



LEO S. LUTZ  
Mayor  
HEATHER ZINK  
Borough Council President

EVAN M. GABEL  
Solicitor  
MARK E. STIVERS  
Borough Manager

## COLUMBIA BOROUGH COUNCIL – REGULAR MEETING

February 14, 2023 | 7:00 PM

### FINAL AGENDA

*This meeting will be live streamed to the borough's Facebook page as a convenience and is not meant to replace in-person participation in the meeting.*

1. Call to Order and Roll Call
2. Invocation/Moment of Silence
3. Pledge to the Flag
4. Announcement of Executive and Information Session(s)
5. Additions, deletions, and reorganization of agenda
  - a. Consider approval of Agenda
6. Citizen Comments (Non - Agenda Items Only – 5 Minute time limit per person)

***Civility and Decorum:*** Borough officials and members of the public are expected to conduct themselves with civility and to accord each other a measure of dignity and respect. Shouting, foul language, personal insults, threats, and attacks or any conduct that disrupts the flow of business is out of order.
7. Minutes for Approval
  - a. Consider approval of the Borough Council Meeting Minutes for January 24, 2023, 2022
8. Presentation and Acceptance of Reports
  - a. Community Development – Eric Kauffman
    - I) Acknowledge receipt of the Zoning and Planning report for – January 2023
  - b. Public Works & Property – Peter Stahl
    - I) Acknowledge receipt of Public Works and Property Report –January 2023
  - c. Safety/Communications – Todd Burgard
    - I) Acknowledge receipt of the Public Safety Reports for January 2023: Columbia Borough Police Department, Penn State Health Life Lion
    - II) Acknowledge receipt of Penn State Health Life Lion Year End 2022 Report
    - III) Acknowledge receipt of the Codes Compliance Report for January 2023
    - IV) Acknowledge receipt of the EMOC Report for January 2023
9. Presentations
10. Mayor Lutz/Chief Brommer



For public comment on items on the agenda, there will be a 3-minute time limit per person per topic). **All discussions on agenda items that go over 15 minutes will be tabled to the next available work session.**

11. Action Items:

- a. Consider Advertising Ordinance No. 945 to amend the Borough's Code of Ordinances, Chapter 220 Article 7 Signs
- b. Consider advertising Ordinance No. 946 to amend the Borough's Code of Ordinances, Chapter 82, Article II, Care and Control of Animals
- c. Authorization to pay bills

12. Introduction New Business:

- a. Consider Facility Use Request from Columbia Historic Preservation Society to host their annual Albatwitch Day on Saturday, October 14, 2023, from 11am-5:00pm (set-up from 7am-11am, tear-down from 5pm-6pm) using River Park contingent upon receipt of the required Certificate of Insurance.
- b. Consider Facility Use Request from Columbia Historic Preservation Society to host their annual Columbia Railroad Day on Saturday, June 10, 2023, from 9am-3:00pm (set-up from 7am-9am, tear-down from 3pm-4pm) using River Park contingent upon receipt of the required Certificate of Insurance.
- c. Consider Resolution 2023-11 Destruction of Borough Records and Equipment Authorization
- d. Consider Resolution 2023-12 to authorize the Lancaster County Land Back to accept property located at 612 Franklin Street
- e. Review two offers for the purchase of 400 Locust Street from the Borough
- f. Consider authorizing borough staff to advertise bid for paving materials for 2023 projects by borough crews
- g. Consider authorizing the Borough Engineer to submit the Walnut Street Streetscape Safety Plan to the Pennsylvania Department of Transportation for the required safety review.

13. Staff Reports, Comments, and Announcements

- a. Solicitor
- b. Borough Engineer
- c. Secretary/Treasurer
- d. Boards, Commissions and Committees
  - I) Upcoming Meetings: Planning Commission (02.21.2023) Shade Tree Commission (02.27.2023)
  - II) Approved Minutes: LASA (12.15.2022)

14. Borough Council Comments

- a. Council Members

15. Announcement of Next Meeting. At 7:00 PM on **February 28,2023**, Council will hold a regular meeting

16. Adjournment to Executive Session to discuss potential land purchase

**If you are a person with a disability wishing to attend this meeting and require an accommodation to participate in the meeting, please contact the Columbia Borough Office at (717) 684-2467 at least 24 hours prior to the meeting.**

# COLUMBIA BOROUGH COUNCIL – REGULAR MEETING

January 24, 2023 | 7:00 PM  
Paul W. Myers Council Chambers

## MINUTES

1. Council President Zink called the meeting to order at 7:00 PM.

**Councilpersons present:** Burgard, Fisher, Kauffman, Lintner, Price, Stahl, and Zink. Mayor Lutz was also present.

**Staff Present:** Borough Manager Stivers, Market Manager Vera, Facility Service Coordinator Affeld, Planning & Zoning Manager Cino, Finance Manager Bennett. Solicitor Gabel was also present.

2. An invocation was provided by Father Mitzel of Holy Trinity Catholic Church.
3. Council Person Kauffman led the pledge to the flag.
4. Announcement of Executive and Information Session (s) None.
5. Additions, deletions, and reorganization of agenda.
  - a. Motion to approve the agenda as published.

Motion by:	Second by:	Voice Vote:
E. Kauffman	P. Stahl	All Favored – Motion Carried

6. Citizen Comments Non-Agenda Items Only

Mary Wickenheiser

Commented on the amount of trash in the streets in the Commercial District since street sweeping stopped for the winter. Also noted the trash cans in the 400 block of Locust Street were removed and were not put back.

Frank Doutrich

Welcomed County Commissioner Trescot and State Representative Miller. Asked for clarification on the amount listed for bonuses recently approved for Borough staff. Borough Manager Stivers and Finance Manager Bennett responded that a portion of the amount listed is taxes the Borough is required to withhold. Discussed an issue he has with an unpaid invoice for a rental inspection. Asked why he needs an occupancy permit for his rental. Borough Manager Stivers detailed the requirements to obtain the permit and noted if there are unpaid invoices you will not receive the permit. There was a further explanation that without the permit the rental is illegal and will be cited.

7. Minutes for Approval

- a. Motion to approve the Borough Council Meeting Minutes for January 10, 2023.

Motion by:	Second by:	Voice Vote:
E. Kauffman	J. Price	All Favored – Motion Carried

8. Presentation & Acceptance of Reports

- a. Safety/Communications-Todd Burgard

- l) Acknowledge receipt of the Public Safety Report for December 2022: Columbia Borough Police Department

- b. Community Development-Eric Kauffman
  - I) Report on the Columbia Market House  
Market Manager Vera thanked Council for the opportunity to build the Market House. Updated Council on the progress of rentals and vendors in the Market. Council President Zink asked how many “build your own stands” will fit in the seating area and for clarification on the space Momma Son’s is renting. Market Manager Vera stated there is room for four and explained Momma Son’s will be adding an additional stand and he will be providing them with an updated/new lease.
  
- c. Finance-Heather Zink
  - I) Acknowledge Finance Report  
Council President Zink noted there were no reserve funds used in 2022.
  
  - II) Unpaid Tax Report  
Council and Solicitor Gabel discussed the report and how old taxes are still on the list. Council President Zink further detailed the process of collecting back taxes. Council President Zink and Solicitor Gabel further explained the effect a payment arrangement has on the process.

Frank Doutrich

Asked if a partial payment arrangement is made for delinquent taxes does the clock reset for county/municipal and school taxes. Council President Zink responded that is correct and further explained the information provided in the report provided in the council packet.

9. Presentations

- a. Presentation by PA Representative Brett Miller

State Representative Miller introduced himself to the Council and discussed the re districting of Columbia Borough into the 41<sup>st</sup> District. Provided his background and previous employment. Discussed the benefit he gained from being a Township Supervisor for nine years. He thanked Council for the work they are doing to further the success of Columbia Borough. He discussed the new session in Harrisburg and the committee assignment process. Announced he will be opening an office at 132 Locust Street with an opening date of Monday, January 30, 2023. The office will be open 5 days a week to support our community.

Frank Doutrich

Asked Representative Miller if he has any involvement or information on the closing of the Veterans Memorial Bridge for repairs. Borough Manager Stivers explained there have been public meetings held with PennDOT and he will work to have additional meetings to discuss the impact of the project. Frank asked how the meetings were advertised. Borough Manager Stivers explained PennDOT advertised the meetings. There was a discussion on the UGI work being done on 462 and the help Representative Miller offered to address the issue. Mayor Lutz added to the discussion. Frank asked if UGI has an inspector for the road work they do in the Borough. Rep. Miller provided they do have an inspector.

- b. Presentation by County Commissioner John Trescot

Explained he is an appointed official finishing a term for a previously elected official but will not be running for office in the next election. Provided his employment background. Also detailed several statistics on county governmental jobs and the turnover that has been seen in the past few years. Detailed how the County is changing their pay scale to attract and



retain employees. Detailed services provided by Lancaster County offices and positions. Discussed the Public Safety Training Center, the County Coroner’s office and the County Prison, and the services provided. Provided detail on the new prison project currently underway. Detailed additional services provided by the County. Further discussed responsibilities of a County Commissioner.

Council President Zink discussed the fact that the Commissioners denied ARPA funds to local Police, Fire and EMS. Commissioner Trescot detailed the projects that were considered and explained the Commissioners were looking for projects other than routine maintenance. Projects with a long-term benefit.

Frank Doutrich

Asked when the next county wide property reassessment will happen. Commissioner Trescot responded 2027. Frank asked for additional details on assessment and taxation. Commissioner Trescot provided detail on the process of taxing additions or improvements made to a property.

Chief Brommer asked if improvements/renovations to central Booking are being considered in the new prison project. Commissioner Trescot responded that is an issue being considered and provided details on the project. He suggested Chief Brommer make his concerns known to the County officials and other employees involved in the decision making process.

10. Mayor Lutz/Chief Brommer

Mayor Lutz acknowledged Chief Brommer and his staff on their recent apprehension of suspects attempting to break into properties at the river front cottages He also discussed the recent police incident at Genuine Tobacco, Co. where a drone was used to apprehend a suspect hiding on the roof of the building. He also thanked the Police for their efforts to address trespassing issues in the river park area. Work on the trespassing ordinance and signage continues.

Chief Brommer addressed the trash issue brought up earlier and announced there will be a spring cleanup again this year. He also announced work being done to start an “adopt a block” program.

11. Action Items:

- a. Motion to approve facilities use request for the Shank Shoppe to host a fall craft show on 10.22.2023 using the Columbia River Park 10am-6pm (set-up from 6am-10am and clean-up from 6pm-8pm) contingent upon receipt of the required certificate of insurance naming Columbia Borough as an additional insured.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
P. Stahl	T. Burgard	All Favored – Motion Carried

It was announced there will be a presentation at the February workshop to discuss fees associated with facilities use requests. Mayor Lutz asked if the applicant in this motion will be held to any changes made after this motion. Solicitor Gabel explained the applicant would not be affected by any changes made after their original application and approval.

- b. Motion to authorize staff to pay bills.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
E. Kauffman	J. Price	All Favored – Motion Carried

Councilperson Lintner asked for clarification on the bill for parking ticket books. Chief Brommer explained they are purchased on an as needed basis. Borough Manager Stivers explained a new electronic ticketing system is being researched.

12. New Business

- a. Motion to approve Certificate of Appropriateness (COA) to demolish three residential properties located at 427, 429 and 431 Cherry Street – Holy Trinity Catholic Church.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
P. Stahl	E. Kauffman	All Favored – Motion Carried

Paul Resch spoke on behalf of the applicant and detailed the extensive work done prior to their request. He also detailed the plan for open grass space post demolition. Paul Nikolaus also spoke on behalf of the applicant and provided oral and visual detail on the project. He thanked and commended Borough staff and Engineer Rinaldo for their knowledge and assistance leading them through the process. He also noted the Borough having a Manager (Mark Stivers) that is also a certified planner is a great resource. He explained the demolition will require replacement of the sidewalk in front of the properties and will offer the planting of two street trees. Councilperson Lintner addressed a concern from a neighboring property owner if the project will change parking. Paul Resch responded the project will not affect parking. He further detailed the off-street parking the Church currently has that is offered to neighbors and nonprofit organizations for downtown events. Council President Zink asked if consideration has been given to allow the Fire Department access prior to demolition for training purposes. Paul Resch responded a parish member is working with the Fire Department on this opportunity. Mayor Lutz asked questions on the foundation of the properties and existing drainage issues. Paul Nikolaus responded there are drainage issues that are being addressed. Mary Wickenheiser of the Columbia Borough Planning Commission noted the Planning Commission recommended approval of the project and strongly recommended a fence be placed at the rear of the properties.

Frank Doutrich

Asked if the Columbia Borough School district has a say in the decision. Borough Manager Stivers explained they do not. He asked for information on non-taxed organizations that offer a donation “in lieu of taxes.” Borough Manager Stivers explained there are a few payments made to the Borough “in lieu of taxes”. Discussed the condition of the homes included in the project and the possibility of repairing the properties instead of demolishing them. Asked for clarification on any connection between the Catholic School and the Columbia Catholic Housing for the Elderly. Paul Nikolaus provided historical data that links the two entities. Council President Zink discussed the process and limitations the Borough is under when condemning owner occupied properties. Frank Doutrich asked the church representatives if they would consider a donation “in lieu of” the taxes being lost with the project. Paul Resch provided he and his representative will take the request back to the Church’s finance council. He further detailed the contributions the Church and their affiliated organizations make to the community through in-kind services and community support.

Sharon Lintner asked if the neighbors were notified of the demolition. Paul Nikolaus detailed the notification steps taken.

- b. Shade Tree Commission appointments and reappointments

- l) Motion to take Resolution 2023-07 off the table.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
S. Lintner	E. Kauffman	All Favored – Motion Carried

- II) Motion to adopt Resolution 2023-07 to appoint Nora Motter Stark to the Shade Tree Commission.

Motion by:	Second by:	Voice Vote:
S. Lintner	J. Price	4 yes 3 No (Fisher Burgard Kauffman) – Motion Carried

Mayor Lutz discussed the recent Shade Tree Commission meeting he attended and the appointment of Julie Lehmer as the secretary of the Commission. He discussed work that Julie had done in the Borough as a member of the Commission and addressed Emily Broach’s qualifications as a good candidate for the Commission. Councilperson Stahl asked for details on the number of members required on Commission. Borough Manager Stivers explained, under the Borough code, Commissions are made of either 3 or 5 members and the Tree Commission has 5 with no option for alternates. Councilperson Burgard expressed his view of the vote. Councilperson Fisher discussed volunteer opportunities for the candidate not selected. Councilperson Stahl asked if any of the candidates expressed an interest in being a volunteer if not selected as a member. Mayor Lutz responded Emily Broich had been volunteering and will continue to participate either as a member of the Commission or a volunteer.

Frank Doutrich

Asked how the order of the candidates was selected. Council President Zink responded that was just the way the agenda was written.

- III) Motion to take Resolution 2023-08 off the table.

Motion by:	Second by:	Voice Vote:
E. Kauffman	P. Stahl	All Favored – Motion Carried

- IV) Motion to adopt Resolution 2023-08 to reappoint Julie Lehmer to the Shade Tree Commission

Motion by:	Second by:	Voice Vote:
E. Kauffman	S. Lintner	4 Yes 3 No (Price Zink) - Motion Carried

- V) Motion to approve Resolution 2023-09 to appoint Emily Broich to the Shade Tree Commission.

THERE WAS NO ACTION TAKEN ON THIS ITEM

Motion by:	Second by:	Voice Vote:

- c. Motion to approve Resolution 2023-10 sale by auction of used borough vehicles.

Motion by:	Second by:	Voice Vote:
P. Stahl	E. Kauffman	All Favored – Motion Carried

President Zink read the list of vehicles to be auctioned that was provided in the Council packet and provided on the Borough website. There was a discussion on the Enterprise Lease agreement and how it affects the auction process. Borough Manager Stivers and Solicitor Gabel provided details on the auction process.

- d. Review offer from Valley View Capital, LLC to purchase 750 S Ninth Street for \$70,000.00.

Mayor Lutz asked if the Borough is aware of what the buyer plans to do with the property. Borough Manager Stivers responded they want to put 3 possibly 4 residential rental row homes on the property and are in the process of determining how many units they will be permitted under the current zoning ordinance. Borough Manager Stivers discussed other

options considered that were not financially feasible. A neighbor of the property asked if Borough Council is opposed/discouraging multi-unit rental properties in the Borough. Council President Zink responded she is not opposed but the process needs to be done carefully considering the entire neighborhood. Mayor Lutz added his view of the plans and his wish for single family dwellings and not high-rise structures. Councilperson Lintner asked if Council has a legal right to say no to the offer if they do not agree with the plans for the property. Solicitor Gabel explained Council can decline any offer if the decision is not discriminatory. There was a discussion on a deed restriction option. Solicitor Gabel explained deed restrictions are becoming a less favorable option.

Motion to accept the offer from Valley View Capital, LLC to purchase 750 S Ninth Street for \$70,000.00.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
E. Kauffman	P. Stahl	All Favored – Motion Carried

Motion to authorize the Borough Manager Stivers to represent the Borough in the real estate matter concerning 750 S Ninth Street.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
J. Price	P. Stahl	All Favored – Motion Carried

Solicitor Gabel directed Council to take this action.

13. Staff Reports, Comments and Announcements.

a. Solicitor

Solicitor Gabel stated the CCAT Ordinance, and the Sign Ordinance will be presented at the February 7<sup>th</sup>, 2023.

b. Secretary/Treasurer

Updated Council on the progress on the demolition of the McGinness homestead. Noted he and Finance Manager Bennett met with members of the Lancaster EDC in reference to grants and funding. Announced tomorrow evening is the Boroughs Association dinner to be held in East Petersburg with the Mayor, President Zink and Councilperson Price attending with him. Asked for clarification on where HARB items should be placed on the agenda. Council President Zink requested they be placed under action items.

c. Boards, Commissions and Committees

- I) Upcoming Meetings-Zoning Hearing Board (1.25.2023) Columbia River Park Advisory Committee (1.26.23 meeting at the Columbia Crossing Building)
- II) Approved Minutes-Civil Service (12.13.2022) Columbia Borough Planning (12.20.2022)

14. Borough Council comments

a. Council Members

Councilperson Lintner commented on the excess trash in the streets and dog waste on pavements. Chief Brommer said it is difficult to prosecute offenders because they must be caught in the act of the violation. She asked for clarification on the deed of 700 Franklin Street and the purchase price. Solicitor Gabel explained there will not be a need to refile the deed.

Councilperson Stahl lead a discussion on the 15-minute limit for discussion on one issue.

Council President Zink lead a discussion on the mis use of street trash cans and ways to address the issue but voiced her opinion that the trash cans should be put back on the 400 block of Locust Street. Mayor Lutz discussed the disrepair of the street trash cans and the fact that the pickup schedule does not match the use and causes them to overflow.

Council President Zink brought up the Merchants Association of Columbia desire to hold their valentine fundraiser and place hearts on Borough light posts in the downtown area. It was noted the Borough did not receive a facilities use request from the Association for this event. Council President Zink asked if there was a way to approve this as an annual event. Solicitor Gabel explained it would not be favorable to offer approval for events that will affect future Councils.

Marleen Geltz, board member of the Association, admitted the Association realized they missed the deadline to submit their request for this meeting but was asking for permission to still hold the event. Council President and Borough Manager Stivers explained it is too late to be considered in time for their event.

15. Announcement of next meeting: At 7:00pm on February 7, 2023, Council will hold a work session. session.

16. Motion to adjourn at 9:30 pm to an executive session to discuss a potential land acquisition.

<b>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
S. Lintner	E. Kauffman	All Favored – Motion Carried

**MOTIONED AND APPROVED** this 14<sup>th</sup> day of February 2023, 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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Heather Zink, Council President

**ATTEST:**

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Mark E. Stivers, Secretary/Treasurer

**To: Eric Kaufman Chairperson, Columbia Economic Development**  
**From: Sharon Cino, PZ Manager, Community Development**  
**Re: Planning /Zoning Report – January 2023**

**ZONING HEARING BOARD (ZHB)** – Staff received a ZHB application for the property located at 732 Chestnut Street for the January 25th agenda. The ZHB upheld an enforcement notice that was issued for the property and denied a variance request to operate a short-term rental (STR).

<b><u>ZONING PERMITS</u></b> <b>ISSUED = 30</b> <b>TOTAL = 30</b>	
	FIRE PIT 1
	DUMPSTER 2
	ZHB REQUEST 1
	REPAIR/RENOVATION PROJECTS (HARB ADMIN APPROVAL) 4
	SHADE TREE 0
	ZONING DETERMINATION 2
ROAD OPENING PERMIT 5	

**PLANNING/ PLANNING COMMISSION (PC)**

On January 17th the PC made a motion to not provide a recommendation to the ZHB for the STR variance request for the property located at 732 Chestnut Street. The PC provided BC with a recommendation for demolition approval for the properties located at 427, 429, and 431 Cherry Street.

**Community Development Updates:**

Riverview Terrace - 132 Locust Street mixed-use development to include (33) residential apartment units with nearly 3,000 sq. ft. of ground level commercial retail. Now open.

315 Flats – to include (37) residential apartment units with (2) commercial retail spaces totaling 1,964 square feet. Now open.

332 Locust Street –On October 25<sup>th</sup> BC provided final approval for demolition of the building. A building permit has been issued for demolition. Awaiting a LD submittal to PC to combine two lots.

CLG Application –Awaiting an executed and signed copy of the Master Grant agreement with the PA SHPO office.

Columbia 2040 – Implementable Comprehensive Plan– Staff has scheduled a meeting for Feb. to review the final plan and to finalize the 2023 schedule for plan adoption.

