



*Leo S. Lutz, Mayor*  
*Michael L. Beury, Borough Council President*

*Robert L. Pfannebecker, Solicitor*  
*Ronald L. Miller, Borough Manager*

FINAL AGENDA  
COLUMBIA BOROUGH COUNCIL MEETING

March 23, 2015

6:00pm

- I. Opening of Meeting
  1. Call to Order and Roll Call
  2. Invocation/Moment of Silence
  3. Pledge to the Flag
  4. Minutes for Approval
    - a. Consider approval of the Borough Council Meeting Minutes for 3/9/15.
- II. Standing Committee Assignments
  5. The Committee on Highway
    - a. Consider awarding the 2015 Asphalt Bid to Highway Materials contingent upon approval of the Borough Solicitor.
    - b. Discussion – Extending the “No Parking” times from 7am-2pm instead of the already marked 7am-11am for street sweeping on the odd side of Union Street for 103.5 feet from 611 Union to 631 Union for Fricke Hardware Deliveries.
    - c. Highway Report - Updates
  6. The Committee on Finance
    - a. Consider approval of February 2015 Financial Reports including Check Register Report, Treasurer’s Report, Budget Performance Reports: General Fund, Capital Fund, State Fund (Liquid Fuels), Waste Water Fund, Tax Collector Report, Municipal Authority and Capital Fund.
    - b. Discussion on purchase of radios at a cost of \$21,020.93 for QRS and allowing QRS to be on the Borough’s Fuel Plan.
    - c. Consider sharing the cost of an intern for the Northwest River Trail Services Building with the Susquehanna Chamber of Commerce in the amount of \$1,000.00 and a start date of 5/15/2015.
    - d. Consider having the Borough pay the past due taxes for the Cherry Street Guest Home Property in the amount of approximately \$27,000.00 so that “Our Home of Hope” can apply for their 501c3 status and purchase the property. “Our Home of Hope” will then enter into a payment arrangement with the Borough to pay back the past due taxes. Contingent upon the approval of the Solicitor and the preparation of proper paperwork.
  7. The Committee on Municipal Legislation
  8. The Committee on Community Development
    - a. Discussion regarding formally naming the Northwest River Trail Services Building. (Columbia Landing?)
    - b. Discussion regarding hours of operation for the Northwest River Trail Services Building.

- c. Discussion regarding rental fees and security deposit for the Northwest River Trail Services Building.
  - d. Discussion regarding staffing for the Northwest River Trail Services Building.
  - 9. The Committee on Public Property
    - a. Consider approval of a Facilities Use Request for the Clifford Edmund Scholarship Fund to host a Basketball Tournament at Makle Park on June 6<sup>th</sup> and June 7<sup>th</sup>, 2015 from 7am-5pm each day. A certificate of Liability is on file under St. Paul's Baptist Church.
    - b. Consider approval of a Facilities Use Request for Ashley Tabernacle, C.O.G.I.C. to host their annual State Baptism of the Church of God in Christ at the River Park Boat Ramp on August 9, 2015 from 3pm-6pm Contingent upon receipt of a current Certificate of Insurance.
    - c. Discussion on signage for parking for the Turkey Hill Experience on the South side of the 300 Block of Linden Street and the West side of the 500 Block of North 4<sup>th</sup> Street for Employee Parking.
  - 10. The Committee on Public Safety
    - a. Consider approval of a Facilities Use Request for the Mt. Zion AME Church to Host a Youth Explosion Celebration Church Service in the 200 Block of South 5<sup>th</sup> Street from Union Street to Mill Street with no parking on both sides of the street from 220 S. 5<sup>th</sup> Street to 245 S. 5<sup>th</sup> Street on April 12, 2015 from 10am-4pm contingent upon receipt of the required Certificate of Insurance.
    - b. Consider approval of a Facilities Use Request for the Columbia Board of Health to host their 17<sup>th</sup> Annual Columbia Spring Clean-up on Friday, April 24, 2015 from 7am-1pm.
    - c. Consider approval of a Facilities Use Request for Ashley Tabernacle, C.O.G.I.C. to host a Community Block Party on S. Fifth Street from Avenue K to Union Street on June 20, 2015 from 10am-4:30pm contingent upon receipt of the required insurance certificate.
    - d. Consider approval of a Facilities Use Request for the Columbia United Veterans Council to host their Annual Memorial Day Parade using the traditional parade route on May 24, 2015 from 12:30pm-4:30pm contingent upon receipt of the required insurance certificate.
    - e. Consider allowing the Fire Police to conduct traffic control in West Hempfield Township and Mountville Borough.
    - f. Reports: Police/Fire/EMS/EMC/Codes
  - 11. The Committee on Personnel
  - 12. The Committee on Wastewater
    - a. Wastewater Manager Report
  - 13. Secretary/Treasurer
    - a. Consider appointing Interim Borough Manager Ronald Miller as Voting Delegate and Mayor Leo Lutz as a backup Voting Delegate to the PSAB Annual Conference.
- III. Adjournment

