



*Leo S. Lutz, Mayor*

*Kelly Murphy, Borough Council President*

*Robert L. Pfannebecker, Solicitor*

*Rebecca S. Denlinger, Borough Manager*

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**FINAL AGENDA**  
**COLUMBIA BOROUGH COUNCIL MEETING**

**July 9, 2018**

**7:00P.M.**

**I. Opening of Meeting**

1. Call to Order and Roll Call
2. Invocation/Moment of Silence
3. Pledge to the Flag
4. Announcement of Executive and Information Session(s)
  - a. On July 9, 2018 at 6:00pm Council held an Information Session to receive information only items from its Borough Manager and Solicitor.
5. Citizen Comments (Agenda Items Only)
6. Minutes for Approval
  - a. Consider approval of the Borough Council Meeting Minutes for June 11, 2018.
7. Mayor Lutz

**II. Standing Committee Assignments**

8. The Committee on Finance
  - a. Consider approval of May 2018 Financial Reports including Check Register Report, Treasurer's Report, Tax Collector's Report, Budget Performance Reports: General Fund, Capital Fund, Bond Capital Fund and State Fund (Liquid Fuels).
  - b. Consider approval of Resolution 2018-13: A Resolution of the Borough Council of the Borough of Columbia, Lancaster County, Pennsylvania to confirm the Police Officer's Percentage contributed to the Police Pension Plan for 2018 is 5%.
  - c. Consider approval to request from the Lancaster County Tax Assessor's Office exoneration of 2017 borough taxes paid for the parcel at 550 N. 5<sup>th</sup> Street donated to the borough.
9. The Committee on Community Development
  - a. ULI Technical Assistance Panel (TAP)
10. The Committee on Personnel
  - a. Consider approval to ratify the PSSU (SEIU) non-uniform union contract.
  - b. Consider approval to hire Richard Drum as a part time CSA at a rate of \$19.76 consistent with the Non-Uniform Contract and contingent upon successful completion of all pre – and post-employment testing.
  - c. Consider approval to hire Theresa O'Donnell as an Administrative Assistant at a rate of \$20.35/hr. consistent with the Non-Uniform Contract and contingent upon successful completion of all pre – and post-employment testing.
  - d. Consider approval to hire Linda Donley as a part time crossing guard at a rate of \$12.71 consistent with the Non-Uniform Contract and contingent upon successful completion of all pre – and Post-employment testing.

11. The Committee on Public Works & Property
    - a. Consider approval of Facilities Use Request submitted by Delta Waterfowl Foundation for a Decoy Contest at River Park on August 4, 2018 from 7am-4:30pm.
    - b. Consider approval to contract with Material Matters, Inc. to complete the branding and marketing of Columbia compost and mulch task 2 – “community outreach” at a cost not to exceed \$7,100.00.
    - c. Consider approval of Resolution 2018-14: A resolution of the Borough Council authorizing the sale by auction of items previously utilized at the Wastewater Treatment Plant.
    - d. Public Works Director & Wastewater Manager Report
  12. The Committee on Public Safety
    - a. Reports: Police/Fire/Codes/Zoning, Planning, Food & EMA reports; Statistical Reports: SVEMS/CQRS; School Resource Officer Report.
    - b. Consider REVISION to Facilities Use Request submitted by SVCC for the River Town Hops Beer Tasting to take place on Sat., August 4, 2018 from 12:30 PM – 9 PM. Locust St., from Second St. to entrance of parking lot behind 300 block of Locust St. and Third St. between Avenue H and Avenue I.
    - c. Consider approval of Facilities Use Request submitted by Columbia Historic Preservation Society for Albatwitch Day to take place on Sat., Oct. 13, 2018 from 9 AM – 6 PM, on the 200 block Locust St.
    - d. Consider approval of Facilities Use Request submitted by Columbia Church of God in partnership with Manor Church of God for the Community Gathering/Event to take place on Fri., Sept. 28, 2018 from 3 – 9 PM, on Sixth St. from Locust St. to Walnut St. Rain date added of Sept. 29, 2018.
    - e. Consider approval of Facilities Use Request submitted by Lancaster County Marine Corps League and Auxiliary for the Semper Fi 5K Run to take place on Sat., Nov. 10, 2018 from 7 AM – 9 AM, per the route submitted with the original Facilities Use Request.
  13. The Committee on Municipal Legislation
    - a. Consider approval to authorize the solicitor to advertise for adoption Fireworks Ordinance 899-2018.
  14. The Committee on Parks and Recreation
- III. Reports of Boards, Commissions, Authority, Solicitor, and Secretary/Treasurer**
15. Solicitor
  16. Secretary/Treasurer
  17. Boards/Commissions/Authority
  18. Reports from Council Members
  19. Citizen Comments (Non-Agenda Items Only)
  20. At 6:00pm on August 13, 2018 Council will hold an information session to receive information from its Borough Manager and Solicitor.
- IV. Adjournment**

Columbia Borough Council Meeting  
July 9, 2018  
Paul W. Myers Council Chambers

Council President Murphy called the meeting to order at 7:00 PM.

