societies, including compositions written or published during the Term of this Agreement and of which BMI has the right to license non-dramatic public performances.
- (f) **Events and Functions** means any activity conducted, sponsored, or presented by or under the auspices of LICENSEE. Except as set forth in Paragraph 2 (d) below, "Events" and "Functions" shall include, but are not limited to, aerobics and exercise classes, athletic events, dances and other social events, concerts, festivals, arts and crafts fairs, and parades held under the auspices of, or sponsored or promoted by, LICENSEE on the Premises.
- (g) **Special Events** means musical events, concerts, shows, pageants, sporting events, festivals, competitions, and other events of limited duration presented by LICENSEE for which the "Gross Revenue" (as defined in Schedule B) of such Special Event exceeds \$25,000.

2. BMI GRANT

- (a) BMI grants and LICENSEE accepts a non-exclusive license to perform, present or cause the live and/or recorded public performance on the "Premises" and at "Events" and "Functions", and not elsewhere or otherwise, non-dramatic renditions of the separate musical compositions in the "BMI Repertoire". The performances licensed under this Agreement may be by means of "Live Entertainment" or "Recorded Music".
- (b) This license does not authorize (1) the broadcasting, telecasting or transmission or retransmission by wire, Internet, website or otherwise, of renditions of musical compositions in BMI's Repertoire to persons outside of the Premises, other than by means of a music-on-hold telephone system operated by LICENSEE at the Premises; and (2) performances by means of background music (such as *Muzak*) or other services delivered to the Premises. Nothing in this Paragraph shall be deemed to limit LICENSEE's right to transmit renditions of musical compositions in the BMI Repertoire to those who attend Events or Functions on the Premises by means of teleconferencing, videoconferencing or similar technology.
- (c) This license is limited to non-dramatic performances and does not authorize any dramatic performances. For purposes of this Agreement, a dramatic performance shall include, but not be limited to, the following: (1) performance of a "dramatico-musical work" (as hereinafter defined) in its entirety; (2) performance of one or more musical compositions from a "dramatico-musical work" (as hereinafter defined) accompanied by dialogue, pantomime, dance, stage action, or visual representation of the work from which the music is taken; (3) performance of one or more musical compositions as part of a story or plot, whether accompanied or unaccompanied by dialogue, pantomime, dance, stage action, or visual representation; and (4) performance of a concert version of a "dramatico-musical work" (as hereinafter defined). The term "dramatico-musical work" as used in the Agreement, shall include, but not be limited to, a musical comedy, opera, play with music, revue, or ballet.
- (d) This license does not authorize performances: (1) at any convention, exposition, trade show, conference, congress, industrial show or similar activity presented by LICENSEE or on the Premises unless it is presented or sponsored solely by and under the auspices of LICENSEE, is presented entirely on LICENSEE's Premises, and is not open to the general public; (2) by or at colleges and universities; (3) at any professional sports events or game played on the Premises; (4) at any permanently situated theme or amusement park owned or operated by LICENSEE; (5) by any symphony or community orchestra; and (6) by means of a coin operated jukebox.

3. REVIEW OF STATEMENTS AND / OR ACCOUNTINGS

- (a) BMI shall have the right to require such reasonable data necessary in order to ascertain the Annual License Fee.
- (b) BMI shall have the right, by its authorized representatives, at any time during customary business hours, to examine the books and records of account of LICENSEE to such extent as may be necessary to verify the statements made hereunder. BMI shall consider all data and information coming to its attention as a result of any such examination of books and records as completely confidential.

(c) BMI shall have the right to adjust LICENSEE's Annual License Fee based upon the most recently available revised population figures provided by the U. S. Census Department.

4. LATE PAYMENT AND SERVICE CHARGES

BMI may impose a late payment charge of one and one-half percent (1½%) per month, or the maximum rate permitted by law, whichever is less, from the date payment is due on any payment that is received by BMI more than thirty (30) days after the due date. BMI may impose a \$25.00 service charge for each unpaid check, draft or other means of payment LICENSEE submits to BMI.

