

**COLUMBIA BOROUGH COUNCIL – REGULAR MEETING**

July 9, 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: Council President Murphy, Councilperson Novak, Councilperson FitzGerald, Councilperson Kress Hartman, Councilperson Berntheizel, Councilperson Burgard. Mayor Lutz is also present.**

**Councilpersons Absent: Councilperson Williams**

**Junior Councilpersons Present: Absent**

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. He reminded individual signed up to make Agenda/Non-Agenda comments to both identify themselves and provide their address. He announced that the meeting was being live streamed to the Borough’s Facebook page.

2. Council President Murphy lead a Moment of Silence
3. Mayor Lutz lead the pledge of the flag
4. Council President Murphy made the following announcements:
  - a. On July 9, 2019 at 6:00 PM Council held an information session to receive information only items from its Borough Manager and Solicitor.
  - b. Council President Murphy announced changes to the agenda. Agenda item 13.a, Update on Parks and Recreation Committee activities, removed. Agenda item 12.a, Consider posting of Coordinator of Services position for the Columbia Police Department, tabled until further notice. Agenda item 10.a, Consider HARB denial of Certificate of Appropriateness application for proposed alteration at 616 Chestnut Street, tabled until the July 23, 2019 Borough Council Regular Meeting.
5. Citizen Comments on Agenda Items Only are incorporated at the end of these minutes.
6. Motion to approve Borough Council Meeting Minutes for June 25, 2019 and Borough Council Work Session July 2, 2019

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
J. Novak	C. Berntheizel	All Favored – Motion Carried

7. Mayor Lutz- None
8. Public Works & Property
  - a. Councilperson FitzGerald turned discussion/update on Public Works projects over to Derek J. Rinaldo, E.I.T, Borough Engineer from C.S. Davidson briefed Council on the active and potential 2019 Public Works Projects. An updated map with additional projects was presented to Council and the audience.

- 1) Walnut Street, 700-800 Blocks. Project awarded to Reamstown Excavating. A preconstruction meeting is scheduled July 11, 2019 with work to begin July 22, 2019. The Borough is working closely with The Shade Tree Commission to accommodate tree requests and refusals.
- 2) Bethel Street Improvement (Locust to Cherry), South 8<sup>th</sup> Street Phase Two and 500-600 Block Walnut Street Projects closing. Walk throughs with Pennsy Supply are scheduled for July 18, 2019. Borough is aware that there are items with all three projects that need to be addressed. Punch lists will be created, if needed.
- 3) South 8<sup>th</sup> Street Phase Three- Locust Street to Ridge Street- CBGB Project and Doli Construction is the contractor. Storm sewer in. Concrete, Curb and Sidewalk work currently in construction. Concrete work anticipated to be finished in the next three weeks.
- 4) 2019 Streets Contract -Paving several streets throughout Borough. Roads identified as red lines on map. JVI is contractor. Started pipe work on Avenue H and the ADA ramp installation is next. Paving scheduled for first half of August.
- 5) 441 Safety Improvements. Highway Department installed new thermo plastic crosswalks. Next phase is new signage, PennDOT approved, neon green signs will be installed to better delineate trail crossing. Holding off on installing new LED flashing lights until present improvements are evaluated.
- 6) Five-Year Roadway Management Plan - Roadbotics, Inc here in May 2019. Data just received. Will download data and look at ratings/identify problem areas. Utility company's cooperation and data will determine plan
- 7) Route 462 Lighting Project – from the Columbia-Wrightsville Bridge to Union Street- Borough previously purchased 60 lights. Paragon Engineering working on lighting layout and will evaluate, with Engineer, if additional lights will be needed. A related purchase request would come before Borough Council for consideration. Anticipate to Bid this project in August.
- 8) Street Degradation- Current 10 year waiting period that does not go into much detail. Suggest update to the ordinance to cover patching requirements and possible restoration fee. Draft ordinance under development. More information will be available to Council in coming months.
- 9) Master Plan Streetscape – Per Borough Manager Rebecca Denlinger, a RFP is being created. The Borough will be applying for a Smart Growth Transportation grant through the County. The Streetscape Committee is in place and will be reconvened to assist with the RFP process and subsequent planning effort.
- 10) 944 Bid- Utility issue on 8<sup>th</sup> Street addressed and next Chestnut Street needs curb replacement and ADA ramps. Street will be surveyed. Scheduled in 2020. Councilperson Kress Hartman asked about tree on Chestnut Street that is breaking up sidewalks. Derek replied that they are addressing concerns/issues. ADA ramp must go in and then address water issues and looking at several options before deciding to take out trees.

