



LEO S. LUTZ  
Mayor

EVAN M. GABEL  
Solicitor

HEATHER ZINK  
Borough Council President

MARK E. STIVERS  
Borough Manager

## COLUMBIA BOROUGH COUNCIL – REGULAR MEETING

February 28, 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 February 07, 2023
    - b. Consider approval of the Borough Council Meeting Minutes for February 14, 2023
  8. Presentation & Acceptance of Reports
    - a. Community Development – Eric Kauffman
      - I) Report on the Columbia Market House – Chris Vera
      - II) Annual Report from Chairperson, Columbia Borough Planning Commission (CBPC)
    - b. Finance – Heather Zink
      - I) Acknowledge Finance Report for January 2023
    - c. Safety/Communications – Todd Burgard
      - I) Acknowledge receipt of the Public Safety Report for 2022 Calendar Year and January 2023: Columbia Borough Fire Department
  9. Presentations
    - a. Presentation by Hope Byers on the 2022 Annual Report from Susquehanna National Heritage Area
  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)
11. Action Items
    - a. Consider Resolution 2023- 13 - Sale of 750 South Ninth Street
    - b. Authorization to pay bills



12. New Business:

- a. Consider a request from Columbia Cat Action Team (CCAT) to use a portion of the current funds budgeted and available for TNR procedures to finalize the set-up of a non-profit
- b. Consider Special Event application from Rivertownes PA USA to host a Plein Air Quick Draw event on Saturday, April 15, 2023, from 10:00am-3pm. This event will require the closure of South Third Street from Locust to Cherry and Sadie Lane from 3<sup>rd</sup> Street to Market Avenue to display the art and judge the paintings. This approval is contingent upon receipt of the required Certificate of Insurance
- c. Consider Special Event application from The Columbia United Veterans Organization to host their annual Columbia Memorial Day Parade, using the traditional parade route, on May 28, 2023, beginning at 1:00pm, contingent on receipt of the required Certificate of Insurance and PennDOT approval
- d. Consider Special Event application from Susquehanna National Heritage Area for Riverfest Bridge Burner Challenge in Columbia River Park on June 24 & 25, 2023 from 9am-1pm
- e. Consider awarding the South Second Street Phase II CDBG project to Reamstown Excavating and Concrete, for their bid in the amount of \$288,980.00

13. Staff Reports, Comments, and Announcements

- a. Solicitor
- b. Secretary/Treasurer
- c. Boards, Commissions and Committees
  - i) Approved Minutes- Planning, LASA

14. Borough Council Comments

- a. Council Members

15. Announcement of Next Meeting. At 7:00 PM on March 7, 2023, Council will hold a work session

16. Adjournment.

**If you are a person with a disability wishing to attend this meeting and require 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 –WORK SESSION**

Paul W. Myers Council Chamber, 308 Locust Street, Columbia

February 7, 2023 | 7:00 PM

**MINUTES**

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

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

**Councilpersons absent:** Stahl

Borough Manager Stivers, Codes Manager Diffenderfer, Facilities Manager Affeld, Zoning Manager Cino, Solicitor Gabel and Police Chief Brommer

- 2. A moment of silent reflection led by President Zink
- 3. Councilperson Lintner 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 agenda.

Motion by:	Second by:	Voice Vote:
E. Kauffman	B. Fisher	All Favored – Motion Carried

- 6. Citizen Comments:  
Frank Doutrich publicly thanked his family members for serving our Country and all veterans. Mr. Doutrich also displayed a check for a paid invoice to the Borough from 2019.
- 7. Mayor Lutz- Acknowledged Ms. Emma Greens’ 105<sup>th</sup> birthday. He also recognized the passing of past Borough Council member Mr. John Collier. Mayor Lutz talked about the trash receptacles in the downtown area. The Mayor and Council are looking for solutions to the overflowing trash receptacles.

Frank Doutrich asked for clarification about trash receptacles and cost related to them. Borough Manager Stivers responded that he does not believe the issue is cost and the street sweeper not cleaning, it is individuals improperly disposing of their personal trash. We do not have enough cameras to monitor every trash can however, if we are able we do go through the trash to see if we can find mail and who is responsible. Council President Zink added that she hopes that if there is a business near the receptacle that they will keep that area clean.

- 8. Workshop Items:
  - a. Review policies and procedures for special events and facilities use requests in Columbia.

Chief Brommer and Pam Arnold presented a PowerPoint presentation on policies and procedures for special events and facilities use in the Borough. The Council and attendees were invited to ask questions. Most questions involved fees for For-profit Organizations and for Non-profit Organizations. The council also inquired if the fees collected would cover Borough staff if necessary. There were also questions about what is considered borough facilities and public facilities.

Borough Manager Stivers and Chief Brommer were able to provide clarification and suggested that this is a good starting point. Applications and instructions will be on the Borough website.

Bard Chambers had questions about Phase 3 at River Park. Borough Manager Stivers responded on the vision for the project and potential timing. He noted that the PA 462 bridge project is affecting the timing of any work in this area.

b. Review of Amendment to Chapter 220 Article VII Signs

The suggested amendments to the sign ordinance was included in the packet for review by the council and public prior to the meeting. Solicitor Gabel reviewed changes/updates to the ordinance. Significant changes were made to make sure Columbia Borough is in compliance with the United States Constitution and the 1<sup>st</sup> Amendment. Digital advertising is the future, and we want to be ahead of regulating them. Another key change was the inclusion of a section regulating signs in the Historic District. HARB will review signs in the Historic District. All organizations must be treated the same. Council members were invited to ask questions to which Solicitor Gabel clarified. Borough Manager Stivers stated that signs in general are extremely hard to regulate.

Councilperson Lintner shared complaints about the number of new Parking Mobile signs. Chief Brommer responded that this was a marketing strategy and that the number was reduced from what was originally planned and can be reduced again as people become familiar with the new Parking Mobile app. The signs were provided by Park Mobile so there was no additional fee for the Borough for the signs.

Mayor Lutz asked about implementing stronger language opposing signage on borough property. Solicitor Gabel responded that it is technically a trespass.

c. Review proposed ordinance relating to care and feeding of feral animals.

Solicitor Gabel explained the replacement of Article 82.2 with TNR Ordinance. This gives more guidance in taking care of the cat colonies. Councilperson Lintner questioned if this passed and what is next in the process. Council President Zink suggested that CCAT be the lead for reviewing the registrations for the colonies. Alan Landsman stated that someone from CCAT would go out and do due diligence to make sure the registered colonies were being taken care of properly. Frank Doutrich asked for the definition of a colony. Alan Landsman responded that a colony is a group of 2 or more cats that hang out together. Tonight's discussion is a draft ordinance, then the ordinance will be advertised at one meeting and voted on at the following meeting. Councilperson Fisher stated that she is not comfortable with 90 days imprisonment under 82-17, Violations and Penalties. Councilperson Burgard questioned section 82-14 related to the responsibility of cat owners allowing their cats to run free in the Borough. Solicitor Gabel stated that we can strengthen



that language. Solicitor Gabel will make all the recommended changes and have them in the packet for the next meeting.

9. Borough Council Comments

a. Council Members:

Councilperson Kauffman attended the Annual Columbia Fire Department banquet along with Council President Zink and Mayor Lutz this past weekend. He commended the fire department and members for their hours of training and dedication. He stated he appreciated the volunteers and their families.

Councilperson Lintner questioned how littering is cited. Chief Brommer responded that it is a non-traffic citation. This can be pulled up on a report. The habitat project sign on 5<sup>th</sup> Street fell.