5. BMI COMMITMENT TO CUSTOMER / INDEMNITY

So long as LICENSEE is not in default or breach of this Agreement, BMI agrees to indemnify, save harmless, and defend LICENSEE and its officers, and employees, from and against any and all claims, demands, or suits that may be made or brought against them with respect to the performance of any musical works which is licensed under this Agreement at the time of performance. LICENSEE agrees to give BMI immediate notice of any such claim, demand, or suit, to deliver to BMI any papers pertaining thereto, and to cooperate with BMI with respect thereto, and BMI shall have full charge of the defense of any such claim, demand, or suit.

6. BREACH OR DEFAULT / WAIVER

Upon any breach or default of the terms and conditions contained herein, BMI shall have the right to cancel this Agreement if such breach or default continues for thirty (30) days after LICENSEE's receipt of written notice thereof. The right to cancel granted to BMI shall be in addition to any and all other remedies which BMI may have. No waiver by BMI of full performance of this Agreement by LICENSEE in any one or more instances shall be deemed a waiver of the right to require full and complete performance of this Agreement thereafter or of the right to cancel this Agreement with the terms of this Paragraph.

7. CANCELLATION OF ENTIRE CATEGORY

BMI shall have the right to cancel the Agreement along with the simultaneous cancellation of the Agreements of all other licensees of the same class and category as LICENSEE, as of the end of any month during the Term, upon sixty (60) days advance written notice.

8. ASSIGNMENT

This license is not assignable or transferable by operation of law or otherwise. This license does not authorize LICENSEE to grant to others any right to perform publicly in any manner any of the musical compositions licensed under this Agreement, nor does it authorize any public performances at any of the Premises in any manner except as expressly herein provided.

9. ARBITRATION

All disputes of any kind, nature, or description arising in connection with the terms and conditions of this Agreement, except for matters within the jurisdiction of the BMI Rate Court, shall be submitted to the American Arbitration Association in the City, County, and State of New York, for arbitration under its then prevailing arbitration rules. The arbitrator(s) to be selected as follows: Each of the parties shall, by written notice to the other, have the right to appoint one arbitrator. If, within ten (10) days following the giving of such notice by one party, the other shall not, by written notice, appoint another arbitrator, the first arbitrator shall be the sole arbitrator. If two arbitrators are so appointed, they shall appoint a third arbitrator. If ten (10) days elapse after the appointment of the second arbitrator and the two arbitrators are unable to agree upon a third arbitrator, then either party may, in writing, request the American Arbitration Association to appoint the third arbitrator. The award made in the arbitration shall be binding and conclusive on the parties and judgment may be, but not need be, entered in any court having jurisdiction. Such award shall include the fixing of the costs, expenses, and attorneys' fees of arbitration, which shall be borne by the unsuccessful party.

10. NOTICES

Any notice under this Agreement will be in writing and deemed given upon mailing when sent by ordinary first-class U.S. mail to the party intended, at its mailing address stated, or any other address which either party may designate. Any such notice sent to BMI shall be to the attention of the Vice President, Licensing Department at 10 Music Square East, Nashville, TN 37203. Any such notice sent to LICENSEE shall be to the attention of the person signing the Agreement on LICENSEE's behalf or such person as LICENSEE may advise BMI in writing.

11. MISCELLANEOUS

The fact that any provisions are found by a court of competent jurisdiction to be void or unenforceable will not affect the validity or enforceability of any other provisions. This Agreement constitutes the entire understanding between the parties and cannot be waived or added to or modified orally and no waiver, addition and modification shall be valid unless in writing and signed by both parties.

12. FEES

(a) In consideration of the license granted herein, LICENSEE agrees to pay BMI a license fee which includes the total of the "Base License Fee" and any applicable "Special Events License Fees", all of which shall be calculated in accordance with the Rate Schedule on Page 3. For purposes of this Agreement,

(i) "Base License Fee" means the annual fee due in accordance with Schedule A of the Rate Schedule and

based on LICENSEE's population as established in the most recent published U.S. Census data. It does not include any fees due for Special Events.

