

COLUMBIA BOROUGH COUNCIL – REGULAR MEETING

May 14, 2019 | 7:00 PM
Paul W. Myers Council Chambers

MINUTES

1. 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: Misciagna was present. Cover, Black and Simpson were absent.

2. An invocation was provided by John Leaman from Holy Trinity Pastoral Council.
3. Mayor Lutz lead the pledge to the flag.
4. A presentation was made by Stephanie Drake, PA State Association of Borough’s Junior Councilperson Program Director to Columbia Borough Junior Councilperson, Robert Misciagna, in recognition of his faithful service to the Borough of Columbia.
5. Council President Murphy announced that on May 14, 2019 at 6:00 PM Council held an information session to receive information only items from its Borough Manager and Solicitor. Council President Murphy announced that tonight’s meeting was being live streamed to the Borough’s Facebook page. Additionally, Council President Murphy asked that all cell phones be turned off or silenced and that all side conversation be kept to a minimum out of respect for the person speaking.
6. Citizen Comments on Agenda Items Only - None
7. Motion to approve Borough Council Meeting Minutes for April 23, 2019 and Borough Council Work Session Minutes for May 7, 2019.

Motion by:	Second by:	Voice Vote:
M. Kress Hartman	J. Novak	All Favored – Motion Carried

Mayor Lutz recognized all EMS and Police for their service by reading the following two official proclamations:

Proclamation 19-04 Emergency Medical Services Week May 19-25, 2019

Proclamation 19-05: National Police Week

8. Legislation

Motion to advertise Ordinance No. 911 regarding regulation of Abandoned and/or Hazardous Vehicles.

Motion by:	Second by:	Voice Vote:
J. Novak	C. Berntheizel	All Favored – Motion Carried

Motion to advertise Ordinance 912 regarding regulation of Short -Term Rentals authorizing the Borough Solicitor to submit proposed zoning ordinance amendments to the Lancaster County Planning Commission and to advertise the proposed ordinance for a public hearing and adoption.

Motion by:	Second by:	Voice Vote:
J. Novak	C. Berntheizel	Held open for discussion and amendment of the legislation

Councilman Novak then led a discussion of proposed amendments to Ordinance 912 based on the discussion at the May 7, 2019 Columbia Borough Council Work Session.

Councilman Novak motioned to amend Ordinance to reflect the following changes:

- Regarding service animals: Remove the words “...or Therapy Animals” and rephrase as “...Service Animals as protected under the Americans with Disabilities Act”
- Regarding concern from citizens about events being held at properties being used as Short Term Rentals: Add language to the ordinance that “disallows planned personal or business events to be held at the host (Short Term Rental) site as defined on the Short Term Rental Registration Form.”
- Regarding the definition of bedrooms: No change to the language of the ordinance; however, Borough Council directed staff to ensure that the Short Term Rental Registration Form requires the property owner to identify the number of bedrooms within the rental and that that number of bedrooms is consistent with the number of bedrooms identified in the Lancaster County Property Tax (Parcel) Records.

Motion by:	Second by:	Voice Vote:
J. Novak	C. Berntheizel	All Favored – Motion Carried

Council President Murphy then called for a vote on the original motion to advertise Ordinance 912, as amended.

In advance of the vote, Mayor Lutz commended Borough Council, Borough Residents, and staff who worked to get both pieces of legislation regarding hazardous vehicles and short term rentals to this point of a public vote to advertise.

Motion by:	Second by:	Voice Vote on Original Motion:
J. Novak	C. Berntheizel	All Favored – Motion Carried

9. Personnel

Councilperson Kress Hartman announced an opening on the Historic Architecture Review Board. The HARB currently has six members and is looking for a licensed Real Estate Broker, as called for in the Ordinance. Council Vice President Novak clarified that this position is not replacing a member and that the Real Estate Broker does not have to be a Columbia Borough resident. Councilperson Kress Hartman directed the Borough Manager to post this volunteer opening on the Borough website and advertise through social media.

Motion to approve Resolution 2019-09: A Resolution of the Borough Council of the Borough of Columbia Regarding Protocols for Elected Officials Conducting Borough Business.

Motion by:	Second by:	Voice Vote:
M. Kress Hartman	J. Novak	All Favored – Motion Carried

10. Public Safety

Councilperson Burgard asked for the acceptance of Public Safety Reports for April 2019: Columbia Borough Police Department; Columbia Borough School Resource Officer Reports; Columbia Borough Fire Department; Columbia EMS (CQRS) Statistical Report; and SVEMS as well as Codes Compliance Report for April 2019, Board of Health / Zoning and Planning / EMOC Reports for April 2019.

Councilperson Burgard shared a letter sent to Chief Kemmerly, Columbia Borough Fire Department, regarding the commendable action of the Volunteer Firefighters at the scene of a recent incident.

Chief Brommer shared results of a survey taken from the residents of South 12th Street and Central Avenue. Chief Brommer asked for approval to install a temporary traffic calming measure – a traffic circle – at this location for a period of six months. The project was planned in conjunction with Borough Engineer and was included in the 2019 Budget.

