



*Leo S. Lutz, Mayor*  
*Kelly Murphy, Borough Council President*

*Robert L. Pfannebecker, Solicitor*  
*Rebecca S. Denlinger, Borough Manager*

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**AGENDA**  
**COLUMBIA BOROUGH COUNCIL MEETING**  
**November 12, 2018**  
**7:00 PM**

**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 November 6, 2018 at 6:30 PM Council held a Personnel meeting to discuss union personnel and management level positions.
  - b. On November 12, 2018 at 6:00 PM Council held an information session to receive information only items from its Borough Manager and Solicitor.
5. Public Hearing: Ordinance 904: Volunteer Fire Fighter Tax Credit
  - a. Citizen Comment
  - b. Close Hearing
6. Citizen Comments (Agenda Items Only)
7. Minutes for Approval
  - a. Consider approval of the Borough Council Meeting Minutes for October 8, 2018.
8. Mayor Lutz
  - a. Proclamation 18-5: Alzheimer's Disease Awareness Month/Caregivers Month (November).

**II. Standing Committee Assignments**

9. The Committee on Public Safety
  - a. Reports: Police/Fire/Codes/Zoning, Planning, Food & EMA reports; Statistical Reports: SVEMS; School Resource Officer Report. Statistical Report from CQRS has not yet been submitted
  - b. Consider motion to eliminate four metered parking spaces on the east side of North Fourth St. from Locust St. to convert them to designated drop-off and pick-up points for CHI's Daycare Center at 401 Locust St. with signage indicating times between the hours of 6:00 AM – 6:00 PM, Monday through Friday.

10. The Committee on Finance

- a. Consider approval of September 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 to advertise the following related to the proposed 2019 Columbia Borough Budget: (1) the availability of the proposed 2019 Columbia Borough Budget inclusive of the General Fund, Capital Fund, Bond Capital Fund, and Liquid Fuels Fund for public review; (2) a proposed tax ordinance noting a tax increase to 8.0 millage rate; and (3) the scheduling of a special meeting of Borough Council to be held at 6:00 PM on Thursday, December 13, 2018, prior to the start of the scheduled Parks and Recreation Committee meeting, for the purpose of considering approval of the proposed 2019 Columbia Borough Budget.
- c. Consider approval of Resolution 18-22  
A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF COLUMBIA, LANCASTER, PENNSYLVANIA AUTHORIZING THE LANCASTER COUNTY LAND BANK AUTHORITY TO ACCEPT PROPERTIES LOCATED AT 309 LOCUST STREET AND 315 LOCUST STREET INTO THE COLUMBIA LAND BANK PROGRAM.
- d. Consider approval to purchase seven (7) Dell Latitude (Semi-rugged) laptop computers from EZSolution and six (6) patrol vehicle docking trays, to include installation costs, from K & C Communications for the police department at a total cost not to exceed \$23,000.00 as a designated expense in the approved 2018 Capital Fund plan.
- e. Announce presentation and discussion of proposed lease of Borough-owned property located at 137 S. Front Street, Columbia, PA 17512 to be held during Finance Committee meeting on November 26, 2018.

11. The Committee on Personnel

12. The Committee on Public Works & Property

- a. Public Works Director & Wastewater Manager Report
- b. Consider approval of Resolution No. 2018-20: A resolution of the Borough Council authorizing the sale by auction of items previously utilized at the Wastewater Treatment Plant.
- c. Consider approval of Resolution No. 2018-21: A resolution of the Borough Council authorizing the destruction of items previously utilized at the Police Department.
- d. Consider motion to accept a bid of \$383,000 from DOLI Construction to complete a paving project on South 8<sup>th</sup> Street from Locust Street to Ridge Avenue

13. The Committee on Parks and Recreation

14. The Committee on Legislation

- a. Consider the adoption of Ordinance No. 904

AN ORDINANCE OF THE BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA, ESTABLISHING A VOLUNTEER SERVICE CREDIT PROGRAM; ENACTING TAX CREDITS FOR VOLUNTEER MEMBERS OF A VOLUNTEER FIRE COMPANY; ESTABLISHING ADMINISTRATIVE PROCEDURES AND APPEALS; PROVIDING FOR THE REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR THE SEVERABILITY OF THE ORDINANCE; AND PROVIDING THAT THE ORDINANCE SHALL TAKE EFFECT AS PROVIDED BY PENNSYLVANIA LAW.