(ii) "Special Events License Fees" means the amount due in accordance with Schedule B of the Rate Schedule when Special Events are presented by or on behalf of LICENSEE. It does not include any Base License Fee due.

(iii) LICENSEES who are legally organized as state municipal and/or county leagues or state associations of municipal and/or county attorneys shall be required to pay only the fee under the Schedule C of the Rate Schedule. Such leagues or associations are not subject to Schedule A or Schedule B of the Rate Schedule. Fees paid by such leagues or associations do not cover performances of the municipality, county, or other local government entity represented by the league or association. Schedule C fees are not applicable to municipal, county or other government entities.

2024 RATE SCHEDULE FOR LOCAL GOVERNMENTS

| SCHEDULE A | | | |
|--|---|-----------------------|---|
| Population | LICENSEE's Population | Base License Fee | Schedule A Fee |
| 12,000 (Enter Population here) | 1 - 50,000 | \$435.00 | |
| | 50,001 - 75,000 | \$866.00 | |
| | 75,001 - 100,000 | \$1,041.00 | |
| | 100,001 - 125,000 | \$1,388.00 | |
| | 125,001 - 150,000 | \$1,735.00 | |
| | 150,001 - 200,000 | \$2,256.00 | |
| | 200,001 - 250,000 | \$2,773.00 | |
| | 250,001 - 300,000 | \$3,300.00 | |
| | 300,001 - 350,000 | \$3,817.00 | |
| | 350,001 - 400,000 | \$4,341.00 | |
| | 400,001 - 450,000 | \$4,857.00 | |
| | 450,001 - 500,000 | \$5,380.00 | |
| 500,001 - plus | \$7,092.00 plus \$500 for every 100,000 population increment or portion thereof above 500,000 up to a maximum annual fee of \$86,732.00 | | |
| | | SCHEDULE A FEE | \$435.00 |
| SCHEDULE B Special Events Fee (To be reported 90 days after each event*, see Par. 13(d)) | | | |
| The rate for Special Events shall be 1% of Gross Revenue. | | | |
| <ul style="list-style-type: none"> ▪ "Special Events" means musical events, concerts, shows, pageants, sporting events, festivals, competitions, and other events of limited duration presented by LICENSEE for which the "Gross Revenue" of such Special Events exceeds \$25,000. ▪ "Gross Revenue" means all monies received by LICENSEE or on LICENSEE's behalf from the sale of tickets for each Special Event. If there are no monies from the sale of tickets, "Gross Revenue" shall mean contributions from the sponsors or other payments received by LICENSEE for each Special Event. | | | |
| | | SCHEDULE B FEE | BMI will provide a report form to report |
| SCHEDULE C State Municipal and/or County Leagues or State Associations of Attorneys (To be completed if you are a State Municipal and/or County Leagues or State Associations of Attorneys) | | | |
| The annual license fee for LICENSEES who are legally organized as state municipal and/or county leagues, or state associations of municipal and/or county attorneys shall be \$435.00 . No Special Events fee applies to LICENSEES qualifying under this schedule. | | | |
| | | SCHEDULE C FEE | \$0.00 |