Councilperson Burgard motioned for the approval of the installation of a temporary roundabout at the intersection of South 12th Street and Central Avenue for the purpose of testing a traffic calming measure at this location for a period of six months. Council President Murphy opened the item for public comment. Fire Chief Kemmerly inquired on the possibility of converting a portion of South 12th Street to a one-way street, expressing concern about Fire Department access and travel. Chief Brommer responded that it was not likely.

Motion by:	Second by:	Voice Vote:
T. Burgard	J. Novak	All Favored – Motion Carried

Councilperson Burgard shared his thanks to Columbia Borough Fire Department Chief Kemmerly, Code Compliance Manager Paul Paulsen, Police Chief Brommer and Borough Manager Denlinger for hosting a recent meeting of several business owners to discuss the multiple layers of security in place for the Key Lock Box master keys.

11. Public Works & Property

Councilperson Fitzgerald asked for the acceptance of Public Works Report for April 2019.

Councilperson Fitzgerald discussed the Facility Use Request (FUR) for a Haunted Lantern Tour. They are requesting use of the Borough Building, only the Borough Hall foyer and bathrooms for the actors. They are not looking to use the Market House; however, they are seeking use of parking spaces in the downtown area for the actors and others involved in the production. Councilperson Fitzgerald directed the Borough Staff to move forward with the processing of the request. (Note: The metered parking behind the Moose needed to be reviewed to be sure to that any parking lot spaces that are leased are somehow noted to avoid conflict the two evenings of the event.)

Mayor Lutz thanked Councilperson Novak for requesting a map of the tour be provided to the police department for their use and edification. The promoters offered the Borough a marketing opportunity and Councilperson Novak directed the Borough Manager to develop that marketing piece for inclusion in their materials.

Borough Manager Denlinger gave an update on the leasing of 137 South Front Street to KT Graham to include the agreement now in place for the use of the Norfolk Southern lot at 101 South Front Street.

Borough Manager Denlinger provided information of the proposed Smart Growth Transportation Grant Program. A Notice of Intent will be submitted to the County by the end of May 2019 for the Borough's Streetscape Planning and Implementation effort. If accepted, a full application will be due from the Borough to the county in July 2019.

12. Community Development

Borough Manager Denlinger reported that staff is working with our web design consultant on the development of a new Borough website. The initial design was rejected by staff. Denlinger also stated that development of the Columbia Connection summer newsletter edition is in progress. The Borough's Facebook page is going well including the livestreaming of the Borough Council Meetings appear to be a positive experience for the residents of Columbia.

13. Reports, Comments, and Announcements

- a. Solicitor's Report - NONE
- b. Secretary/Treasurer – Announced the Borough Office will be closed in recognition of Memorial Day on Monday, May 27, 2019
- c. Boards and Commissions - NONE
- d. Council Members
 - 1) Councilperson Novak provided a reminder of the Primary Elections on Tuesday, May 21, 2019.
 - 2) Councilperson Berntheizel provided a reminder of the Memorial Day Parade held on Sunday, May 26 starting at 2:30 PM, and that the Service in the Park will take place at 1:00 PM.
- e. Citizen Comments on Non-Agenda Items Only are incorporated at the end of these minutes
- f. At 6:00 PM on May 28, 2019 Columbia Borough Council will hold an information session to receive information from its Borough Manager and Solicitor. The Regular Meeting of Columbia Borough Council will follow at 7:00 PM.

12. Motion to adjourn the meeting at 8:34 PM.

Motion by:	Second by:	Voice Vote:
C. Berntheizel	P. Williams	All Favored – Motion Carried

MOTIONED AND APPROVED this 14th day of May 2019, 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:



Rebecca S. Denlinger, Secretary/Treasurer

BOROUGH COUNCIL MEETING
May 14, 2019
CITIZENS COMMENTS

NON - AGENDA ITEMS ONLY

Sharon Lintner – 500 Chestnut Street, Columbia PA

Thanked Jimmy Jones for weeding and trimming. Inquired on the status amount of the repayment on the revolving loan fund. Council President Murphy responded.

Frank Doutrich – 1001 Ironville Pike, Columbia PA

Inquired on the number of members for HARB and what happens if there were to be a tie when voting. Council President Murphy and Councilman Novak responded. Inquired on the protocol in regards to residents receiving free smoke detectors from the fire department. Chief Kemmerly responded. Inquired on protocol for receiving free trees from the Borough. Council President Murphy responded. Inquired on the length of time it is taking to initiate the state on enforcing the health inspections. Councilman Novak responded. Inquired on the number of Lock Boxes installed. Chief Kemmerly responded. Inquired on the cost to the Borough for the website. Borough Manager Denlinger responded. Inquired on the buying and restoration costs for the Cherry Street house, and the listing price. Borough Manager Denlinger and Mayor Lutz responded. Inquired on HARB if there are certain rules for different parts of town. Councilman Novak responded.