

COLUMBIA BOROUGH COUNCIL – REGULAR MEETING

August 13, 2019 | 7:00 PM
Paul W. Myers Council Chambers
MINUTES

1. Council President Murphy called the meeting to order at 7:01 PM

Councilpersons Present: Council President Murphy, Councilperson Novak, Councilperson Williams, Councilperson FitzGerald, Councilperson Kress Hartman, Councilperson Berntheizel, Councilperson Burgard

Junior Councilpersons Present: None

2. Randi Wolfe from Manor Church led the Invocation
3. Mayor Lutz led the Pledge to the Flag
4. Council President Murphy made the following announcements
 - a. On August 13, 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 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. This is the resident’s opportunity to provide comments to Council. If questions are posed, it is at the discretion of Council to provide answers. If a resident needs immediate answers, please reach out the appropriate Borough staff. He announced that the meeting was being live streamed to the Borough’s Facebook page.

****Due to Technical difficulties, Citizen Comment for Agenda Items Only were received before the scheduled presentation***

5. Citizen Comments on Agenda Items Only are incorporated at the end of these minutes.
6. Presentation: Columbia Fire Department on Solar Panels – Doug Kemmerly, Columbia Borough Fire Chief, and Paul Paulsen, Columbia Borough Code Enforcement Manager and Borough Fire Inspector, presented and led a discussion, with Council and public, on rooftop solar panels and the difficulty of fighting fires and navigating roofs when solar panels occupy 100% of the roof. They explained the importance of having access to the roof and gave specifics to the dimensions that are required to be able to vent the roof appropriately. The dimensions and approach to solar panels are covered in the International Fire Code.
7. Motion to approve Borough Council Budget Meeting Minutes for July 11, 2019, Borough Council Meeting Minutes for July 23, 2019 and Borough Council Work Session Minutes for August 8, 2019.

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

8. Mayor Lutz reported on marriages performed in last quarter. Report included in packet

9. Finance

- a. Motion to consider Resolution 2019-14 to accept properties located at 233, 237, and 239 South Fifth Street into the Land Bank Program

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

Council President Murphy stated that the Columbia Borough School Board approved the action. No Borough funds are anticipated to be involved. The Redevelopment Authority will attempt to utilize a judicial sale of the properties. Borough Manager Denlinger stated that the properties were appraised and owner looking to sell immediately. Properties will be demolished, and new construction is expected.

- b. Motion to consider Resolution 2019-15 Resolution to Rescind Fund 19 Highway Capital Improvement Fund

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

- c. Motion to consider Advertising Request for Proposals for Borough Solicitor Professional Services

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

This action is part of looking at 2020 budget. All areas will be reviewed.

RFP will be posted by 8/16/19. Solicit bid by qualified bidders and submission due by October 18, 2019 and presented to Council in November

- d. Motion to consider Advertising Request for Proposals for Borough Auditor Professional Services

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

RFP will be posted by 8/16/19. Solicit bid by qualified bidders and submission due by October 11, 2019 and recommendations presented to Council in November

- e. Regarding the Cable Franchise Agreement between Columbia Borough and Comcast, the Draft Agreement was included in the meeting materials. Council will review and discuss at the September 3, 2019 Work Session. Council will submit questions to Borough Manager. Councilperson Novak directed Borough Manager Denlinger to contact solicitor and request availability for a teleconference with the Cohen attorneys assisting the Borough.

10. Personnel

- a. Motion to consider Advertising Request for Proposals for Meter Technician Contract

Motion by:	Second by:	Voice Vote:
M. Kress Hartman	T. Burgard	All Favored – Motion Carried

Councilperson Kress Hartman directed Borough Manager to advertise. Borough Manager stated that this RFP (and all RFPs being considered by Council) will be posted on the Borough website. There will also be a paid advertisement with Lancaster Newspapers alerting potential respondents to the opportunities.