**Councilpersons present:** Berntheizel, Burgard, FitzGerald, Kress-Hartman, Murphy, Novak and Williams. Mayor Lutz was also present.

**Junior Councilpersons present:** Cover, Black and Misciagna. Simpson was absent.

A prayer was offered by Nyla Martin of The Columbia Pregnancy Services.

Mayor Lutz led the pledge to the flag.

Council President Murphy announced on July 9, 2018 at 6:00 PM Council held an information session to receive information only from its Borough Manager and Solicitor.

**Citizen Comments – Agenda items only**

**Minutes for Approval**

**Motion:** To approve the Borough Council Meeting Minutes for June 11, 2018.

**Motion:** J. Novak      2<sup>nd</sup>: C. Berntheizel      **Voice Vote: All Favored**  
**Motion Carried**

**Mayor Lutz**

Mayor Lutz read a letter received from a local mother commending the Police Department for their participation in the "Vison" program held at the Boy's and Girl's Club.

Mayor Lutz announced that Chief Brommer recently attended North Western University School of Police Staff and Command and achieved a 98.98% GPA. Additionally, the thesis he prepared for the course will be made part of the curriculum for the program.

Mayor Lutz discussed an early morning house fire on Cloverton Drive and stressed the importance of smoke detectors in the home.

**STANDING COMMITTEE ASSIGNMENTS**

**The Committee on Finance**

**Motion:** To approve May 2018 Financial Repots including Check Register Report, Treasurer's Report, Tax Collector's Report, Budget Performance Reports: General Fund, Bond Capital Fund and State Fund (Liquid Fuels).

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

**The Committee on Finance (continued)**

**Motion:** To approve Resolution 2018-13: A Resolution of the Borough Council of the Borough of Columbia, Lancaster County, Pennsylvania to confirm the Police Officer's percentage contributed to the Police Pension Plan for 2018 is 5%.

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

**Motion:** To approve to request from the Lancaster County Tax Assessor's Office exoneration of 2017 borough taxes paid for the parcel at 550 N 5<sup>th</sup> Street donated to the Borough.

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

The next Finance Committee Meeting will be held on Monday, July 23, 2018 at 6:00 PM.

**The Committee on Community Development**

The ULI (Urban Land Institute) Technical Assistance Panel (TAP) was presented by Borough Manager Denlinger. The matter was referred back to the Committee on Community Development for further discussion.

The next Community Development Meeting will be held on Thursday, July 19, 2018 at 6:00 PM.

**The Committee on Personnel**

**Motion:** To approve to ratify the PSSU (SEIU) non-uniform union contract.

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

**Motion:** To hire Richard Drum as a part time CSA at a rate of \$19.76/hr. consistent with the Non-Uniform Contract and contingent upon successful completion of all pre- and post-employment testing.

**Motion:** M. Hartman 2<sup>nd</sup>: P. Williams **Voice Vote: All Favored**  
**Motion Carried**

**Motion:** To hire Theresa O'Donnell as an Administrative Assistant at a rate of \$20.35/hr. consistent with the Non-Uniform Contract and contingent upon successful completion of all pre – and post-employment testing.

**Motion:** M. Hartman 2<sup>nd</sup>: P. Williams **Voice Vote: All Favored**  
**Motion Carried**

**Motion:** To hire Linda Donley as a part time Crossing Guard at a rate of \$12.71 consistent with the non-uniform contract and contingent upon successful completion of all pre – and post – employment testing.

**Motion:** M. Hartman 2<sup>nd</sup>: C. Berntheizal **Voice Vote: All Favored**  
**Motion Carried**

**The Committee on Public Works & Property**

- Motion:** To approve a Facilities Use Request submitted by Delta Waterfowl Foundation for a Decoy Contest at River Park on August 4, 2018 from 7am-4:30 PM.  
**Motion:** F. FitzGerald 2<sup>nd</sup>: J. Novak **Voice Vote:** All Favored  
**Motion Carried**
- Motion:** To approve to contract with Material Matters, Inc. to complete the branding and marketing of Columbia compost and mulch task 2 – “community outreach” at a cost not to exceed \$7,100.00.  
**Motion:** F. Fitzgerald 2<sup>nd</sup>: C. Berntheizal **Voice Vote:** All Favored  
**Motion Carried**
- Motion:** To approve Resolution 2018-14: A resolution of the Borough Council authorizing the sale by auction of items previously utilized at the Wastewater Treatment Plant.  
**Motion:** F. Fitzgerald 2<sup>nd</sup>: J. Novak **Voice Vote:** All Favored  
**Motion Carried**

The next Public Works & Property Committee Meeting will be held on Tuesday, July 17, 2018 at 6:00 PM.