- b. Consider the adoption of Ordinance No. 906  
AN ORDINANCE OF THE BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA, REQUIRING PROPERTIES SUBJECT TO RESIDENTIAL RENTAL UNIT REGISTRATION AND LICENSING WHICH WERE BUILT PRIOR TO 1978 TO PROVIDE A LEAD PAINT SAFE REPORT AS A CONDITION OF LICENSING, TO REQUIRE CONDEMNED PROPERTIES CONTAINING DWELLING UNITS, OR CHILD CARE OR DAY-CARE CENTERS, TO PROVIDE LEAD PAINT SAFE REPORTS PRIOR TO THE REMOVAL OF ANY CONDEMNATION PLACARD, AND REQUIRING CHILD DAY-CARE FACILITIES AND DAY-CARE CENTERS TO PROVIDE A LEAD PAINT SAFE REPORT PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY, PROVIDING FOR DEFINITIONS, REGULATING WHO CAN ISSUE AND WHO PAYS FOR LEAD PAINT SAFE REPORTS; PROVIDING FOR THE REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR THE SEVERABILITY OF THE ORDINANCE; AND PROVIDING THAT THE ORDINANCE SHALL TAKE EFFECT IN ACCORDANCE WITH PENNSYLVANIA LAW

15. The Committee on Community Development ·

- a. Consider proposals for the improvement and use of the Columbia Market House.
- b. Consider a motion to create a committee named "Columbia Downtown Streetscape Committee" to include members consisting of council members, business leaders and citizens.

**III. Reports of Boards, Commissions, Authority, Solicitor, and Secretary/Treasurer**

16. Solicitor

- a. Consider motion to approve findings of fact and conclusion of law from the Public Hearing regarding the transfer of a liquor license to 717 Social Club.

17. Secretary/Treasurer

- a. The Borough Office and the Public Works Department will be closed on Thursday, November 22<sup>nd</sup> and Friday, November 23<sup>rd</sup>, 2018 for the Thanksgiving Day Holiday
- b. At its December meeting, Borough Council will consider changes and improvements to the Borough Council Committee System, the 2019 Meeting Schedule, and Rules of Decorum for Public Meetings

18. Boards/Commissions/Authority

19. Reports from Council Members

20. Citizen Comments (Non-Agenda Items Only)

- 21. At 6:00 PM on December 10, 2018 Council will hold an information session to receive information from its Borough Manager and Solicitor.

**IV. Adjournment**

Columbia Borough Council Meeting  
November 12, 2018  
Paul W. Myers Council Chambers

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

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

**Junior Councilpersons present:** All Junior Councilperson were absent.

A moment of silence was observed.

Mayor Lutz led the pledge to the flag.

**Council President Murphy announced the following Executive and Information Sessions:**

November 6, 2018 at 6:30 PM Council held a personnel meeting to discuss union personnel and management level positions.

November 12, 2018 at 6:00 PM Council held an information session to receive information only items from its Borough Manager and Solicitor.

**Public Hearing: Ordinance 904: Volunteer Fire Fighter Tax Credit**

**Hearing Opened:** 7:02 PM

**Citizens Comments:**

Frank Doutrich, 1001 Ironville Pike, Columbia Pa:

Asked who would administer the program – Borough Manager Denlinger and Council President Murphy responded.

Nick Meley, 613 Walnut Street, Columbia Pa:

Asked how much money the program is going to cost the Borough. Council President Murphy and Vice President Novak responded.

Sharon Lintner, 500 Chestnut Street, Columbia Pa:

Voiced her support of the ordinance.