*End of Report*

Sharon Cino  
 Planning and Zoning Manager – Community Development





To: Peter Stahl, Public Works/Property Chairperson, Columbia Borough Council  
From: Jake Graham, Columbia Borough Public Works Department  
RE: **Public Works Department Report for January 2023**

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○ **2023 Proposed Paving Projects by Borough Crews**

Once approved, the Borough will be advertising the asphalt materials bid (Penn Dot Asphalt Bid MS-963 form) for 1600 tons of Superpave 9.5 mm wearing course and 200 tons of Superpave 25 mm base course asphalt for the paving projects performed by Borough Crews

- Mifflin Street (900 block)
- Locust Street (1100 block)
- South Tenth Street (Houston to Ridge)
- Blunston Street (900 block)
- Chestnut Street (1200 block)
- Poplar Street (600 block)
- Avenue W (1200 block)
- Walnut Street (1000 block)
- Chestnut Street (800 block)

○ **South Second Street CDBG Improvements (Union to Perry)**

The Borough has received \$200,000.00 in CDBG funding for this project. The design and specifications are complete and the project is currently out for bid. The bid opening is scheduled for February 23. The total construction cost estimate is \$325,000.00. Scope of work for this project includes new curb, sidewalks and ADA ramps and mill and overlay of the street

○ **UGI Gas Main Replacement**

The Contractor completed the installation of the new gas main on Lancaster Ave from the shopping center to Malleable Road, South Twelfth Street, Grinnell Ave and Barber Street. Currently the Contractor is connecting the services to the new main on Barber Street and Grinnell Ave

○ **Street Sweeper**

Street sweeping will resume on Monday, March 6, 2023 weather permitting

○ **Borough Yard Waste Recycling Facility**

Ten of the participating Municipalities dropped off **34.31 Tons** of yard waste in January, mainly in the form of Christmas trees. On Saturday, January 14, approximately 72 Christmas trees were dropped by residents at the Columbia Borough Fire Department and the Borough yard waste facility

○ **Tree Maintenance**

Borough Crews have completed tree trimming throughout the Borough in conjunction with the Street Sweeping Routes, focusing on trees that interfere with or prevent sweeping along the curb. Ninety Four trees have been trimmed



COLUMBIA BORO POLICE DEPARTMENT MONTHLY REPORT TO BORO COUNCIL

ACTIVITIES	2023												YTD 2023	LYTD 2022	
	January	February	March	April	May	June	July	August	September	October	November	December			
Monthly U.C.R. Count	90													90	47
Adult Criminal Arrests	12													12	8
Juvenile Criminal Arrests	1													1	1
Juvenile Summary Arrests	0													0	10
Prisoners Detained In Boro Lockup	5													5	1
<b>TRUCK INSPECTIONS:</b>	0													0	0
<b>TRUCK VIOLATIONS:</b>	0													0	0
Reportable Accidents Inv.	11													11	8
Non-Reportable Accidents Inv.	14													14	4
Traffic Arrests/Citations	40													40	21
Abandoned Veh Removed From Sts	5													5	2
District Magistrate Fines	\$0.00													\$0.00	\$9,096.01
Parking Ticket Fines	\$3,565.00													\$3,565.00	\$2,365.00
Accident Report Revenue	\$30.00													\$30.00	\$15.00
CARFAX Accident Report Revenue	\$105.00													\$105.00	\$195.00
Bicycle License Fees	\$0.00													\$0.00	\$0.00
No Parking Sign Fees	\$140.00													\$140.00	\$952.00
Contractor Parking Sign Fees	\$0.00													\$0.00	\$0.00
Boot Removal Fees	\$105.00													\$105.00	\$665.00
P.A. State Police/County Fines/Fees	\$0.00													\$0.00	\$406.20
Lancaster County Court Fines/Fees	\$0.00													\$0.00	\$134.86
Meter Violations	242													242	290
Parking Outside Lines	0													0	0
Double Parking	0													0	2
Parking On Left Side of Street	3													3	6
Continuous Parking 48 Hours	18													18	13
No Parking Zone/Bus Stop	10													10	29
Street Sweeping	0													0	0
Parking within 20 ft Crosswalk	19													19	11
Parking within 15 ft Fire Hydrant	3													3	2
Parking in Front of Driveway	1													1	2
Handicap Area	5													5	11
Other	2													2	2
Restitution	\$0.00													\$0.00	\$0.00
Dog Fees	\$0.00													\$0.00	\$0.00
Livescan Revenue	\$0.00													\$0.00	\$0.00





since 1979

# Columbia Borough Police Department DAILY INCIDENT COUNTS

01/01/2023 to 01/31/2023



since 1979

Day of Month Responses	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
9-1-1 HANG UP	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	3
ALARM (ALL TYPES)	0	1	0	1	0	0	0	0	1	0	1	0	1	0	2	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	1	13	
ALCOHOL OFFENSE	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
ANIMAL COMPLAINT	1	0	0	0	0	1	0	0	1	0	0	0	1	2	0	1	1	0	0	0	0	2	0	0	2	1	0	0	1	1	1	16	
ASSIST CALL	0	1	0	2	0	0	0	2	1	0	2	1	1	1	0	1	1	2	1	1	0	2	3	2	1	1	1	1	1	2	31		
ASSAULT	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	4		
BURGLARY	0	0	1	0	0	0	0	0	0	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4		
CHECK ON WELFARE	0	1	0	0	0	0	0	1	1	0	0	1	1	1	3	2	0	1	1	0	0	0	0	0	0	0	0	1	0	0	15		
VANDALISM	0	0	1	1	1	0	1	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	1	0	1	0	0	9		
DISORDERLY CONDUCT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	2		
DISTURBANCE	6	2	1	1	1	2	2	2	5	3	3	0	1	2	3	1	2	4	2	2	2	3	3	1	2	0	2	2	1	3	0	64	
DOMESTIC DISTURBANCE	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	1	0	2	0	0	0	1	0	0	7		
DRUG OFFENSE	0	0	0	0	0	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3		
ASSIST EMS	0	0	1	0	0	0	1	1	0	0	0	0	0	1	0	1	1	0	0	0	0	0	0	1	0	0	1	0	0	2	10		
CHILD FAMILY OFFENSE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2		
FRAUD	0	0	1	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	1	0	1	1	0	1	0	0	1	2		
HARASSMENT	2	1	0	0	1	0	3	2	2	1	0	0	1	0	0	2	1	2	0	1	0	0	0	0	2	0	0	0	1	0	1	8	
INFORMATION	2	3	1	4	1	0	1	3	2	1	0	5	0	0	2	2	0	2	0	1	1	4	0	3	1	1	8	5	2	1	0	23	
PSYCHIATRIC EMOTIONAL	0	0	1	0	0	0	1	0	0	0	1	0	0	0	1	0	0	1	0	0	0	1	0	0	0	2	0	1	0	0	56		
MISSING PERSON	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	1	0	12		
MOTOR VEHICLE ACCIDENT	1	1	0	1	2	1	0	1	0	0	0	0	0	2	0	1	0	1	0	1	0	1	1	3	1	0	1	1	0	0	5		
PERSON STOP	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	0	0	0	1	0	1	0	0	0	0	0	1	7		
PFA VIOLATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	1	0	0	0	0	3		
FOUND PROPERTY	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	2		
LOST PROPERTY	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	3	
SEX OFFENSE	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1	0	0	0	5	





COLUMBIA BORO POLICE DEPARTMENT MONTHLY REPORT TO BORO COUNCIL

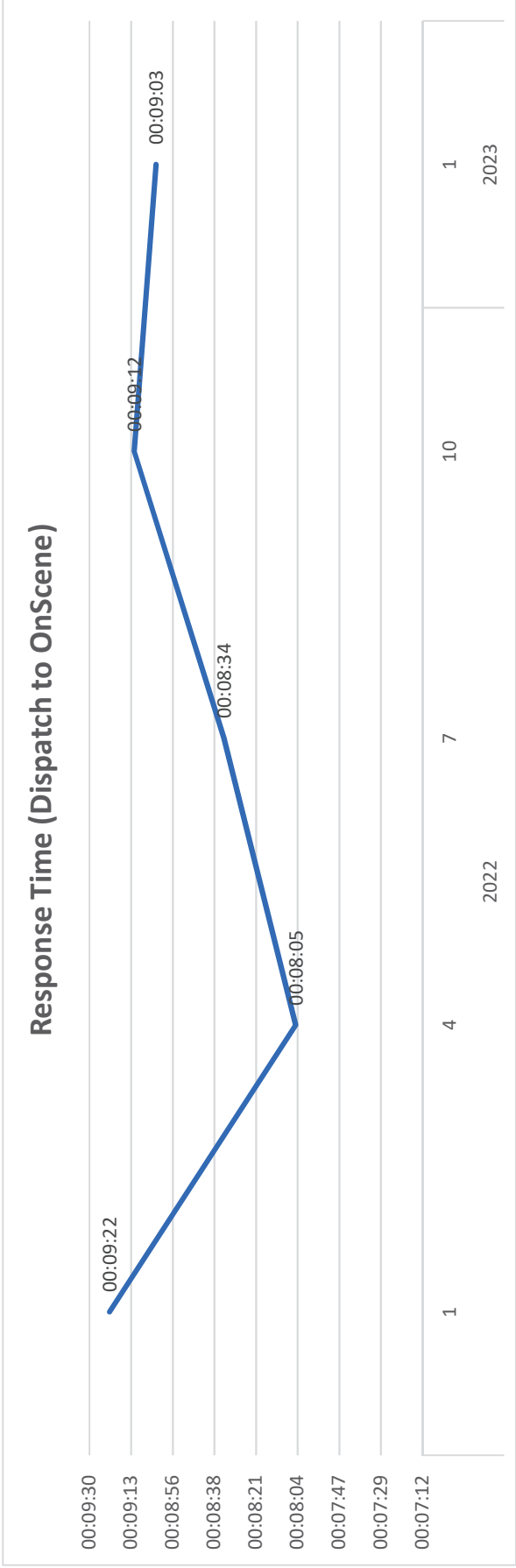
ACTIVITIES	2023												LYTD 2022	
	January	February	March	April	May	June	July	August	September	October	November	December		YTD 2023
Monthly U.C.R. Count	90												90	47
Adult Criminal Arrests	12												12	8
Juvenile Criminal Arrests	1												1	1
Juvenile Summary Arrests	0												0	10
Prisoners Detained in Boro Lockup	5												5	1
<b>TRUCK INSPECTIONS:</b>	0												0	0
<b>TRUCK VIOLATIONS:</b>	0												0	0
Reportable Accidents Inv.	11												11	8
Non-Reportable Accidents Inv.	14												14	4
Traffic Arrests/Citations	40												40	21
Abandoned Veh Removed From Sts	5												5	2
District Magistrate Fines	\$6,901.88												\$6,901.88	\$9,096.01
Parking Ticket Fines	\$3,565.00												\$3,565.00	\$2,365.00
Accident Report Revenue	\$30.00												\$30.00	\$15.00
CARFAX Accident Report Revenue	\$105.00												\$105.00	\$195.00
Bicycle License Fees	\$0.00												\$0.00	\$0.00
No Parking Sign Fees	\$140.00												\$140.00	\$952.00
Contractor Parking Sign Fees	\$0.00												\$0.00	\$0.00
Boot Removal Fees	\$105.00												\$105.00	\$665.00
P.A. State Police/County Fines/Fees	\$0.00												\$0.00	\$406.20
Lancaster County Court Fines/Fees	\$0.00												\$0.00	\$134.86
Meter Violations	242												242	250
Parking Outside Lines	0												0	0
Double Parking	0												0	2
Parking On Left Side of Street	3												3	6
Continuous Parking 48 Hours	18												18	13
No Parking Zone/Bus Stop	10												10	29
Street Sweeping	0												0	0
Parking within 20 ft Crosswalk	19												19	11
Parking within 15 ft Fire Hydrant	3												3	2
Parking in Front of Driveway	1												1	2
Handicap Area	5												5	11
Other	2												2	2
Restitution	\$0.00												\$0.00	\$0.00
Dog Fees	\$0.00												\$0.00	\$0.00
Livescan Revenue	\$0.00												\$0.00	\$0.00



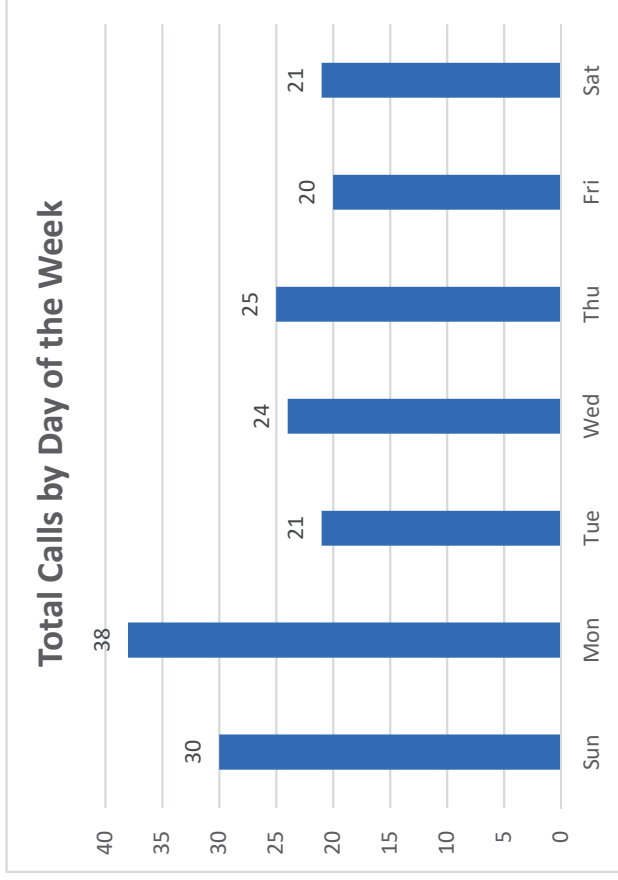
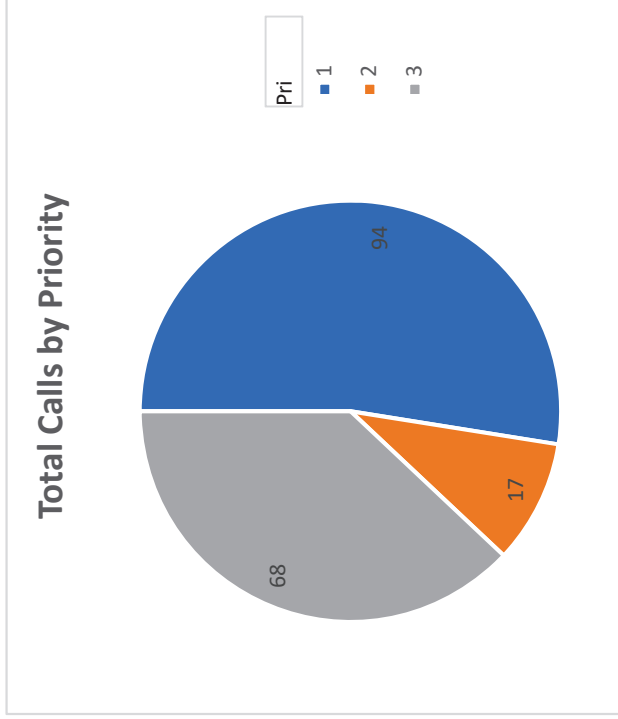
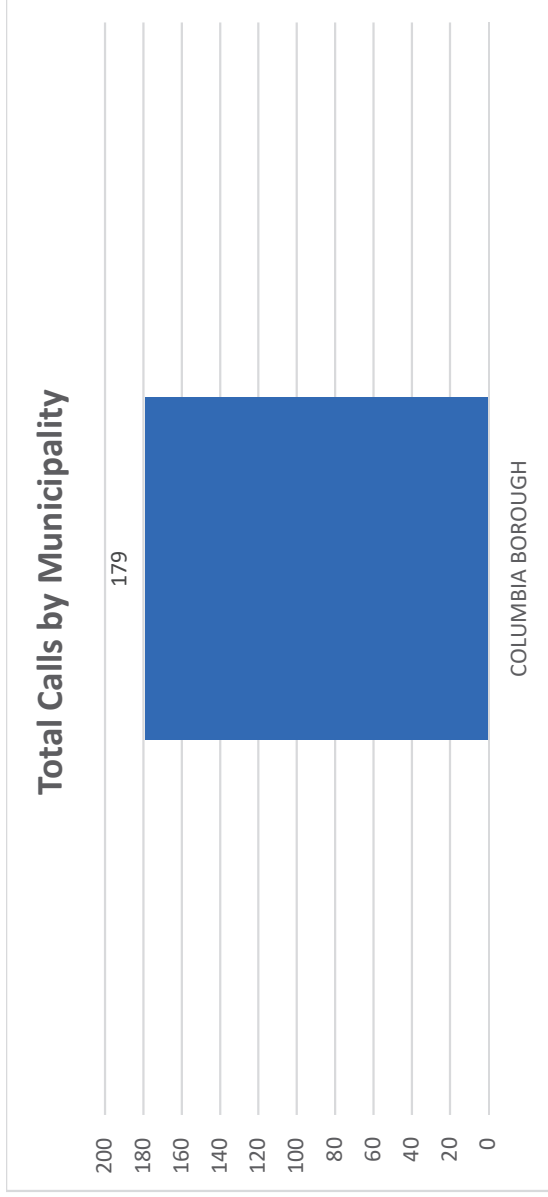
CLASSIFICATION OF OFFENSES	COLUMBIA BOROUGH POLICE DEPARTMENT													
	REPORT OF MONTHLY OFFENSES													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2023 TYTD	2022 TLYTD
Murder & Nonnegligent Manslaughter	0												0	0
Negligent Manslaughter	0												0	0
Rape by Force	0												0	0
Rape Attempt (Assault)	0												0	0
Robbery (Firearm/Knife or Cutting Inst.)	0												0	0
Robbery (Other Dangerous Weapon)	0												0	0
Robbery (Strong Armed/Hands, Feet, Etc)	0												0	0
Assault (Firearm)	0												0	0
Assault (Knife/Cutting Instrument)	0												0	0
Assault (Other Dangerous Weapon)	0												0	0
Assault (Hands, Fists, Feet, Etc.)	3												3	1
Assault (Other Not Aggravated)	5												5	3
Burglary (Forced Entry)	1												1	0
Burglary (Unlawful Entry/No Force)	1												1	0
Burglary (Attempted Forced Entry)	2												2	0
Theft (\$50 & Over)	5												5	3
Theft (Under \$50)	2												2	0
Auto Theft	2												2	1
Arson	0												0	0
Forgery & Counterfeiting	0												0	0
Fraud	8												8	6
Embezzlement	0												0	0
Stolen Property (Rec., Possess., Etc.)	0												0	0
Vandalism/Criminal Mischief	7												7	1
Weapons (Carrying/Possess. Etc.)	0												0	0
Prostitution & Commercial Vice	0												0	0
Sex Offenses (Except Rape/Prostitution)	4												4	2
Narcotic Drug Laws (Drug Abuse Viol.)	3												3	0
Gambling	0												0	0
Offenses Against Family & Children	3												3	1
Driving Under The Influence	0												0	0
Liquor Laws	1												1	0
Drunkenness	0												0	0
Disorderly Conduct	4												4	2
Vagrancy	1												1	0
All Other (Except Traffic)	38												38	27
<b>TOTAL MONTHLY OFFENSES</b>	<b>90</b>												<b>90</b>	<b>47</b>



# Penn State Health Life Lion, LLC Jan 2022 - Jan 2023

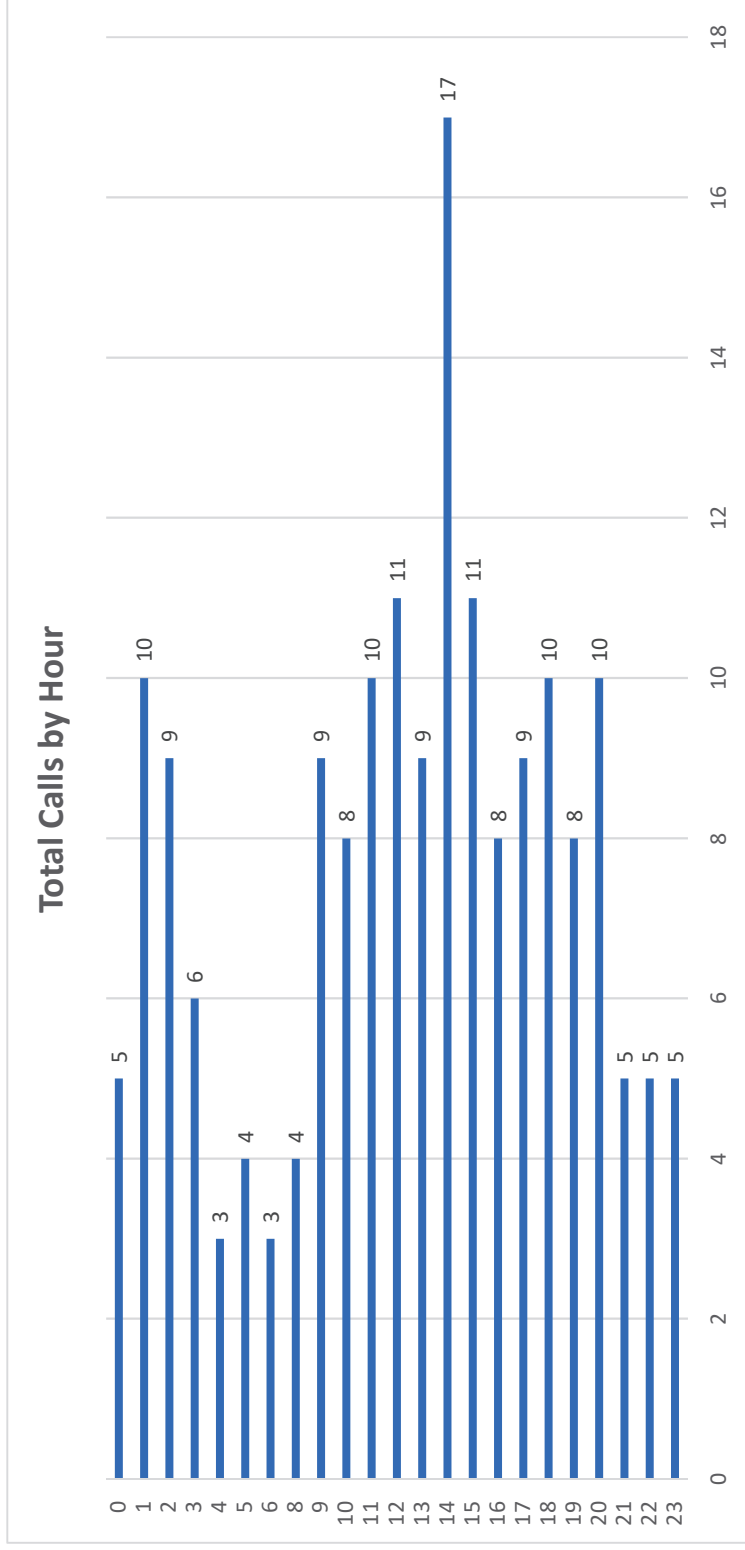


# Penn State Health Life Lion, LLC January 2023

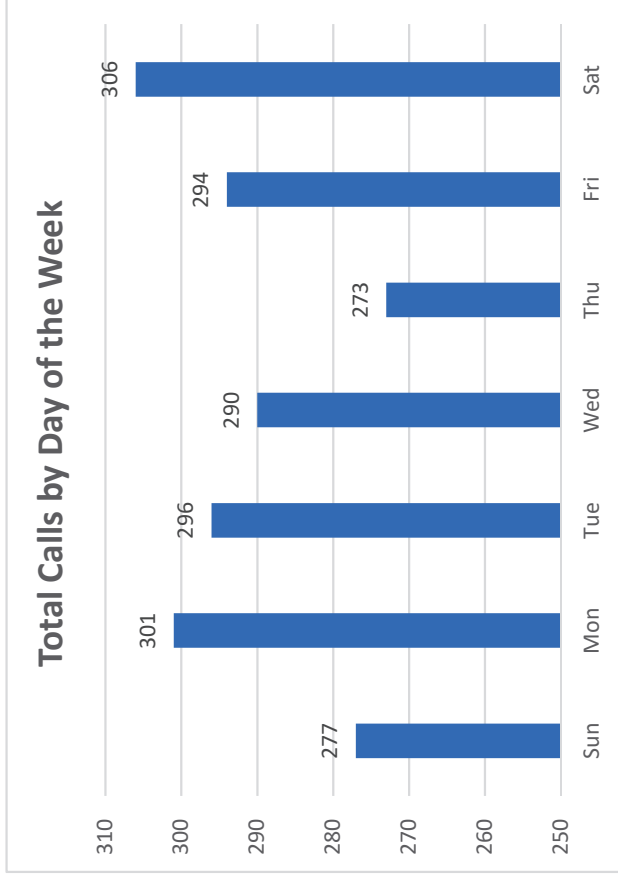
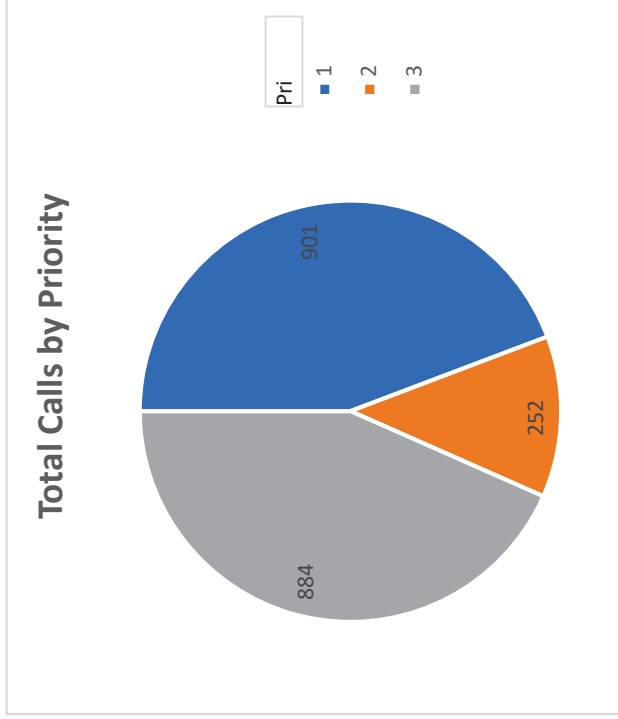
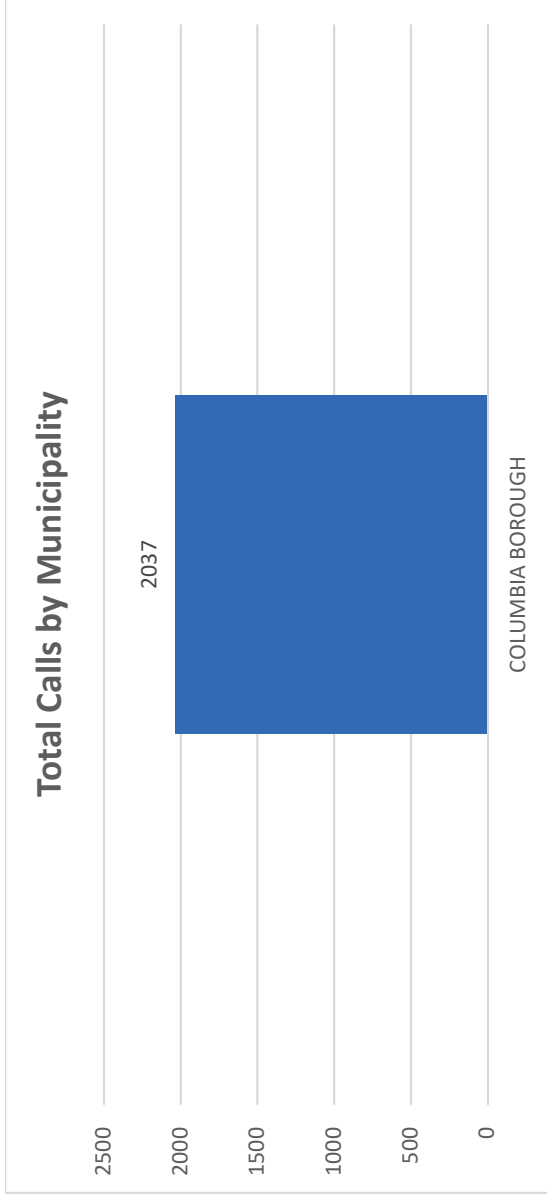