- 11) 2<sup>nd</sup> Street CDBG Improvements between Lawrence and Perry Streets – CDBG Grant funded \$125,000.00 for this project. The project area has been surveyed, mapped and preliminary design work is being completed. Will determine if the project will be bid this year or early 2020.
- 12) Manor Street Pedestrian Improvements - Crosswalk at Firehouse, Manor and 10<sup>th</sup> Streets. Discussed line striping with Jake Graham as an interim improvement. It is surveyed and waiting for authorization to proceed with design.
- 13) 12<sup>th</sup> and Central Avenue Traffic Circle - Jake Graham working with Police Department and Fire Department. JVI is working on ADA ramps in the project area (as part of the 944 projects) and then Borough can proceed.
- 14) Shawnee Run Restoration (Corridor at Mill and S. 4<sup>th</sup> Streets Bridge) – Experienced protracted permitting delays, received in June. Reached out to Land Studies and they recommend pushing project to 2020 because stream stabilization is difficult at this time in year. Need to discuss project with Trinity House. Permits will be fine, if pushed to later date. Per Borough Manager, pushing project would allow Borough the ability to seek additional funding.
- 15) Chestnut Street /Ironville Pike- Drainage Improvements- Going forward with project. PennDOT approved. Four property owners involved and contacted. One easement returned. Bid packet will be prepared. Would like to seek authorization at Borough Council Meeting on July 23, 2019. Construction set to start in September 2019.
- 16) Storm Water Infrastructure Study- Phase One complete and final report from UGS in process. USGS will then generate a report of what needs closer attention including pipe conditions. USGS will provide a proposal to complete Phase Two of the overall study. From these efforts, Borough will be able to develop a capital improvement list of projects involving storm water infrastructure.
- 17) Discussed the following potential Stormwater Projects for future consideration:
  - a. Mill Street Drainage Improvements – Improvements to this intersection are on the radar for later consideration.
  - b. Walnut and 12<sup>th</sup> Streets Drainage Improvements – Discussing possible solutions with Jake Graham. Project now qualifies for CDBG 2020 funding.
  - c. 13<sup>th</sup> Street and St. John’s Herr Drainage Improvements - Meeting set to discuss storm water. There is a lack of storm sewer capacity in intersection and a lacking system downstream. St. John’s Herr has retained RGS Associates. Borough will continue to meet with them to discuss potential project.
  - d. Shawnee Run/Malleable Road Drainage Improvements - The road floods and forced to close during severe weather. Mayor Lutz noted planned development in West Hempfield that could exacerbate the problem.

- 18) Borough Recycling Facility – Storage Building- Public Works will be preparing the site for the building. B&B Pole Buildings is the contractor. The construction schedule is forthcoming.
- 19) Traffic Signal Improvements – The Borough Engineer is assisting with the material bid, the traffic consultant is CoStar approved.
- 20) Sign Ordinance and Condition Rating- Borough signs are being inventoried. Reflectivity check to meet PennDOT standards. Recommends approving a new ordinance that provides plan/guidelines to follow and eliminates liability in future, is recommended. Councilperson Novak brought up the HARB road signage intentions and to keep that in mind as planning for sign improvements moves forward.

Council President Murphy asked about Shade Trees and his concern to meet all the demands of resident that want trees. Derek commented that the Shade Tree Commission is very engaged at this point.

**Council President Murphy opened the floor to questions.**

Frank Doutrich, 1001 Ironville Pike, questioned a project on Locust Street between 8<sup>th</sup> and 9<sup>th</sup> Streets. He voiced concern that residents need to know who is digging and where. Jake Graham responded that UGI was set to pave and the Water Company asked for a delay so they could address issues. UGI will pave when the Water Company is finished work. No date set for paving. Frank asked if the Borough/engineer meet with utility companies to discuss work. Jake Graham answered yes and gave specific examples of work situations. Council President confirmed yes. Frank asked how permits are issued to utility companies. Jeff Helm explained the intake process for such permits and permits are issued only when the Highway Department OK's the work. Frank questioned work on Bethel Street, road conditions at the Cemetery near Locust and Cherry Streets, and cited issues that he saw on the streets. Borough Engineer, Derek Rinaldo, responded with work details and issues are recognized and will be addressed. Frank asked if the 12<sup>th</sup> Street Circle "is a go?" the Mayor responded that a temporary structure will be evaluated closely by Borough, residents notified, and a permanent decision will be made in future.

Joanne Fritz, 1060 Locust Street- Questioned 11<sup>th</sup> and Locusts Streets. She demanded the issues she previously communicated be addressed. Jake Graham responded that her street is proposed to be paved by Borough, in house.

- b. Councilperson FitzGerald acknowledged receipt of Public Works and Property Report – June 2019

**9. Finance**

- a. Motion to Approve Ordinance 913-2019 regarding repeal of Ordinance 897-2018 (Revolving Loan Fund)

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

- b. Motion to ratify the publication of the Legal Notice and move motion to consider Ordinance 914-2019 regarding the 2016 General Obligation Bond to the Borough Council Regular Meeting on July 23, 2019.