Council President Zink was amazed by the number of hourly employees recognized; many were employees of the Borough. 2023 is a municipal election year. Next week starts the petition signing. So, if you are interested in running, please contact Heather Zink or any member of Council. Packets are available at the Lancaster County Collection Office.

Councilperson Burgard shared there will be a wonderful human interest story coming up in LNP concerning CCAT's successes and much deserved recognition.

Borough Manager Stiver received an email from Jay Barninger about the fire at Columbia Wagon Werks. Mr. Barninger showed up on scene and reported that the system works. Everything and everyone responded as they should and saved lives and property damage was held to a minimum.

Frank Doutrich asked why Borough staff can't run a trash truck each morning to empty the trash cans. Borough Manager Stivers responded that that would take 2 hours each day away from other tasks.

Mayor Lutz explained that the truck was purchased with a grant and was intended to be used for yard waste.

10. Announcement of Next Meeting. At 7:00 PM on February 14, 2023, the Council will hold a regularly scheduled meeting.

11. Motion to adjourn at 9:17.

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

**MOTIONED AND APPROVED** this 28<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:**

---

Heather Zink, Council President

**ATTEST:**

---

Mark E. Stivers, Secretary/Treasurer

**COLUMBIA BOROUGH COUNCIL – REGULAR MEETING**

February 14, 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, Kauffman, Lintner, Price, Stahl, and Zink. Mayor Lutz was also present.

**Councilpersons absent:** Fisher

**Staff Present:** Borough Manager Stivers, Public Works Manager Graham, Facility Service Coordinator Affeld, Market Manager Vera, Code Compliance Manager Diffenderfer and Chief Brommer. Solicitor Gabel and Engineer Rinaldo were also present.

2. Pastor David Powers, Columbia Presbyterian Church led the invocation
3. Councilperson Price 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.

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

6. Citizen Comments

Frank Doutrich- Acknowledged past borough managers Greg Sahd and Norm Meiskey

7. Minutes for Approval
  - a. Motion to approve the Borough Council Meeting Minutes for January 24, 2023 with correction to agenda item 12.b.IV) Voice Vote

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

8. Presentation and Acceptance of Reports
  - a. Community Development – Eric Kauffman
    - l) Acknowledged receipt of the Zoning and Planning report for – January 2023
  - b. Public Works & Property – Peter Stahl

- I) Acknowledged receipt of Public Works and Property Report –January 2023
- c. Safety/Communications – Todd Burgard
  - I) Acknowledged receipt of the Public Safety Reports for January 2023: Columbia Borough Police Department, Penn State Health Life Lion
  - II) Acknowledged receipt of Penn State Health Life Lion Year End 2022 Report
  - III) Acknowledged receipt of the Codes Compliance Report for January 2023
  - IV) Acknowledged receipt of the EMOC Report for January 2023

Councilperson Burgard reported that Officer Keyser utilized the donated police drone to identify a suspect recently. Six borough officers are interested in drone training. On January 27<sup>th</sup> the Lancaster County Commissioners presented the borough safety team with a check for a mobile emergency concept that Chief Brommer, Mayor Lutz, Emergency Management Officer Barninger and Councilperson Burgard created.

9. Presentations

10. Mayor Lutz/Chief Brommer

Mayor Lutz acknowledged the Code Department and the recent certification of a new Building Code Officer and all the hard work the department is doing to achieve certification. He commented on the past weekend’s police activity and the multiple incidents.

11. Action Items:

- a. Motion to Advertising Ordinance No. 945 to amend the Borough’s Code of Ordinances, Chapter 220 Article 7 Signs

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

Solicitor Gabel explained to Council the ordinance is sent to Lancaster County Planning Department (LCPC) and the Columbia Planning Commission and then for final action at an upcoming Council meeting. Zoning Hearing will be scheduled.

- b. Consider advertising Ordinance No. 946 to amend the Borough’s Code of Ordinances, Chapter 82, Article II, Care and Control of Animals

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

Solicitor Gabel will review language before future action.

F. Doutrich asked who enforces ordinance. Solicitor Gabel clarified that the lead organization will take charge but that most individuals will contact the Codes Department initially and in return the Codes Department will reach out the CCAT

Citizen concerned with animal waste and the inability to prosecute. Asked if anything council can do to curtail offences. Borough Manager Stivers acknowledged the issue and hopes education and reminders will help. Mayor Lutz stated ordinance states that waste bags need to be carried when walking dogs and officers so ask to see bags.

c. Motion to approve authorization to pay bills.

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

12. Introduction New Business:

a. Motion to approve 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>Motion by:</b>	<b>Second by:</b>	<b>Voice Vote:</b>
S. Lintner	J. Price	All Favored – Motion Carried

b. Motion to approve 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

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

Mayor Lutz emphasized the importance of traffic/parking control at the River Park especially during months where restrictions are imposed. Borough Manager Stivers stated that the new FUR application requires a site map.

c. Motion to approve Resolution 2023-11 Destruction of Borough Records and Equipment Authorization

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

Councilperson Lintner asked if WW meter readings were necessary for the lien process. Solicitor Gabel responded no.

- d. Motion to approve Resolution 2023-12 to authorize the Lancaster County Land Bank to accept property located at 612 Franklin Street

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

There was a discussion pertaining to the condition of the property. Codes Manager Diffenderfer explained that the Office of Aging is involved in advocating for the home owner. The condition of the house is poor and the Land Bank deemed it hard to sell without rehab. There are no delinquent taxes.

F. Doutrich asked why properties with the Land Bank are listed on “public road” when presented in the paper at point of sale when the transactions involve tax dollars. No one present could answer the question. However, President Zink explained that the Land Bank has several funding streams and it not solely using local tax dollars.

Mayor Lutz and Manager Stivers have an interest in collecting information on past Land Bank activity in Columbia Borough and documenting all the projects completed and total investment in the community.

Council President announced she was appointed to the Vacant Property Reinvestment Board.

- e. Motion to accept offer from Mehari Kifle and Roman Gebremeskel in the amount of \$56,000 for the purchase of 400 Locust Street from the Borough

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

There was a discussion where council members expressed their opinions on the presented concepts for the parcel. Ultimately, the Planning Commission and Zoning laws will regulate what is done with the property and the Council is tasked with considering offers and accepting the best offer.

- f. Motion to authorize borough staff to advertise bid for paving materials for 2023 projects by borough crews.

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

- g. Motion to authorizing the Borough Engineer to submit the Walnut Street Streetscape Safety Plan to the Pennsylvania Department of Transportation for the required safety review

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

Borough Engineer Rinaldo thought tonight's meeting was a good time to check in and included the site plan for the project in the packet provided to council and the public. He will be at the next council meeting and encourages feedback and questions. He explained the PennDOT process and that a sub-consultant will review the plan before it goes to PennDOT. That gives Council time to review simultaneously. Once PennDOT receives the plan, the state requirements will dictate the time frame for the project. Rinaldo predicts project to take 90-120 inconsecutive days to complete. Rinaldo acknowledged that this project could happen at the same time as the bridge project. He does not see any issues and the bridge closure could result in less traffic.

F. Doutrich asked about parking. Rinaldo pointed out that parking will be preserved on both sides of Walnut Street. The street parking space net loss will be five to six spaces but significantly more parking will be added on Commerce Street. He also added that making the street one way enabled the parking to remain in both sides of the street and will result in a safer Walnut/3<sup>rd</sup> Street intersection.