13. REPORTING

- (a) Upon the execution of this Agreement, LICENSEE shall submit:
 - (i) a report stating LICENSEE's population based on the most recent published U.S. Census data. The population set forth in the report shall be used to calculate the Base License Fee under this Agreement; and
 - (ii) a report containing the information set forth in Paragraph 13 (d) below for all Special Events that were presented between the effective date of this Agreement and the execution of this Agreement.
- (b) The Base License Fee for the first year of this Agreement and any license fees due for Special Events that were presented between the effective date of this Agreement and the execution of this Agreement shall be payable upon the execution of this Agreement.
- (c) Base License Fees for subsequent years shall be due and payable within 30 days of the renewal date of this Agreement and shall be accompanied by a statement confirming whether any Special Events were presented during the previous calendar year.
- (d) Ninety (90) days after the conclusion of each Special Event, LICENSEE shall submit to BMI payment for such Special Event and a report in printed or computer readable form stating:
 - (i) the date presented;
 - (ii) the name of the attraction(s) appearing;
 - (iii) the "Gross Revenue" of the event (as defined above);
 - (iv) the license fee due for each Special Event.
- (e) If LICENSEE presents, sponsors or promotes a Special Event that is reportable under Rate Schedule B with another person or entity licensed under a BMI License Agreement, LICENSEE shall indicate the name, address, phone number and BMI account number of the other person(s) or entity(ies) and the party responsible for payment for such Special Event. If the other party is not licensed by BMI, LICENSEE shall pay the license fee due hereunder, notwithstanding any agreement to the contrary between LICENSEE and the other party.
- (f) LICENSEE agrees to furnish to BMI, where available, copies of all programs of musical works performed, which are prepared for distribution to the audience or for the use or information of LICENSEE or any department thereof. The programs shall include all encores to the extent possible. LICENSEE shall be under no obligation to furnish programs when they have not been otherwise prepared.

14. RATE ADJUSTMENTS / LICENSE FEE FOR YEAR 2024 AND THEREAFTER

For each calendar year commencing 2025, all dollar figures set forth in Schedules A, B and C (except the \$500 add-on for populations of 500,001 or more) shall be the license fee for the preceding calendar year, adjusted in accordance with any percentage increase in the Consumer Price Index – All Urban Consumers (CPI-U) between the preceding October and the next preceding October, rounded to the nearest dollar. Any additional license fees due resulting from the CPI adjustment shall be payable upon billing by BMI.

15. TERM OF AGREEMENT

This Agreement shall be for an initial Term of one (1) year, commencing the first day of (month/year) June, 2024, which shall be considered the effective date of this Agreement and continuing thereafter for additional terms of one (1) year each. Either party may give notice of termination to the other no later than thirty (30) days prior to the end of the initial or any renewal term. If such notice is given, the Agreement shall terminate on the last day of the Term in which notice is given.

AGREEMENT

This Agreement, made at New York, N.Y. on (Date will be entered by BMI upon execution) _____ between BROADCAST MUSIC, INC., a State of Delaware corporation with its principal offices at 7 World Trade Center, 250 Greenwich Street, New York, N.Y. 10007-0030 (hereinafter "BMI") and the legal or trade name described below and referred to thereafter as "LICENSEE" (the "Agreement"). This Agreement includes all of the terms and conditions set forth herein.