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

Donna Kreiser, Bond Council, was present to further discuss the changes and the Local Government Unit Debt Act (LGUDA) requirements. Mayor Lutz confirmed that this motion is to expand the scope of allowable projects only.

- c. Council President announced that the discussion to consider a change to Fund 19 Highway Capital Improvement Fund will be forwarded to the July 23, 2019 Agenda.
- d. Council President announced that the discussion to review of Invoicing Procedures will be forwarded to the July 23, 2019 Agenda.

#### 10. Legislation

- a. Tabled - Motion to consider HARB denial of Certificate of Appropriateness application for proposed alteration at 616 Chestnut Street
- b. Motion to advertise revisions to the Code of the Borough of Columbia – Chapter 74. Alarms: Article II. Key Lock Boxes and move motion to consider at the August 13, 2019 Borough Council Regular Meeting

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

- c. Motion to finalize Video Gaming Terminal Opt-Out Resolution 2019-13 Prohibiting the location of video gaming terminals for consideration at July 23, 2019 meeting.

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

Borough President Murphy instructed Borough Manager Denlinger to work with Solicitor to proceed with Resolution

#### 11. Public Safety

- a. Councilperson Burgard acknowledged receipt of the Public Safety Reports for June 2019: Columbia Borough Police Department; Columbia Borough Fire Department; Columbia EMS (CQRS) Statistical Report; SVEMS
- b. Councilperson Burgard acknowledged receipt of the Code Compliance Report – June 2019
- c. Councilperson Burgard acknowledged receipt of the Board of Health / Zoning and Planning/ EMOC Reports for June 2019

Councilperson Novak asked for all Board of Health Inspections results to be part of Borough Council Meeting Packets and Borough Website. Borough Manager Denlinger and Jeff Helm were instructed to proceed with this request.

Council President Murphy asked for clarification on Board of Health Report and asked Jeff Helm to clarify inspections done at 717 Social Club Building and 114 N 3<sup>rd</sup> Street building. Helm stated that pre-inspections on report were done in June. Payment was made and licenses were issued in July and will be included in the July report.

- d. Mayor Lutz swore in of Paul Paulsen as Columbia Borough Fire Inspector
- e. Jeff Helm updated on activities of the Columbia Borough Board of Review & Appeals-The Board has full membership and no activity.

## 12. Personnel

- a. Borough Council tabled motion to consider posting of Coordinator of Services position for the Columbia Borough Police Department

## 13. Community Development

- a. Borough Manager Denlinger updated on Borough Web Site redesign. Borough working with Revize on content development. Anticipate going live in eight weeks. URL address will not change, and transition will be automatic. Archives will be available on new site. Councilperson Burgard reminded everyone that with any launch of a new website there are bound to be challenges and glitches. He asked individuals to report any issues with new site. Mayor Lutz focused on event calendar and working with School District to create unified calendar.
- b. Councilperson Berntheizel lead discussion of improvements to Meeting Live Streaming. Borough Manger Denlinger stated that audio quality and room configuration will be addressed. Councilperson Novak encouraged further research of enhanced speakers/camera/lens, additional personnel and/or camera location. Councilperson Berntheizel suggested looking into a voice activation camera. Mayor Lutz recalled discussion with School and a Comcast channel. Councilperson Burgard suggested immediate camera relocation. Councilperson Novak stated that he has been advocate of working with Comcast. He suggested reaching out the School District and is not sure that has been accomplished. All opportunities for viewing need to be available to residents. Mayor Lutz stated that the Borough agreement with Comcast is set to be negotiated and this item needs to be discussed. Councilperson Novak agreed. Councilperson Berntheizel will bring this topic to a communication meeting scheduled with himself, Manger Denlinger and Councilperson Burgard and will present back to council. Mayor Lutz reminded Council that Chief Brommer has contact with App-Techs.

## 14. Reports, Comments, and Announcements

- a. Solicitor None
- b. Secretary/Treasurer

Borough Manger Denlinger played video of an interview with organizers of the Taste of the World Tour. Lori from Café 308 requested the tour come to Columbia. The event was sold out with 30% of ticket sales to "Columbia" residents. Roche Fitzgerald and Mayor Lutz made additional comments on the success of the tour.

Councilperson Burgard reminded Council/audience of National Night Out on August 6, 2019, 6:00 PM to 9:00 PM, with rain date August 13, 2019

- c. Boards and Commissions None
- d. Council Members None
- e. Citizen Comments on Non-Agenda Items Only are incorporated at the end of these minutes
- f. Announcement of Next Meetings. At 6:00 PM on July 11, 2019, Borough Council will hold a Budget Meeting. Council President Murphy invited the public, specifically the individuals running for Borough Council, to attend. At 6:00 PM on July 23, 2019, Borough 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.