### 13. Staff Reports, Comments, and Announcements

- a. Solicitor- has been working on the ordinances addressed at tonight's meeting and preparing for the executive session following tonight's meeting.
- b. Borough Engineer- will be the February 28<sup>th</sup> Council Meeting to present information and action items pertaining to CBGB bids for Second Street project. He also has some upcoming possible projects to discuss with council at future meetings.
- c. Secretary/Treasurer- announced office will be closed Monday, February 20, 2023 for Presidents' Day. Gave a 461 Bridge update. Followed up from last meeting when F. Doutrich presented copy of check for payment of an invoice in 2019 and clarified that there still remains an unpaid invoice and invited Mr. Doutrich to come into the office to discuss the invoice and resolution. Thanked first responders and community involvement for efforts in the unfortunate police incident last week and acknowledged the community support. Encouraged citizens to sign up to TextMyGov to receive communications from the Borough.
- d. Boards, Commissions and Committees
  - I) Upcoming Meetings: Planning Commission (02.21.2023) Zoning Hearing Board (02.23.2023) Shade Tree Commission (02.27.2023)
  - II) Approved Minutes: LASA (12.15.2022)

### 14. Borough Council Comments

- a. Council Members

Councilperson Burgard announced the community clean-up day on April 22, 2023

Councilperson Lintner asked if there is a Zoning Hearing this month. Stivers responded yes and it will be added to Borough calendar. Asked why work has

started on property that will be presented at the Zoning Hearing later this month. Solicitor Gabel responded that work can take place if outside the zoning application. Manager Stivers will look into what work is being done.

Councilperson Stahl mentioned the property located on the McGuinness site and what if anything can be done with it. It is in great condition. Manager Stivers stated that the borough is not opposed to working with someone to relocate the home and will look into options.

- 15. Announcement of Next Meeting. At 7:00 PM on February 28,2023, Council will hold a regular meeting.
- 16. Motion to Adjourn at 8:34 pm to Executive Session to discuss potential land purchase.

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

**MOTIONED AND APPROVED** this 28<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:**

\_\_\_\_\_  
Heather M. Zink, Council President

**ATTEST:**

\_\_\_\_\_  
Mark E. Stivers, Secretary/Treasurer





## February 2023 Market House Report

### Vendors:

- Stand 1: Loreto's Sauces (new addition- Moon Dancer Winery)
- Stand 2: Brazilian Sweets and Treats
- Stand 3: Norse Naturals
- Stand 4: Merchants Association (mixed members weekly to promote their business)
- Stand 5: Future home of Lantz's Ice Cream (Kreider's Dairy)
- Stand 6-10: Lantz's Goodies
- Stand: FSCourt: Jane's Flower Shop (weekly)(possible Lapp's Creamery vendor)
- Stand 11/13: Market House Coffee Corner
- Stand 12/14: Momma Son's/ Pour Man's Brewing
- Stand 15: South Lime Restaurant
- Stand 16/18: Eisenhaur's Sweets and Eats
- Stand 17: Guacamole & Churro's Master One
- Stand 19: Beiler's Soft Pretzels
- Stand 20/21: Manor Farm Market
- Stand 22: Knitting Bee
- Stand 23: Honey's Cakes and Candies
- K-Counter: PepperPot Jamaican Restaurant
- Shared Kitchen: Chef Michelle/ Honey's Cakes/ Lime Street/Master One/Pepper Pot

### Future Event(s):

- Saturday, March 18 OH'Gills Irish Dance Team
- Saturday, April 1 Burning Bridge Antique Show
- Saturday, April 15 Create Columbia Quick Draw
- Saturday, June 10 Columbia Railroad Day
- Sunday, July 16 Christmas in July

Future stand holder in waiting: Standard Olive Oil & Vinagar Taproom

March Pop-Up Vendor: Fount & Fill (4- weeks)

Booking(s) for Market House Rental: 17 on calendar  
6 pending

# facebook.

Followers 6,000+ Likes 5,200+

*Last 28 days*

Post reach 21,939

Post engagement 26,068

New Page likes 74

New Page Followers 122

Reactions 3,235

Comments 232

Shares 435

Photo views 13,231

## Location Followers

Columbia, PA 1,030

Lancaster, PA 770

Mountville, PA 300

York, PA 220

Mount Joy, PA 175

Marietta, PA 174

Wrightsville, PA 168

Elizabethtown, PA 144

Landisville, PA 135

Hallam, PA 103

Closing comment on progress:

My life has been dedicated on growth and history for everyone to enjoy and utilize our commerce in the Columbia downtown district. Personally, I have been blessed with the opportunity to revitalize a new Columbia Market House that is affordable and diverse for all citizens.

Now, I feel the market house has found an identity with many ethnic options that is elite in Central Pennsylvania. With the support from other small rural communities embracing our market we can help other small businesses in our Columbia downtown business district.

Our parking situation in the last few months has been our biggest hurdle, but a great hurdle. If you went to Lancaster Central Market and pay five dollars to park you could have gotten a dozen egg at the Columbia Market.

A firm believer on having products that is not available with 5-7 miles to attract that potential consumer is our strong side. This why our amazing vendors are teaming up for promotions, sharing product and working for the best customer experience.

Shop Columbia. Thank you!



LEO S. LUTZ

Mayor

EVAN M. GABEL

Solicitor

HEATHER ZINK

Borough Council President

MARK E. STIVERS

Borough Manager

TO: Columbia Borough Council

SUBJECT: Columbia Borough Planning Commission 2022 Activity Report

DATE: February 21, 2023

This report is being submitted to Columbia Borough Council as required by the Pennsylvania Municipalities Planning Code Section 2106, Sec. 207.

The Columbia Borough Planning Commission (CBPC) is at full complement with seven members. However, it would be beneficial to have alternates on the Commission. There were three times this year that we had only the minimum for a quorum.

There were nine (9) demolition/partial demolition applications submitted and reviewed by CBPC. All were recommended for approval to Columbia Borough Council. The partial demolition was for the rear of 305 Locust Street, the others were: four (4) Lancaster County Redevelopment Authority properties, the 1020 Manor Street Borough owned dwelling, 3 Shawnee Avenue and a Columbia Water Company tower as well as a storage tank for Lancaster General Hospital.

The Lancaster County Redevelopment project on South Fifth Street has now been turned over to Habitat for Humanity for development as housing. This project is the first use of the Flexible Development Option in the Borough's Zoning Ordinance. A conditional use application was approved by CBPC and forwarded for Borough Council approval in April.

Following several time extensions, St. John Herr's Estate received final approval for the 1200 Locust Street property. An in lieu of payment, \$9,310, was made on this project.

CBPC held a special meeting on June 21 for a review of the Stormwater Ordinance prior to its adoption by Borough Council. The other issue for discussion was the Short-Term Rental Ordinance and possible changes to it.

The Ad Hoc Comprehensive Plan Committee held several meetings during 2022 to help finalize Part I and Part II of the Columbia2040 plan. Over the last several months the committee chair and borough staff have been working with CS Davidson to complete final review of both documents, maps, exhibits and appendices. In March staff will be providing an adjusted schedule to the Ad Hoc Committee for review of the final documents and to provide recommendation to CBPC and to Council for final plan adoption. Council will be asked to provide their decision to send the comprehensive plan to Lancaster County Planning for formal review and to provide a recommendation to the Borough for final plan adoption

Two major projects were completed this year with the occupancy of Riverview Terrace located at Locust Street and Bank Alley as well as the Flats at 315 the former Hotels Columbia and Locust.