- b. Motion to consider Police Department Hiring Requests: Enforcement Officer and Police Officer

Motion by:	Second by:	Voice Vote:
M. Kress Hartman	C. Berntheizel	All Favored – Motion Carried

Councilperson Kress Hartman asked Council to authorize Police Chief Brommer to advertise the positions.

11. Legislation

- a. Motion to consider Ordinance 2019-917 Amending Columbia Borough Code Chapter 74: Alarms – Regarding Key Lock Boxes

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

- b. Motion to consider Advertising Request for Proposals for Historic District Expansion Survey

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

Councilperson Murphy stated RFP will be posted August 14, 2019 submission by August 30, 2019 and recommendation to Council in September. Councilperson Novak asked Borough Manager to review timeline to ensure enough time is given to receive a proper response. Councilperson Novak and Mayor Lutz asked Borough Manager to look at different grant opportunities

12. Public Works & Property

- a. Councilperson FitzGerald asked Council to acknowledge receipt of Public Works and Property Report – July 2019
- b. Councilperson FitzGerald announced August 12, 2019 Bid Opening results for the Chestnut Street / Ironville Pike Drainage Improvement Project. Five bids were received with JVI Group, INC with the lowest bid. Construction to start in September.

- c. Motion to consider award of the Chestnut Street / Ironville Pike Drainage Improvement Project

Motion by:	Second by:	Voice Vote:
F. FitzGerald	J. Novak	All Favored – Motion Carried

- d. Motion to consider Application for Payment No. 1: JVI Group, Inc. for 2019 Street Improvements Project for work completed through July 31, 2019 in the amount of \$88,067.07

Motion by:	Second by:	Voice Vote:
F. FitzGerald	J. Novak	All Favored – Motion Carried

13. Public Safety

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

Councilperson Burgard was present at the Police Station during the August shooting and thanked Sergeant Jacobs and several off-duty officers for their professionalism.

14. Parks and Recreation

- a. Councilperson Williams gave an update on Parks & Recreation Advisory Committee. The Committee met with Lori Yeich, PA Department of Conservation and Natural Resources in reference to a Peer To Peer Program that provides a \$10,000.00 grant (with a required \$1,000.00 match) to be used for a Circuit Rider to evaluate and develop recreational programming for the Borough. A study group will be established to work on this initiative.

Announced that a Movie in the Park on August 16, 2019. Sponsored by Lions Club. Music in the Park will proceed the Movie. Music starts at 6:30 PM. Event will be posted on Website.

15. Community Development

- a. Motion to consider proposal for professional services to provide a cost estimate for Market House renovations.

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

Interior renovations only. Construction estimate \$5,767.00. Hammel Associates Fee \$1,260.00 (\$105/hour). Total estimate \$7,027.00.

- b. Motion to consider Advertising Request for Proposals for Parking Study Professional Services

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

Study not limited to just downtown. Will look at residential areas, potential permit parking programs and all areas that are experiencing parking challenges. The current meter parts replacement company is no longer supplying parts. The study will also consider solutions for meters.

RFP posted 8/16/19. Deadline submission 10/25/19 and recommendations presented to Council in November.

c. Councilperson Berntheizel gave update on Community Development Initiatives

A letter was received by Governor' Office authorizing the release of Redevelopment Assistance Capital Program (RACP) Grant funds to Borough. Borough Council gave direction to Borough Manager to send thank you's to Senator Ryan Aument and Representative Dave Hickernell and to initiate press for the award.

Announced that Columbia was featured on WGAL for the upcoming Architectural Tour on September 27, 2019 sponsored by the Historic Preservation Trust of Lancaster County.

Borough Manager Denlinger reported on Borough's application for Smart Growth Transportation Funds. There will be a Site Visit next week with the review committee and a formal interview in mid-September.

16. Reports, Comments, and Announcements

a. Solicitor- None

b. Secretary/Treasurer

Borough Manager Denlinger reiterated that there were five RFP's addressed during the meeting. Three documents still under review and the estimated dates for posting and submission deadlines provided during the meeting may change.

c. Council Members

Councilperson FitzGerald directed Borough Manager Denlinger to advertise for two vacancies on the Civil Service Commission.