| | | | |
|--|---|---|-------------------------------|
| LEGAL NAME Town of Bloomsburg, PA <small>(Name of Individual, Corporation, LLC, LLP, Partnership, or Government Entity, etc.)</small> | LICENSED PREMISES 301 E 2nd St <small>(Street Address)</small> | | |
| TRADE NAME Town of Bloomsburg, PA <small>(Doing business under the name of)</small> | Bloomsburg <small>(City)</small> (570) 784-7703 <small>(Phone)</small> | PA <small>(State)</small> | 17815 <small>(Zip)</small> |
| PLEASE COMPLETE LEGAL INFORMATION BELOW Legal Structure <u>Government Entity</u> <small>(Individual, Corporation, LLC, LLP, Partnership, Government Entity or Other)</small> State of Incorporation _____ Federal Tax ID No. _____ Partners' Names (If Partnership) 1. _____ 2. _____ 3. _____ | Lisa Dooley <small>(Contact Name)</small> ldooley@bloomsburgpa.org <small>(Email Address)</small> | Town Manager <small>(Title)</small> https://bloomsburgpa.org/ <small>(Web Address)</small> | |
| IF LEGAL STRUCTURE IS A GOVERNMENT ENTITY, PLEASE INDICATE BELOW Local, State, or Federal _____ Municipality Name _____ <small>(City/State)</small> | MAILING ADDRESS <small>(If different from Licensed Premises)</small> 301 E 2nd St <small>(Street Address)</small> Bloomsburg PA 17815 <small>(City) (State) (Zip)</small> Lisa Dooley Town Manager <small>(Contact Name) (Title)</small> (570) 784-7123 (570) 993-4045 <small>(Contact Phone) (Contact Phone 2)</small> ldooley@bloomsburgpa.org <small>(Email Address - If different from above)</small> | | |
| TO BE COMPLETED BY LICENSEE By signing this Agreement, you represent that you have the authority to bind LICENSEE and that you have read, understood and agree to all of the terms and conditions herein. | FOR ADMINISTRATIVE USE ONLY TO BE COMPLETED BY BMI BROADCAST MUSIC INC. | | |
| Signature _____ | FOR BMI USE ONLY LGE1 LI-2023/JAN | | |
| Print Name / Title _____ | 81214289 | | |
| Signatory Email Address _____ <small>(If different from above)</small> | Customer Number | | |
| Please Sign & Return this Entire License Agreement & Payment to: BMI, Licensing Dept 10 Music Square E., Nashville, TN 37203 Or online at www.bmi.com/licensing | | | |

IWORQ SERVICE(S) AGREEMENT

For iWorQ application(s) and service(s)

Bloomsburg, PA hereafter known as ("Customer"), enters into THIS SERVICE(S) AGREEMENT ("Agreement") with iWorQ Systems Inc. ("iWorQ") with its principal place of business 1125 West 400 North, Suite 102, Logan, Utah 84321.

1. SOFTWARE AS A SERVICE (SaaS) TERMS OF ACCESS:

iWorQ grants Customer a non-exclusive, non-transferable limited access to use iWorQ service(s), application(s) on iWorQ's authorize website for the fee(s) and terms listed in Appendix A. This agreement will govern all application(s) and service(s) listed in the Appendix A.

2. CUSTOMER RESPONSIBILITY:

Customer acknowledges that they are receiving only a limited subscription to use the application(s), service(s), and related documentation, if any, and shall obtain no titles, ownership nor any rights in or to the application(s), service(s), and related documentation, all of which title and rights shall remain with iWorQ. Customer shall not permit any user to reproduce, copy, or reverse engineer any of the application(s), service(s) and related documentation.

iWorQ is not responsible for the content entered into iWorQ's database or uploaded as a document or image.

3. TRAINING AND IMPLEMENTATION:

Customer agrees to provide the time, resources, and personnel to implement iWorQ's service(s) and application(s). iWorQ will assign a senior account manager and an account management team to implement service(s) and application(s). Typical implementation will take less than 60 days. iWorQ account managers will call twice per week, provide remote training once per week, and send weekly summary emails to the customer implementation team. iWorQ can provide project management and implementation document upon request.

iWorQ will do ONE import of the Customer's data. This import consists of importing data, sent by the Customer, in an electronic relational database format.

Customer must have clear ownership of all forms, letters, inspections, checklists, and data sent to iWorQ.



4. CUSTOMER DATA:

Customer data will be stored on AWS GovCloud. iWorQ will use commercially reasonable efforts to backup, store and manage Customer data. iWorQ does backups twice per week and offsite backups twice per week.

Customer can run reports and export data from iWorQ application(s) at any time.

Customer can pay iWorQ for additional data management service(s), onsite backups, application(s) and other service(s).

Data upload and storage is provided to every Customer. This includes uploading files up to 25MB and 100GB of managed data storage on AWS GovCloud. Additional upload file sizes and managed data storage sizes can be provided based on the application(s) and service(s) listed in Appendix A.