Respectfully submitted,

Mary C. Wickenheiser, Chairperson, Columbia Borough Planning Commission

Tiffani Lynn, Vice-Chair

Brad Lynn, Secretary

Members: Justin Evans, Marilyn Kress-Hartman, Kelly Murphy, Annette White

(over)

	Members	Others in	Engineer	Waivers/	Demolitions		Zoning	Land Bank	Blighting
	Attending	attend*	Reviews	modificat	Applied	Recomm	Hearings	Recommendations	
January	7-Jan	3		1					
February	7	3							
March	7	8			4	4	1		
April	7	7	1				2		
May	4	3							
June	4	7					1		
June Spec	4	5	1				1		
July	6	4			1	1		1	
August	6	6		1	2	2			
Sept.	7	2							
October	4	6	2		1	1			
Nov.	7	3			1	1		3	
Dec	7	7	2	6					
		*includes							
		staff &							
		guests							

Range of Accounts: 01-400-000 to 35-492-183 Include Cap Accounts: Yes As Of: 01/31/23  
Skip Zero Activity: Yes

NOTE: This report includes ONLY activity originally Budgeted/Charged to Budget Year 3.  
Prior Year Budgeted/Encumbered/Payable amounts rolled to Budget Year 3 have been EXCLUDED.

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-400-000	ELECTED OFFICIALS CONTROL ACCOUNT:							
01-400-112	Compensation to Council	8,400.00	0.00	0.00	100.00	0.00	8,300.00	1
01-400-113	Compensation to Mayor	1,200.00	0.00	0.00	700.00	0.00	500.00	58
01-400-300	Conference & Training	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
01-400-400	Council Other Expenses	500.00	0.00	0.00	0.00	0.00	500.00	0
Control: 000	Total	12,100.00	0.00	0.00	800.00	0.00	11,300.00	7
01-401-000	ADMINISTRATION CONTROL ACCOUNT A:							
01-401-121	Borough Manager Salary	98,358.00	0.00	0.00	10,258.00	0.00	88,100.00	10
01-401-337	Borough Manager, Mileage Reimbursement	500.00	0.00	0.00	0.00	0.00	500.00	0
Control: 000	Total	98,858.00	0.00	0.00	10,258.00	0.00	88,600.00	10
01-402-000	ADMINISTRATION CONTROL ACCOUNT B:							
01-402-120	Finance Manager Salary	68,964.00	0.00	0.00	7,434.01	0.00	61,529.99	11
01-402-121	Accountant	52,982.00	0.00	0.00	4,875.20	0.00	48,106.80	9
01-402-140	Clerical Salary	49,061.00	0.00	0.00	4,574.40	0.00	44,486.60	9
01-402-141	Clerical Salary Overtime	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0
01-402-192	Employee FICA	24,307.00	0.00	0.00	2,289.00	0.00	22,018.00	9
01-402-194	Employee Unemployment Compensation Tax	1,414.00	0.00	0.00	995.17	0.00	418.83	70
01-402-195	Employee Workers Compensation Insurance	2,596.00	0.00	0.00	393.36	0.00	2,202.64	15
01-402-196	Employee Insurance Coverage Premiums	87,666.00	0.00	0.00	8,097.33	0.00	79,568.67	9
01-402-197	Employee Pension Contributions	22,843.00	0.00	0.00	0.00	0.00	22,843.00	0
01-402-210	Office Equipment & Supplies	14,000.00	0.00	0.00	736.80	0.00	13,263.20	5
01-402-300	Conference & Training	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-402-302	Consulting Services	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0
01-402-310	Borough Code Maintenance	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-402-311	Accounting & Auditing Services	42,230.00	0.00	0.00	0.00	0.00	42,230.00	0
01-402-312	IT Contracted Services	75,000.00	0.00	0.00	0.00	0.00	75,000.00	0
01-402-316	Pension Services	19,066.00	0.00	0.00	0.00	0.00	19,066.00	0
01-402-317	Contracted Services	15,000.00	0.00	25.00	5,813.83	0.00	9,161.17	39
01-402-318	Payroll Processing Fees	1,800.00	0.00	140.14	223.40	0.00	1,436.46	20
01-402-325	Postage	8,000.00	0.00	0.00	205.57	0.00	7,794.43	3
01-402-330	Grant Writing Services	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0
01-402-340	Printing & Advertising	15,000.00	0.00	0.00	1,478.28	0.00	13,521.72	10
01-402-350	General Communications	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0



Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-402-360	Bank Service Charges	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0
01-402-374	Maint. & Rental Office Equipment	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0
01-402-420	Dues & Publications	5,000.00	0.00	0.00	1,017.06	0.00	3,982.94	20
01-402-421	CS Datum Annual Subscriptions	2,400.00	0.00	0.00	0.00	0.00	2,400.00	0
Control: 000	Total	556,829.00	0.00	165.14	38,133.41	0.00	518,530.45	7
01-403-000	TAX COLLECTIONS CONTROL ACCOUNT:							
01-403-115	LCTCB Collection Fee - EIT 1.7% LST 1.5%	21,297.00	0.00	0.00	821.81	0.00	20,475.19	4
01-403-215	Deed Transfer Tax Collection Fee - 2.0%	3,500.00	0.00	0.00	366.26	0.00	3,133.74	10
Control: 000	Total	24,797.00	0.00	0.00	1,188.07	0.00	23,608.93	5
01-404-000	SOLICITOR/LEGAL CONTROL ACCOUNT:							
01-404-314	Solicitor Fees	102,600.00	0.00	0.00	10,662.94	0.00	91,937.06	10
01-404-315	Labor Counsel	40,000.00	0.00	0.00	0.00	0.00	40,000.00	0
01-404-316	Arbitration Services	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0
Control: 000	Total	144,100.00	0.00	0.00	10,662.94	0.00	133,437.06	7
01-408-000	ENGINEERING CONTROL ACCOUNT:							
01-408-101	Engineering Services	90,000.00	0.00	0.00	959.25	0.00	89,040.75	1
Control: 000	Total	90,000.00	0.00	0.00	959.25	0.00	89,040.75	1
01-409-000	BUILDING & PROPERTY CONTROL ACCOUNT:							
01-409-120	Property Management Salaries	63,672.00	0.00	0.00	5,697.60	0.00	57,974.40	9
01-409-122	Property Management - Janitorial PT	20,262.00	0.00	0.00	0.00	0.00	20,262.00	0
01-409-192	Employee FICA	6,567.00	0.00	0.00	435.88	0.00	6,131.12	7
01-409-194	Employee Unemployment Compensation Tax	2,392.00	0.00	0.00	281.47	0.00	2,110.53	12
01-409-195	Employee Workers Compensation Insurance	600.00	0.00	0.00	14.92	0.00	585.08	2
01-409-196	Employee Insurance Coverage Premiums	4,335.00	0.00	0.00	349.94	0.00	3,985.06	8
01-409-197	Employee Pension Contributions	4,485.00	0.00	0.00	0.00	0.00	4,485.00	0
01-409-226	Cleaning Supplies	3,500.00	0.00	0.00	176.07	0.00	3,323.93	5
01-409-239	Clothing Allowance (Janitorial)	800.00	0.00	0.00	0.00	0.00	800.00	0
01-409-321	308 Locust St., Phone - Cell & Landline	6,000.00	0.00	0.00	654.40	0.00	5,345.60	11
01-409-352	Insurance Premium Expenses	119,840.00	0.00	0.00	1,337.00	0.00	118,503.00	1
01-409-361	Electrical Usage	12,000.00	0.00	0.00	708.67	0.00	11,291.33	6
01-409-362	308 Locust St., Natural Gas Usage	5,000.00	0.00	0.00	247.39	0.00	4,752.61	5
01-409-364	137 S Front, Rebillable Prop Expenses	25,000.00	0.00	0.00	2,016.87	0.00	22,983.13	8
01-409-365	Trash Disposal Services	11,000.00	0.00	0.00	699.03	0.00	10,300.97	6
01-409-366	Water & Sewer Usage	2,195.00	0.00	0.00	366.58	0.00	1,828.42	17
01-409-370	Maintenance & Repair of Building	12,000.00	0.00	0.00	2,692.62	0.00	9,307.38	22
01-409-374	Maintenance & Repair of Equipment	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-409-376	137 S Front, Boro Property Expenses	20,000.00	0.00	0.00	0.00	0.00	20,000.00	0
01-409-430	Property Tax Expenses	35,000.00	0.00	0.00	0.00	0.00	35,000.00	0
Control: 000	Total	359,648.00	0.00	0.00	15,678.44	0.00	343,969.56	4
01-410-000	POLICE CONTROL ACCOUNT:							
01-410-120	Chief of Police Salary	107,698.00	0.00	0.00	9,369.59	0.00	98,328.41	9
01-410-130	Sergeants Salaries	292,823.00	0.00	0.00	33,563.63	0.00	259,259.37	11
01-410-131	Police Officer Salaries	1,111,342.00	0.00	0.00	125,520.49	0.00	985,821.51	11
01-410-132	Part-Time Police Officer Salaries	32,448.00	0.00	0.00	4,206.00	0.00	28,242.00	13
01-410-133	School Crossing Guard Salaries	41,594.00	0.00	0.00	6,273.25	0.00	35,320.75	15
01-410-134	Officer in Charge (OIC)	15,000.00	0.00	0.00	2,611.01	0.00	12,388.99	17
01-410-136	Enforcement Officer Salaries	59,290.00	0.00	0.00	2,738.00	0.00	56,552.00	5
01-410-137	Administrative Assistant Salary	49,061.00	0.00	0.00	4,574.41	0.00	44,486.59	9
01-410-140	Administrative Coordinator Salary	53,217.00	0.00	0.00	4,892.80	0.00	48,324.20	9
01-410-141	Community Service Aide Salaries	80,954.00	0.00	0.00	6,918.70	0.00	74,035.30	9
01-410-142	Community Service Aide Salaries Overtime	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0
01-410-143	Corporal Salaries	187,674.00	0.00	0.00	26,027.01	0.00	161,646.99	14
01-410-144	Community Safety Officer	64,672.00	0.00	0.00	5,468.40	0.00	59,203.60	8
01-410-174	Conference & Training	40,000.00	0.00	0.00	2,634.00	0.00	37,366.00	7
01-410-179	Longevity Bonuses	29,500.00	0.00	0.00	0.00	0.00	29,500.00	0
01-410-180	Police Degree Bonuses	4,500.00	0.00	0.00	0.00	0.00	4,500.00	0
01-410-183	Police Department Overtime	100,000.00	0.00	0.00	4,940.64	0.00	95,059.36	5
01-410-192	Employee FICA	53,955.00	0.00	0.00	4,949.12	0.00	49,005.88	9
01-410-194	Employee Unemployment Compensation Tax	18,263.00	0.00	0.00	8,345.99	0.00	9,917.01	46
01-410-195	Employee Workers Compensation Insurance	105,528.00	0.00	0.00	17,588.86	0.00	87,939.14	17
01-410-196	Employee Insurance Coverage Premiums	572,835.00	0.00	0.00	47,210.33	0.00	525,624.67	8
01-410-197	Employee Pension Contributions (Uniform)	604,942.00	0.00	0.00	0.00	0.00	604,942.00	0
01-410-198	Employee Pension Contributions	10,400.00	0.00	0.00	0.00	0.00	10,400.00	0
01-410-200	Police Equipment & Supplies	25,000.00	0.00	2,642.07	1,432.48	0.00	20,925.45	16
01-410-201	Police Ammo	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-410-204	Officer Equipment Allowance	6,600.00	0.00	0.00	0.00	0.00	6,600.00	0
01-410-228	Animal Control & Shelter Fees	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
01-410-229	LiveScan Fees	7,000.00	0.00	0.00	0.00	0.00	7,000.00	0
01-410-231	Gasoline, Vehicles	24,000.00	0.00	0.00	0.00	0.00	24,000.00	0
01-410-238	Police Uniforms and Dry Cleaning	18,000.00	0.00	88.05	1,294.49	0.00	16,617.46	8
01-410-239	Enforcement Officers Clothing Allowance	1,000.00	0.00	0.00	113.50	0.00	886.50	11
01-410-317	Contracted Services	30,000.00	0.00	6,907.24	3,485.89	0.00	19,606.87	35
01-410-318	Payroll Processing Fees	4,000.00	0.00	410.12	697.05	0.00	2,892.83	28
01-410-319	PD Accreditation Consultant	36,000.00	0.00	0.00	0.00	0.00	36,000.00	0
01-410-321	Police, Phone - Cell, Landline & GPS	10,000.00	0.00	0.00	753.62	161.90	9,246.38	8

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-410-327	Maintenance & Repair of Radios	4,000.00	0.00	40.00	145.00	0.00	3,815.00	5
01-410-328	Maint, Repair, & Rents for Camera System	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0
01-410-351	Police Property Liability Insurance	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0
01-410-375	Maintenance & Repair, Parking Meters	2,400.00	0.00	0.00	200.00	0.00	2,200.00	8
01-410-376	Maintenance & Repair, Police Vehicles	4,000.00	0.00	0.00	1,492.88	0.00	2,507.12	37
01-410-377	Maintenance & Repair, Police Equipment	20,000.00	0.00	0.00	0.00	0.00	20,000.00	0
01-410-384	Equipment Rental	3,000.00	0.00	0.00	14.02	0.00	2,985.98	0
01-410-471	Enterprise Lease Expenses 2023 -POLICE	75,858.00	0.00	0.00	4,461.09	0.00	71,396.91	6
01-410-530	Lanc. County Drug Task Force, Member Fee	10,400.00	0.00	0.00	0.00	0.00	10,400.00	0
01-410-610	Maintenance & Repair of Building	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0
Control: 000	Total	3,995,954.00	0.00	10,087.48	331,922.25	161.90	3,653,944.27	9
01-411-000	FIRE CONTROL ACCOUNT:							
01-411-363	Fire Hydrant, Water Supply	44,802.00	0.00	0.00	10,260.44	0.00	34,541.56	23
01-411-381	CBVFD - Workers Comp. Ins	41,328.00	0.00	0.00	1,785.00	0.00	39,543.00	4
01-411-500	CBVFD - Fire Co Contributions (Beg.2021)	111,000.00	0.00	0.00	1,299.50	0.00	109,700.50	1
01-411-501	CBVFD - Vol. Fire Fighter Tax Rebate	4,500.00	0.00	0.00	3,088.55	1,954.70	1,411.45	69
01-411-540	CBVFD - Fireman's Relief Fund	49,902.00	0.00	0.00	0.00	0.00	49,902.00	0
Control: 000	Total	251,532.00	0.00	0.00	16,433.49	1,954.70	235,098.51	7
01-413-000	CODE COMPLIANCE CONTROL ACCOUNT:							
01-413-123	Code Compliance Manager	56,645.00	0.00	0.00	6,518.30	0.00	50,126.70	12
01-413-140	Clerical salary	49,061.00	0.00	0.00	4,574.41	0.00	44,486.59	9
01-413-141	Clerical salary Overtime	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
01-413-142	Code Compliance Officer (Union)	23,716.00	0.00	0.00	2,053.00	0.00	21,663.00	9
01-413-192	Employee FICA	13,104.00	0.00	0.00	1,388.88	0.00	11,715.12	11
01-413-194	Employee Unemployment Compensation Tax	2,600.00	0.00	0.00	836.01	0.00	1,763.99	32
01-413-195	Employee Workers Compensation Insurance	400.00	0.00	0.00	59.68	0.00	340.32	15
01-413-196	Employee Insurance Coverage Premiums	76,593.00	0.00	0.00	7,160.67	0.00	69,432.33	9
01-413-197	Employee Pension Contributions	10,773.00	0.00	0.00	0.00	0.00	10,773.00	0
01-413-220	Operating Supplies	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-413-231	Gasoline, vehicles	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
01-413-238	Clothing Allowance (Code Enf)	1,200.00	0.00	0.00	239.99	0.00	960.01	20
01-413-300	Conference & Training	5,000.00	0.00	0.00	770.00	0.00	4,230.00	15
01-413-315	Property Inspector F/T	46,190.00	0.00	0.00	4,593.59	0.00	41,596.41	10
01-413-317	Contracted Services - Remedial	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-413-318	Payroll Processing Fee	500.00	0.00	50.05	79.08	0.00	370.87	26
01-413-321	Code, Phone - Cell, Landline & GPS	2,000.00	0.00	0.00	167.84	0.00	1,832.16	8
01-413-340	Printing	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
01-413-376	Maintenance of Vehicles	1,000.00	0.00	0.00	68.95	0.00	931.05	7



Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-413-420	Dues & Subscriptions	500.00	0.00	0.00	0.00	0.00	500.00	0
01-413-425	Fire Inspection Services	5,000.00	0.00	0.00	850.00	0.00	4,150.00	17
01-413-471	Enterprise Lease Costs 2023 - CODES	23,452.00	0.00	0.00	330.59	0.00	23,121.41	1
01-413-500	Appeal Reimbursements/Refunds	100.00	0.00	0.00	0.00	0.00	100.00	0
01-413-540	TNR	6,600.00	0.00	0.00	304.59	0.00	6,295.41	5
Control: 000	Total	340,434.00	0.00	50.05	29,995.58	0.00	310,388.37	9
01-414-000	PLANNING & ZONING CONTROL ACCOUNT:							
01-414-122	Zoning and Planning Manager Salary	68,985.00	0.00	0.00	6,350.18	0.00	62,634.82	9
01-414-140	Clerical Salary	49,061.00	0.00	0.00	4,574.40	0.00	44,486.60	9
01-414-141	Clerical Salary Overtime	1,200.00	0.00	0.00	0.00	0.00	1,200.00	0
01-414-192	Employee FICA	8,347.00	0.00	0.00	808.90	0.00	7,538.10	10
01-414-194	Employee Unemployment Compensation Tax	1,050.00	0.00	0.00	411.43	0.00	638.57	39
01-414-195	Employee Workers Compensation Insurance	300.00	0.00	0.00	29.84	0.00	270.16	10
01-414-196	Employee Insurance Coverage Premiums	29,773.00	0.00	0.00	2,533.25	0.00	27,239.75	9
01-414-197	Employee Pension Contributions	8,333.00	0.00	0.00	0.00	0.00	8,333.00	0
01-414-220	Operating Supplies	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0
01-414-231	Gasoline, Vehicles	350.00	0.00	0.00	0.00	0.00	350.00	0
01-414-300	Conference & Training	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
01-414-313	Official Borough Mapping	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0
01-414-318	Payroll Processing Fees	250.00	0.00	20.02	39.54	0.00	190.44	24
01-414-321	Zoning, Phone - Cell	800.00	0.00	0.00	42.09	0.00	757.91	5
01-414-376	Maintenance of Vehicles	200.00	0.00	0.00	0.00	0.00	200.00	0
01-414-420	Dues & Subscriptions	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0
01-414-550	CLG Matching Mini Grant	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
Control: 000	Total	204,649.00	0.00	20.02	14,789.63	0.00	189,839.35	7
01-415-000	EMERGENCY MANAGEMENT CONTROL ACCOUNT:							
01-415-220	Operating Supplies - PPE/Stock Items	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0
01-415-340	Disaster Planning Material	500.00	0.00	0.00	234.00	0.00	266.00	47
01-415-500	EOC Supplies-per 2022 LC ARPA GRANT	40,200.00	0.00	0.00	1,455.64	0.00	38,744.36	4
01-415-700	Emergency Management, Phone - Cell	1,000.00	0.00	0.00	84.18	0.00	915.82	8
01-423-001	Human Services - Community	500.00	0.00	0.00	0.00	0.00	500.00	0
Control: 000	Total	43,700.00	0.00	0.00	1,773.82	0.00	41,926.18	4
01-426-000	RECYCLING ACTIVITIES CONTROL ACCOUNT:							
01-426-101	Recycling Marketing/Education	500.00	0.00	0.00	0.00	0.00	500.00	0
01-426-102	Recycling Maintenance of Equip. & Bldgs	12,000.00	0.00	0.00	678.97	0.00	11,321.03	6
01-426-103	904 Collection Expenses	2,000.00	0.00	0.00	300.00	0.00	1,700.00	15
01-426-140	Recycling - Staff Salary	54,717.00	0.00	0.00	4,916.80	0.00	49,800.20	9