15. Motion to adjourn the meeting at 9:37 PM

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

**MOTIONED AND APPROVED** this 23<sup>rd</sup> day of July 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

BOROUGH COUNCIL MEETING  
July 9, 2019  
CITIZENS COMMENTS

**AGENDA ITEMS ONLY**

**Shirley McBride- 219 Perry Street- Ordinance 897-2018**

Shirley asked for additional explanation about the loan and its place in the budget. Asked why repealing loan. Council President Murphy reiterated loan information communicated at the last two Borough Council meetings. Shirley asked what happens, if loan not payed. Borough Manager Denlinger responded that Community First Fund exhausts all recovery efforts and the Borough is ultimately responsible for loss of loan. Shirley asked, if anyone else received a loan. Borough Manager Denlinger responded no.



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CITIZENS COMMENTS

**NON-AGENDA ITEMS**

**Kevin Carroll – 39 S. 8<sup>th</sup> Street, Columbia PA- Homeowner/Police/Security partnership**

Discussed his research of a project he referenced as The Columbia Borough Resident Security Partnership. Incentives to resident to install security systems. Surveillance footage can be shared with law enforcement. He referenced Mobile, Alabama as an example of a town with a similar model.

**Howard Stevens, 430 Linden Street, Columbia PA- Tax**

Stated his frustration with delinquent taxes and property management companies. He researched and discovered several management groups that owe on multiple properties. He does not think this is fair to residents and the Borough. He addressed the live footage of Borough Council Meetings and suggested 360-degree camera in ceiling and utilizing the smart TV located in board room. Also, he is concerned with illegal turns on 5<sup>th</sup> Street. His wife witnessed an illegal turn recently. Can signage and possible striping on Maple Street be considered? Can we write "no left turn" directly on street? Chief Brommer Jake stated that he and Jake Graham had PennDOT out to review.

**Rosemary Weaver, 13 N. 4<sup>th</sup> Street, Columbia PA- No parking signs**

She questioned a recent communication posted on parking meters about a no parking situation on her block. Chief Brommer confirmed that the signs were distributed to the wrong block and the issue will be addressed. A follow up discussion about parking on her block and her concerns with the lack of parking were addressed.

**Sharon Lintner -500 Chestnut Street, Columbia PA- Passed**

**Frank Doutrich – 1001 Ironville Pike, Columbia PA**

Frank asked why Rebecca stood at podium to deliver her report. Council President Murphy and Borough Manager Rebecca Denlinger replied that several individuals commented that she is never visible on the live stream. He thinks too much time had been spent trying to figure out the streaming. He suggested referencing other municipalities that are successfully live streaming. Frank questioned the \$800,000.00-line item for revolving loan. When will budget be readjusted? Council President Murphy stated will happen now that ordinance was repealed tonight. Who did Council get information from? Will keep watching \$800,000.00. Frank asked for clarification on video gaming ordinance. Councilperson Novak explained what the ordinance will not allow in Borough. Questioned action of swearing in Code Manager Paul Paulsen as Fire Inspector. What was Mr. Paulsen's old title? Councilperson Novak answered no change was made to Mr. Paulsen's title. He was given additional responsibilities. Was there a salary change? Councilperson Novak answered no.

**Heather Zink- 31 S 9<sup>th</sup> Street, Columbia PA**

Thanked Councilperson Novak for requesting restaurant inspections be publicized. She commented that meeting minutes have improved. She questioned property on bottom of Locust Street. Code Manager Paul Paulsen stated that the property is being addressed and citations have been issued. She is pleased that the Borough website is progressing and request that it is optimized for mobile devices and addresses parking location/availability for River Park. She is concerned with School District managing calendar because most residents do not have school age children. Calendar must be easily accessible to all users.

BOROUGH COUNCIL MEETING

July 9, 2019

CITIZENS COMMENTS

**Shirley McBride- 219 Perry Street, Columbia, PA – 216 Perry Street**

Shirley stated that she is having difficulty contacting Codes Compliance. She is appreciative to the Street Sweeper. She addressed the horrible tree well condition on her street. She is embarrassed and depressed over the condition of her street and cannot invite people to her home. Code Compliance Manager Paul Paulsen agreed to look at Perry Street this Thursday. He stated that Shirley can call him and make arrangements to meet him. Shirley stated that 216 Perry Street is going up for Sherriff sale and inquired, if the new owner will inherit code violations. Borough Manager Rebecca Denlinger and Council President Murphy answered yes. Borough does inspections.

**Roche Fitzgerald – 801 Chestnut Street, Columbia PA- Passed**