Customer can upload and store images with personal information like driver's license, and more. This Data can be used by the customer to complete the permitting, licensing, or code enforcement processes. Customer understands that the data must be uploaded and stored in the Sensitive Data Upload section of the iWorQ software for access and security purposes.

iWorQ is not responsible: (1) For the content entered into iWorQ's database, (2) For images or documents scanned locally and uploaded by the iWorQ users, (3) For documents or images uploaded by citizens over the web, and (4) For backup data sent to the Customer by iWorQ.

5. CUSTOMER SUPPORT:

Customer support and training are FREE and available Monday-Friday, from 6:00 A.M. to 5:00 P.M. MST, for any authorized user with a login. iWorQ provides unlimited remote Customer training (through webinars), phone support, help files, and documentation. Basic support request is typically handled the same day. iWorQ provides "Service NOT Software".

6. BILLING:

iWorQ will invoice Customer on an annual basis. iWorQ will send invoice by mail and by email to the address(s) listed in Appendix A. Terms of the invoice are net 30 days from the date of the invoice. Any billing changes will require that a new Service(s) Agreement be signed by Customer.

Any additional costs imposed by the Customer including business licenses, fees, or taxes will be added to the Customer's invoice yearly. Support and services fees may increase in subsequent years but will increase no more than 5% per year.

Customer pricing is based on a 3 Year Term and reflects a discounted annual price. Changes to the Term or the Termination Policy (Section 7. Termination:), will affect the annual pricing and could double your annual cost. Customer reserves the right to pay the 3 Year Term upfront to secure discounted annual pricing.

7. TERMINATION:

Prior to the expiration of the initial 3-YEAR TERM (the "Initial Term"), either party may terminate this Agreement, by providing the other party with a Sixty (60) days' written notice prior to the effective date of the expiration. Should Customer terminate any part of the application(s) and or service(s) the remaining balance will immediately become due. Should Customer terminate any part of the application(s) and or service(s) a new Service(s) Agreement will need to be signed. Upon expiration of the Initial Term, this Agreement shall automatically renew for successive one (1) year terms unless either party provide notice of termination or non-renewal no less than sixty (60) days prior to expiration of the then-current term.

Upon termination of this Agreement, iWorQ will discontinue all application(s) and or service(s); iWorQ will provide customer with an electronic copy of all of Customer's data, if requested by the Customer (within 3-5 business days).

During the term of the Agreement, the Customer may request a copy of all of Customer's data, which shall be provided to Customer for a cost of no more than \$2500 per copy. Please note, if Customer is not in compliance with the material terms and conditions of this Agreement, iWorQ will not be required to provide Customer with the data.

8. ACCEPTABLE USE:

Customer represents and warrants that the application(s) and service(s) will only be used for lawful purposes, in a manner allowed by law, and in accordance with reasonable operating rules, and policies, terms, and procedures. iWorQ may restrict access to users upon misuse of application(s) and service(s).

9. MISCELLANEOUS PROVISIONS:

This Agreement will be governed by and construed in accordance with the laws of the State of Utah. Any legal action or proceeding related to this Agreement must be brought and determined in the State of Utah and may not be brought or determined in any other forum or Jurisdiction.

Customer recognizes that iWorQ Systems is a software company located in Utah. Any changes to this section, including changes to the Venue or Forum, will be subject to an increase in their annual pricing.

10. CUSTOMER IMPLEMENTATION INFORMATION:

Primary Implementation Contact _____ Title _____
 Office Phone _____ Cell _____ Email _____
 Secondary Implementation Contact _____ Title _____
 Office Phone _____ Cell _____ Email _____

11. CUSTOMER BILLING INFORMATION:

Billing Contact _____ Title _____
 Office Phone _____ Cell _____ Email _____
 PO# _____ (if required) Tax Exempt ID # _____

12. ACCEPTANCE:

The effective date of this Agreement is listed below. Authorized representative of Customer and iWorQ have read the Agreement and agree and accept all the terms.