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-426-231	Recycling - Diesel	6,000.00	0.00	0.00	0.00	0.00	6,000.00	0
01-426-362	Recycling - Utilities	2,000.00	0.00	0.00	74.26	0.00	1,925.74	4
Control: 000	Total	77,217.00	0.00	0.00	5,970.03	0.00	71,246.97	8
01-429-000	WASTEWATER ACTIVITIES CONTROL ACCOUNT:							
01-429-188	WWTP, Contracted Services	500.00	0.00	0.00	0.00	0.00	500.00	0
01-429-260	WWTP, Maintenance of Equipment	750.00	0.00	0.00	0.00	0.00	750.00	0
01-429-321	WWTP, Phone - Cell & Landline	1,500.00	0.00	0.00	71.95	0.00	1,428.05	5
01-429-361	WWTP, Electrical Usage	1,750.00	0.00	0.00	155.05	0.00	1,594.95	9
01-429-362	WWTP, Natural Gas Usage	2,750.00	0.00	0.00	85.62	0.00	2,664.38	3
01-429-365	WWTP, Biosolids Management	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0
01-429-366	WWTP, Water Usage	1,800.00	0.00	0.00	726.36	0.00	1,073.64	40
01-429-367	WWTP, Grit/Material Disposal	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0
01-429-373	WWTP, Building & Property Maintenance	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
Control: 000	Total	14,550.00	0.00	0.00	1,038.98	0.00	13,511.02	7
01-430-000	HIGHWAY/PUBLIC WORKS CONTROL ACCOUNT:							
01-430-122	Public Works Manager Salary	81,947.00	0.00	0.00	7,104.00	0.00	74,843.00	9
01-430-140	Highway Personnel Salaries	335,000.00	0.00	0.00	24,241.60	0.00	310,758.40	7
01-430-141	Clerical Salary	49,061.00	0.00	0.00	4,574.40	0.00	44,486.60	9
01-430-142	Street Sweeper Debris Disposal	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0
01-430-143	Storm Water Supplies	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-430-144	Highway Employee License Bonus	4,000.00	0.00	0.00	3,200.00	0.00	800.00	80
01-430-165	Employee Certification & Testing	1,200.00	0.00	0.00	0.00	0.00	1,200.00	0
01-430-183	Employee Salaries Overtime	19,000.00	0.00	0.00	423.76	0.00	18,576.24	2
01-430-192	Employee FICA	40,000.00	0.00	0.00	3,072.86	0.00	36,927.14	8
01-430-194	Employee Unemployment Compensation Tax	3,500.00	0.00	0.00	1,746.39	0.00	1,753.61	50
01-430-195	Employee Workers Compensation Insurance	63,690.00	0.00	0.00	9,649.74	0.00	54,040.26	15
01-430-196	Employee Insurance Coverage Premiums	197,861.00	0.00	0.00	10,932.40	0.00	186,928.60	6
01-430-197	Employee Pension Contributions	32,621.00	0.00	0.00	0.00	0.00	32,621.00	0
01-430-200	Operating Supplies	15,000.00	0.00	0.00	299.83	0.00	14,700.17	2
01-430-231	Fuel, Vehicles	50,000.00	0.00	964.04	3,716.87	0.00	45,319.09	9
01-430-238	Highway Uniform Cleaning	5,141.00	0.00	87.97	259.17	0.00	4,793.86	7
01-430-239	Employee Clothing Allowance	2,700.00	0.00	0.00	0.00	0.00	2,700.00	0
01-430-245	Highway Supplies	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0
01-430-300	Conference & Training	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0
01-430-317	Contracted Services	4,000.00	0.00	0.00	407.44	0.00	3,592.56	10
01-430-318	Payroll Processing Fees	1,000.00	0.00	120.12	158.16	0.00	721.72	28
01-430-321	Highway, Phone - Cell & Landline & GPS	8,000.00	0.00	0.00	566.61	0.00	7,433.39	7
01-430-361	Highway Building Electrical Usage	4,348.00	0.00	0.00	81.69	0.00	4,266.31	2

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-430-363	Highway, Natural Gas Usage	8,435.00	0.00	550.89	552.20	0.00	7,331.91	13
01-430-366	Highway Building Water Usage	2,000.00	0.00	0.00	20.81	0.00	1,979.19	1
01-430-373	Maintenance & Repair of Building	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0
01-430-375	Maintenance & Repairs of Equipment	38,500.00	0.00	329.44	2,698.70	0.00	35,471.86	8
01-430-471	Enterprise Lease Costs 2023 - P.W.	69,640.00	0.00	0.00	5,677.60	0.00	63,962.40	8
Control: 000	Total	1,064,144.00	0.00	2,052.46	79,384.23	0.00	982,707.31	8
01-433-000	TRAFFIC & STREET LIGHTS CONTROL ACCOUNT:							
01-433-260	Street Signs	6,000.00	0.00	198.00	708.00	0.00	5,094.00	15
01-433-374	Traffic Lights, Maintenance	16,000.00	0.00	0.00	676.00	0.00	15,324.00	4
01-434-375	Street Lighting, Maintenance	1,500.00	0.00	335.46	0.00	0.00	1,164.54	22
Control: 000	Total	23,500.00	0.00	533.46	1,384.00	0.00	21,582.54	8
01-444-000	MARKET HOUSE CONTROL ACCOUNT:							
01-444-120	Market Manager Salary	53,560.00	0.00	0.00	4,920.00	0.00	48,640.00	9
01-444-192	Employee FICA	4,106.00	0.00	0.00	372.16	0.00	3,733.84	9
01-444-194	Employee UC Tax	500.00	0.00	0.00	190.46	0.00	309.54	38
01-444-195	Employee Workers Comp Insurance	200.00	0.00	0.00	14.92	0.00	185.08	7
01-444-196	Employee Insurance Coverage	11,507.00	0.00	0.00	1,017.35	0.00	10,489.65	9
01-444-197	Employee Pension Contributions	3,749.00	0.00	0.00	0.00	0.00	3,749.00	0
01-444-226	Supplies	9,010.00	0.00	0.00	113.05	0.00	8,896.95	1
01-444-317	Market House, Contracted Services	10,000.00	0.00	75.00	1,048.33	0.00	8,876.67	11
01-444-318	Payroll Processing Fees	120.00	0.00	0.00	2.62	0.00	117.38	2
01-444-321	Market House, Phone & Internet	3,000.00	0.00	0.00	298.00	0.00	2,702.00	10
01-444-361	Market House, Electrical Usage	9,000.00	0.00	0.00	867.34	0.00	8,132.66	10
01-444-362	Market House, Natural Gas Usage	10,400.00	0.00	0.00	692.45	0.00	9,707.55	7
01-444-366	Market House, Water & Sewer Usage	4,000.00	0.00	0.00	730.16	0.00	3,269.84	18
01-444-373	Market House, Maintenance of Building	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0
01-444-430	Market House, Property Tax Expense	9,010.00	0.00	0.00	0.00	0.00	9,010.00	0
Control: 000	Total	140,162.00	0.00	75.00	10,266.84	0.00	129,820.16	7
01-450-000	BOARDS & COMMITTEES CONTROL ACCOUNT:							
01-450-101	HARB - Agenda & Minutes Contracted Svcs	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0
01-450-301	Parks & Recreation - Operational	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-450-401	Community Programs - Operational	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0
01-450-601	Zoning Hearing Board - Stenographer	6,000.00	0.00	0.00	0.00	0.00	6,000.00	0
01-450-701	Civil Service Commission - Operational	500.00	0.00	0.00	0.00	0.00	500.00	0
01-450-801	Columbia River Front Advisory Committee	500.00	0.00	0.00	0.00	0.00	500.00	0
01-450-901	Planning Commission - Operational	500.00	0.00	0.00	0.00	0.00	500.00	0
Control: 000	Total	15,500.00	0.00	0.00	0.00	0.00	15,500.00	0

