



Leo S. Lutz, Mayor
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March 17, 2020

Guidelines for Columbia Borough Public Meetings

The leaders here in Columbia Borough are taking all precautions to protect the health and safety of our residents during this time. We are reviewing the ever-evolving recommendations of the CDC, WHO, and the Federal and State Government. As a result, we are encouraging our residents to practice social distancing but still participate, in the event they are held, in public meetings. Scheduled meetings will continue for essential business as related to Planning Commission, HARB, Zoning Hearing Board, and Council. For those meetings, adherence to CDC guidelines will be achieved by only allowing essential personnel to attend for the portion of the meeting that requires their involvement. All other Boards and Commissions will suspend meetings until further notice. In the event the cancellations are required to be expanded, communication will be made on the Borough website and the Borough Facebook page.

For the purpose of public meetings, the following definitions shall apply:

- * Essential Business - decisions required to ensure uninterrupted function of Government and other businesses not affected by the State or Local restrictions. (i.e. A Zoning decision required to keep a project on track)
- * Essential Personnel - A quorum of board members as well as direct participants in the action at hand. (i.e. the Parties involved in the actions being heard by the Zoning Hearing Board)

All efforts will be made to live stream any advertised public meetings that do not get cancelled. The general public is asked to refrain from attendance unless they are considered essential personnel by the above definition. In order to accommodate public comments at any public meeting we will accept public comment via email up to 30 minutes before the meeting.

Emailed comments should be directed to hzink@columbiapa.net. Any email comments should be prefaced with your name and address, just as they would be if you were appearing in person. Your comments will be read into the record by the individual presiding over the meeting at the appropriate time.

As we work together to get through this pandemic, please remember the guidelines are changing daily and they may require we change our plans. In those cases, we will make every effort to keep you informed.