Signature _____ Effective Date: _____

Printed Name _____

Title _____

Office Number _____

Cell Number _____



12-5

www.iworq.com



iWorQ Service(s) Agreement

APPENDIX A



iWorQ Cost Proposal

12-6

| | |
|--|--------------------------------------|
| Bloomsburg, PA | Population- 13919 |
| 301 E Second St Bloomsburg , PA 17815 | Prepared by: Sabrina Treasure |

Annual Subscription Fees

| <u>Application(s) and Service(s)</u> | <u>Package Price</u> | <u>Billing</u> |
|--|--|-----------------------|
| <p>Community Development Enterprise Package</p> <ul style="list-style-type: none">*Permit Management*Code Enforcement*Portal Home*Online credit/debit card processing integrated with iWorQ. (Through PayRoc) <p>-Configurable portal for ease of applying for permits, tracking current permits, and paying fees online -Allows for submitting code enforcement issues online and viewing code cases -Messaging feature for easy interaction with citizens -Contractor Status Updates via Text -Built-in automatic workflow capabilities -iWorQ Notifications included -Inspection and plan review tracking -Inspection Routing -Track permits and cases with customizable reporting -Includes Sensitive File Uploads that are required to finish permit, licensing or code enforcement process (i.e Driver's License) -3 Scheduled Reports -Includes access to 21 standard database driven web form templates and 3 custom database web forms for Portal Home -Includes unlimited access to 15 letter templates and 3 custom letters Note: Any adjustments made to the templates will result in a custom form -OpenStreetMap tracking abilities with quarterly updates</p> <p>GIS REST Services - iWorQ will be able to publish your agency's ESRI REST Services monthly if the following conditions are met: 1. The Rest Service URL is either a public access URL or the agency will allow iWorQ to be added to the user group of that data. a. User Group must have permission settings set to allow root access to pull the data. 2. The Rest Service data contains the information needed for system functionality and field types match. a. The format of that data must conform to iWorQ Systems</p> <p>Note: If GIS configurations change (FTP location, name format, field changes, etc.) iWorQ will charge a minimum \$500 fee to accommodate new configuration adjustments (subject to additional hourly charges)</p> | \$14,937.00 \$9,000.00 | Annual |
| <p>Plan Review Management</p> <ul style="list-style-type: none">- Draw & annotate on plans- Save data in layers on plans- Place watermarks and stamps on plans | \$750.00 | Annual |

| | | |
|--|----------------------------------|--------|
| Entity Management -Available on any computer, tablet, mobile device using Chrome Browser -Quarterly Parcel Upload -Renewal and invoicing capabilities for one owner to one property -Unlimited letters utilizing iWorQs template library, and up to 3 custom letters -Reminder letter generation | \$8,421.00 \$1,500.00 | Annual |
| Subscription Fee Total (This amount will be invoiced each year) | \$11,250.00 | |

One-Time Setup, GIS integration, and Data Conversion Fees

| <u>Service(s)</u> | <u>Full Price Cost</u> | <u>Package Price</u> | <u>Billing</u> |
|--|------------------------|----------------------|-----------------|
| Implementation and Setup cost year 1 | \$ | \$ | Year One |
| Up to 5 hours of GIS integration and data conversion | \$ | \$ | Year One |
| Data Conversion (see attached guidelines Appendix B) | \$ | \$ | Year One |
| One-Time Setup Total (This amount will be added year 1) | \$3,000.00 | \$500.00 | Year One |

NOTES SERVICE(S) DESCRIPTION

- I. Invoice for the (Annual Subscription Fee Total + One-Time Total) will be sent out 2 weeks after signature and Effective Date
- II. This subscription Fee and Agreement have been provided at the Customer's request and is valid for 25 days
- III. This cost proposal cannot be disclosed or used to compete with other companies.
- IV. This agreement combines existing services totaling \$6,000 with proposed added services (Enterprise Features (Payment Processing, Workflow Management, Notifications, GIS REST Service, 21 Form Templates & Scheduled Reports) AND Plan Review Management) totaling \$5,250 for a new annual total of \$11,250. Added services may be prorated.