**Hearing Closed:** 7:08 PM

**Citizen Comments – Agenda items only**

**Sharon Lintner, 500 Chestnut Street, Columbia Pa:**

Questioned agenda item 10b. Council President Murphy responded.

**Frank Doutrich, 1001 Ironville Pike, Columbia Pa:**

Questioned agenda item 10b. Council President Murphy responded. Questioned agenda item 9b. Council President Murphy responded.

**Minutes for Approval**

**Motion:** To approve the Borough Council Meeting Minutes for October 8, 2018.

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

Council President Murphy noted the minutes currently posted with the meeting packet on the Borough website are preliminary and there were 2 corrections made before tonight’s vote.

**Mayor Lutz**

Proclamation 18-5: Alzheimer’s Disease Awareness Mont/Caregivers Month (November).

Mayor Lutz discussed the abandon vehicle issue in the Borough and the fact that Veterans Day is not an observed holiday for the Non-Uniform workers in the Borough.

**STANDING COMMITTEE ASSIGNMENTS**

**The Committee on Community Development**

**Motion:** To approve developing a management agreement between CHI and the Borough of Columbia for use of the Columbia Market House.

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

**(Councilman Burgard recused himself)**

The following citizens commented prior to the vote:

Dawn Hershey: Asked what the hours of operation would be for the Market House. A representative of CHI responded

Frank Doutrich: Asked for Councils opinion on the proposed project. Several Council members responded

**The Committee on Community Development (continued)**

**Motion:** To create a committee named "Columbia Streetscape Committee" to include members consisting of Council members, business leaders and citizens.

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

The next Community Development Meeting will be held on Thursday, November 15, 2018 at 6:00 PM.

**The Committee on Public Safety**

The following reports were presented to Council in their packet: Police/Fire/Codes/zoning, Planning, Food & EMA reports; Statistical Reports: SVEMS& School Resource Officer Report. A statistical report from CQRS had not yet been submitted.

**Motion:** To eliminate four (4) metered parking spaces (not the meters) on the east side of North Fourth St. from Locust St. to convert them to designated drop-off and pick-up points for CHI's Daycare Center at 401 Locust St. with signage indicating times between the hours of 6:00 AM – 6:00 PM, Monday through Friday pending refining of the hours and the street signage with the Borough Manager and Chief of Police.

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

(Councilman Burgard recused himself)

The next Public Safety Meeting will be held on Wednesday, November 14, 2018 at 6:00 PM.

**The Committee on Finance**

**Motion:** To approve September 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>: C. Berntheizel **Voice Vote:** All Favored  
**Motion Carried**

**Motion:** To approve to advertise the following related to the proposed 2019 Columbia Borough Budget: (1) the availability of the proposed 2019 Columbia Borough Budget inclusive of the General Fund, Capital Fund, Bond Capital Fund , and Liquid Fuels Fund for public review: (2) a proposed tax ordinance noting a tax increase to 8.0 millage rate; and (3) the scheduling of a special meeting of Borough Council to be held at 6:00 PM on Thursday, December 13,m 2018, prior to the start of the scheduled Parks and Recreation Committee meeting, for the purpose of considering approval of the proposed 2019 Columbia Borough Budget

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

**The Committee on Finance (continued)**

**Motion:** To approve Resolution 18-22: A Resolution of the Borough Council of the Borough of Columbia, Lancaster County, Pennsylvania authorizing the Lancaster County Land Bank Authority to accept properties located at 309 Locust Street and 315 Locust Street into the Columbia Land Bank Program:

**Motion:** K. Murphy 2<sup>nd</sup>: J. Novak

There was extended conversation between Matthew Sternburg of the Lancaster County Land Bank Authority and Borough Council concerning the 309 and 315 Locust Street project.

**Motion:** To table to a later date, to be determined by Borough Council, approval of Resolution 18-22: A Resolution of the Borough Council of the Borough of Columbia, Lancaster County, Pennsylvania authorizing the Lancaster County Land Bank Authority to accept properties located at 309 Locust Street and 315 Locust Street into the Columbia Land Bank Program.