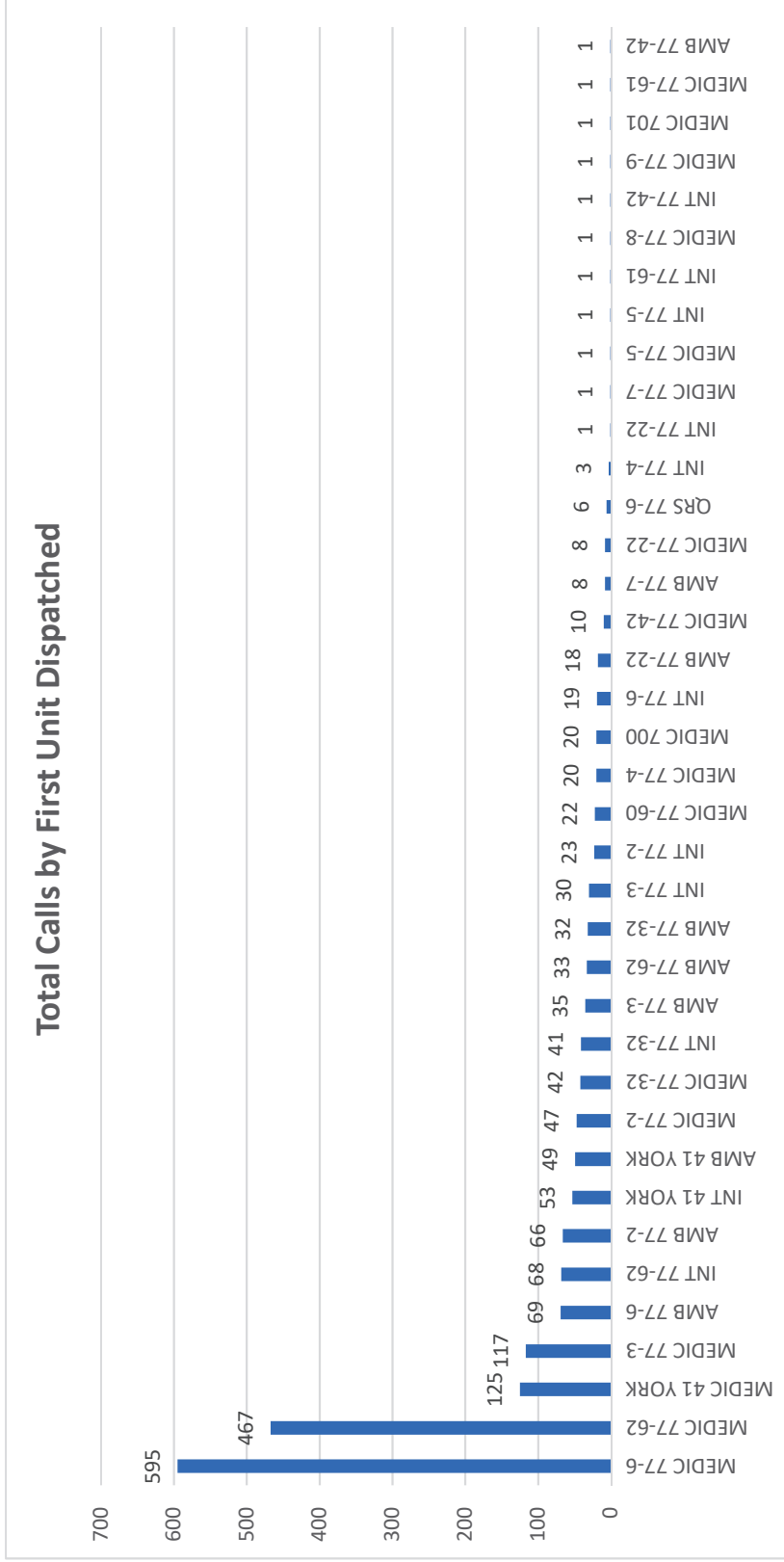
Penn State Health Life Lion, LLC  
January 2023



# Penn State Health Life Lion, LLC 2022

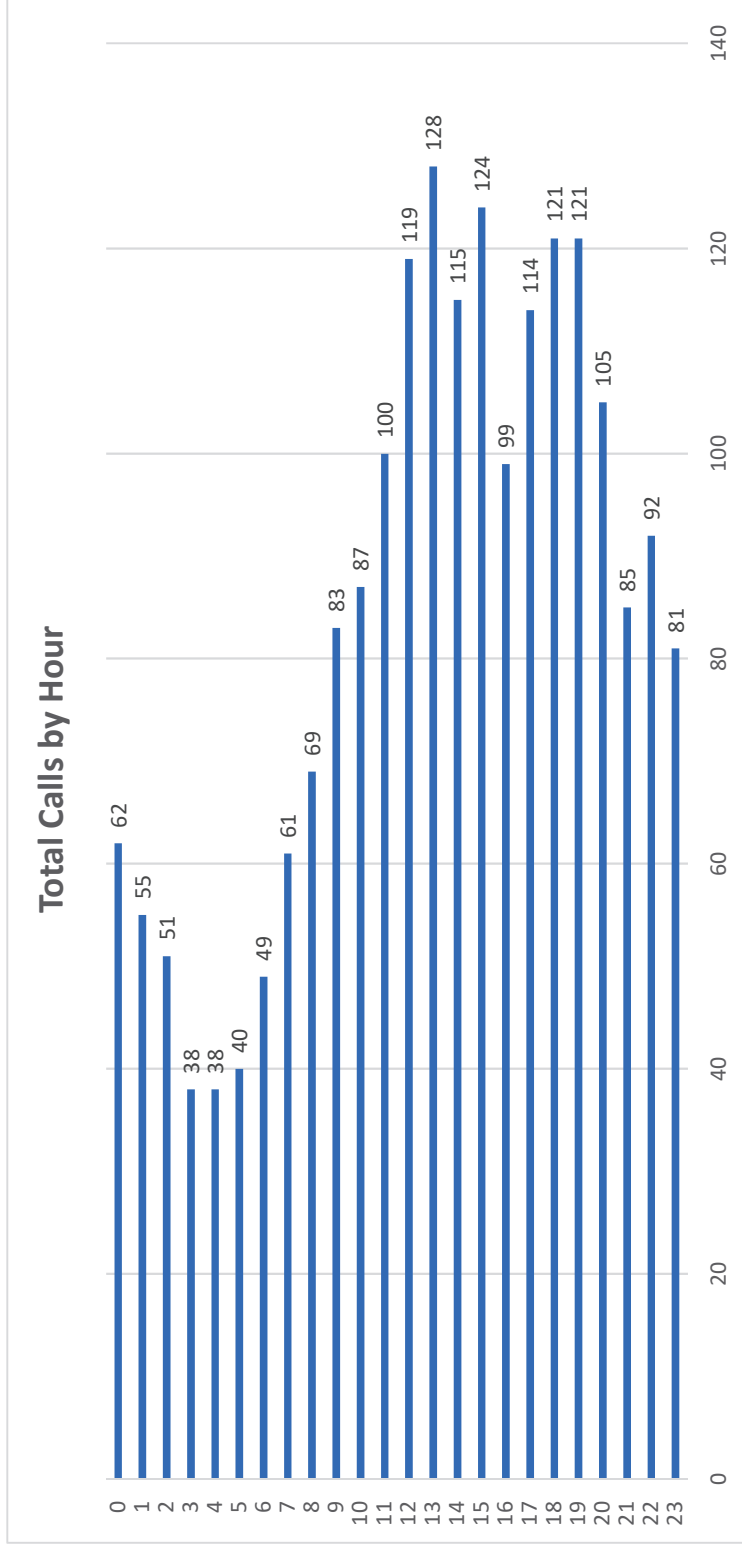


# Penn State Health Life Lion, LLC 2022





# Penn State Health Life Lion, LLC 2022





# Columbia Emergency Management Agency

## Report for January 2023

Borough Council Meeting  
February 14, 2023

### Emergency Services

- The next quarterly EMA meeting will be held on Thursday, March 23 at 3 pm in council chambers.
- Sending out weather updates as weather events occur to those potentially affected by them (police, fire, EMS, highway department, codes, schools, elderly housing, etc.).
- Chief Brommer & I are meeting with the OLA school Emergency Planning and Evacuation team. Awaiting an invite for the next meeting. We're assisting them in updating the existing plans and providing feedback on what the emergency services roles are and what to expect from them during an emergency at the school campus.
- I've been selected to represent the EMCs on a planning committee with LEMA & PEMA for Community Resource Centers during radiological emergencies. Meetings are being held monthly.

### COVID-19

- No update.

### Miscellaneous Information

- On Friday, January 26, we had the check presentation with the county commissioners, media, and public at 1:30 pm in the council meeting room. This was for the ARPA funding to acquire a mobile EOC unit that was approved by the county commissioners. The intention of this request is to acquire some of the equipment that may someday be used in a permanent facility to serve the needs of the borough and neighboring municipalities. We're in the process of obtaining quotes for the EOC equipment for purchase. Mark Stivers, Chief Brommer, Jim Ciccocioppi and I are working on this.
- Participated in the following Training in January:
  - LEMA training for EMC's – 2022 AAR / 2023 Forecast session (2-hours)
  - DOT Regulations & Compliance (1-hour)

### Acronyms

- LEMA – Lancaster County Emergency Management Agency
- PEMA – Pennsylvania Emergency Management Agency
- EMC – Emergency Management Coordinator
- LCPSTC – Lancaster County Public Safety Training Center
- IAP – Incident Action Plan
- EOC – Emergency Operations Center
- CBSD – Columbia Borough School District
- EMA – Emergency Management Agency
- EMS – Emergency Medical Services
- OLA – Our Lady of the Angels
- ARPA – American Rescue Plan Act

# Columbia Emergency Management Agency Report for January 2023

Respectfully,

A handwritten signature in black ink, appearing to read "Jay Barninger". The signature is stylized with large loops and a long horizontal stroke extending to the right.

Jay Barninger, CESCO

Emergency Management Coordinator (EMC)

**EXECUTIVE BRIEF  
REGULAR MEETING**

**AGENDA DATE:** 2.14.2023

**DEPARTMENT:** Community Development

**TITLE:** Consider authorizing staff to advertise an ordinance to amend the Borough's Code of Ordinances, Chapter 220 -Article VII Signs by amending the text in accordance with Attachment A.

**BACKGROUND AND JUSTIFICATION:** The proposed text amendments to the sign ordinance was introduced during a council workshop scheduled on February 7, 2023.

The purpose of this amendment is to bring the ordinance into compliance with the first amendment and the 2015 U.S. Supreme Court case Reed vs. Town of Arizona and clean up language related to any content restrictive language related to signs.

**MOTION:** Move to approve/disapprove staff to advertise the ordinance, send to Lancaster County Planning Department (LCPC) and the Columbia Planning Commission to final action at an upcoming Council meeting.

**FISCAL IMPACT ANALYSIS**

A. Fiscal Impact:  
None.

B. Legal Review: This ordinance was prepared by legal Council

**ATTACHMENT(S):**

- Ordinance and Attachment A

**BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA**

ORDINANCE NO. 945 of 2023

INTRODUCED BY COUNCIL \_\_\_\_\_

RECOMMENDED APPROVAL BY PLANNING  
COMMISSION \_\_\_\_\_

ADOPTED BY COUNCIL \_\_\_\_\_

**AN ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA AMENDING TEXT LANGUAGE FROM CHAPTER 220, ARTICLE VII SIGNS, PROVIDING THAT FOR THE SEVERABILITY OF THE ORDINANCE, AND PROVIDING THAT THE ORDINANCE SHALL TAKE EFFECT IN ACCORDANCE WITH PENNSYLVANIA LAW.**

**WHEREAS**, the Borough Council of the Borough of Columbia finds it periodically necessary to amend its Code of Ordinances in order to update its regulations and procedures to implement municipal goals and objectives; and

**WHEREAS**, the Columbia Borough Planning Commission reviewed the ordinance at their regular meeting on XXXX and recommended Borough Council adopt this ordinance; and

**WHEREAS**, Columbia Borough Council finds the adoption of this ordinance through its police powers, will protect the public health, safety, and welfare of the residents of Columbia Borough, and furthers the purpose, goals, objectives, and policies of the Borough's Comprehensive Plan.

**NOW, therefore be it hereby enacted and ordained** by the Council of Borough of Columbia, Lancaster County, Pennsylvania, and it is hereby enacted and ordained by authority of the same:

**SECTION 1. Amend.** Amending the Borough's Code of Ordinances, Chapter 220 – Article VII Signs by adding text amendments in accordance with **Attachment A**.

**SECTION 2. Severability.** The provisions of this Ordinance shall be severable and, if any of the provisions of this Ordinance are hereby repealed insofar as some affect this Ordinance.



**SECTION 3. Repealer.** All Ordinances or parts of Ordinance conflicting with any of the provisions of this Ordinance are hereby repealed insofar as some affect his Ordinance.

**SECTION 4. Effective Date.** Upon the effective date of this ordinance, the proper officials of the Borough of Columbia are ordained that the provisions of this Ordinance shall become and be made a part of Borough of Columbia's Code of Ordinances.

This Ordinance shall become effective immediately as provided by the laws of the Commonwealth of Pennsylvania.

DULY ORDAINED AND ENACTED this \_\_\_\_\_ of, 2023 by the Borough Council of the Borough of Columbia, Lancaster County, Pennsylvania, in lawful session duly assembled.

BOROUGH OF COLUMBIA, LANCASTER  
COUNTY, PENNSYLVANIA

ATTEST:

By:

\_\_\_\_\_

\_\_\_\_\_

Mark E. Stivers, AICP  
Borough Manager/Secretary

Heather Zink, President of Borough Council

Examined and approved this day \_\_ of \_\_ 2023.

\_\_\_\_\_

Leo S. Lutz, Mayor

## ATTACHMENT A

### ARTICLE VII Signs

#### § 220-45. Applicability.

- A. Purposes. This article is intended to promote and maintain overall community aesthetic quality; establish reasonable time, place and manner of regulations for the exercise of free speech, without regulating content; promote traffic safety by avoiding distractions and sight distance obstructions; and protect property values and ensure compatibility with the character of neighboring uses.
- B. Permit required. A zoning permit shall be required for all signs except for signs meeting the requirements of § 220-47, and nonilluminated window signs constructed of paper, cardboard or similar materials and that are not of a permanent nature. Only types, sizes and heights of signs that are specifically permitted by this chapter within the applicable district shall be allowed. ~~Within the Historic District, the appearance of a sign may be required to be approved under Chapter 130, Historic District.~~
- C. Changes on signs. Any lawfully existing sign (including nonconforming signs) may be painted or repaired or changed in logo or message without a new permit under this chapter provided that the changes do not increase the sign area or otherwise result in noncompliance or an increased nonconformity with this chapter.
- D. Definitions. The following definitions shall be used in determining whether signs meet the measurement and type requirements of this article:
- ANIMATED SIGN – A sign with action or motion, flashing, color changes requiring electrical energy or electrical manufactured sources of supply, but not including wind-actuated elements such as flags, banners, or specialty items.
- BUILDING FACE — The vertical area of a particular side of a building, but not including the area of any slanted roof.
- DIGITAL OPEN BUSINESS DISPLAY: The portion of a sign message made up of internally illuminated components displaying “OPEN” and remains static for a period of 4-10 seconds.
- ERECT – To put in place and fasten to a building or elsewhere any sign or structure regulated by this article.
- FLASHING SIGN – An illuminated sign on which the artificial light is not maintained stationary and constant in intensity and/or color at all times when in use.
- FREESTANDING SIGN — A sign which is self-supporting upon the ground or which

is primarily supported by poles attached to the ground and not primarily supported by a building.

HEIGHT OF SIGN — The vertical distance measured from the average ground level surrounding a sign to the highest point of the sign and its supporting structure. Religious symbols, when not accompanied by lettering, shall not be restricted by the sign heights of this article when attached to a tower or spire of a place of worship.

ILLUMINATED SIGN— A sign illuminated by light from within the sign rather than a source adjacent to or outside of the sign. A sign within a display case with lights only shining onto the front of the sign shall be considered to be externally illuminated.

MECHANICAL MOVEMENT SIGN— A sign having parts that physically move and shall not include wind- activated movement. Mechanical movement signs do not include digital signs that have changeable, programable displays.

MURAL — A large picture/image (including but not limited to painted art) which is painted, constructed, or affixed directly onto a vertical building wall, which may or may not contain text, logos, and/ or symbols.

NONCONFORMING SIGN – Any sign which does not comply with the applicable sign provisions in a zoning ordinance or amendment, where such sign was lawfully in existence prior to the enactment of such ordinance or amendment.

OFF-PREMISES SIGN — See Article II, § 220-19 (Definitions).

PORTABLE SIGN — A freestanding sign that is attached to a chassis or legs that allows it to be towed or carried from one location to another and that is not permanently attached to the ground.

PROJECTING SIGN – Any sign mounted to a wall or other vertical building surface other than a wall sign.

SIGN — See Article II, § 220-19 (Definitions).

SNIPE SIGN — Signs that are illegally placed in the public right-of-way, on utility poles and trees.

WALL SIGN — A sign primarily supported by or painted on a wall of a building, and which does not project more than two feet from such wall.

WINDOW SIGN — A sign which is readily visible and can be at least partially read from an exterior lot line and which is attached to a window or transparent door or that can be read through a window or transparent door.

ZONING OFFICER – The person regularly assigned to that office or anyone temporarily performing the duties of the office or any other official to whom the duties of the office may be assigned by the Council.

## **§ 220-46. Nonconforming signs.**

- A. Signs legally existing at the time of enactment of this chapter and which do not

conform to the requirements of the chapter shall be considered nonconforming signs.

- B. An existing nonconforming sign may only be replaced with a conforming sign, except a lawful nonconforming sign serving a lawful nonconforming principal use on the same lot may be replaced with a new sign advertising the nonconforming use if the new sign is not more nonconforming in any manner than the previous sign.