Councilperson Burgard directed Borough Staff to research feasibility of Solar Panel Ordinance based on the presentation made by the Columbia Borough Fire Department and Code Compliance Department.

Mayor Lutz discussed the 2020 U.S. Census. The Borough has an opportunity to establish a Complete Count Committee. Accurate Census determines Federal monies for the Borough.

For the safety of students, starting Monday, August 20, 2019, 2:30 PM to 3:30 PM, South Sixth Street, between Locust Street and Cherry Street, will be closed to all traffic for the Park School Dismissal. Cherry Street, at Park Elementary, will be for buses only. The School District is communicating with the residents on block. The Borough will issue the same communication to residents about the closings to ensure a consistent message. This is a trial and a follow up meeting will be held in a few weeks to gather feedback.

d. Citizen Comments on Non-Agenda Items Only are incorporated at the end of these minutes

e. Announcement of Next Meetings. At 6:00 PM on August 27, 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.

17. Motion to adjourn the meeting at 9:17 Pm

Motion by:	Second by:	Voice Vote:
P. Williams	J. Novak	All Favored – Motion Carried

MOTIONED AND APPROVED this 27th day of August 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

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CITIZENS COMMENTS

AGENDA ITEMS ONLY

Heather Zink- 31 South Ninth Street-

Questioned Agenda Item 10.a- Who was the meter technician contractor before? Council Murphy responded the man's name is Haberstroh and he is retiring

9.c. and 9.d- Is this advertisement for a new solicitor and auditor? Council Murphy responded that RFPs will be posted, and a decision will be based off responses

11.b. – Historic District Expansion. Heather conducted an informal survey and she voiced her concern that Borough pushing forward with existing problems. She claimed 98% of the individuals that responded to her survey live in Columbia and 80% disagree with expansion. She stated that the people in town do not want it.

Frank Doutrich -1001 Ironville Pike

Questioned minutes from July 23, 2019. It states Mayor "directed" Borough Manager. He inquired, when can the Mayor direct the Borough Manager when she works directly under Council.

10.b – Asked definition of enforcement officer. Chief Brommer answered. Frank inquired if the new police officer is in place of officer out and when this officer returns, will new officer be terminated? Chief Brommer replied no. Frank recalls Borough having four part time officers. Presently, there is one. He asked why not replenishing all position. Chief Brommer corrected Frank and replied that the Borough had three part time officer.

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CITIZENS COMMENTS

NON-AGENDA ITEMS

Sharon Lintner – 500 Chestnut Street- Pass

Susan Love- 118 South Fifth Street

Presented several ideas for Columbia. Handout proved to Council and management. Copy included with minutes

Heather Zink – 31 South Ninth Street

906 locust Street- she was visiting this location and saw a five -gallon bucket on roof. She is bringing this to council because she states that she does not have confidence that codes are enforced equally. Paul Paulsen responded that the issues are being addressed. Mayor Lutz added that the police were involved initially and turned over the Codes.

500 Block of Locust - there is a white Jeep Cherokee leaking fluid for months. It is only moved for street sweeping and returned. Councilperson Burgard thanked Heather for bringing such important matters to council and he is concerned that Borough Staff is not responding. He asked Heather if she went to Codes and hasn't gotten a response. Heather stated that she has not called. She repeated her lack of confidence in Codes. Burgard requested that such important matters are reported to appropriate staff/department and procedure followed to ensure that concerns are properly addressed.

Randi Wolf- Manor Church - Invocation

Frank Doutrich 1001 Ironville Pike

6th Street closing- he stated that he attends meetings, and this is the first time he had heard it. Why wasn't it brought to a work session. It is a safety issue and he doesn't understand why it was not brought to Council? He stated that Council closes streets. Mayor Lutz and Chief Brommer stated that the Police can close streets for safety. Chief Brommer added that the closure was a recommendation from PennDOT. Frank is disappointed issue was not brought to Council.

