

## COLUMBIA BOROUGH COUNCIL – WORK SESSION

June 4, 2019 | 6:00 PM

Paul W. Myers Council Chambers

### MINUTES

1. Council President Murphy called the meeting to order at 6:00 PM.

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

**Junior Councilperson present:** None.

2. A moment of silence was observed. Council President Murphy noted the recent lives lost in Virginia Beach and the loss of former Council Member Sandra Duncan's husband Charles Duncan.

Councilperson Fitzgerald led the pledge to the flag.

Council President Murphy requested phones be turned off or silenced, reviewed proper meeting protocol and announced the meeting is being live streamed.

3. **Announcements regarding Executive and Information Session (s)**

- a. On May 29, 2019 at 5:30 PM Borough Council held an Executive session to discuss the possible acquisition of real estate within the Borough.

4. **Parks and Recreation**

- a. Hope Byers & Mary Wickenheiser, (Columbia River Park Advisory Committee) introduced members of the Committee in attendance and presented the final report of the Columbia River Park Phase III Master Site Development Plan. They asked Council to consider accepting the plan as presented. Several members of Council and the audience asked questions and made comments that Mary and Hope responded to.

5. **Finance**

- a. Matthew Sternberg, Executive Director of the Lancaster County Redevelopment Authority, discussed the proposed Land Bank Memorandum of Understanding regarding 14 Lancaster Avenue and detailed the acquisition of the property. He asked Council if they are interested in taking title to the property. Several Council Members discussed the use of the property once it would be turned over to the Borough as an expansion of town square. Resident Heather Zink questioned the tax loss impact on the Borough. Borough Manager Denlinger responded.
  - b. Council President Murphy led a discussion regarding unused funds provided to Community First Fund for revolving loan fund. He explained the transfer of the funds and requested this item be added to the agenda for the June 11, 2019 Council meeting.
  - c. Council President Murphy led a discussion regarding reassignment of funds within the Columbia Housing Improvement and Homeownership Loan (CHIDL) Program. He explained the transfer of the funds from the rehab portion of the program to the home buyers' (down
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payment assistance) portion and requested this item be added to the agenda for the June 11, 2019 Council meeting.

Resident Frank Doutrich (1001 Ironville Pike) asked for clarification on the revolving loan fund change. Several council members responded. He also asked for clarification on the Urban Land Institute work session. Borough Manager Denlinger responded. Mr. Doutrich then passed out a document provided by Norm Meiskey to Borough Council and staff.

## **6. Public Safety**

- a. Councilperson Burgard asked Jeff Helm to provide an update on the Food Safety Inspection transition to PA Department of Agriculture. Several Council Members asked questions pertaining to timing and scope of services provided by the state. Jeff Helm responded. Council directed Borough Manager Denlinger to put this item on the agenda for another update at their next meeting.

Resident Heather Zink (31 S. 9<sup>th</sup> Street) asked for clarification on inspections of Churches. Jeff Helm responded. Resident Joanne Fritz (1060 Locust Street) asked for clarification on current health inspections being done in the Borough. Health Officer Jeff Helm and Councilperson Novak responded.

- b. Councilperson Burgard asked Interim Code Compliance Manager Paul Paulsen to provide an overview of the recent Restoration Contractor meeting. Several Council members and members of the audience asked questions that Manager Paulsen answered.

## **7. Community Development**

- a. Councilperson Berntheizel asked Borough Manager Denlinger to provide an update of the development at 132 Locust Street. Manager Denlinger and Planning/Zoning Manager Jeff Helm led a brief discussion about the redevelopment effort and answered questions regarding the current developers continued expression of intent to complete the mixed used project on Locust Street. over to who provided information from the current property owner. Planning/Zoning Manager Helm also added an update of permitting for the project and proposed work at the site.

Resident Heather Zink (31 S. 9<sup>th</sup> Street) asked who is responsible for the weeds and construction materials on the property. Planning/Zoning Manager Helm and Codes Manager Paulson responded. She also asked if the Borough has policy in place to prevent a project from being started and not finished. Borough Manager Denlinger and Councilperson Novak responded.

Borough Council directed Planning/Zoning Manager Helm and Codes Manager Paulson to go out to the property and report back to them at their next meeting as to any actions the Borough can take to ensure the safety and security of the site.

## **8. Legislation**

- a. Councilperson Novak provided an update of the proposed Historic District expansion efforts. He asked Planning/Zoning Manager Helm for an update on the communication with the HARB. Helm indicated that both the Planning Commission and HARB have reviewed the proposed expansion areas and have agreed to continue to seek approval from the PA Historic and

Museum Commission (PHMC). Resident Frank Doutrich (1001 Ironville Pike) asked for clarification on the regulated areas of the proposed Historic District. Council President Murphy responded. After discussion to clarify the specific areas/parcels to be included in the historic district expansion area, including which areas will be and which will not be immediately regulated, Councilperson Novak directed Planning/Zoning Manager Helm to continue the work with the county on associated mapping and parcel lists and with the HARB report back on progress on everything to Borough Council at their meeting on June 11, 2019.

- b. Councilperson Novak gave an update on a meeting he recently had with Codes Manager Paulsen and Planning/Zoning Manager Helm on the Borough's ordinance on Fire Safety Inspections. Chairman Novak directed Borough Manager Denlinger to work with Paulsen and Helm and bring proposed changes to Council at their June 25, 2019 meeting. Resident Frank Doutrich (1001 Ironville Pike) asked for clarification on the frequency of fire inspections required on a commercial property. Councilperson Novak responded.

**9. Announcements**

Borough Manager Denlinger provided an update on the Borough's Notice of Intent to apply for funding through the Lancaster County's Smart Growth Transportation Program.

Councilperson Novak discussed the condition of the tree wells throughout the Borough. Council directed Borough Manager Denlinger to discuss the issue with Public Works Manager Graham and report back to them.

Council President Murphy announced on June 11, 2019, at 6:00 PM, Council will hold an information session to receive information from its Borough Manager and Solicitor prior to the regularly scheduled Borough Council Meeting at 7:00 PM that evening.

**10. Motion to adjourn the meeting at 08:55 PM.**

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

**MOTIONED AND APPROVED** this 11<sup>th</sup> day of June 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:**

  
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Kelly Murphy, Council President

**ATTEST:**

  
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Rebecca S. Denlinger, Secretary/Treasurer