**§ 220-47 Miscellaneous signs not requiring permits.**

- A. The following signs shall be permitted by right within all zoning districts within the following regulations, and shall not be required to have a permit under this article:

Type and Definition of Signs Not Requiring Permits	Maximum Number of Signs Per Lot	Maximum Sign Area Per Sign <sup>1</sup> on Residential Lots	Maximum Sign Area Per Sign <sup>1</sup> on Non-residential Lots	Other Requirements
<del>Christmas tree sign: advertises the seasonal sale of Christmas trees.</del>	<del>2</del>	<del>8</del>	<del>30</del>	<del>Shall only be posted during seasons when such products are actively offered for sale.</del>
<del>Charitable event sign: advertises a special event held a maximum of 9 days in any calendar year that primarily is held to benefit a U.S. Internal Revenue Service-certified tax-exempt nonprofit organization.</del>	<del>2</del>	<del>4</del>	<del>40</del>	<del>Shall be placed a maximum of 30 days prior to event and removed a maximum of 7 days after event.</del>
<del>Contractor's sign: advertises a building tradesperson, engineer or architect who is actively conducting significant work on a particular lot that is not such person's place of business.</del>	<del>2</del>	<del>8</del>	<del>40</del>	<del>Shall only be permitted while such work is actively and clearly underway and a maximum of 10 days afterward. Such signs shall not be placed on the lot for more than 1 year, unless a 1-year extension is</del>

Type and Definition of Signs Not Requiring Permits	Maximum Number of Signs Per Lot	Maximum Sign Area Per Sign <sup>1</sup> on Residential Lots	Maximum Sign Area Per Sign <sup>1</sup> on Non-residential Lots	Other Requirements
				<del>granted by the Zoning Officer. Shall not be illuminated.</del>
Directional sign: provides information indicating traffic direction, entry or exit, loading or service area, directions to apartment numbers or parking courts in a development, fire lanes, parking or closely similar information regarding the same lot as the sign is on, and that does not include advertising.	No maximum	3, in addition to signs painted on pavement	3, in addition to signs painted on pavement	Directional signs within a residential development shall not be illuminated.
<del>Flag: a banner or pennant made of fabric or materials with a similar appearance that is hung in such a way to flow in the wind and that includes some type of commercial message.</del>	<del>2</del>	<del>50</del>	<del>50</del>	<del>Governmental flags and flags without a commercial message are not regulated by this chapter.</del>
<del>Garage sale sign: advertises an occasional garage sale/porch sale or auction.</del>	<del>2 per event</del>	<del>2 per sign</del>	<del>2 per sign</del>	<del>Shall be placed a maximum of 48 hours before permitted garage sale or auction begins, and be removed a maximum of 24 hours after event ends.</del>
<del>Home occupation sign: advertises a permitted</del>	<del>1</del>	<del>2</del>	<del>2</del>	<del>Shall not be illuminated, except</del>

Type and Definition of Signs Not Requiring Permits	Maximum Number of Signs Per Lot	Maximum Sign Area Per Sign <sup>1</sup> on Residential Lots	Maximum Sign Area Per Sign <sup>1</sup> on Non-residential Lots	Other Requirements
<del>home occupation.</del>				<del>for a sign of a medical doctor. Shall be set back a minimum of 10 feet from the street right-of-way, unless printed on a mailbox. May be freestanding, attached flat on a building wall or within a window.</del>
Identification sign: only identifies the name and/or occupation of the resident and/or the name, street address and/or use of a lot, but that does not include advertising.	1	1, except 2 for a principal nonresidential use	6	Maximum height of 8 feet.
<del>Open house sign: advertises the temporary and periodic open house of a property for sale or rent.</del>	<del>2 per event</del>	<del>4</del>	<del>4</del>	<del>Shall be placed a maximum of 5 days before open house begins, and be removed a maximum of 24 hours after open house ends. Such sign shall not be posted more than 5 consecutive days.</del>
<del>Political sign: advertises a person or party seeking political office or a political cause or opinion on a referendum or matter of political concern and which relates to a scheduled election or matter of upcoming vote by a</del>	<del>No maximum</del>	<del>Maximum total of 30</del>	<del>Maximum total of 60</del>	<del>Shall be placed a maximum of 60 days prior to election, vote or referendum and removed a maximum of 7 days after such election, vote or referendum. Persons posting political signs shall</del>

Type and Definition of Signs Not Requiring Permits	Maximum Number of Signs Per Lot	Maximum Sign Area Per Sign <sup>1</sup> on Residential Lots	Maximum Sign Area Per Sign <sup>1</sup> on Non-residential Lots	Other Requirements
<del>governmental body.</del>				<del>maintain a written list of locations of such signs, unless posting signs on their own property. Political signs shall not be placed on private property without the prior consent of the owner. If a political sign does not meet these requirements, then it shall be regulated as an "off-premises sign."</del>
<del>Public services sign: advertises the availability of rest rooms, telephone or other similar public convenience.</del>	<del>No maximum</del>	<del>2</del>	<del>2</del>	
<del>Real estate sign: advertises the availability of property on which the sign is located for sale, rent or lease.</del>	<del>1 per street the lot abuts</del>	<del>6</del>	<del>30</del>	<del>Shall only be placed on the property while it is actively for sale, lease or rent, and shall be removed a maximum of 7 days after settlement or start of lease.</del>
<del>Service organization/ place of worship sign: an off-premises sign stating name of a recognized incorporated service organization or place of worship and that states the place and times of meetings or services and/or an arrow directing.</del>	<del>2</del>	<del>2</del>	<del>2</del>	<del>Maximum of 2 such signs per such organization or place of worship.</del>

Type and Definition of Signs Not Requiring Permits	Maximum Number of Signs Per Lot	Maximum Sign Area Per Sign <sup>1</sup> on Residential Lots	Maximum Sign Area Per Sign <sup>1</sup> on Non-residential Lots	Other Requirements
<del>persons to such location.</del>				
Time and temperature sign: with a sole purpose to announce the current time and temperature <del>and any nonprofit public service messages.</del>	1	Not permitted	30	
Trespassing sign: indicating that a road is private, that trespassing is prohibited on a lot, or controlling certain activities such as hunting and fishing on the lot.	No maximum	2	4	
<sup>1</sup> NOTE: Maximum sign areas are for each of 2 sides of each permitted sign, measured in square feet.				

B. In addition, the following types of signs are not regulated by this chapter:

- (1) Historic sign: memorializes an important historic place, event or person and that is specifically authorized by the Borough or a county, state or federal agency.
- (2) Holiday decorations: commemorates a holiday recognized by the Borough, county, state or federal government and that does not include advertising.
- (3) Not readable sign: not readable from any public street or any exterior lot line.
- (4) Official sign: erected by the state, county, Borough or other legally constituted governmental body, or specifically authorized by Borough ordinance or resolution, and which exists for public purposes.
- (5) Required sign: only includes information required to be posted outdoors by a government agency or the Borough.
- (6) Right-of-way sign: posted within the existing right-of-way of a public street and officially authorized by the Borough or PennDOT.

**§ 220-48. Freestanding, wall and window signs.**

**A** The following are the signs permitted on a lot within the specified districts and



within the following regulations, in addition to exempt signs and temporary signs permitted in all districts by other provisions of this article. See definitions of the types of signs in § 220-55; [see abbreviations for zoning districts used below in § 220-20.](#)

Zoning District or Type of Use	Maximum Total Height of Freestanding Signs	Maximum area of Wall Signs	Maximum Area and Number of Window Signs	Maximum Area and Number of Freestanding Signs
P, C or residential districts for permitted principal nonresidential uses.	8 feet	20 square feet on each side of a principal building	May be used in place of a wall sign with the same restrictions	1 sign on each street the lot abuts, each with a maximum sign area of 20 square feet <sup>2</sup>
<del>For home-occupation signs, See §. 220.47. No new signs in these districts shall be internally illuminated.</del>				
DC, RC, NC or MDRB Districts. No new freestanding signs in the DC, RC or MDRB Districts shall be internally illuminated.	8 Feet	10% of the area of the building side on which the signs are attached <sup>1</sup>	Temporary nonilluminated window signs are not regulated. Other window signs are regulated under wall signs.	1 sign per street that the lot abuts, each with a maximum area of 20 square feet <sup>2</sup>
All districts not listed above	20 Feet	15% of the area of the building side on which the signs are attached	Temporary nonilluminated window signs are not regulated. Other window signs are regulated under wall signs.	1 sign per street that the lot abuts, each with a maximum area of 50 square feet <sup>2,3</sup>

NOTES:

<sup>1</sup> In the DC, MDRB and RC Districts, one projecting sign may also be permitted per lot, provided such sign meets minimum clearance over the sidewalk as provided in the Building Code, is constructed entirely from wood or materials with a closely similar appearance (and metal fasteners), has a maximum sign area on each of 2 sides of 8 square feet, and is securely attached to the building.

<sup>2</sup> If the permitted freestanding sign area is not used, such sign area may be added to the permitted wall sign area.

<sup>3</sup> If a lot includes 6 or more principal uses, then the maximum freestanding sign area may be increased to 80 square feet.

**B** Maximum height of wall signs. The maximum height of wall signs shall be equal to the top of the roof along the wall to which they are attached.

**C** Window signs. Window signs shall be mounted only to the inside surface of windows and doors, with a total square footage of window signage not to exceed 50% of the square footage of the individual window at/on which the sign is located. In the event that a building has multiple street frontages, window signs shall be limited to no more than two street frontages.

D. Portable signs (including signs on mobile stands) and other temporary signs, subject to the size restrictions outlined in §220-48.A. Portable or temporary signs displaying details of an event (to include, but not limited to elections) may be erected or displayed no earlier than 30 days prior to the event to which they pertain and shall be removed within seven days of said event.

(1) Purpose. These standards recognize portable signs as a particular type of sign that has the characteristics of a temporary sign but that has been inappropriately used as a permanent sign. This section is based on the policy that if a use desires to regularly display a sign for regularly changing messages, that it erect a permanent sign within all of the requirements of this chapter.

(2) ~~Definitions. As used in this subsection, the following terms shall have the meanings indicated:~~

~~PORTABLE SIGN— A freestanding sign that is attached to a chassis or legs that allows it to be towed or carried from one location to another and that is not permanently attached to the ground.~~

(3) Portable signs are prohibited in all districts, except for charitable event signs permitted by § 220-47.

#### **§ 220-49. Abandoned or outdated signs.**

Signs advertising a use no longer in existence (other than a sign relating to a building that is clearly temporarily vacant and being offered to new tenants or for purchase) shall be removed within 180 days of the cessation of such use.

#### **§ 220-50. Location of signs.**

The following shall regulate the location of signs:

##### A. Setbacks.

(1) A sign shall not project over any existing street right-of-way, except for permitted projecting signs within the DC, RC and MDRB Districts.

(2) A freestanding illuminated sign ~~for a commercial or industrial business~~ (except in the DC District) shall not be located within 10 feet of an abutting lot line of a lot that only includes one dwelling unit.

(3) These setbacks shall not apply to official signs, nameplate signs, public service signs and directional signs.

B. Sight distance. No sign shall be so located that it interferes with the sight distance requirements of § 220-59.

~~C. Off premise. No signs except permitted off premises, official, political or public service signs shall be erected on a property to which it does not relate.~~

DC. Permission of owner. No sign shall be posted on any property or sign pole or public utility pole, unless permission has been received by the owner.

D. Window signs. See § 220-48.B.

E. Utility poles. No sign shall be attached to a utility pole using metal fasteners, except by a utility or government agency.

### **§ 220-51. Illumination of signs.**

See Article V, §220-38 (Control of light and glare).

See ~~“light and glare control” in~~ Article V, §220-38 (Control of Light and glare).

### **§ 220-52. Vehicles functioning as signs.**

Any vehicle or structure to which a sign is affixed in such a manner that the carrying of such sign or signs no longer is incidental to the primary purpose of the vehicle or structure but becomes a primary purpose in itself shall be considered a freestanding sign and as such shall be subject to requirements for freestanding signs in the district in which such vehicle or structure is located.

### **§ 220-53. Prohibited signs.**

The following signs are prohibited in all zoning districts:

- A. Any moving object used to attract attention to a commercial use, ~~Flags and banners except as is permitted by §220.47 and~~ flags or banners meeting the requirements for a particular type of sign.
- B. ~~Flashing, blinking, twinkling, animated or~~ **Mechanical Moving** ~~including revolving~~ signs of any type, except time and temperature signs may flash. ~~In addition, flashing lights visible from a street shall not be used to attract attention. This restriction specifically includes window signs, but~~ does not prohibit holiday lighting or displays, within § 220-47.B.(2).
- C. Signs which emit smoke, visible vapors or particles, sound or odor.
- D. Signs which contain information that states or implies that a lot may be used for any purpose not permitted under the applicable provisions of this chapter.
- E. Signs that are of such character, form, shape or color that they imitate or resemble any official traffic sign, signal or device or that have any characteristics which are likely to confuse or distract the operator of a motor vehicle on a public street (such as prominent use of the words "danger").
- F. Signs or displays visible from a lot line that include words or images that are obscene, or, pornographic, use profanity, or invoke violence.
- G. Balloons of greater than 25 cubic feet that are tethered to the ground or a structure for periods of over a day and that are primarily intended for advertising purposes.

H. Floodlights and outdoor lasers for advertising purposes.

**I. Snipe signs. Signs shall only be attached to utility poles in conformance with state and utility regulations.**

**§ 220-54. Construction of signs.**

Every permanent sign permitted in this section shall be constructed of durable materials and shall be kept in good condition and repair. The Zoning Officer shall by written notice require a property owner or lessee to repair or remove a dilapidated or unsafe sign within a specified period of time. If such order is not complied with, the Borough may repair or remove such sign at the expense of such owner or lessee.

**§ 220-55. Measurement and major types of signs.**

~~A. — Sign definitions. The following definitions shall be used in determining whether signs meet the measurement and type requirements of this article:~~

~~**BUILDING FACE**~~

~~The vertical area of a particular side of a building, but not including the area of any slanted roof.~~

~~**FREESTANDING SIGN**~~

~~A sign which is self-supporting upon the ground or which is primarily supported by poles attached to the ground and not primarily supported by a building.~~

~~**HEIGHT OF SIGN**~~

~~The vertical distance measured from the average ground level surrounding a sign to the highest point of the sign and its supporting structure. Religious symbols, when not accompanied by lettering, shall not be restricted by the sign heights of this article when attached to a tower or spire of a place of worship.~~

~~**ILLUMINATED SIGN, INTERNALLY**~~

~~A sign illuminated by light from within the sign rather than a source adjacent to or outside of the sign. A sign within a display case with lights only shining onto the front of the sign shall be considered to be externally illuminated.~~

~~**OFF-PREMISES SIGN**~~

~~See Article II.~~

~~**SIGN**~~

~~See Article II.~~

~~**WALL SIGN**~~

~~A sign primarily supported by or painted on a wall of a building and which does not project more than two feet from such wall.~~

~~**WINDOW SIGN**~~

~~A sign which is readily visible and can be at least partially read from an exterior lot line and which is attached to a window or transparent door or that can be read through a window or transparent door.~~

B.A. Definition and measurement of sign area.

- (1) Sign area shall include all lettering, wording and accompanying designs and symbols, together with related background areas on which they are displayed. One freestanding sign may include several signs that are all attached to one structure, with the total sign area being the area of a common geometric form that could encompass all signs.
- (2) The sign area shall not include any structurally supporting framework, bracing, or clearly defined wooden framing if such area does not include any display, lettering or sign and if such area is clearly incidental to the sign area itself.
- (3) Where the sign consists of individual letters or symbols attached to or painted directly on a building or window, other than an illuminated background that is a part of the sign, the sign area shall be the smallest rectangle that includes all of the letters and symbols.
- (4) The maximum sign area of sign shall be for each of two sides of a sign, provided that only one side of a sign is readable from any location.
- (5) Unless otherwise specified, all square footages in regards to signs are maximum sizes.

**§ 220-56. Off-premises signs.**

- A. Purposes. Off-premises signs are controlled by this chapter for the following purposes, to: ensure that a physical environment is maintained that is attractive to desirable types of development, especially light industrial and office parks; prevent visual pollution in the Borough and protect property values, especially in consideration of the fact that most commercial areas of the Borough are within close proximity to existing residences; prevent glare on adjacent property and streets; avoid the creation of additional visual distractions to motorists, especially along busy arterial streets that involve complex turning movements and numerous traffic hazards; recognize the numerous alternative forms of free speech available in the Borough, including existing nonconforming off-premises signs, on-premises signs and temporary signs and printed and electronic media; carry out the purposes listed in § 220-45.
- B. Nonconforming off-premises signs. This section is not intended to require the removal of an existing lawfully placed off-premises sign that is in structurally sound condition.
- C. PennDOT sign. Signs erected and maintained by PennDOT are permitted by right in all districts.
- D. Permitted off-premises signs. An off-premises sign is only permitted if it meet

the following requirements:

- (1) District. An off-premises sign is only permitted in the HC District.
- (2) Location. An off-premises sign shall be set back a minimum of 25 feet from all lot lines and street rights-of-way.
- (3) Maximum sign area: 300 square feet.
- (4) Spacing. Any off-premises sign shall be separated by a minimum of 1,200 feet from any other off-premises sign, including signs on either side of a street and including existing signs in other municipalities. No lot shall include more than one off-premises sign.
- (5) Maximum height: 25 feet above the elevation of the adjacent street, measured at the street center line.
- (6) Attached. No off-premises sign or sign face shall be attached in any way to any other off-premises sign, except that a sign may have two sign faces of 150 square feet each if they are placed approximately back to back.
- (7) Control of lighting and glare. See standards in § 220-38.
- (8) Residences. No off-premises sign greater than 10 square feet in sign area shall be located within 200 feet of an existing dwelling.
- (9) Condition. The sign shall be maintained in a good and safe condition. The area around the sign shall be kept free of debris.
- (10) Permitted off-premises signs are subject to prohibited sign conditions and standards set out in § 220-53.

#### **§ 220-57. Special Regulations for Signs in the Historic District.**

- A. Purpose. In addition to all other requirements of this Chapter, the following regulations shall be applicable to any sign placed in the Historic District:
- B. No sign shall be erected or altered until an application has been reviewed and a recommendation for approval has been issued by the Historical Architectural Review Board (HARB) and after the Borough Council has issued a final approval and a Certificate of Appropriateness (COA).
- C. Installation of the sign must not damage or require removal of historic materials and must be done in a manner such that signs can be removed without harm to the masonry or architectural detailing.
- D. The Historical Architectural Review Board (HARB) shall ensure that the proposed sign is appropriate compared to the style, period, type, size and scale of the building and zoning district for which it is proposed. The proposed sign must be appropriate with other signs in the district.

E. Permit Requirements. All applications for a Certificate of Appropriateness must contain the following information:

(1) A written letter of intent with a current color photograph of the property.

(2) An illustration of the building facade showing the proposed sign.

(3) A scaled sign specification drawing and elevation showing the signage detail, size, materials, colors, lighting, lettering, and method of attachment. Material samples may be required. Engineered wind design load calculations (withstand 115 MPH) and lighting specifications to include UL listed certification may be required.

F. For any ground signs, a site plan indicating the location of the sign, dimensions, and drawing to show the type of illumination and electrical detail of installation.



**EXECUTIVE BRIEF  
REGULAR MEETING**

**AGENDA DATE:** 2.14.2023

**DEPARTMENT:** Community Development

**TITLE:** Consider authorizing staff to advertise an ordinance to amend the Borough's Code of Ordinances, Chapter 82, Article II, Care and Control of Animals.

**BACKGROUND AND JUSTIFICATION:** The proposed text amendments to the animal ordinance was introduced during a council workshop scheduled on February 7, 2023.

**MOTION:** Move to approve/disapprove staff to advertise the ordinance, send to Commission to final action at an upcoming Council meeting.

**FISCAL IMPACT ANALYSIS**

A. Fiscal Impact:  
None.

B. Legal Review: This ordinance was prepared by legal Council

**ATTACHMENT(S):**

- Ordinance

**BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA**

**ORDINANCE NO. \_\_\_\_\_ of 2023**

**AN ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF COLUMBIA, AMENDING CHAPTER 82, ARTICLE II, CARE AND CONTROL OF ANIMALS; PROVIDING FOR THE REPEAL OF INCONSISTENT ORDINANCES; PROVIDING FOR THE SEVERABILITY OF THE ORDINANCE; AND PROVIDING THAT THE ORDINANCE SHALL TAKE EFFECT IN ACCORDANCE WITH PENNSYLVANIA LAW.**

SECTION 1. Chapter 82, Article II, of the Columbia Borough Code shall be deleted in its entirety and replaced with the following:

**82-5. DEFINITIONS.**

For the purpose of this Ordinance, the following terms shall have the meanings ascribed to them in this section, except where the context in which the word is used clearly indicates otherwise:

**ANIMAL** — Any dog, cat, domesticated animal or nondomesticated animal.

**BOROUGH** — The Borough of Columbia, Lancaster County, Pennsylvania.

**BOROUGH COUNCIL**— The governing body of the Borough.

**CAREGIVER** — Any person who provides care, including food, water, shelter, and, some cases, medical care to feral cats, and in accordance with a program approved by the Borough to trap, neuter, vaccinate, ear-tip, and return feral cats to the location at which they were trapped.

**FERAL CAT** — An unowned free-roaming cat that is partially socialized or unsocialized to humans and tends to resist contact with humans.

**FERAL CAT COLONY** - A population of feral/unsocialized cats that live together in a specific location and utilize a common food source.

**MOTOR VEHICLE**—A vehicle which is self-propelled, except one which is propelled solely by human power or electric power obtained by overhead trolley wires, but not operated upon rails.

**NUISANCE** — An animal shall be considered a nuisance if it habitually trespasses upon or damages either private or public property or annoys or harms lawful users or occupants thereof.

OWNER—Any person having a right of property in, having custody of or who harbors or permits a dog, cat, domestic animal or any nondomesticated animal to remain on or around his or her property, excluding feral cat caregivers as defined herein.

PERSON — A natural person, firm, partnership, association or corporation.

POLICE OFFICER — Any person employed by the Borough whose duty it is to preserve peace or to make arrests or to enforce the law, including auxiliary policemen.

RUNNING AT LARGE — Being upon any public highway, street, alley, park or any other public land or upon property of another person other than the owner and not being firmly secured by means of a collar and chain or other device so that it cannot stray or not being accompanied by or under the reasonable contact of some person.

SPONSOR — An eligible animal welfare organization appointed by the Borough to run a TNR program in the Borough.

STRAY CAT—Any cat whose owner or keeper from time to time allows the cat to run free off of the property of the owner or keeper.

TRAP, NEUTER AND RETURN (TNR)—A nonlethal approach to feral cat population control where feral cats are humanely trapped, sterilized, vaccinated, ear-tipped, and then returned to the location where they were originally trapped.

VEHICLE — Every device in, upon or by which any person or property is or may be transported or driven upon any highway, street, road or alley, except devices used exclusively upon rails or tracks.

#### 82-6. DISTURBING OR LOUD NOISE.

No person shall allow any animal confined on that person's premises to make any loud or harsh noise or disturbance which shall interfere with or deprive the peace, quiet, rest or sleep of any person within the Borough.

#### 82-7. UNSANITARY NUISANCE; EXEMPTIONS.

- A. No person shall allow any animal owned by him under his control to defecate on any sidewalk, walkway, or the property of another without immediately cleaning it up.

- B. Any vision-or mobility-impaired person who relies upon a dog specifically trained for such purposes shall be exempt from compliance with this section.

82-8. RUNNING AT LARGE.

- A. No person shall permit any animal owned by him or under his supervision or control to run at large at any time upon the public streets, alleys, highways, or public grounds of the Borough or upon the private property of any other person or upon any property other than property belonging to the owner of such animal or to a person under whose supervision or control such animal is being kept. An animal must be firmly secured by means of a collar and chain or other device so that it cannot stray or must be accompanied by or under the reasonable control of some person.
- B. Any police officer or law enforcement officer is hereby authorized and empowered to seize and detain any animal which is found running at large in the Borough, or upon any property other than the property of the owner of such animal, and unaccompanied by the owner when such police officer or law enforcement officer is in immediate pursuit of such animal.
- C. The provisions of this section shall apply to all animals found running at large in violation of this section, irrespective of payment for or issuance of any license in respect to the animal involved.
- D. Borough Council is hereby empowered and authorized to engage the services of a qualified and suitable person to enforce the provisions of this section.

82-9. IMPOUNDING.

Any police officer or law enforcement officer of the Borough is hereby authorized to seize and detain any animal running at large in violation of § 82-8 or any animal concerning which information has been received that such animal has been running at large. Any animal so seized shall be held by the Borough for 48 hours. Immediate notice of such seizure, either personally or by certified mail or e-mail, with return receipt requested, shall be given to the person in whose name the license, if any, was issued, or his agent, to claim such animal within 48 hours after receipt hereof. In the event that the animal does not bear a proper license tag, immediate notice, either personally or by certified mail or e-mail, return receipt requested, shall be given to the person, or his agent, known to be the owner of such animal. The owner or claimant of an animal so detained shall pay a penalty of \$50 to the Borough, together with a charge as set forth from time to time by resolution of the Borough Council, per day for room and board or the daily charge of the shelter where the animal is kept, whichever amount is greater. No animal

shall be returned to the owner or claimant until said penalty and expense or charges shall have been paid.

82-10. DISPOSITION OF ANY UNCLAIMED ANIMAL.

If, after 48 hours of such notice, as set forth in § 82-9, such animal has not been claimed, the police officer or law enforcement officer shall convey such animal to a shelter, animal rescue, or foster care. No licensed animal shall be adopted, sold or otherwise disposed of unless such licensed animal remains unclaimed five days after notification, evidenced by obtaining the return receipt if notified by certified mail or e-mail. Where the owner or agent of an unlicensed animal is not known, the police officer or law enforcement officer shall convey such animal to a shelter, animal rescue, or foster care. No animal shall be sold for the purpose of vivisection or research or be conveyed in any manner for these purposes.