Spoke to the census and his concern for accurate count. Mayor Lutz responded that it will take a lot a community and a lot of work.

Spoke in reference to Community Life Network. He asked Council what CLN does for fundraising?

National Night Out- He spoke to canine officer. He is tired of excuses about why we do not have a canine.

The shooting that occurred didn't surprise him because he sees how the Borough and Churches give and give and bring different types of people in and only a matter of time before it explodes. He is concerned that he was not told about the information/record of the youth involved in the shooting.

Frank stated that he had the opinion that the red dot signified Historic District permit. Asked Council if dot is in an ordinance? Council person Novak stated that there has been a lot of confusion about pink dots uses and what they represent. He, Borough Manager, Suzanne Stallings, Glen Schaeffer and Jeff

BOROUGH COUNCIL MEETING

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CITIZENS COMMENTS

Helm have started a series of meetings to get clarification and understanding of how Zoning, Codes and HARB co-exist/function. Suggestions have been made and working on supporting each other. The process has started to bring together the HARB, the Borough and the citizens to better understand the process and move forward. He is open to discussing HARB issues with citizens. There are issues, the Borough is addressing them, and moving forward. Frank asked if HARB will be put on hold? Councilperson Novak stated that there needs to be a better understanding and attention made to process but nothing will be put on hold. Information will be made available.

Council President Murphy reiterated that there is confusion that exists between administrative approvals and communication that follows regarding those approvals. Frank stated that the HARB Board is good and helps people.

Mayor Lutz responded to Frank's comments in reference to Columbia Life Network and invited Frank to call the Columbia Life Network Director to learn more about fundraising. In reference to the shooting, the Mayor responded that a juvenile was involved and not all information is permitted, by law, to be released. In reference to the canine, the Department does not have an officer willing to work with a canine.

Roche Fitzgerald – 801 Chestnut Street, Columbia PA- Passed

Ideas:

1) Buying a Street Sweeping or parking ticket's value in School supplies and offering that in lieu of cash for 1 month, the 2 weeks before and the first 2 weeks of School. Drop box would be located at Borough offices with the receipt handed to office attendant as proof of ticket's value.

2) A Splash Park @ Jansen Park.
A Splash Park is a playground like area covered in Sprinkler-type features that spray water over a large pad without any deep water areas.

It would be wheel-chair accessible.

Hours of operation would be 12 noon to 4:30pm mid June until the beginning of ~~the~~ or end of August.

Funding: Seek Grants, Donations, patrons could have their name on benches, brickwork, wooden plank fencing, Business owners could have signage posted.

Site could be the Softball field which is not being utilized. There are several examples in

Lancaster City @ Rodney Park, Reservoir Park,
Sixth Ward Park, King Elementary/Dulce Street

A wading pool wouldn't be necessary though
as featured in a simplified version @ Binn's
Park or in an article @ the link,
www.wadenapj.com/news/4621727-heat-and-splash-park-design-approved

This feature costs \$108,000 for 15 features.

* An Ice Cream truck or Food truck could be
permitted to offer refreshments parked along the
Street.

May be local businesses would donate time, supplies
to site preparation.

3) Any Business Owner that has a Parking Meter in
front of their Business that does not have access
to parking to the rear of their Business should be
allowed to register their vehicle's license plate
number with the Borough and offered either
a bag to temporarily cover the meter while

loading/unloading supplies affiliated with their Business or allowed parking via a paper that would be placed on the interior dashboard of the vehicle stating they are either Owner or employee of said Business so they would not be fined as long as it is within so many feet of their Business.

Example: Representative Hickernell's employees have said paper on the dash of their vehicles, for the length of Service hours.

4) On Sundays @ the River Park Food Trucks, musicians, an open air Market could be permitted for Business to draw more citizens, tourists to the area.
Maybe even offer a Duck Boat Business.

5) A walking Bridge from Columbia to Wrightsville. No vehicles would be permitted, only cyclists, wheelchair accessible to give access to any trails, businesses.