COMDEV PACKAGES

Video
Available

| Features | Community Development Basic Package | Community Development Department Package | Community Development Enterprise Package |
|-----------------------------------|-------------------------------------|--|--|
| Permit Management | ✓ | ✓ | ✓ |
| Code Enforcement | ✓ | ✓ | ✓ |
| Portal Home (with 3 custom forms) | ✗ | ✓ | ✓ |
| Payment Processing | ✗ | ✗ | ✓ |
| Workflow Management | ✗ | ✗ | ✓ |
| Notifications (special selection) | ✗ | ✗ | ✓ |
| GIS REST Service | ✗ | ✗ | ✓ |
| 21 Form Templates | ✗ | ✗ | ✓ |
| Scheduled Reports | ✗ | ✗ | ✓ |

A la Cart

- Portal Dashboard
- Digital Plan Review
- Bluebeam Integration
- Increased Security
- Large File Upload

Basic

Department

Enterprise

Safety Committee Meeting Minutes
Wednesday October 30 2024, 10.00 a.m.
Airport Conference Room

The meeting was called to order by Charles Fritz at 10:00 a.m. In attendance were members: Charles Fritz – Administration, Michael Reffeor, Director of Code Enforcement, Town Hall Rachel Hagar, Airport Coordinator BJ Teichman, Recycling Dept. Michelle Hartzell, and Tracy Kishbaugh Police Town Hall.

On a motion by B. Teichman, seconded by M Hartzell, and voted on unanimously, the group approved the September 11, 2024 minutes.

C. Fritz noted there were two workers comp claims.

1 a Police Officer was injured while apprehending a suspect, no loss time.

2 a Parking Enforcement Officer was injured when a battery pack exploded in the vehicle. No loss time.

B. Teichman brought up the need for a safety harness for the new fuel tank, for when climbing onto the top of the tank.

C. Fritz noted that the Town's insurance carrier will be changing, look for new vehicle insurance cards to be issued.

C. Fritz noted that K. Hoffman has to schedule the safety committee recertification webinar. Here are the available dates. Nov 6- 1:30pm; Nov 14 – 1:30pm; Nov 21- 9:30am; Nov 26- 9:30am; Dec 3- 9:30am; Dec 12- 1:30pm

Meeting was adjourned.

NEXT MEETING

November 13 at 10 a.m. at Town Hall

Notes taken by C. Fritz and reviewed by L. Dooley.

13-2

Safety Committee Meeting Minutes
Wednesday November 13 2024, 10.00 a.m.
Town Hall

The meeting was called to order by Charles Fritz at 10:00 a.m. In attendance were members: Charles Fritz – Administration, Michael Reffeor, Director of Code Enforcement, Rachel Hagar - Town Hall, BJ Teichman- Airport Coordinator, Michelle Hartzell - Recycling Dept., Tracy Kishbaugh Police Town Hall, Greg Ash – Code Enforcement, Ken Auchter- Police Dept., Kyle Hoffman – Public Works

On a motion by T. Kishbaugh, seconded by B. Teichman, and voted on unanimously, the group approved the October 30, 2024 minutes.

C. Fritz noted there were no workers comp or liability claims.

C. Fritz noted that the Recycling Center ordered a lock out tag out set for shutting down the balers per the insurance agent review and compliance.

K. Hoffman is scheduled for the safety committee recertification webinar on Thursday November 21st at 9:30 a.m.

C. Fritz reported that all buildings with fire alarms are scheduled for alarm inspections next week.

K. Hoffman updated the September building inspection. The items that could be repaired have been done. The exit lights at Recycling need installed yet. The Town Hall stairs and steps are being looked at by an engineer and there are no more remaining screens to install at the Town Hall.

Meeting was adjourned.

NEXT MEETING

December 11 at 11:30 a.m. at Airport

Notes taken by C. Fritz and reviewed by L. Dooley.