82-11. TRANSPORTATION OF ANIMALS.

No person other than a person actually working a dog or other animal for agricultural purposes shall transport or carry on any public highway, street, road or alley such dog or other animal, unless such dog or other animal is safely enclosed within the motor vehicle or protected by a container, cage, cross tether or other device to prevent the dog or other animal from falling from, being thrown from or out of or jumping from said motor vehicle.

82-12. UNATTENDED ANIMAL.

No person shall leave a dog or other animal in any unattended motor vehicle without adequate ventilation, sanitary conditions or in such a manner as to subject the dog or other animal to extreme temperature which adversely affects the health or safety of the dog or other animal.

82-13. KEEPING OF CERTAIN ANIMALS PROHIBITED.

It shall be unlawful to keep or maintain within the Borough, any pig, hog or swine. The keeping or maintaining of any such pig, hog or swine within the Borough is hereby found and determined by Borough Council to constitute a public nuisance.

82-14. RESPONSIBILITIES OF CAT OWNERS REGARDING STRAY CATS.

It shall be unlawful for any owner of any cat to permit such cat to run free outside the residence of its owner or keeper unless said cat has been:

A. Neutered or spayed to prevent it from procreating;

- B. Immunized against rabies in compliance with Pennsylvania law; and
- C. Appropriately "tipped" on the left ear to signify that it has been neutered/spayed and immunized.

If a cat is permitted to run free outside of the residence of its owner, the owner of the cat shall not permit it to leave the boundary lines of the property owned by such owner, as set forth in § 82-8.

#### 82-15. FEEDING OF STRAY OR FERAL CATS.

It shall be unlawful for any person to continue to feed stray or feral cats, where such feeding causes a nuisance to neighbors or creates a condition contrary to the health, safety and welfare of the community, unless that person participates in a trap, neuter and return program managed by the Borough or a sponsor of the Borough.

#### 82-16. RESPONSIBILITIES OF TNR PROGRAM SPONSORS.

Animal welfare organizations may make application to the Borough to serve as the sponsor of a TNR program. Sponsors appointed by the Borough shall have the following responsibilities:

- A. Register each feral cat colony they are managing with the Borough. Information submitted to the Borough shall include general location (neighborhood), number of cats in the feral cat colony, and number of caretakers working with the feral cat colony.
- B. Record and report to the Borough, on an annual basis, the intake and disposition of each feral cat brought to their facility.
- C. Record and report to the Borough, on an annual basis, the total number of members and the number of sterilized members of each feral cat colony within the Borough for which they have implemented a TNR program.
- D. Record and report to the Borough, on an annual basis, the number of kittens born into each feral cat colony within the Borough for which they have implemented a TNR program.
- E. Address complaints received by the Borough and passed along to the sponsor regarding caretaker behavior, and serve as an intermediary to address and, where possible, remediate the behavior within a reasonable period of time, based on the matters at issue and utilizing Borough resources where necessary.

82-17. VIOLATIONS AND PENALTIES.

A. Any person who violates any provision of this chapter shall be charged with a summary offense and shall be fined not less than \$100 nor more than \$500 and all costs of prosecution for the first offense or be imprisoned for not more than 90 days, or both.

B. For any subsequent offense that occurs within one year of sentencing for the prior violation, a person shall be charged with a misdemeanor of the third degree and, upon conviction, shall be fined not less than \$500 nor more than \$1,000, plus costs of prosecution, or to imprisonment of not more than one year, or both.

C. Each day there is a violation may count as a separate violation.

SECTION 2. Chapter 82, Article III of the Columbia Borough Code, shall be amended to re-number the sections sequentially.

SECTION 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. If any section, subsection, clause or provision of this ordinance is held invalid the remainder shall not be affected by such invalidity.

SECTION 5. Upon the effective date of this ordinance, the proper officials of the Borough of Columbia are ordained that the provisions of this Ordinance shall become and be made a part of Borough of Columbia's Code of Ordinances of the Borough of Columbia, Lancaster County, Pennsylvania.

This Ordinance shall become effective as provided by the laws of the Commonwealth of Pennsylvania.

**DULY ORDAINED AND ENACTED** this \_\_\_\_ day of \_\_\_\_\_ 2023, by the Borough Council of the Borough of Columbia, Lancaster County, Pennsylvania, in lawful session duly assembled.

BOROUGH OF COLUMBIA,  
LANCASTER COUNTY, PENNSYLVANIA

By: \_\_\_\_\_  
Heather Zink,  
President of Borough Council

ATTEST:

\_\_\_\_\_  
Mark E. Stivers, AICP  
Borough Manager/Secretary

Examined and approved this \_\_\_\_ day of \_\_\_\_\_, 2023.

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Leo S. Lutz, Mayor



Range of Checking Accts: First to Last Range of Check Dates: 02/14/23 to 02/14/23  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
01	GENERAL FUND	GENERAL FUND					
41435	02/14/23	ALFRE005 Alfred A Greenya					663
23-00122	1	greenya 595 old chiques hill	164.99	01-411-501	Expenditure		43 1
				CBVFD - Vol. Fire Fighter Tax Rebate			
41436	02/14/23	ART Art Printing					663
23-00166	1	newsletter 12 pages full color	4,095.00	01-402-340	Expenditure		123 1
				Printing & Advertising			
23-00166	2	list rental	260.00	01-402-340	Expenditure		124 1
				Printing & Advertising			
23-00166	3	mailing labels	810.00	01-402-340	Expenditure		125 1
				Printing & Advertising			
23-00166	4	composition	40.00	01-402-340	Expenditure		126 1
				Printing & Advertising			
23-00166	5	shipping	1,409.38	01-402-340	Expenditure		127 1
				Printing & Advertising			
			6,614.38				
41437	02/14/23	ATOEX005 A.T.O. Excavating, Inc.					663
23-00154	1	Mcginness homestead demolition	34,087.50	18-450-001	Expenditure		105 1
				McGinness Airport Development Project			
41438	02/14/23	BESTP005 Best Price Propane					663
23-00149	1	41 walnut st	446.55	01-454-372	Expenditure		96 1
				Columbia Crossings, Natural Gas Usage			
41439	02/14/23	BMOYE005 B Moyer Radio Communications,					663
23-00085	1	Mobile Mic, Straight-used	40.00	01-410-327	Expenditure		4 1
				Maintenance & Repair of Radios			
41440	02/14/23	CAPIT020 Capital Electric					663
23-00098	1	Street Lights - Maintenance	335.46	01-434-375	Expenditure		11 1
				Street Lighting, Maintenance			
41441	02/14/23	CENTU020 Century Home Improvements					663
23-00168	1	sealed patches in steel deck	128.49	01-409-376	Expenditure		129 1
				137 S Front, Boro Property Expenses			
41442	02/14/23	CICCO005 James Ciccocioppi					663
23-00171	1	ciccocioppi 260 s 10th st	309.45	01-411-501	Expenditure		132 1
				CBVFD - Vol. Fire Fighter Tax Rebate			
41443	02/14/23	CINTA005 Cintas Corporation #59H					663
23-00099	1	Highway Uniform #4144489540	87.97	01-430-238	Expenditure		12 1
				Highway Uniform Cleaning			
23-00133	1	2/1/23 Hwy Uniform #4145193654	87.97	01-430-238	Expenditure		56 1
				Highway Uniform Cleaning			
			175.94				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
01	GENERAL FUND	GENERAL FUND	Continued						
41444	02/14/23	CODYC005 CODY Computer Services, INC.					663		
23-00084	1	Annual Support 4/1/23-3/31/24	6,882.24	01-410-317	Expenditure		3		1
				Contracted Services					
41445	02/14/23	COLUM005 Columbia Motor Parts					663		
23-00130	1	Oil Filter Mack Tk HDV15	43.42	01-430-375	Expenditure		50		1
				Maintenance & Repairs of Equipment					
23-00130	2	Fuel filter;anti seize HDV27	72.35	01-430-375	Expenditure		51		1
				Maintenance & Repairs of Equipment					
23-00130	3	Oil filter HDV24	16.71	01-430-375	Expenditure		52		1
				Maintenance & Repairs of Equipment					
23-00130	4	CREDIT STATEMENT	16.18-	01-430-375	Expenditure		53		1
				Maintenance & Repairs of Equipment					
			116.30						
41446	02/14/23	COLUM025 Columbia Borough Fire Dept					663		
23-00123	1	Full Refund/Escrow Held-CBVFD	53,506.19	01-250-200	G/L		44		1
				Escrow, Contribution - CBVFD					
41447	02/14/23	COUNT010 County of Lancaster Purchasing					663		
23-00174	1	office supplies	30.81	01-402-210	Expenditure		138		1
				Office Equipment & Supplies					
41448	02/14/23	CSDAV005 CS Davidson Inc					663		
23-00176	1	ridge ave bridge inspection	137.95	01-408-101	Expenditure		142		1
				Engineering Services					
23-00176	2	2020 comp plan update	5,443.51	01-408-101	Expenditure		143		1
				Engineering Services					
			5,581.46						
41449	02/14/23	DAVID010 David Mosteller					663		
23-00159	1	mosteller 1161 grinnell ave	287.17	01-411-501	Expenditure		113		1
				CBVFD - Vol. Fire Fighter Tax Rebate					
41450	02/14/23	DEERC005 DEER COUNTRY FARM & LAWN INC					663		
23-00096	1	HDV27 Johnston Street Sweeper	97.44	01-430-375	Expenditure		8		1
				Maintenance & Repairs of Equipment					
41451	02/14/23	DENNY005 Denny Hershey					663		
23-00120	1	hershey 1230 franklin st	546.18	01-411-501	Expenditure		41		1
				CBVFD - Vol. Fire Fighter Tax Rebate					
41452	02/14/23	DIXIE005 Dixie Land Energy					663		
23-00100	1	Gas 87% 293.8 gals @ 3.0144	885.63	01-430-231	Expenditure		13		1
				Fuel, Vehicles					
23-00100	2	Federal Lust Tax	0.29	01-430-231	Expenditure		14		1
				Fuel, Vehicles					
23-00100	3	Federal Oil Spill Recovery	0.57	01-430-231	Expenditure		15		1
				Fuel, Vehicles					
23-00100	4	Diesel 12.8 gals @ 4.0030	51.40	01-430-231	Expenditure		16		1
				Fuel, Vehicles					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
01	GENERAL FUND	GENERAL FUND	Continued						
41452	Dixie Land Energy	Continued							
23-00100	5	Federal Lust Tax	0.01	01-430-231 Fuel, Vehicles	Expenditure		17	1	
23-00100	6	Federal Oil Spill Recovery	0.03	01-430-231 Fuel, Vehicles	Expenditure		18	1	
23-00100	7	Federal Superfund Recovery Fee	0.05	01-430-231 Fuel, Vehicles	Expenditure		19	1	
23-00102	4	Diesel from PO #23-00039	3.79	01-430-231 Fuel, Vehicles	Expenditure		21	1	
23-00102	5	Federal Fee (NEW) #23-00039	0.39	01-430-231 Fuel, Vehicles	Expenditure		22	1	
23-00102	6	Diesel from PO #23-00047	21.55	01-430-231 Fuel, Vehicles	Expenditure		23	1	
23-00102	7	Federal Fee (NEW) #23-00047	0.33	01-430-231 Fuel, Vehicles	Expenditure		24	1	
23-00142	1	Gas 87% 277.0 gals @ 2.9286	811.22	01-430-231 Fuel, Vehicles	Expenditure		78	1	
23-00142	2	Federal Lust Tax	0.28	01-430-231 Fuel, Vehicles	Expenditure		79	1	
23-00142	3	Federal Oil Spill Recovery	0.53	01-430-231 Fuel, Vehicles	Expenditure		80	1	
23-00142	4	Federal Superfund Recovery Fee	0.98	01-430-231 Fuel, Vehicles	Expenditure		81	1	
23-00142	5	Diesel 193.5 gals @ 3.7868	732.75	01-430-231 Fuel, Vehicles	Expenditure		82	1	
23-00142	6	Federal Lust tax	0.19	01-430-231 Fuel, Vehicles	Expenditure		83	1	
23-00142	7	Federal Oil Spill Recovery	0.41	01-430-231 Fuel, Vehicles	Expenditure		84	1	
23-00142	8	Federal Superfund Recovery Fee	0.74	01-430-231 Fuel, Vehicles	Expenditure		85	1	
23-00142	9	Diesel Additive	2.42	01-430-231 Fuel, Vehicles	Expenditure		86	1	
			2,513.56						
41453	02/14/23	DONNE010 RR Donnelley							663
23-00081	1	Continuous Summons/PD	84.70	01-410-200 Police Equipment & Supplies	Expenditure		2	1	
23-00103	1	Continuous Summons/PD	493.00	01-410-200 Police Equipment & Supplies	Expenditure		25	1	
23-00104	1	Continuous Summons/PD	986.00	01-410-200 Police Equipment & Supplies	Expenditure		26	1	
			1,563.70						
41454	02/14/23	ECKER005 Eckert Seamans Cherin & Mellot							663
23-00173	1	finalizing pssu contract	338.00	01-404-315 Labor Counsel	Expenditure		135	1	
23-00173	2	work on cba issue	104.00	01-404-315 Labor Counsel	Expenditure		136	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
01	GENERAL FUND	GENERAL FUND	Continued						
41454	23-00173	Eckert Seamans Cherin & Mellot 3 call with mallory kennedy	104.00	01-404-315 Labor Counsel	Expenditure		137	1	
			<u>546.00</u>						
41455	02/14/23	ECSMI005 ECS Mid Atlantic, LLC							663
23-00144	1	ground sampling 4th quarter 22	700.00	18-450-001	Expenditure		88	1	
23-00144	2	rap report 4th quarter 2022	1,200.00	18-450-001	Expenditure		89	1	
23-00144	3	task 3b combined report	4,486.00	18-450-001	Expenditure		90	1	
			<u>6,386.00</u>						
41456	02/14/23	ELAGR005 ELA Group Inc							663
23-00156	1	milage	21.42	18-450-001	Expenditure		110	1	
41457	02/14/23	ENTER005 Enterprise Fleet Management							663
23-00151	1	Fleet Vehicles-POLICE	4,461.09	01-410-471	Expenditure		99	1	
23-00151	2	Fleet Vehicles-CODES	330.59	01-413-471	Expenditure		100	1	
23-00151	3	Fleet Vehicles-PW	991.82	01-430-471	Expenditure		101	1	
23-00151	4	Fleet Vehicles-PW	1,405.96	01-430-471	Expenditure		102	1	
			<u>7,189.46</u>						
41458	02/14/23	EXECU005 Executive Image Solutions							663
23-00175	1	1/15/23-2/14/23 equipment	4,707.25	01-402-312	Expenditure		139	1	
23-00175	2	1/15/23-2/14/23 server	2,013.07	01-402-312	Expenditure		140	1	
23-00175	3	general workstation	1,394.90	01-402-312	Expenditure		141	1	
			<u>8,115.22</u>						
41459	02/14/23	FREYL005 Frey Lutz Corp							663
23-00155	1	admin area too warm	195.00	01-409-374	Expenditure		106	1	
23-00155	2	check gas pressure loose belt	555.00	01-409-374	Expenditure		107	1	
23-00155	3	seasonal maint admin building	995.00	01-402-317	Expenditure		108	1	
23-00155	4	seasonal maint market house	801.00	01-444-317	Expenditure		109	1	
23-00167	1	after hours no heat	831.75	01-444-373	Expenditure		128	1	
			<u>3,377.75</u>						

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
01	GENERAL FUND	GENERAL FUND	Continued						
41460	02/14/23	FRICK005 Fricke Hardware & Rental					663		
23-00137	1	Paint Supplies	60.85	01-430-200 Operating Supplies	Expenditure		65	1	
23-00137	2	Marking Paint	39.96	01-430-200 Operating Supplies	Expenditure		66	1	
23-00137	3	Duct Tape	13.98	01-430-200 Operating Supplies	Expenditure		67	1	
23-00137	4	Bar/Chain Oil	16.99	01-430-200 Operating Supplies	Expenditure		68	1	
23-00137	5	Marking Paint	7.99	01-430-200 Operating Supplies	Expenditure		69	1	
23-00137	6	Fasteners	4.56	01-430-200 Operating Supplies	Expenditure		70	1	
			<u>144.33</u>						
41461	02/14/23	GEMMI005 DE Gemmill					663		
23-00095	1	30" Pedestrian	99.00	01-433-260 Street Signs	Expenditure		5	1	
23-00095	2	Diagonal Downward Arrow - Left	40.00	01-433-260 Street Signs	Expenditure		6	1	
23-00095	3	Northwest River Trail w/Arrow	59.00	01-433-260 Street Signs	Expenditure		7	1	
			<u>198.00</u>						
41462	02/14/23	GENES005 Genesis Real Estate & Prop M					663		
23-00125	1	Refund/Duplicate Pay/263Walnut	100.00	01-362-401 Rental Registration	Revenue		45	1	
41463	02/14/23	GOODT005 Good Transport Services, Inc					663		
23-00132	1	Filters-Fuel,Air,Oil	154.30	01-430-375 Maintenance & Repairs of Equipment	Expenditure		55	1	
41464	02/14/23	GORMA005 Gorman Distributors, Inc					663		
23-00162	1	trash liners 20-30 gal	65.30	01-409-226 Cleaning Supplies	Expenditure		115	1	
23-00162	2	facial tissue	11.52	01-409-226 Cleaning Supplies	Expenditure		116	1	
23-00162	3	foam hand soap antibacterial	65.02	01-409-226 Cleaning Supplies	Expenditure		117	1	
23-00162	4	delivery charge	2.00	01-409-226 Cleaning Supplies	Expenditure		118	1	
			<u>143.84</u>						
41465	02/14/23	GTDIS005 GT Discount Auto Parts					663		
23-00136	1	Drum of 15W40 Oil	875.00	01-430-375 Maintenance & Repairs of Equipment	Expenditure		62	1	
23-00136	2	Diesel Engine Fluid	58.76	01-430-375 Maintenance & Repairs of Equipment	Expenditure		63	1	
23-00136	3	Air Filter for HDV27 Johnston	121.63	01-430-375 Maintenance & Repairs of Equipment	Expenditure		64	1	
			<u>1,055.39</u>						

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
01	GENERAL FUND	GENERAL FUND	Continued						
41466	02/14/23	GUARD005 Guardian Alliance Technologies							663
23-00128	1	Software License	204.00	01-410-317	Expenditure		49		1
				Contracted Services					
41467	02/14/23	JAMES005 James R Wolpert							663
23-00127	1	Meter Maintenance 1/1-1/31/23	200.00	01-410-375	Expenditure		48		1
				Maintenance & Repair, Parking Meters					
41468	02/14/23	JAMES015 James P. Meisenbach							663
23-00115	1	meisenbach 610 s 15th st	283.14	01-411-501	Expenditure		36		1
				CBVFD - Vol. Fire Fighter Tax Rebate					
41469	02/14/23	JUSTI005 Justin Misal							663
23-00119	1	misal 415 n 6th st	241.22	01-411-501	Expenditure		40		1
				CBVFD - Vol. Fire Fighter Tax Rebate					
41470	02/14/23	KEYSE010 Bryan Keyser							663
23-00118	1	keyser 627 s 11th st	162.95	01-411-501	Expenditure		39		1
				CBVFD - Vol. Fire Fighter Tax Rebate					
41471	02/14/23	LANCA005 Lancaster Chamber of Commerce							663
23-00148	1	2023 membership	550.00	01-402-420	Expenditure		95		1
				Dues & Publications					
41472	02/14/23	LANCA025 Lancaster Avenue Garage & Tire							663
23-00161	1	Oil, Oil Filter, Lube	59.95	01-410-376	Expenditure		114		1
				Maintenance & Repair, Police Vehicles					
41473	02/14/23	LANCA090 LANCASTER CO CHIEF'S OF POLICE							663
23-00101	1	2023 Dues/Chief Jack Brommer	150.00	01-410-200	Expenditure		20		1
				Police Equipment & Supplies					
41474	02/14/23	LCBA0005 Lancaster Co. Boroughs' Assoc.							663
23-00145	1	price lutz stivers	60.00	01-402-300	Expenditure		91		1
				Conference & Training					
41475	02/14/23	LEAF0005 Leaf							663
23-00131	1	100-2847748-004/PD Copier	104.87	01-410-384	Expenditure		54		1
				Equipment Rental					
23-00140	1	100-2847748-004	160.66	01-410-384	Expenditure		73		1
				Equipment Rental					
23-00172	1	admin copier	146.64	01-402-374	Expenditure		133		1
				Maint. & Rental Office Equipment					
23-00172	2	admin copier insurance	14.17	01-402-374	Expenditure		134		1
				Maint. & Rental Office Equipment					
			426.34						
41476	02/14/23	LNPME005 LNP Media Group, Inc							663
23-00170	1	1/25/23 732 chestnu st awakeni	342.36	01-414-420	Expenditure		131		1
				Dues & Subscriptions					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
01		GENERAL FUND		Continued					
41476		LNP Media Group, Inc		Continued					
23-00180	02/14/23	1 bids curb/sidewalk replacement	675.72	01-402-340	Expenditure		145	1	
				Printing & Advertising					
			1,018.08						
41477	02/14/23	MARKM005 Mark Motter							663
23-00152	02/14/23	1 refund Appeal fee-647 Locust	25.00	01-380-001	Revenue		103	1	
				Miscellaneous Revenue					
41478	02/14/23	MATHE005 Mathew Phillips							663
23-00117	02/14/23	1 phillips 930 locust st	327.41	01-411-501	Expenditure		38	1	
				CBVFD - Vol. Fire Fighter Tax Rebate					
41479	02/14/23	MCCARTHY McCarthy Tire Service							663
23-00106	02/14/23	1 Tire Repair HDV27	56.00	01-430-375	Expenditure		28	1	
				Maintenance & Repairs of Equipment					
41480	02/14/23	MCNEES McNees Wallace & Nurick LLC							663
23-00169	02/14/23	1 dissemination agent services	750.00	01-402-317	Expenditure		130	1	
				Contracted Services					
41481	02/14/23	MEADO005 Meadow Valley Electric Inc							663
23-00146	02/14/23	1 admin	5,096.94	01-409-370	Expenditure		92	1	
				Maintenance & Repair of Building					
23-00146	02/14/23	2 police	4,411.20	01-410-610	Expenditure		93	1	
				Maintenance & Repair of Building					
			9,508.14						
41482	02/14/23	MILDRO05 Mildred Dosch							663
23-00153	02/14/23	1 Refund Appeal-212 Perry PY	25.00	01-491-001	Expenditure		104	1	
				Refunds of Prior Year Revenues					
41483	02/14/23	MONIT005 Monitronics							663
23-00179	02/14/23	1 key fobs police	108.36	01-410-200	Expenditure		144	1	
				Police Equipment & Supplies					
41484	02/14/23	MOSER005 Moser Roofing Solutions LLC							663
23-00165	02/14/23	1 leak in vestibule	881.82	01-409-376	Expenditure		122	1	
				137 S Front, Boro Property Expenses					
41485	02/14/23	OAKSY005 Oak Systems							663
23-00147	02/14/23	1 postage meterink high capacity	235.84	01-402-325	Expenditure		94	1	
				Postage					
41486	02/14/23	PATRI010 Patricia A. Weaver							663
23-00121	02/14/23	1 weaver 321 perry st	139.00	01-411-501	Expenditure		42	1	
				CBVFD - Vol. Fire Fighter Tax Rebate					
41487	02/14/23	PAYCH010 PAYCHEX (ESR)							663
23-00182	02/14/23	1 Payroll Fee-ADMIN	48.02	01-402-318	Expenditure		153	1	
				Payroll Processing Fees					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
01	GENERAL FUND	GENERAL FUND	Continued						
41487	PAYCHEX (ESR)	Continued							
23-00182	2	Payroll Fee-POLICE	116.43	01-410-318	Expenditure		154	1	
				Payroll Processing Fees					
23-00182	3	Payroll Fee-CODES	13.72	01-413-318	Expenditure		155	1	
				Payroll Processing Fee					
23-00182	4	Payroll Fee-ZONING	6.86	01-414-318	Expenditure		156	1	
				Payroll Processing Fees					
23-00182	5	Payroll Fee-PW	27.44	01-430-318	Expenditure		157	1	
				Payroll Processing Fees					
			<u>212.47</u>						
41488	02/14/23	PENNS010 Pennsylvania One Call System, karl supplemental messages	5.20	01-430-321	Expenditure		663 74	1	
				Highway, Phone - Cell & Landline & GPS					
23-00141	2	email delivery charges	0.80	01-430-321	Expenditure		75	1	
				Highway, Phone - Cell & Landline & GPS					
23-00141	3	monthly activity fee	28.00	01-430-321	Expenditure		76	1	
				Highway, Phone - Cell & Landline & GPS					
23-00141	4	supplemental voice messages	5.55	01-430-321	Expenditure		77	1	
				Highway, Phone - Cell & Landline & GPS					
			<u>39.55</u>						
41489	02/14/23	PENNS035 Pennsylvania Municipal League 2023 dues	450.00	01-402-420	Expenditure		663 158	1	
				Dues & Publications					
41490	02/14/23	RESSL005 Ressler Propane 430 S Front St Gas #F1653308	550.89	01-430-363	Expenditure		663 29	1	
				Highway, Natural Gas Usage					
23-00139	1	430 S Front St Gas #F1648430	1,096.14	01-430-363	Expenditure		72	1	
				Highway, Natural Gas Usage					
			<u>1,647.03</u>						
41491	02/14/23	RIVER015 River Valley Disposal 2/1-2/28 3 yd 2xweek	210.00	01-409-365	Expenditure		663 146	1	
				Trash Disposal Services					
23-00181	2	2/1-2/28 recycling	30.00	01-409-365	Expenditure		147	1	
				Trash Disposal Services					
23-00181	3	2/1-2/28 cb 2yd 1xweek	64.00	01-409-365	Expenditure		148	1	
				Trash Disposal Services					
23-00181	4	2/1-2/28 columbia st cans	343.25	01-409-365	Expenditure		149	1	
				Trash Disposal Services					
23-00181	5	2/1-2/28 fuel surcharge	19.42	01-409-365	Expenditure		150	1	
				Trash Disposal Services					
23-00181	6	2/1-2/28 3yd 2xweek col cross	220.50	01-454-377	Expenditure		151	1	
				Columbia Crossings, Contracted Services					
23-00181	7	2/1-2/28 fuel surcharge	6.62	01-454-377	Expenditure		152	1	
				Columbia Crossings, Contracted Services					
			<u>893.79</u>						



Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
01	GENERAL FUND	GENERAL FUND	Continued						
41492	02/14/23	RSHOL005 R S Hollinger & Son, Inc					663		
23-00134	1	Hex Nut chain saw	0.79	01-430-200 Operating Supplies	Expenditure		57	1	
41493	02/14/23	RWCON005 R/W Connection, Inc					663		
23-00108	1	Rubber Scraper HDV27	176.00	01-430-375 Maintenance & Repairs of Equipment	Expenditure		30	1	
41494	02/14/23	SIGNA005 Signal Service Inc					663		
23-00135	1	RWA12 Malleable, #462 & 15th S	130.00	01-433-374 Traffic Lights, Maintenance	Expenditure		58	1	
23-00135	2	RWA12 Malleable, #462 & 15th S	90.00	01-433-374 Traffic Lights, Maintenance	Expenditure		59	1	
23-00135	3	RWA12 Malleable, #462 & 15th S	108.00	01-433-374 Traffic Lights, Maintenance	Expenditure		60	1	
23-00135	4	RWA12 Malleable, #462 & 15th S	38.00	01-433-374 Traffic Lights, Maintenance	Expenditure		61	1	
			<u>366.00</u>						
41495	02/14/23	SLAYM010 Slaymaker Rentals & Supply Inc					663		
23-00097	1	Rent 86' lift	495.00	01-454-453 Maintenance of Parks - Locust Park	Expenditure		9	1	
23-00097	2	Delivery & Pickup Fee for lift	250.00	01-454-453 Maintenance of Parks - Locust Park	Expenditure		10	1	
			<u>745.00</u>						
41496	02/14/23	SMART005 SmartSfety Software/Trancite					663		
23-00138	1	Renew Easy St Draw/5 Licenses	500.00	01-410-200 Police Equipment & Supplies	Expenditure		71	1	
41497	02/14/23	STATE020 State Workers' Insurance Fund					663		
23-00143	1	1/01/23-01/01/24	1,785.00	01-411-381 CBVFD - Workers Comp. Ins	Expenditure		87	1	
41498	02/14/23	SUSQU075 Susquehanna Door Service Inc					663		
23-00164	1	auto door decal	54.84	01-454-378 Columbia Crossings, Building/Prop Maint.	Expenditure		120	1	
23-00164	2	stand clear decal	53.56	01-454-378 Columbia Crossings, Building/Prop Maint.	Expenditure		121	1	
			<u>108.40</u>						
41499	02/14/23	TACTI005 Tactical wear					663		
23-00163	1	Cargo Pants/Dan Bell	89.99	01-410-238 Police Uniforms and Dry Cleaning	Expenditure		119	1	
41500	02/14/23	TOTAL Total Exterminating Services					663		
23-00109	1	41 walnut St Monthly	60.00	01-454-377 Columbia Crossings, Contracted Services	Expenditure		31	1	
23-00109	5	41 walnut St Monthly	60.00	01-454-377 Columbia Crossings, Contracted Services	Expenditure		32	1	
23-00109	6	15 S 3rd St Market House	75.00	01-444-317 Market House, Contracted Services	Expenditure		33	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
01		GENERAL FUND							
		GENERAL FUND							
				Continued					
41500		Total Exterminating Services							
23-00109	7	308 Locust St - 1/2 POLICE	25.00	01-410-317	Expenditure		34		1
				Contracted Services					
23-00109	8	308 Locust St- 1/2 OFFICE	25.00	01-402-317	Expenditure		35		1
				Contracted Services					
			245.00						
41501	02/14/23	VERIZ010 Verizon Connect							663
23-00126	1	Police Vehicles - GPS	80.95	01-410-321	Expenditure		46		1
				Police, Phone - Cell, Landline & GPS					
23-00126	2	Police Vehicles - GPS	80.95	01-410-321	Expenditure		47		1
				Police, Phone - Cell, Landline & GPS					
			161.90						
41502	02/14/23	VLTRA005 V L Tracey Sales							663
23-00157	1	bleached roll towels	52.01	01-413-220	Expenditure		111		1
				Operating Supplies					
23-00157	2	fresh "the wave" urinal screen	29.99	01-413-220	Expenditure		112		1
				Operating Supplies					
			82.00						
41503	02/14/23	WILLI035 William L. Meyers							663
23-00116	1	meyers 730 plane st	89.81	01-411-501	Expenditure		37		1
				CBVFD - Vol. Fire Fighter Tax Rebate					
41504	02/14/23	WIZAR005 Wizard Lock & Safe Co							663
23-00080	1	Rekeying of Police Dept.	928.37	01-410-200	Expenditure		1		1
				Police Equipment & Supplies					
41505	02/14/23	YORGE005 Yorgeys Fine Cleaning							663
23-00105	1	Drycleaning/Laundry/PD	88.05	01-410-238	Expenditure		27		1
				Police Uniforms and Dry Cleaning					
41506	02/14/23	YORKC005 York County SPCA							663
23-00150	1	jan 2023 activity	320.00	01-413-540	Expenditure		97		1
				TNR					
23-00150	2	dec 2022 actifity	420.00	01-413-540	Expenditure		98		1
				TNR					
			740.00						
Checking Account Totals									
			Paid	Void	Amount Paid	Amount Void			
		Checks:	72	0	165,620.92	0.00			
		Direct Deposit:	0	0	0.00	0.00			
		Total:	72	0	165,620.92	0.00			
35		LIQUID FUELS							
		PLGIT LIQUID FUELS							
586	02/14/23	PPLEL005 PPL Electric Utilities Corp							664
23-00177	1	st lights	7,946.89	35-434-001	Expenditure		1		1
				Street Lighting - Electrical Usage					
23-00177	2	st lights malleable road	35.14	35-434-001	Expenditure		2		1
				Street Lighting - Electrical Usage					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
35		LIQUID FUELS							
		PLGIT LIQUID FUELS							
		Continued							
586 PPL		Electric Utilities Corp							
23-00177	3	st lights n 2nd st	58.97	35-434-001	Expenditure		3	1	
				Street Lighting - Electrical Usage					
23-00177	4	st lights locust st	69.57	35-434-001	Expenditure		4	1	
				Street Lighting - Electrical Usage					
23-00177	5	st lights ironville pike	25.25	35-434-001	Expenditure		5	1	
				Street Lighting - Electrical Usage					
23-00177	6	st lights 9th & walnut	25.64	35-434-001	Expenditure		6	1	
				Street Lighting - Electrical Usage					
23-00178	1	traffic lights cherry & lanc	38.28	35-434-002	Expenditure		7	1	
				Traffic Lights - Electrical Usage					
23-00178	2	traffic lights 15th & lanc ave	35.49	35-434-002	Expenditure		8	1	
				Traffic Lights - Electrical Usage					
23-00178	3	traffic lights lanc ave	38.86	35-434-002	Expenditure		9	1	
				Traffic Lights - Electrical Usage					
23-00178	4	traffic lights 9th & locust st	25.12	35-434-002	Expenditure		10	1	
				Traffic Lights - Electrical Usage					
23-00178	5	traffic lights 5th st park	82.87	35-434-002	Expenditure		11	1	
				Traffic Lights - Electrical Usage					
23-00178	6	traffic lights walnut st	99.31	35-434-002	Expenditure		12	1	
				Traffic Lights - Electrical Usage					
			8,481.39						

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	8,481.39	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	8,481.39	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	73	0	174,102.31	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	73	0	174,102.31	0.00

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Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND BBT	3-01	71,494.81	125.00	53,506.19	125,126.00
CAPITAL FUND	3-18	40,494.92	0.00	0.00	40,494.92
HIGHWAY AID FUND	3-35	8,481.39	0.00	0.00	8,481.39
Total of All Funds:		<u>120,471.12</u>	<u>125.00</u>	<u>53,506.19</u>	<u>174,102.31</u>

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Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND BBT	01	71,494.81	125.00	53,506.19	125,126.00
CAPITAL FUND	18	40,494.92	0.00	0.00	40,494.92
HIGHWAY AID FUND	35	8,481.39	0.00	0.00	8,481.39
Total of All Funds:		<u>120,471.12</u>	<u>125.00</u>	<u>53,506.19</u>	<u>174,102.31</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND BBT	3-01	71,494.81	0.00	0.00	0.00	71,494.81
CAPITAL FUND	3-18	40,494.92	0.00	0.00	0.00	40,494.92
HIGHWAY AID FUND	3-35	8,481.39	0.00	0.00	0.00	8,481.39
Total of All Funds:		120,471.12	0.00	0.00	0.00	120,471.12

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** 2/14/23

**DEPARTMENT:** Police

**TITLE:** Event Permit Application for the Columbia Historic Preservation Society’s annual Albatwitch Day.

**BACKGROUND AND JUSTIFICATION:** This is an annual event, which is sponsored by the Columbia Historic Preservation Society. This event consists of food, lectures, live music, trolley rides and vendors.

**MOTION:** To consider approval for the Columbia Historic Preservation Society to host their annual Albatwitch Day on Saturday, October 14, 2023, from 11am-5:00pm (set-up from 7am-11am, tear-down from 5pm-6pm) using River Park contingent upon receipt of the required Certificate of Insurance.

Move to approve/disapprove [state draft action]

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2022	2023	2024	2025	2026
Operating Expense (F01)	0	0	0	0	0
Capital Expense (F18)	0	0	0	0	0
Capital Expense (F30)	0	0	0	0	0
Liquid Fuels Exp. (F35)	0	0	0	0	0
External Revenues (Grants)	0	0	0	0	0
In-kind Match	0	0	0	0	0
<b>Net Fiscal Impact</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	FY22 Budget	Current Balance	Agenda Expenditure	Balance

C. Legal Review:

**ATTACHMENT(S):**

- Facilities Use Request dated 1/31/23
- Certificate of Insurance



LEO S. LUTZ Mayor  
 HEATHER ZINK Borough Council President  
 EVAN M. GABEL Solicitor  
 MARK E. STIVERS Borough Manager

**SPECIAL EVENT PERMIT APPLICATION**

Non-Profit:  Yes  No Date Request Submitted: 01/31/2023

Organization Name: Columbia Historic Preservation Society Representative Name: Chris Vera

Address: P.O. Box 578 Columbia, PA 17512 Phone #: (717)572-7149 Email: columbiainhistory717@gmail.com

Name of Event: Albatwitch Day

Describe Event Activities: food, lectures, music, trolley tours, vendors

<u>Event Date(s)</u>	<u>Time of Event</u>	<u>Times (Including Setup/Tear Down)</u>
Saturday, October 14 2023 / (Rain Date) _____	<u>11:00AM-5:00PM</u>	<u>7:00AM - 6:00PM</u>

Anticipated Attendance: 5,000 Are you charging a fee to participate? NO If so, how much? \_\_\_\_\_

Site Requested: (Please see Special Event Policies and Procedures for a list of available sites)  
Columbia River Park / Columbia Crossing

If using Borough Street(s) (i.e.- 3<sup>rd</sup> St from Locust to Chestnut): \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ **and**  
 \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ **and** \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

Equipment/Personnel Required:  Police Services  Custodian  Highway Personnel  
 Safety Cones  Fire Police Services  Other \_\_\_\_\_

**Please Note:**

- The Borough has the right to assign additional security and other personnel as needed. Your organization may be subject to fees for these services as well as other fees incurred by the Borough. (Please refer to the current Columbia Borough Fee Schedule which is available on our website ([www.columbiapa.net](http://www.columbiapa.net))).
- Clean-up and removal of all trash produced at an event is the responsibility of the event host. Failure to remove all trash could result in additional fees as well as a fine of up to \$500.00.
- A Certificate of Insurance must be submitted with the application and must be submitted to the Columbia Borough Police Department at least 60 days prior to the event date. Minimum coverage of \$500,000.00 for bodily injury and \$500,000.00 for property damage (must show Columbia Borough as additional insured).
- Two Certificates of Insurance are required for events involving a state-owned road (one showing Columbia Borough as an additional insured and a second showing PennDot as an additional insured). The Facilities Use Application and Insurance Certificate must be submitted at least 60 days prior to the event date.



*I hereby certify hereby certify that I have read, understand, and agree to adhere to this policy of Columbia Borough concerning Use of Facilities. Further, my organization forever releases Columbia Borough, Mayor, Council Members, Columbia Borough Officials, their doctors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned dates(s) for which the application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Borough and any of its agents, servants, or employees and further will hold harmless and indemnify the said, Mayor, Council Members, and Borough Officials from any expenses, judgments or decrees recovered against them as a result of said use of these facilities. The provisions of this Application and this paragraph extend to the applicant's successors, assigns, heirs, and personal representatives*

**RESPONSIBLE ORGANIZATION OFFICIAL:** Christopher A. Vera \_\_\_\_\_  
(Name – PLEASE PRINT) (Signature)

**APPROVAL SIGNATURES**

Borough Manager \_\_\_\_\_ Mark Stivers, Borough Manager Date \_\_\_\_\_

Police Chief \_\_\_\_\_ Chief Jack Brommer Date \_\_\_\_\_

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** 2/14/23

**DEPARTMENT:** Police

**TITLE:** Event Permit Application for the Columbia Historic Preservation Society’s annual Columbia Railroad Day.

**BACKGROUND AND JUSTIFICATION:** This is an annual event, which is sponsored by the Columbia Historic Preservation Society. This event consists of food, lectures, a shifter showdown, trolley rides and vendors.

**MOTION:** To consider approval for the Columbia Historic Preservation Society to host their annual Columbia Railroad Day on Saturday, June 10, 2023, from 9am-3:00pm (set-up from 7am-9am, tear-down from 3pm-4pm) using River Park contingent upon receipt of the required Certificate of Insurance.

Move to approve/disapprove [state draft action]

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Operating Expense (F01)	0	0	0	0	0
Capital Expense (F18)	0	0	0	0	0
Capital Expense (F30)	0	0	0	0	0
Liquid Fuels Exp. (F35)	0	0	0	0	0
External Revenues (Grants)	0	0	0	0	0
In-kind Match	0	0	0	0	0
<b>Net Fiscal Impact</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	FY22 Budget	Current Balance	Agenda Expenditure	Balance

C. Legal Review:

**ATTACHMENT(S):**

- Facilities Use Request dated 1/31/23



LEO S. LUTZ Mayor  
 HEATHER ZINK Borough Council President  
 EVAN M. GABEL Solicitor  
 MARK E. STIVERS Borough Manager

**SPECIAL EVENT PERMIT APPLICATION**

Non-Profit:  Yes  No Date Request Submitted: \_\_\_\_\_

**Organization Name:** Columbia Historic Preservation Society **Representative Name:** Chris Vera

**Address:** P.O. Box 578 Columbia, PA 17512 **Phone #:** (717)572-7149 **Email:** columbiainhistory717@gmail.com

**Name of Event:** Columbia Railroad Day

**Describe Event Activities:** demonstrations, lectures, trolley tours

<u>Event Date(s)</u>	<u>Time of Event</u>	<u>Times (Including Setup/Tear Down)</u>
<u>Saturday, June 10, 2023 / (Rain Date)</u>	<u>9:00AM - 3:00PM</u>	<u>7:00AM - 4:00PM</u>

**Anticipated Attendance:** 500 **Are you charging a fee to participate?** NO **If so, how much?** \_\_\_\_\_

**Site Requested:** (Please see Special Event Policies and Procedures for a list of available sites)  
Columbia River Park / Columbia Crossing

**If using Borough Street(s) (i.e.- 3<sup>rd</sup> St from Locust to Chestnut):** \_\_\_\_\_ **from** \_\_\_\_\_ **to** \_\_\_\_\_ **and**  
 \_\_\_\_\_ **from** \_\_\_\_\_ **to** \_\_\_\_\_ **and** \_\_\_\_\_ **from** \_\_\_\_\_ **to** \_\_\_\_\_

**Equipment/Personnel Required:**  Police Services  Custodian  Highway Personnel  
 Safety Cones  Fire Police Services  Other \_\_\_\_\_

**Please Note:**

- The Borough has the right to assign additional security and other personnel as needed. Your organization may be subject to fees for these services as well as other fees incurred by the Borough. (Please refer to the current Columbia Borough Fee Schedule which is available on our website ([www.columbiapa.net](http://www.columbiapa.net))).
- Clean-up and removal of all trash produced at an event is the responsibility of the event host. Failure to remove all trash could result in additional fees as well as a fine of up to \$500.00.
- A Certificate of Insurance must be submitted with the application and must be submitted to the Columbia Borough Police Department at least 60 days prior to the event date. Minimum coverage of \$500,000.00 for bodily injury and \$500,000.00 for property damage (must show Columbia Borough as additional insured).
- Two Certificates of Insurance are required for events involving a state-owned road (one showing Columbia Borough as an additional insured and a second showing PennDot as an additional insured). The Facilities Use Application and Insurance Certificate must be submitted at least 60 days prior to the event date.

*I hereby certify hereby certify that I have read, understand, and agree to adhere to this policy of Columbia Borough concerning Use of Facilities. Further, my organization forever releases Columbia Borough, Mayor, Council Members, Columbia Borough Officials, their doctors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned dates(s) for which the application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Borough and any of its agents, servants, or employees and further will hold harmless and indemnify the said, Mayor, Council Members, and Borough Officials from any expenses, judgments or decrees recovered against them as a result of said use of these facilities. The provisions of this Application and this paragraph extend to the applicant's successors, assigns, heirs, and personal representatives*

**RESPONSIBLE ORGANIZATION OFFICIAL:** Christopher A. Vera \_\_\_\_\_  
(Name – PLEASE PRINT) (Signature)

**APPROVAL SIGNATURES**

Borough Manager \_\_\_\_\_ Mark Stivers, Borough Manager Date \_\_\_\_\_

Police Chief \_\_\_\_\_ Chief Jack Brommer Date \_\_\_\_\_

**RESOLUTION NO. 2023 – 11**

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**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF COLUMBIA,  
LANCASTER, PENNSYLVANIA AUTHORIZING THE DESTRUCTION OF BOROUGH RECORDS AND  
SURPLUS EQUIPMENT**

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**WHEREAS**, the Commonwealth of Pennsylvania has established a uniform retention schedule for maintaining municipal records; and

**WHEREAS**, the Borough of Columbia also has financial records that have exceeded the required retention period and can be destroyed; and

**WHEREAS**, the Borough of Columbia has a surplus of used equipment.

**NOW THEREFORE, BE IT RESOLVED**, that the Columbia Borough Council hereby authorizes the Borough Manager to maintain the files according to the Borough Code and authorizes the retention and disposition of Borough records in accordance with the Pennsylvania Municipal Records Act and the Pennsylvania Municipal Records Manual.

**THEREFORE, BE IT FURTHER RESOLVED**, that the Columbia Borough Council hereby authorizes the Borough Manager to surplus (destroy) the following equipment and records:

- Cash receipts for 2015
- WW meter readings 2014
- Journal entries 2015
- AP checks 2015
- HP printer color laser jet pro M477FDN
- Epson printer 4540 CB 3220014L962614056

**ADOPTED AND RESOLVED**, by the Borough of Columbia in lawful session duly assembled on the 14<sup>th</sup> day of February 2023.

**ATTEST:**

**Columbia Borough Council**

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Mark E. Stivers  
Borough Manager and Secretary/Treasurer

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Heather M. Zink  
Borough Council President

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** 2/14/2023

**DEPARTMENT:**

**TITLE:** Consider Resolution 2023-12 authorizing the Lancaster County Land Bank to accept property located at 612 Franklin St

**SUMMARY:** Recently, Columbia's Code Manager connected the Land Bank with a case worker who is currently working with the owner of the house at 612 Franklin Street. The case worker feels that the homeowner is no longer capable of living on their own in the house, so they were looking for options to sell, as the property is unlikely to sell easily in the traditional market (based on the state of its interior). Therefore, we would like to ask that this property is brought to Columbia's Borough Council and School Board for the necessary acquisition approvals.

**BACKGROUND AND JUSTIFICATION:** The house is currently condemned due to infestation, excess trash and rubbish, potential mold, and general severe disrepair. There are currently no delinquent taxes. Current assessment is \$61,000. Property rehab would result in significant increase in value.

**MOTION:**

Move to approve 612 Franklin Street to enter the Land Bank program.