**Columbia Borough Council Meeting of the Whole  
March 23, 2015  
Paul W. Myers Council Chambers**

Council President Beury called the meeting to order at 6:00 p.m.

**Councilpersons present:** Barninger, Beury, Ford, Murphy, and Smith. Mayor Lutz was also present. Gable and Weisser were absent.

President Beury led the pledge to the Flag.

**Minutes for Approval**

**Motion:** To approve the Borough Council meeting minutes for March 9, 2015.  
**Motion:** M. Barninger                      2<sup>nd</sup>: K. Murphy                      **Voice Vote:** All Favored  
Motion Carried

**Citizens Comments**                      (see attached)

**Standing Committee Items**

**COMMITTEE ON HIGHWAY**

**Motion:** To award the 2015 Asphalt Bid to Highway Materials contingent upon approval of the Borough Solicitor.  
**Motion:** J.Smith                      2<sup>nd</sup>: K. Murphy                      **Voice Vote:** All Favored  
Motion Carried

There was a discussion regarding extending the "No Parking" times from 7am-2pm instead of the already marked 7am-11am for street sweeping on the odd side of Union Street for 103.5 feet from 611 Union to 631 Union for Fricke Hardware Deliveries. It was decided to gather more information to discuss at a later date.

Councilman Smith went over the Highway Report Updates.

**COMMITTEE ON FINANCE**

**Motion:** To approve the February 2015 Financial Reports including Check Register Report, Treasurer's Report, Budget Performance Reports: General Fund, Capital Fund, State Fund (Liquid Fuels), Waste Water Fund, Tax Collector Report, Municipal Authority and Capital Fund.  
**Motion:** K. Murphy                      2<sup>nd</sup>: B. Ford                      **Voice Vote:** All Favored  
Motion Carried

A discussion was held regarding the purchase of radios at a cost of \$21,020.93 for QRS and allowing QRS to be on the Borough's Fuel Plan. Council decided against allocating the money and putting them back on the fuel plan.

**Motion:** To approve sharing the cost of an intern for the Northwest River Trail Services Building with the Susquehanna Chamber of Commerce in the amount of \$1,000.00 and a start date of 5/15/2015.  
**Motion:** K. Murphy                      2<sup>nd</sup>: B. Ford                      **Voice Vote:** All Favored  
Motion Carried

There was a discussion to consider having the Borough pay taxes for the Cherry Street Guest Home Property in the amount of approximately \$27,000.00 so that "Our Home of Hope" can apply for their 501c3 status and purchase the property. "Our Home of Hope" will then enter into a payment arrangement with

the Borough to pay back the past due taxes. Council will need information from the Borough Solicitor before taking action.

**COMMITTEE ON MUNICIPAL LEGISLATION**

Councilman Ford was informed by the Borough Solicitor that the issue regarding unregistered/uninspected vehicles is being worked on.

**COMMITTEE ON COMMUNITY DEVELOPMENT**

There were discussions held on the following items.