**The Committee on Public Safety**

- Motion:** To approve REVISION to Facilities Use Request submitted by SVCC for the River Town Hops Beer Tasting to take place on Sat., August 4, 2018 from 12:30 PM – 9 PM. Locust St., from Second St. to entrance of parking lot behind 300 block of Locust St. and Third St. between Avenue H and Avenue I.  
**Motion:** T. Burgard 2<sup>nd</sup>: C. Berntheizel **Voice Vote:** All Favored  
**Motion Carried**
- Motion:** To approve Facilities Use Request submitted by Columbia Historic Preservation Society for Albatwitch Day to take place on Sat., Oct. 13, 2018 from 9 AM – 6 PM, on the 200 block Locust St.  
**Motion:** T. Burgard 2<sup>nd</sup>: C. Berntheizel **Voice Vote:** All Favored  
**Motion Carried**
- Motion:** To approve Facilities Use Request submitted by Columbia Church of God in partnership with Manor Church of God for the Community Gathering/Event to take place on Fri., Sept. 28, 2018 from 3 PM – 9 PM, on Sixth St. from Locust St. to Walnut St. Rain date added of Sept. 29, 2018.  
**Motion:** T. Burgard 2<sup>nd</sup>: C. Berntheizel **Voice Vote:** All Favored  
**Motion Carried**

**The Committee on Public Safety (continued)**

**Motion:** To approve Facilities Use Request submitted by Lancaster County Marine Corps League and Auxiliary for the Semper Fi 5K Run to take place on Sat., Nov. 10, 2018 from 7 AM – 9 AM, per the route submitted with the original Facilities Use Request.

**Motion:** T. Burgard 2<sup>nd</sup>: C. Berntheizel **Voice Vote:** All Favored  
**Motion Carried**

The next Public Safety Meeting will be held on Wednesday, July 11, 2018 at 6:00 PM.

**The Committee on Municipal Legislation**

**Motion:** To approve to authorize the solicitor to advertise for adoption Fireworks Ordinance 899-2018: An ordinance of the Borough of Columbia, Lancaster County, Pennsylvania, acknowledging the adoption by the Commonwealth of Pennsylvania of the Pennsylvania fireworks law, Act 43 of 2017

**Motion:** J. Novak 2<sup>nd</sup>: T. Burgard **Voice Vote:** All Favored  
**Motion Carried**

The next Municipal Legislation meeting will be held on Wednesday, July 11, 2018 immediately following the Safety Committee meeting at 6:00 PM.

**The Committee on Parks and Recreation**

No action items

The next Parks and Recreation meeting will be on Thursday, July 12, 2018 at 6:00 PM.

**REPORTS OF BOARDS, COMMISSIONS, AUTHORITY, SOLICITOR, AND SECRETARY/TREASURER**

**Solicitor** (no action items)

**Secretary/Treasurer**

Borough Manager Denlinger shared information on the “Greening the Lower Susquehanna,” a free tree program available to Borough Residents through the Penn state Agriculture and Environment Center.

**Boards/Commissions/Authorities** (no action items)

**Reports from Council Members**

**Citizen Comments – Non-Agenda items**

See attached

Council President Murphy announced Council will hold an executive session on July 23, 2018 at 5:00 PM for the purpose of discussing a property acquisition from the McGinness Trust

Additionally, there will be an information session held to receive information from its Borough Manager and Solicitor on August 13, 2018 at 6:00 PM.

**Motion:** To adjourn the meeting at 10:12 PM.

**Motion:** P. Williams    **2<sup>nd</sup>:** J. Novak    **Voice Vote:** All Favored  
**Motion Carried**

**MOTIONED AND APPROVED** this 13<sup>th</sup> day of August 2018, by the Borough Council of the Borough of Columbia, Lancaster County, Pennsylvania, in lawful session duly assembled.

**BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA**

**By:**   
\_\_\_\_\_  
Kelly Murphy, Council President

**ATTEST:**   
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Rebecca S. Denlinger, Secretary/Treasurer

**BOROUGH COUNCIL MEETING**

**CITIZEN COMMENTS**

July 9, 2018

**AGENDA ITEMS**

Shirley McBride  
219 Perry Street, Columbia, Pa

Questioned agenda item 14-a

Council President Murphy responded

Mary Wickenheiser

Questioned agenda item 4-b

Council President Murphy responded

620 Chestnut Street, Columbia, Pa

Questioned agenda item 14-a

Borough Solicitor responded

Questioned agenda item 14-b

Borough Manager Denlinger responded

Questioned agenda item 14-d

Councilman Novak responded

Tom Steiner

Questioned agenda item 4-a and b

Borough Solicitor responded

650 Penn Street, Columbia, Pa

**NON-AGENDA ITEMS**

Nick Meley

Regulating Landlords

Council President Murphy responded

613 Walnut Street, Columbia, Pa

Shirley McBride

Neighbor issues

Council President Murphy responded

219 Perry Street, Columbia, Pa

Fireworks

Council President Murphy responded

Joanne Fritz

Air B&B

Council President Murphy responded

1060 Locust Street, Columbia, Pa 17512

Frank Doutrich

Lockbox, Highway, Police dog and Beer Fest

Council President Murphy responded

1001 Ironville Pike, Columbia, Pa 17512

Appeals Board

Borough Manager Denlinger responded

Sharon Lintner

Citizen comments, Video taping meetings

Borough Manager Denlinger responded

500 Chestnut Street, Columbia, Pa

High weeds on Cedar St.