**FISCAL IMPACT ANALYSIS**

A. Summary of Fiscal Impact:

- a. While in the program, property tax would not be paid. The length of time the property is held by the land bank would determine the amount of tax loss. The increase in Property value will result in a net gain of property tax after the rehab is complete.

C. Legal Review:

**ATTACHMENT(S):**

- Resolution 2023-12

**BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA**

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**RESOLUTION NO. 2023 – 12**

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**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF COLUMBIA, LANCASTER, PENNSYLVANIA AUTHORIZING THE LANCASTER COUNTY LAND BANK AUTHORITY TO ACCEPT PROPERTY LOCATED AT 612 FRANKLIN STREET INTO THE COLUMBIA LAND BANK PROGRAM.**

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**WHEREAS**, on January 10, 2017, the Borough entered into an Intergovernmental Cooperation Agreement specifying terms for operation of the Lancaster County Land Bank Authority within the borough, and

**WHEREAS**, the Agreement requires that the Borough and School District approve the inclusion of specific properties in the Land Bank program, and

**NOW, THEREFORE, BE IT RESOLVED** that the property located at 612 Franklin Street (Account number 1108762100000) in Columbia Borough is approved for acquisition by the Lancaster County Land Bank Authority.

**RESOLVED AND ADOPTED**, by the Borough of Columbia in lawful session duly assembled on the 14<sup>th</sup> day of February 2023.

**ATTEST:**

**Columbia Borough Council**

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Mark E Stivers  
Borough Manager and Secretary/Treasurer

---

Heather M. Zink  
Borough Council President



# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** 02/14/23  
Administration

**DEPARTMENT:**

**TITLE:** Review Offers from Mr. Kifle and COLA Investment Partners, LP to Purchase 400 Locust Street property

**SUMMARY:** Staff is Councils approval to execute an agreement of sale to sell the borough owned land located at 400 Locust Street to one of the two offers received for this property.

**BACKGROUND AND JUSTIFICATION:** On May 10, 2022, Borough Council adopted Resolution 2022-20 to declare the property located at 400 Locust Street as surplus land and authorized staff to list the property for sale via sealed bit. After two attempts to sell the land via sealed bid, Borough Council authorized staff at its regular meeting on October 25, 2022 to contract with a realtor located in Columbia Borough to sell this land for the Borough. Staff Contracted with Jeff Seibert to sell the land.

We have now received two qualified offers for this land:

- One offer is from Cola Investment Partners, LP for \$40,000
- The other offer is from Mehari Kifle and Roman Gebremeskel for \$56,000

Once a buyer is selected, the Borough Attorney and staff will work with the realtor to finalize the agreement of sale. A resolution will need to be prepared for Council approval before the final sale of the land.

**MOTION:** To consider authorizing the Borough Manager to represent the Borough in signing the agreement of sale for the Borough owned land located at 400 Locust Street.

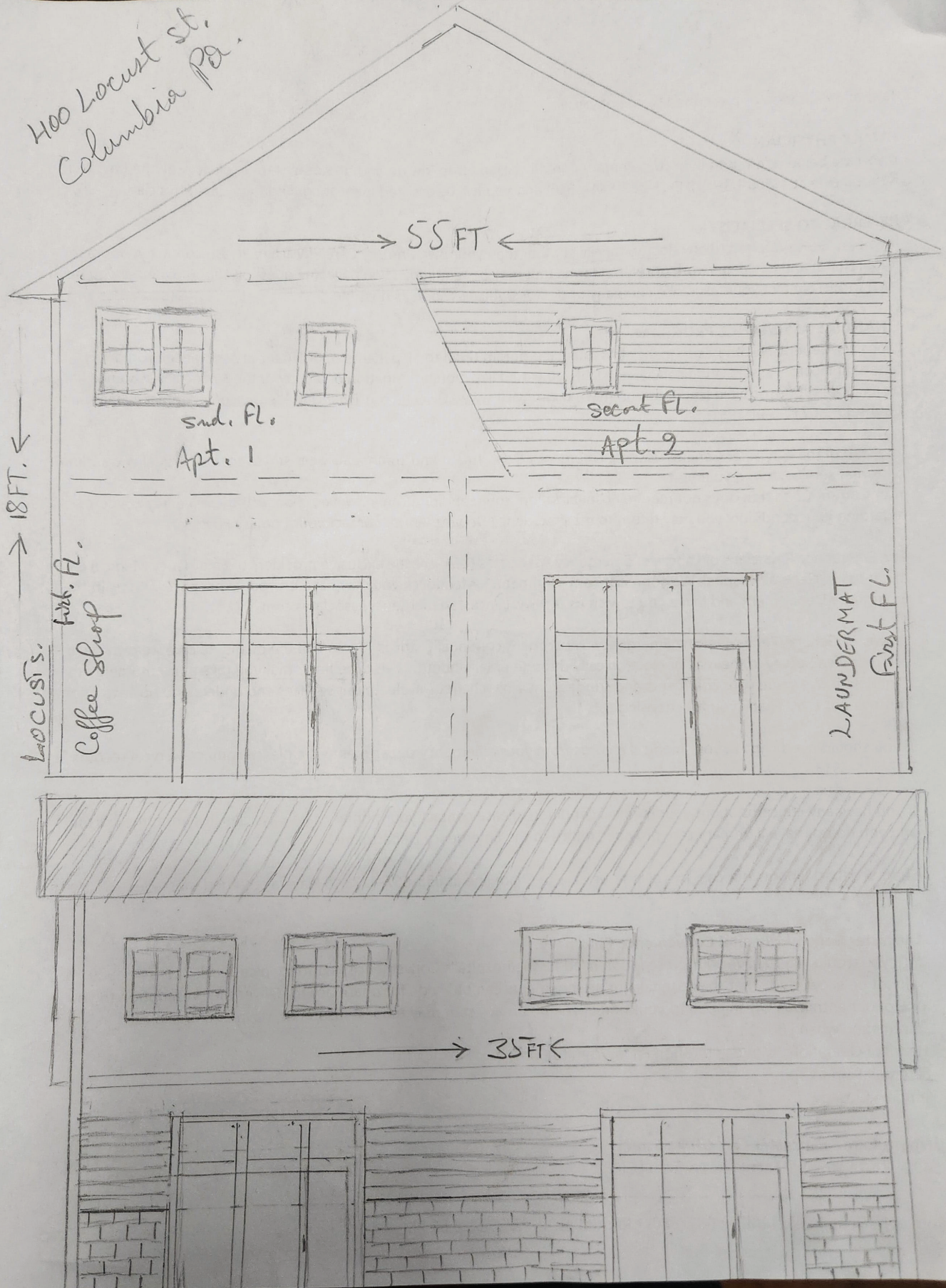
Concept plan from Cola Investment Partners, LP



Construct an open air restaurant that includes space for small events



400 Locust St.  
Columbia Pa.





# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** February 14, 2023

**DEPARTMENT:** Public Works

**TITLE:** 2023 Paving Projects

**BACKGROUND AND JUSTIFICATION:**

Advertise to bid for Paving Materials for 2023 Paving Projects by Borough Crews. The 2023 Paving materials will utilize Liquid Fuels money. Pennsylvania General Assembly thresholds require purchases and contracts over \$22,500 require formal bidding. The formal bidding process for the 2023 Asphalt paving materials will utilize a Penn Dot MS-963 form. Once approved, the invitation to bid for 1600 tons of 9.5 mm Superpave Asphalt and 200 tons of 25 mm Superpave Asphalt will be advertised on February 19, 2023 and February 26, 2023. Bids will be opened and read publicly at 10:00 am on March 16, 2023. Borough Council will award the lowest qualified and responsible bidder at the regular public meeting on March 28, 2023.

**MOTION:**

Move to approve to advertise for bid for Paving Materials for 2023 Paving Projects by Borough Crews

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Operating Expense (F01)	0	0	0	0	0
Capital Expense (F18)	0	0	0	0	0
Capital Expense (F30)	0	0	0	0	0
Liquid Fuels Exp. (F35)	0	0	0	0	0
External Revenues (Grants)	0	0	0	0	0
In-kind Match	0	0	0	0	0
<b>Net Fiscal Impact</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

B. Recommended Sources of Funds/Summary of Fiscal Impact:

<b>Account Number</b>	<b>Account Description</b>	<b>FY22 Budget</b>	<b>Current Balance</b>	<b>Agenda Expenditure</b>	<b>Balance</b>
35-439-085	2023 Street Paving Projects			\$175,000	

C. Legal Review:

**ATTACHMENT(S):**



LEO S. LUTZ  
Mayor  
HEATHER ZINK  
Borough Council President

EVAN M. GABEL  
Solicitor  
MARK E. STIVERS  
Borough Manager

February 7, 2023

The Lancaster Newspapers  
8 West King Street  
Lancaster PA 17604

Ladies and Gentlemen:

Please insert the following legal notice into the *Lancaster Newspapers* two times (2) on **February 19, 2023 and on February 26, 2023**. Please send proof of publication.

“INVITATION TO BID

Sealed proposals will be received by the Borough of Columbia, 308 Locust Street, Columbia, PA 17512 until 10:00 am on March 16, 2023 for the following approximate amounts of road materials:

1600 Tons of 9.5mm Superpave Asphalt  
200 Tons of 25mm Superpave Asphalt

All proposals must be upon forms furnished by Columbia Borough, which may be picked up during normal business hours of Monday-Friday 8 am - 4:30 pm at the above address or are available on our website, [www.columbiapa.net](http://www.columbiapa.net). Bids will be opened and read publicly at 10 am, at the above address on March 16, 2023. Borough Council will award the bid to the lowest qualified and responsible bidder at its regular public meeting on March 28, 2023, 308 Locust Street at 7 pm. Columbia Borough reserves the right to reject any and all bids or bid items.

Best Regards,

Mark E. Stivers  
Borough Manager and Secretary/Treasurer



**SPECIFICATIONS  
AND  
INSTRUCTIONS TO BIDDERS  
  
FOR**

**2023 Superpave Asphalt**

Columbia Borough  
308 Locust Street  
Columbia, Pennsylvania 17512





PROPOSAL AND CONTRACT FOR EQUIPMENT AND/OR MATERIALS ONLY \*

INSTRUCTIONS ON PAGE 3

(THIS PROPOSAL INCLUDES INSTRUCTIONS TO BIDDERS)

A. DEPOSIT OF PROPOSALS.

- 1. All envelopes containing Bid proposals shall be clearly marked "Bid Proposal for letting of 3/16/2023 ." DATE

Borough of Columbia MUNICIPALITY (NAME & TYPE)

Sealed Proposals will be received on or before 3/16/2023 , on the above Letting Date. TIME

Mark E. Stivers SECRETARY

Bids will be opened and read at approximately 10:00 AM , on the above Letting Date. TIME

308 Locust Street Columbia, Pa 17512

ADDRESS 223-246-3551

MUNICIPAL CONTACT PHONE NUMBER

PROPOSALS MUST BE MAILED OR OTHERWISE DELIVERED TO THE ABOVE ADDRESS.

- 2. Supplier agrees to furnish and deliver those items for which prices have been indicated on the Schedule of Prices (Attachment 1) in accordance with the current PennDOT Specifications (Pub. 408), except bidders need not be prequalified by PennDOT (Sec. 102.01). It is understood that: (1) Bituminous materials will be purchased weight or converted gallons at 60 F. (2) Supplier must furnish Form CS-4171, CERTIFICATE OF COMPLIANCE and/ or TR-465 DAILY BITUMINOUS MIX CERTIFICATION. (3) The Municipality reserves the right to make an award on the basis of quotations received for any item or on the basis of the aggregate total for all like items on which quotations are received.

- 3. Contract shall expire in one year from Date of Award or \_\_\_\_\_ (DATE)

B. CONTRACTOR'S CERTIFICATION

Proposal of \_\_\_\_\_ (NAME OF CONTRACTOR)

\_\_\_\_\_ (ADDRESS)

- 1. It is hereby certified as follows:
  - a. The only person (s) having an interest in this proposal is (are) [include owners of leased equipment]: \_\_\_\_\_
  - b. None of the above persons are employees of the municipality.
  - c. This proposal is made without collusion with any other person, firm or corporation.
  - d. All specifications referred to above have been examined by the suppliers. The supplier understands that the quantities indicated herein are approximate and are subject to change as may be required; and that all work is payable on the basis of the unit prices listed on the Schedule of Prices (Attachment 1).
- 2. Accompanying this proposal is a certified check or bid bond in the amount of \$ \_\_\_\_\_ made payable to the municipality, as a proposal guarantee which, it is understood, will be forfeited in case the supplier fails to comply with the requirements of the proposal.
- 3. Name(s) of source(s) of supply of bituminous materials.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* For Contract Projects, use MS-944.



- 4. The supplier will comply with all requirements of the laws and implementing regulations of the Commonwealth of Pennsylvania and of the United States relating to human relations, equal opportunity and non-discrimination in employment, and will pay to workmen employed in the performance of the contract the wages to which they may be entitled and, when required by law, not less than the applicable prevailing wage.
- 5. The supplier will provide the municipality with a performance bond in the amount of 50% of the contract, conditioned upon the faithful performance of the contract.

**WITNESS OR ATTESTED BY:**

\_\_\_\_\_  
TITLE:



\_\_\_\_\_  
SUPPLIER

BY: \_\_\_\_\_

\_\_\_\_\_  
TITLE:



*TO BE EXECUTED ONLY IN THE EVENT THE ABOVE PROPOSAL IS ACCEPTED*

**ACCEPTED ON:**

**ATTESTED BY:**

\_\_\_\_\_  
TITLE:

(SEAL)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
MUNICIPALITY

Borough of Columbia

BY: \_\_\_\_\_

\_\_\_\_\_  
TITLE:

\_\_\_\_\_  
TITLE:

TOTAL AMOUNT OF CONTRACT:

\$ \_\_\_\_\_

\_\_\_\_\_  
TITLE:

ITEMS INCLUDED IN CONTRACT:

## SCHEDULE OF PRICES FOR EQUIPMENT AND / OR MATERIALS

EQUIPMENT Type, Make, Model, Specifications: \_\_\_\_\_

Delivery Date: \_\_\_\_\_ F.O.B. \_\_\_\_\_

PRICE \$ \_\_\_\_\_

OUTRIGHT PURCHASE - Trade-in \$ \_\_\_\_\_

Net \$ \_\_\_\_\_

RENTAL WITH PURCHASE OPTION ( Rental to be applied to purchase price.)

Rental: \_\_\_\_\_ per \_\_\_\_\_

( Hour, day, week, month, etc.)

PRICE \$ \_\_\_\_\_

- Trade-in \$ \_\_\_\_\_

Net \$ \_\_\_\_\_

### PROPOSAL AND CONTRACT INSTRUCTIONS

1. The proposal must be typewritten or printed.
2. If more than one proposal on any project is submitted by any individual, firm or partnership, corporation or association under the same or different names, only one lowest proposal will be considered.
3. Bid bonds may be waived by municipality by crossing it out on Proposal Form 963.
4. Part A of page 1 is to be completed by the municipality. Part B of page 1 is to be completed by the supplier. Schedule of Prices - under equipment section the municipality must complete description, delivery date, delivery site, and check appropriate block (s) for outright purchase or rental with purchase option. Under material section all like materials must be listed together and space provided for a total of all like materials. **EXAMPLE:** All classes of concrete, all sizes of concrete pipe, all sizes corrugated metal pipe, all asphalt materials, etc. Columns 1, 2, 3, 4, and 5 (be sure to include delivery date) must be filled in by the municipality to insure equitable bidding. All of Columns 6, A, 7, B, 8, and C must be filled in by the supplier, unless otherwise indicated. ( Unit Price delivered as directed does not apply to bituminous pavements. Use form MS-944.) If more space is needed, add note at the bottom of the page: " Continued on Attachment 1 - A" and add additional sheet designated as Attachment 1-A, 1-B, etc. Repeat note for each additional sheet required. Municipality may eliminate one or two pairs of Columns 6 through C, if no bids are desired under one or two of the options.
5. Performance bonds are provided by only the successful bidder. Bond must be in 50% of contract amount.
6. Where Materials for a Wearing Surface Treatment are part of the contract Average Daily Traffic ( ADT ) Count must be included in the description.
7. Contractor awarded the bid shall receive an approved copy of the contract.
8. Form MS-963 is not to be used for purchasing bituminous or other pavements in place. **IF ALTERNATE BIDS MUST BE SECURED, BOTH MS-963 AND MS-944 MUST BE USED.**
9. This form is **PRIMARILY** for use when work is performed by Local Forces.
10. An **ESCALATOR CLAUSE** is optional; however, it must be included in the proposal prepared by the Municipality. An escalator clause **MAY NOT** be inserted by the contractor.
11. Freight On Board (FOB) asphalt is subject to the requirements of Publication 408, Section 110.04(a) Price Adjustment of Bituminous Materials.



**SCHEDULE OF PRICES - MATERIALS**

BIDDER NAME:

1	2	3*	4**	5	6	A	7	B	8***	C
ITEM NO.	APPROX. QUANTITY	UNIT	DESCRIPTION	REMARKS AND / OR DELIVERY DATES	UNIT PRICE FOB PLANT	TOTAL (2 x 6)	UNIT PRICE DELIVERED AT JOB SITE	TOTAL (2 x 7)	UNIT PRICE DELIVERED AS DIRECTED	TOTAL (2 x 8)
1	1000	TONS	SUPERPAVE WEARING COURSE 9.5 MM PG 64-22 <0.3 ESAL'S	Delivered to the Paving Machine at Various Locations Within the Boundaries of Columbia Borough						
2	600	TONS	SUPERPAVE WEARING COURSE 9.5 MM PG 64-22 <0.3 ESAL'S	Unit Price F. O. B. Plant Only						
3	100	TONS	SUPERPAVE BASE COURSE 25 MM PG 64-22 <0.3 ESAL'S	Delivered to the Paving Machine at Various Locations Within the Boundaries of Columbia Borough						
4	100	TONS	SUPERPAVE BASE COURSE 25 MM PG 64-22 <0.3 ESAL'S	Unit Price F. O. B. Plant Only						

\* Gallons - Tons - Feet - etc.

\*\* Includes Class - Size - Diameter

\*\*\*For Bituminous or other Pavements in Place, Use Form 944

ALL COLUMNS MUST BE COMPLETED UNLESS OTHERWISE INDICATED.

USE OF CUTBACK ASPHALT IS PROHIBITED BETWEEN MAY 1 st AND OCTOBER 31 st EXCEPT AS NOTED IN BULLETIN NO. 25.

**PERFORMANCE BOND**

**(With Corporate Surety)**

**Attachment # 2**

**KNOW ALL MEN BY THESE PRESENTS, That we,** \_\_\_\_\_

as Principal and \_\_\_\_\_

a corporation incorporated under the laws of the State of \_\_\_\_\_

as Surety, are held and firmly bound unto \_\_\_\_\_

in the full and just sum of \_\_\_\_\_

( \$ \_\_\_\_\_ ) dollars lawful money of the United States of America, to be paid to the above

Municipality or its assigns, to which payment well and truly to be made, we bind ourselves, our heirs, executors administrators, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, the above bounden Principal has entered into a contract with the above Municipality, bearing even date herewith, for the undertaking of certain obligations as therein set forth,

**NOW, THEREFORE**, the condition of this obligation is such that if the above bounden Principal, as Contractor, shall in all respects comply with and faithfully perform the terms and conditions of said contract, including the Specifications and conditions referred to and made a part thereof, and such alterations as may be made in said Specifications as therein set forth, then this Obligation shall be void, but otherwise the same shall be and remain in full force, virtue and effect.

It is further provided that any alteration which may be made in the terms of the contract or its specifications with the express approval to the Municipality or the Principal to the other, shall not in any way release the Principal and the Surety or either or any of them, their heirs, executors, administrators, successors or assigns from their liability hereunder, notice to the Surety of any such alteration or forbearance being hereby waived.

**IN WITNESS WHEREOF**, the said Principal and Surety have duly executed this Bond under Seal, pursuant to due and legal action authorizing the same to be done on \_\_\_\_\_

( DATE OF BOND )



**Attest / Witness**

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
TITLE

**BY**

\_\_\_\_\_  
TITLE:



**Attest / Witness**

\_\_\_\_\_  
SURETY COMPANY

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
TITLE:



# FORM OF ADVERTISEMENT

Sealed proposals will be received by the:  
**BOROUGH OF COLUMBIA** of **LANCASTER**  
(City, Borough, Twp.: 1st. Cl. or 2nd Cl.) (County)  
 at **308 LOCUST STREET** **COLUMBIA, PA 17512**  
(Address)  
 until **10:00 AM**, on **March 16, 2023**, for the following:  
(Time) (Month-Day-Year)

Options	Item Number	Quantity	Unit	Description
	#1	1600	TONS	SUPERPAVE WEARING COURSE 9.5 MM PG 64-22 (-)less than 3 ESAL'S
	#2	200	TONS	SUPERPAVE BASE COURSE 25 MM PG 64-22 (-)less than 3 ESAL'S

Liquidated Damages Apply \_\_\_\_\_

Proposals must be upon the forms furnished by the Municipality.

The bid must be accompanied by a certified check or bid bond in the amount of 10 % of the bid, made payable to the municipality.

The Municipality reserves the right to reject any or all proposals.

**BOROUGH OF COLUMBIA**  
(City, Borough, Twp: 1st. Cl. Or 2nd Cl.)  
 BY: \_\_\_\_\_  
(Name)  
 \_\_\_\_\_  
(Title)  
 \_\_\_\_\_  
(Date)

**THIS ADVERTISEMENT ENDS HERE**

**FOR DEPARTMENT USE ONLY**

This advertisement meets the requirements of regulation 1300.

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** 2/14/2023

**DEPARTMENT:** Public Works

**TITLE:** 100-200 Block Walnut Street Streetscape Project

**SUMMARY:** PennDOT Safety Plan Submission

**BACKGROUND AND JUSTIFICATION:** C.S. Davidson, Inc. has been working with PennDOT and Rettew associates to progress this design forward. The next step in the process is to submit the plan for Safety Review. This review will provide us feedback from the Department prior to proceeding to final design. This review will also determine the level of environmental clearances and traffic study that will be required by PennDOT.

We want to ensure Council has an opportunity to review the plan and raise any questions/comments they have prior to this submission.