To formally name the Northwest River Trail Services Building Columbia Landing.

Council woman Barninger suggested that the name should outline the history of Columbia. She suggested that an open public naming or voting is a better idea than choosing the name "Columbia Landing"

To approve the hours of operation for the Northwest River Trail Services Building.

Council spoke with Interim Borough Manager Ronald Miller and Finance Manager Georgianna Schreck regarding this agenda item, however no conclusion was reached.

To approve rental fees and security deposit for the Northwest River Trail Services Building.

Council discussed several amounts and scenarios, but could not reach an end to the possibilities in pricing.

To approve staffing for the Northwest River Trail Services Building.

Council talked about the Skills an employee should have in order to work in the building, however there was no agreement on the salary or title for the position.

**COMMITTEE ON PUBLIC PROPERTY**

**Motion:** To place all donations designated for playground equipment in an escrow account for Rotary Park.

**Motion:** J. Smith 2<sup>nd</sup>: B. Ford **Voice Vote:** All Favored  
Motion Carried

**Motion:** To approve Facilities Use Request for the Clifford Edmund Scholarship Fund to host a Basketball Tournament at Makle Park on June 6<sup>th</sup> and June 7<sup>th</sup>, 2015 from 7am-5pm each day. A certificate of Liability is on file under St. Paul's Baptist Church.

**Motion:** J. Smith 2<sup>nd</sup>: M. Barninger **Voice Vote:** All Favored  
Motion Carried

**Motion:** To approve Facilities Use Request for Ashley Tabernacle, C.O.G.I.C. to host their annual State Baptism of the Church of God in Christ at the River Park Boat Ramp on August 9, 2015 from 3pm-6pm Contingent upon receipt of a current Certificate of Insurance.

**Motion:** J. Smith 2<sup>nd</sup>: K. Murphy **Voice Vote:** All Favored  
Motion Carried

Real Estate Agent Jeffrey Seibert discussed with Council the concerns about parking at 301 Linden Street. The clientele at The Turkey Hill Experience is growing additionally there is a prospective renter that will have approximately 25 employees. Council informed Mr. Seibert that they cannot control who parks in a public street whether the parking is used or not. Mr. Seibert pointed out that if the spaces were marked for employees, it can cut down on the liability of children crossing the street that carries traffic exiting route 30. Mayor Lutz and council then concluded that for a trial basis the parking spaces can be outlined without specification and business owners can instruct their employees to park there for a year's trial from the hours of 7:00 AM – 5:00 PM. Turkey Hill to supply the signs.

**Motion:** To approve signage for parking for the Turkey Hill Experience on the South side of the 300 Block of Linden Street and the West side of the 500 Block of North 4<sup>th</sup> Street for Employee Parking between the hours of 7:00 AM – 5:00 PM.

**Motion:** K. Murphy      **2<sup>nd</sup>:** J. Smith      **Voice Vote:** All Favored  
Motion Carried

**COMMITTEE ON PUBLIC SAFETY**

**Motion:** To approve Facilities Use Request for the Mt. Zion AME Church to Host a Youth Explosion Celebration Church Service in the 200 Block of South 5<sup>th</sup> Street from Union Street to Mill Street with no parking on both sides of the street from 220 S. 5<sup>th</sup> Street to 245 S. 5<sup>th</sup> Street on April 12, 2015 from 10am-4pm contingent upon receipt of the required Certificate of Insurance.

**Motion:** M. Barninger      **2<sup>nd</sup>:** J. Smith      **Voice Vote:** All Favored  
Motion Carried

**Motion:** To approve a Facilities Use Request for the Columbia Board of Health to host their 17<sup>th</sup> Annual Columbia Spring Clean-up on Friday, April 24, 2015 from 7am-12pm.

**Motion:** M. Barninger      **2<sup>nd</sup>:** K. Murphy      **Voice Vote:** All Favored  
Motion Carried

**Motion:** To approve Facilities Use Request for Ashley Tabernacle, C.O.G.I.C. to host a Community Block Party on S. Fifth Street from Avenue K to Union Street on June 20, 2015 from 10am-4:30pm contingent upon receipt of the required insurance certificate.