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

**Motion:** To approve to purchase seven (7) Dell Latitude (Semi-rugged) laptop computers from EZSolutions and six (6) patrol vehicle docking trays, to include installation costs, from K & C Communications for the Police Department at a total cost not to exceed \$23,000 as a designated expense in the approved 2018 Capital Fund Plan.

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

Committee Chair Murphy announced a presentation and discussion of proposed lease of Borough owned property located at 137 S. Front Street, Columbia Pa. will be held during the next Finance Committee meeting on November 26, 2018.

**The Committee on Personnel (No Action Items)**

**The Committee on Public Works & Property**

**Motion:** To approve Resolution No. 2018-20: 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 Committee on Public Works & Property (continued)**

- Motion:** To approve Resolution No. 2018-21: A resolution of the Borough Council authorizing the destruction of times previously utilized at the Police Department.  
**Motion:** F. Fitzgerald 2<sup>nd</sup>: T. Burgard **Voice Vote:** All Favored  
**Motion Carried**
- Motion:** To accept a bid of \$383,000 from DOLI Construction to complete a paving project on South 8<sup>th</sup> Street from Locust Street to Ridge Avenue.  
**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, November 20, 2018 at 6:00 PM.

**The Committee on Municipal Legislation**

- Motion:** To approve an ordinance of the Borough of Columbia, Lancaster County, Pennsylvania, establishing a volunteer service credit program; enacting tax credits for volunteer members of a volunteer fire company; establishing administrative procedures and appeals; providing for the repeal of inconsistent ordinances; providing for the severability of the ordinance; and providing that the ordinance shall take effect as provided by Pennsylvania Law.  
**Motion:** J. Novak 2<sup>nd</sup>: C. Berntheizel **Voice Vote:** All Favored  
**Motion Carried**
- Motion:** To approve an ordinance of the Borough of Columbia, Lancaster County, Pennsylvania, requiring properties subject to residential rental unit registration and licensing which were built prior to 1978 to provide a lead paint safe report as a condition of licensing, to require condemned properties containing dwelling units or child care or day-care centers to provide a lead paint safe report prior to issuance of a certificate of occupancy, providing for definitions, regulating who can issue and who pays for lead paint safe reports; providing for the repeal of inconsistent ordinances; providing for the severability of the ordinance; and providing that the ordinance shall take effect in accordance with Pennsylvania Law.  
**Motion:** J. Novak 2<sup>nd</sup>: C. Berntheizel **Voice Vote:** All Favored  
**Motion Carried**

The next Municipal Legislation meeting will be held on Wednesday, November 14, 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, December 13, 2018 at 6:00 PM.

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

**Solicitor**

**Motion:** To approve findings of fact and conclusion of law from the Public Hearing regarding the transfer of a liquor license to 717 Social Club.

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

**Secretary/Treasurer**

Borough Secretary/Treasurer Denlinger announced the following:

- a. The Borough Office and Public Works Department will be closed Thursday, November 22<sup>nd</sup> and Friday, November 23<sup>rd</sup>, 2018 in observance of the Thanksgiving Holiday.
- b. At its December meeting, Borough Council will consider changes and improvements to the Borough Council Committee System, the 2019 meeting schedule and rules of decorum for public meetings.

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

**Reports from Council Members**

**Citizen Comments – Non-Agenda items**

See attached

Council President Murphy announced on December 10, 2018 at 6:00 PM Council will hold an information session to receive information from its Borough Manager and Solicitor.

Councilman Berntheizel announced that on Friday, November 16<sup>th</sup>, 2018 “Extraordinary Give” events will be held at Garth Gallery from 7 PM – 12 AM and Columbia Crossing from 4 PM to 8 PM.

Vice President Novak announced that the Chamber of Commerce “Old Fashioned Christmas Tour had been canceled for this year.

**Motion:** To adjourn the meeting at 09: PM.

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

**MOTIONED AND APPROVED** this 10<sup>th</sup> day of December 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