**MOTION:**

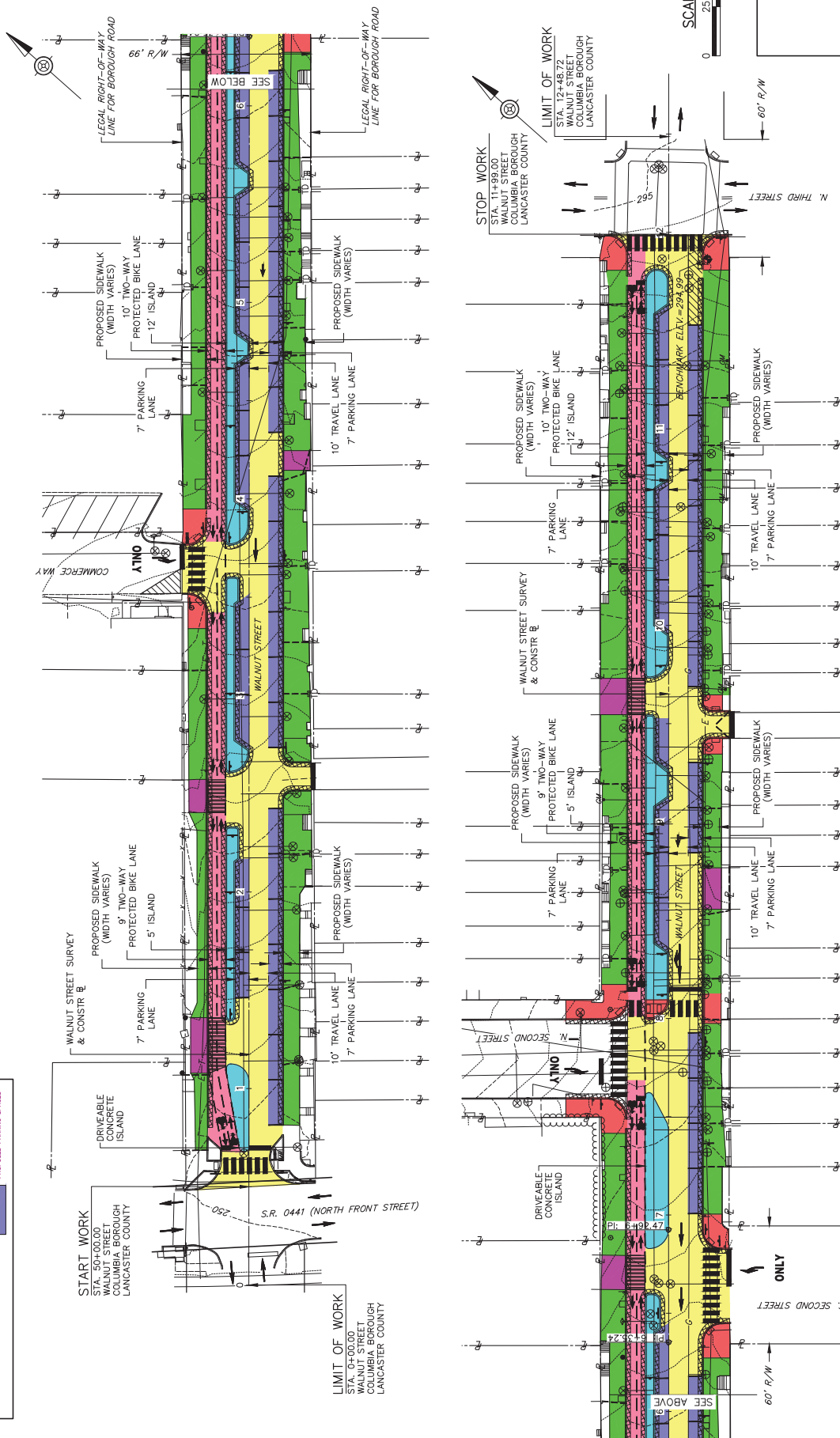
Move to authorize the Borough Engineer to submit the Walnut Street Safety Plan to PennDOT for safety review

**ATTACHMENT(S):**

- 100-200 Block Walnut Street Safety Plan

DISTRICT	COUNTY	ROUTE	SECTION	SHEET
8-D	LANCASTER	0000	---	1 OF 4
REVISION NUMBER	REVISIONS			
DATE	BY			

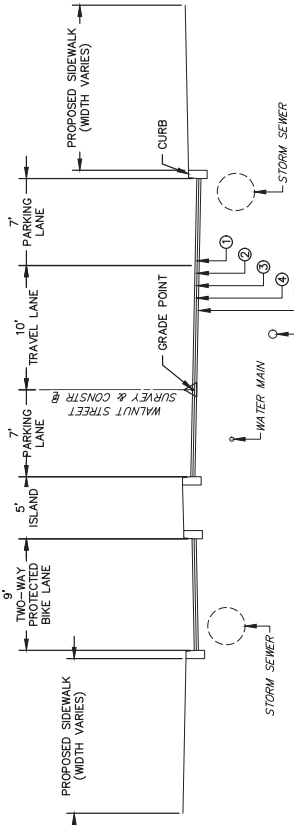
- IMPROVED CONCRETE SIDEWALK & CURBING
- PROPOSED MILL & OVERLAY WITH FABRIC
- PROPOSED MILL & OVERLAY WITH FABRIC FOR ISLAND BIKE PATH
- PROPOSED PARKING SPACES
- PROPOSED CENTER ISLAND
- PROPOSED MILL & OVERLAY WITH FABRIC
- PROPOSED MILL & OVERLAY WITH FABRIC FOR ISLAND BIKE PATH
- PROPOSED PARKING SPACES



SITE PLAN -- WALNUT STREET



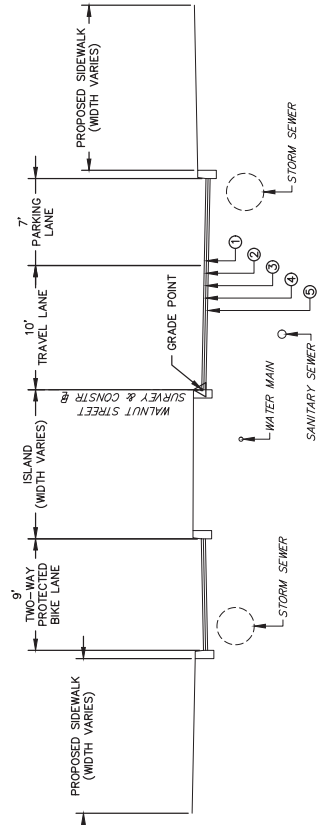
DISTRICT	COUNTY	ROUTE	SECTION	SHEET
8-0	LANCASTER	0000	----	2 OF 4
REVISION NUMBER	COLUMBIA BOROUGH		REVISIONS	
DATE	BY			



- 1 SUPERPAVE ASPHALT MIXTURE DESIGN, WEARING COURSE, PG 64S-22, 0.3 TO <3 MILLION ESALS, 9.5 MM MIX, SRL-E, 2" DEPTH
- 2 ASPHALT PAVING FABRIC
- 3 ASPHALT TACK COAT
- 4 SUPERPAVE ASPHALT MIXTURE DESIGN, WEARING COURSE (SCRATCH), PG 64S-22, 0.3 TO <3 MILLION ESALS, 9.5 MM MIX, SRL-L
- 5 MILLING OF ASPHALT PAVEMENT SURFACE, VARIABLE DEPTH, MILLED MATERIAL RETAINED BY CONTRACTOR, 24" OFF CURBLINE FROM 2" DEPTH TO 0" TOWARDS CENTERLINE/ PARKING AREAS

TYPICAL SECTION WITH CENTER ISLAND PARKING

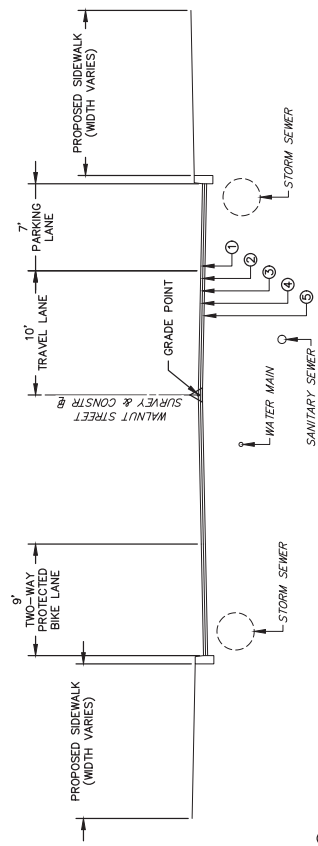
STA. 1+34.41 TO STA. 2+16.69  
 STA. 2+12.39 TO STA. 3+57.60  
 STA. 3+54.01 TO STA. 4+73.01  
 STA. 4+68.81 TO STA. 6+42.02  
 STA. 8+33.53 TO STA. 9+12.53  
 STA. 8+95.18 TO STA. 10+74.18  
 STA. 10+88.18 TO STA. 11+63.18  
 N.T.S.



- 1 SUPERPAVE ASPHALT MIXTURE DESIGN, WEARING COURSE, PG 64S-22, 0.3 TO <3 MILLION ESALS, 9.5 MM MIX, SRL-E, 2" DEPTH
- 2 ASPHALT PAVING FABRIC
- 3 ASPHALT TACK COAT
- 4 SUPERPAVE ASPHALT MIXTURE DESIGN, WEARING COURSE (SCRATCH), PG 64S-22, 0.3 TO <3 MILLION ESALS, 9.5 MM MIX, SRL-L
- 5 MILLING OF ASPHALT PAVEMENT SURFACE, VARIABLE DEPTH, MILLED MATERIAL RETAINED BY CONTRACTOR, 24" OFF CURBLINE FROM 2" DEPTH TO 0" TOWARDS CENTERLINE/ PARKING AREAS

TYPICAL SECTION W/O CENTER ISLAND PARKING

STA. 2+16.69 TO STA. 2+53.18  
 STA. 2+53.18 TO STA. 2+90.67  
 STA. 3+47.80 TO STA. 3+60.31  
 STA. 3+76.49 TO STA. 3+84.01  
 STA. 4+73.01 TO STA. 4+79.76  
 STA. 8+22.02 TO STA. 8+55.98  
 STA. 7+59.37 TO STA. 8+33.53  
 STA. 8+12.53 TO STA. 9+26.55  
 STA. 8+73.07 TO STA. 9+95.18  
 STA. 11+46.28 TO STA. 11+63.18  
 N.T.S.



- 1 SUPERPAVE ASPHALT MIXTURE DESIGN, WEARING COURSE, PG 64S-22, 0.3 TO <3 MILLION ESALS, 9.5 MM MIX, SRL-E, 2" DEPTH
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- 5 MILLING OF ASPHALT PAVEMENT SURFACE, VARIABLE DEPTH, MILLED MATERIAL RETAINED BY CONTRACTOR, 24" OFF CURBLINE FROM 2" DEPTH TO 0" TOWARDS CENTERLINE/ PARKING AREAS

TYPICAL SECTION W/O CENTER ISLAND PARKING

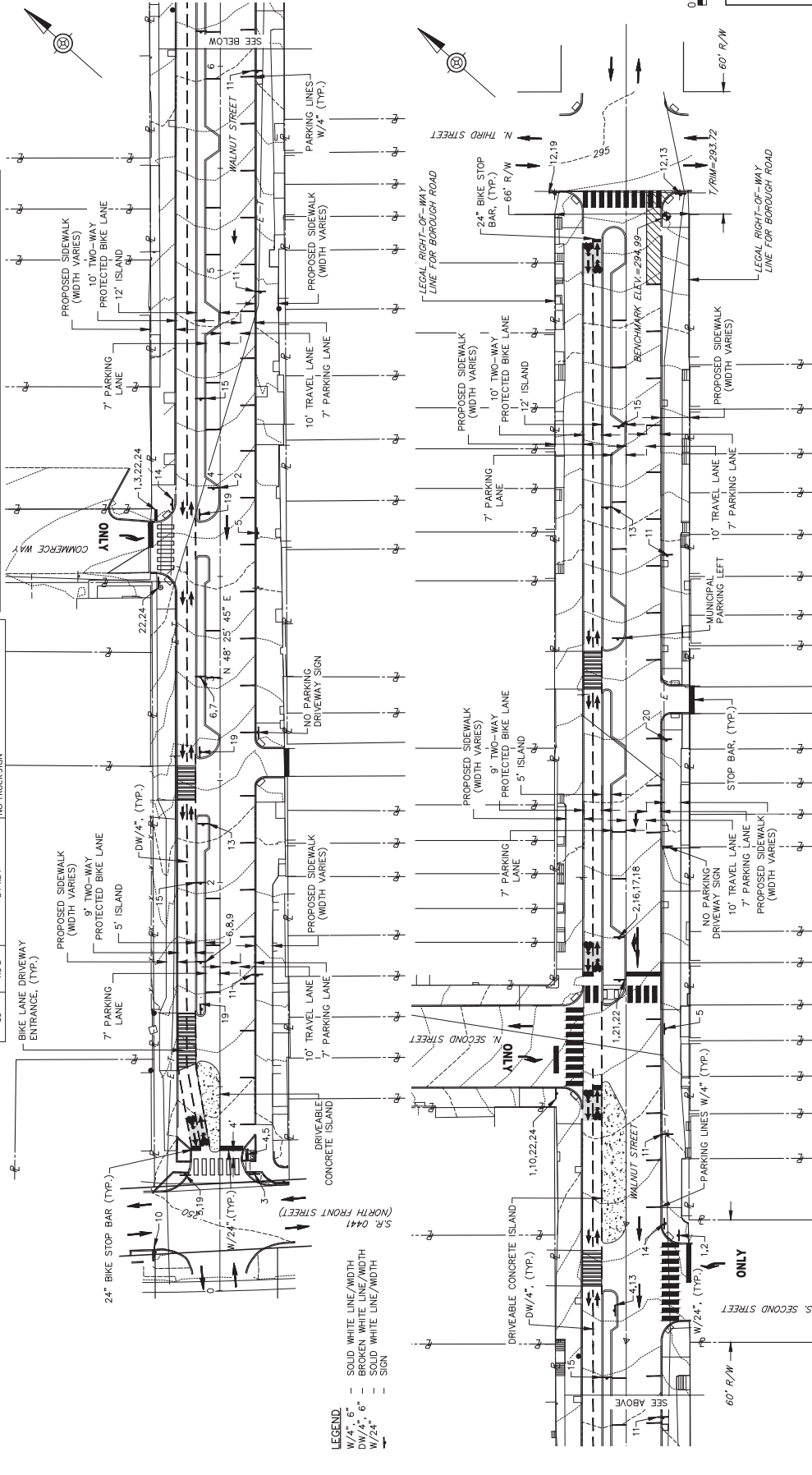
STA. 3+60.31 TO STA. 4+90.67  
 STA. 4+90.67 TO STA. 4+96.87  
 STA. 6+60.08 TO STA. 7+99.37  
 STA. 9+54.55 TO STA. 9+73.07  
 STA. 11+81.28 TO STA. 11+98.71  
 N.T.S.

TYPICAL SECTIONS -- WALNUT STREET

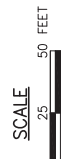
PLAN SYMBOL	SERIES	SIZE	DESCRIPTION
17	R5-2-3	8"x24"	EXCEPT LOCAL DELIVERIES SIGN
18	R5-2-4	8"x24"	TRUCK WEIGHT RESTRICTION PANEL (900LBS)
19	R5-10D	24"x12"	EXCEPT BICYCLES
20	R7-8	30"x30"	RESERVED PARKING SIGN
21	W11-2	30"x30"	PEDESTRIAN SIGN
22	W16-7P	30"x18"	DIAGONAL DOWNWARD POINTING ARROW PLAQUE (RIGHT) SIGN
23	R10-15R	30"x36"	COMBINED BICYCLE/PEDESTRIAN SIGN
24	W11-15	30"x30"	COMBINED BICYCLE/PEDESTRIAN SIGN

PLAN SYMBOL	SERIES	SIZE	DESCRIPTION
9	M3-3	24"x12"	SOUTH MARKER
10	R3-2	24"x24"	NO LEFT TURN SIGN
11	R7-2	24"x24"	NO PARKING RESTRICTED HOURS MONDAY 11AM-3PM
12	R6-6	24"x30"	BEGIN ONE-WAY SIGN
13	R2-1	24"x30"	SPEED LIMIT SIGN (25 MPH)
14	D3-1	24"x30"	STREET NAME SIGN
15	R7-2	24"x24"	NO PARKING RESTRICTED HOURS TUESDAY 11AM-3PM
16	R5-2	24"x24"	NO TRUCKS SIGN

PLAN SYMBOL	SERIES	SIZE	DESCRIPTION
1	RL-1	30"x30"	STOP SIGN
2	R3-1	24"x24"	NO RIGHT TURN SIGN
3	R5-1	30"x30"	DO NOT ENTER SIGN
4	R6-1L	36"x12"	HORIZONTAL LEFT ONE-WAY SIGN
5	R6-1R	36"x12"	HORIZONTAL RIGHT ONE-WAY SIGN
6	M1-5	30"x24"	PENNSYLVANIA ROUTE MARKER
7	M2-1	21"x15"	JUNCTION MARKER
8	M3-1	24"x12"	NORTH MARKER

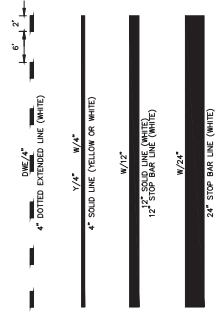
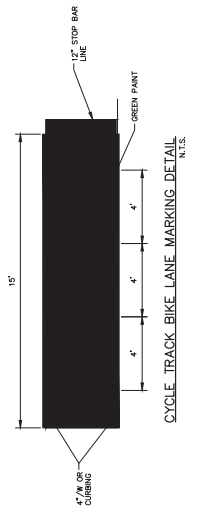
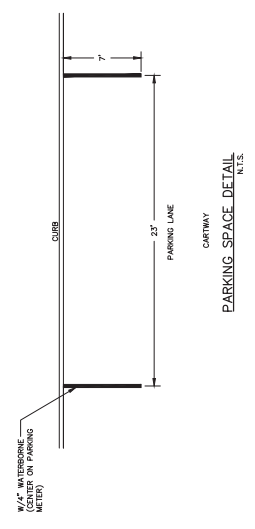
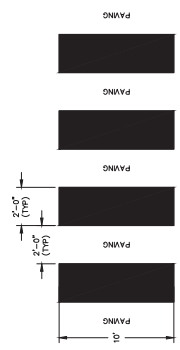
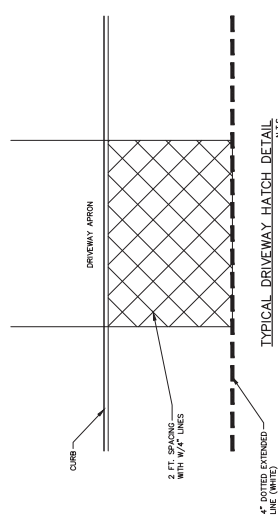


**LEGEND:**  
 - - - SOLID WHITE LINE/WIDTH  
 - - - BROKEN WHITE LINE/WIDTH  
 - - - DW/4", 6"  
 - - - W/24", 6"  
 - - - SIGN



SIGNING AND PAVEMENT MARKING PLAN -- WALNUT STREET

DISTRICT	COUNTY	ROUTE	SECTION	SHEET
8-0	LANCASTER	0000	----	4 OF 4
REVISION NUMBER	COLUMBA BOROUGH	REVISIONS	DATE	BY



**LANCASTER AREA SEWER AUTHORITY**

**MINUTES OF REGULAR MEETING**

**December 15, 2022**

The Regular Board Meeting of the Lancaster Area Sewer Authority was held on December 15, 2022, at 130 Centerville Road, Lancaster, Pennsylvania.

The following Board member was present in person: Tom Huber. Board members present via Zoom were Barry Smith, Bill Laudien, Nick Sahd, Barry Kauffman, Ed Fisher, and Derrick Millhouse. Ed Barboe, Mark Bottin, and Matt Crow of Hazen and Sawyer, Mike Schober of ARRO Consulting, and Rob Linthicum of RK&K were present via Zoom. LASA staff present in person included Mike Kyle, Scot Fertich, Mike Lehman, John Vilga, Don DeClementi, and Kristin Green. LASA staff present via Zoom were Brian Wilcox and Steve Przybylski.

Mr. Smith, Chairman of the Board, called the meeting to order at 7:30 a.m.

Mr. Smith called for public comments and there were none.

Mr. Smith asked for approval of the minutes of the Regular Meeting of November 17, 2022. Mr. Sahd moved to approve the minutes of the meeting of November 17, 2022, and the disposition of the recordings of the meeting of November 17, 2022 in accordance with the Resolution passed April 28, 2022. Mr. Huber seconded the motion, the Board unanimously approved. Mr. Kauffman thanked Mr. Kyle for confirming with the Authority's solicitor that Board meeting minutes did not require that motions be cited verbatim.

Mr. Kyle recommended adoption of Resolution 22-12-001, authorizing the LASA application for COVID-19 ARPA H2O PA grant. Mr. Huber moved to adopt Resolution 22-12-001 authorizing the LASA application for COVID-19 ARPA H2O PA grant by designating certain officials to execute documents and agreements to facilitate and assist in obtaining the requested grant. Mr. Fisher seconded the motion, the Board unanimously approved.

Mr. Kyle recommended award of contract to purchase a NETZSCH NEMO progressive cavity pump. Mr. Kauffman moved to award the contract to purchase a NETZSCH NEMO progressive cavity pump for digester feed, to Iron Horse Environmental, for a total cost of \$67,200.00. Mr. Huber seconded the motion, the Board unanimously approved.

Mr. Smith moved to the Finance Committee report. Mr. Huber's report was presented in the form of a motion. The following invoices have been reviewed and submitted for approval including Operating Expenses for December 2022 in the amount of \$1,374,307.16; Revenue Fund Requisition #783 in the amount of \$1,580,000.00; Bond Redemption & Improvement Fund Requisitions/Invoices #2132-1A through 2132-7H in the amount of \$195,557.04; Capital Asset Replacement Fund Requisitions/Invoices #237-1A through #237-3G in the amount of \$34,880.57, for a grand total in payments of \$1,810,437.61. Mr. Sahd seconded the motion, the Board unanimously approved.

Mr. Smith moved to the Operations Committee and deferred to Mr. Kyle's report.

Mr. Smith asked if there was anything to report from the Public Relations Committee. Both Mr. Kauffman and Mr. Smith agreed that the recent municipality dinner meeting was a great event and well attended.

Mr. Smith asked if there was anything to report from the Pension Committee. Mr. Lehman, Financial Director for the Authority, reported that as of December 14, 2022, the total market value of the LASA pension fund was \$11.86 Million with an estimated actuarial accrued liability of \$14.84 Million, while its funding stands at 80% of the estimated actuarial accrued liability.

Mr. Smith asked if there was anything to report from the Personnel Committee. Mr. Smith announced that there was a personnel matter to be addressed during an Executive Session later in the meeting.



Mr. Smith moved to the Executive Director's Report. Mr. Kyle summarized the progress of the Lower Little Conestoga Interceptor Rehabilitation Phase 2, and gave a status update on the Pennvest application and the Honeysuckle Lane force main design and construction. Mr. Kyle also announced that EPA Region 3 recently provided reviews of LASA's 2020 and 2021 Pretreatment Annual Reports. LASA's overall program ratings for both 2020 and 2021 are 96.3%, which is Category 1, which is the best overall rating.

Mr. Smith called for Other Business and there was none.

Mr. Smith called for Old Business and there was none.

Mr. Smith announced that the third Strategic Planning portion of the meeting is cancelled, and will occur at the January 2023 meeting.

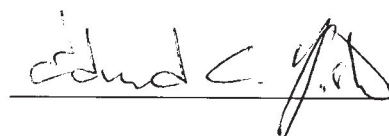
Under the Chairman of the Authority report, Mr. Smith appointed Mr. Laudien as Chair of the Nomination Committee, and Mr. Huber and Mr. Fisher as members. All three agreed to their appointments.

At 7:48 a.m. Mr. Smith announced there would be a break for an Executive session regarding a personnel matter.

The Executive session ended at 8:48 a.m. at which time Mr. Smith called the regular meeting back to order.

Mr. Smith reported that the next regular Board meeting is January 26, 2023 at 7:30 a.m. at 130 Centerville Road, Lancaster, PA 17603 or via Zoom.

Mr. Smith called for a motion to adjourn. Mr. Huber moved to adjourn, Mr. Fisher seconded the motion, the Board unanimously approved, and the meeting was adjourned at 8:50 a.m.

A handwritten signature in black ink, appearing to read "Edward C. Fisher", written over a horizontal line.

Edward C. Fisher, Secretary