**Motion:** M. Barninger      **2<sup>nd</sup>:** B. Ford      **Voice Vote:** All Favored  
(President Beury was not in the room during this motion.)  
Motion Carried

**Motion:** To approve Facilities Use Request for the Columbia United Veterans Council to host their Annual Memorial Day Parade using the traditional parade route on May 24, 2015 from 12:30pm-4:30pm contingent upon receipt of the required insurance certificate.

**Motion:** M. Barninger      **2<sup>nd</sup>:** J. Smith      **Voice Vote:** All Favored  
Motion Carried

**Motion:** To approve the request of the Fire Police to be permitted to assist with responding to non-emergency events with neighboring municipalities such as parades, parking at events, etc., with the permission being granted by the Police Chief or Fire Chief.

**Motion:** B. Ford      **2<sup>nd</sup>:** K. Murphy      **Voice Vote:** All Favored  
Motion Carried

Council had a discussion regarding a three month extension on the consolidation contingent upon the results of their meeting next week.

**COMITTEE ON PERSONNEL**

Council President Beury received a letter via email from Councilwoman Jody Gable resigning from Columbia Borough Council. He will get in touch with Councilwoman Gable to have her formally sign the document.

**COMMITTEE ON WASTEWATER**

*No Action Items*

**SECRETARY TREASURER**

**Motion:** To approve appointing Interim Borough Manager Ronald Miller as Voting Delegate and Mayor Leo Lutz as a backup Voting Delegate to the PSAB Annual Conference.

**Motion:** M. Barninger    **2nd:** K. Murphy    **Voice Vote:** All Favored  
Motion Carried

**ADJOURMENT**

**Motion:** To adjourn the meeting at 10:42 pm.

**Motion:** K. Murphy    **2nd:** B.Ford    **Voice Vote:** All Favored  
Motion Carried

MOTIONED AND APPROVED this 13<sup>th</sup> day of April 2015, by the Borough Council of the Borough of Columbia, Lancaster County, Pennsylvania, in lawful session duly assembled.

BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA.

By: Michael J. Beury  
Michael Beury, Council President

ATTEST: Ronald Miller  
Ronald Miller, Interim Secretary/Treasurer



## BOROUGH COUNCIL MEETING OF THE WHOLE CITIZEN COMMENTS (Non Agenda Items)

March 9, 2015

<b>Shirly McBride</b> 219 Perry Street, Columbia	Discussed issues with parking on Perry Street and asking if Council can make it mandatory for those properties that have off street parking to use their off street parking.	Borough Council and Mayor Lutz Responded Public parking, although an issue cannot be assigned to residents. Mayor Lutz suggested painting lines on the street indicating where a parking spot will start and end.
<b>Jamie Quinn, CLN</b> 510 Walnut Street, Columbia	Discussed the \$10,000 grant that was received to add playground equipment to Rotary Park from the Brush, Brush Smile program. Additionally, she also talked about Community Life Network Collaborating with other programs to assist Columbia Citizens in need with a 3 year \$1,000,000.	
<b>Mary Loreto</b> 115 South 2nd Street <b>Robert Gainer</b> 128 South 2nd Street, Columbia	Discussed concerns about the constant wear from drivers using the alley and their desire to make it a green space.	Borough Council and Mayor Lutz both responded. This matter will need more research before any motions or decisions are made.
<b>Elli Adams</b> 122 South 2nd Street, Columbia	Opposed Robert Gainer and Mary Loreto's comments and provided their viewpoints.	
<b>Jeffrey Seibert</b> 101 South 11th Street, Columbia	Discussed parking for the Turkey Hill Experience on the 300 Block of Linden and the 500 Block of North Fourth Street.	Council responded to that line item on the agenda.
<b>Mary Wickenheiser</b> 620 Chestnut Street, Columbia	Asked about the status of the Official Borough Map.	Council responded. There are no updates currently.