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-452-000	CONTRIBUTIONS CONTROL ACCOUNT:							
01-452-505	Columbia Historic Preservation Society	7,500.00	0.00	0.00	0.00	0.00	7,500.00	0
01-452-541	Mount Bethel Cemetery	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-452-544	Columbia Public Library	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-452-545	Columbia United Veterans Council	500.00	0.00	0.00	0.00	0.00	500.00	0
Control: 000	Total	18,000.00	0.00	0.00	0.00	0.00	18,000.00	0
01-454-000	PARKS & COL. CROSSING CONTROL ACCOUNT:							
01-454-372	Columbia Crossings, Natural Gas Usage	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0
01-454-373	Columbia Crossings, Land Sale Inst(OCPG)	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-454-374	Columbia Crossings, Electrical Usage	3,500.00	0.00	0.00	201.54	0.00	3,298.46	6
01-454-375	Columbia Crossings, Water & Sewer Usage	2,000.00	0.00	0.00	356.19	0.00	1,643.81	18
01-454-376	Columbia Crossings, Phone	3,783.00	0.00	0.00	277.15	0.00	3,505.85	7
01-454-377	Columbia Crossings, Contracted Services	6,000.00	0.00	120.00	711.99	0.00	5,168.01	14
01-454-378	Columbia Crossings, Building/Prop Maint.	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0
01-454-379	Columbia Crossing, Contracted Mgmt Fees	114,863.00	0.00	0.00	0.00	0.00	114,863.00	0
01-454-451	Maintenance of Parks - Makle Park	2,060.00	0.00	0.00	10.38	0.00	2,049.62	0
01-454-452	Maintenance of Parks - River Park	3,773.00	0.00	0.00	0.00	0.00	3,773.00	0
01-454-453	Maintenance of Parks - Locust Park	6,180.00	0.00	745.00	94.53	0.00	5,340.47	14
01-454-454	Maintenance of Parks - Veterans Memorial	2,060.00	0.00	0.00	0.00	0.00	2,060.00	0
01-454-455	Maintenance of Parks - Rotary Park	2,575.00	0.00	0.00	0.00	0.00	2,575.00	0
01-454-456	Maintenance of Parks - Mount Bethel	500.00	0.00	0.00	0.00	0.00	500.00	0
01-454-457	Maintenance of Parks - Town Square	2,060.00	0.00	0.00	0.00	0.00	2,060.00	0
01-454-458	Maintenance of Parks - Zion Hill	500.00	0.00	0.00	0.00	0.00	500.00	0
Control: 000	Total	162,854.00	0.00	865.00	1,651.78	0.00	160,337.22	2
01-471-000	CONTROL ACCOUNT DEBT SERVICE PRIN							
01-471-217	Principal - FULTON bond refi 2021	547,476.00	0.00	0.00	0.00	0.00	547,476.00	0
Control: 000	Total	547,476.00	0.00	0.00	0.00	0.00	547,476.00	0
01-472-000	CONTROL ACCOUNT DEBT SERVICE - INTEREST							
01-472-217	Interest- FULTON bond refi 2021	143,848.00	0.00	0.00	0.00	0.00	143,848.00	0
Control: 000	Total	143,848.00	0.00	0.00	0.00	0.00	143,848.00	0
01-491-000	OTHER EXPENSES CONTROL ACCOUNT:							
01-491-001	Refunds of Prior Year Revenues	500.00	0.00	0.00	0.00	0.00	500.00	0
Control: 000	Total	500.00	0.00	0.00	0.00	0.00	500.00	0

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
Fund: 01	GENERAL FUND BBT Budgeted Total	8,330,352.00	0.00	13,848.61	572,290.74	2,116.60	7,744,212.65	7
Fund: 01	GENERAL FUND BBT Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0
Fund: 01	GENERAL FUND BBT Total	8,330,352.00	0.00	13,848.61	572,290.74	2,116.60	7,744,212.65	7
18-410-000	POLICE:							
18-410-759	PD Community Camera System	40,000.00	0.00	0.00	0.00	0.00	40,000.00	0
Control: 000	Total	40,000.00	0.00	0.00	0.00	0.00	40,000.00	0
18-430-000	HIGHWAY MAINT GENERAL SERVICES:							
18-430-755	Grinder Replacement	508,000.00	0.00	0.00	0.00	0.00	508,000.00	0
18-438-001	walnut St Improve./Smart Growth	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0
Control: 000	Total	558,000.00	0.00	0.00	0.00	0.00	558,000.00	0
18-444-000	MARKETS:							
18-450-001	McGinness Airport Development Project	500,000.00	0.00	0.00	34,152.90	0.00	465,847.10	7
18-450-002	McGinness Project -2023	2,000,000.00	0.00	0.00	0.00	0.00	2,000,000.00	0
18-454-100	Park Improvements/Upgrades	30,000.00	0.00	0.00	0.00	0.00	30,000.00	0
18-465-001	Columbia River Park - Phase 3	20,000.00	0.00	0.00	6,793.27	0.00	13,206.73	34
18-465-002	Makle Park Improvements	606,015.00	0.00	0.00	0.00	0.00	606,015.00	0
Control: 000	Total	3,156,015.00	0.00	0.00	40,946.17	0.00	3,115,068.83	1
18-475-000	FISCAL AGENT FEES:							
18-480-400	4th Street Bridge Improvements	63,000.00	0.00	0.00	410.36	0.00	62,589.64	1
18-480-700	800 Block of Chestnut Street	200,000.00	0.00	0.00	0.00	0.00	200,000.00	0
18-480-800	2nd St Perry St & Union St/CDBG	300,000.00	0.00	0.00	0.00	0.00	300,000.00	0
Fund: 18	CAPITAL FUND Budgeted Total	4,317,015.00	0.00	0.00	41,356.53	0.00	4,275,658.47	1
Fund: 18	CAPITAL FUND Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0
Fund: 18	CAPITAL FUND Total	4,317,015.00	0.00	0.00	41,356.53	0.00	4,275,658.47	1
21-463-670	River Front Storm System Improvements	136,000.00	0.00	1,960.00	0.00	0.00	134,040.00	1
21-463-671	Shawnee/Mill St Drainage/Improvements	53,000.00	0.00	0.00	0.00	0.00	53,000.00	0
21-463-672	APPROVED ARPA Fund Exp - per guidelines	100,000.00	0.00	0.00	0.00	0.00	100,000.00	0
21-463-673	158 River Front Storm System Improve	150,000.00	0.00	0.00	0.00	0.00	150,000.00	0
21-463-674	Dual Band Radios - Public Safety	125,000.00	0.00	0.00	0.00	0.00	125,000.00	0
21-463-675	EOC - Lancaster County ARPA Match	12,060.00	0.00	0.00	0.00	0.00	12,060.00	0
21-492-001	Revenue Loss/Covid-19 Financial Impact	300,000.00	0.00	0.00	0.00	0.00	300,000.00	0
Control: 000	Total	1,439,060.00	0.00	1,960.00	410.36	0.00	1,436,689.64	0

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
Fund: 21	American Rescure Plan FUND Budgeted Total	876,060.00	0.00	1,960.00	0.00	0.00	874,100.00	0
Fund: 21	American Rescure Plan FUND Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0
Fund: 21	American Rescure Plan FUND Total	876,060.00	0.00	1,960.00	0.00	0.00	874,100.00	0
30-000-000	Bond Capital Expense							
30-400-000	BOND CAPITAL PROJECTS CONTROL ACCOUNT:							
30-401-001	Transfer to Fund Balance Reserves	850,000.00	0.00	0.00	0.00	0.00	850,000.00	0
30-438-001	Walnut Street Improvements/Smart Growth	867,100.00	0.00	0.00	0.00	0.00	867,100.00	0
30-444-376	Economic Development Improv (RACP P2)	899,500.00	0.00	0.00	0.00	0.00	899,500.00	0
30-491-001	Refunds of Prior Year Revenues	500.00	0.00	0.00	0.00	0.00	500.00	0
Control: 000	Total	2,617,100.00	0.00	0.00	0.00	0.00	2,617,100.00	0
Fund: 30	BOND CAPITAL FUND Budgeted Total	2,617,100.00	0.00	0.00	0.00	0.00	2,617,100.00	0
Fund: 30	BOND CAPITAL FUND Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0
Fund: 30	BOND CAPITAL FUND Total	2,617,100.00	0.00	0.00	0.00	0.00	2,617,100.00	0
35-430-000	HIGHWAY MAINTENANCE:							
35-432-200	Snow & Ice Removal	19,000.00	0.00	0.00	0.00	0.00	19,000.00	0
35-433-001	Traffic Control Devices	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0
35-434-001	Street Lighting - Electrical Usage	102,591.00	0.00	0.00	8,310.46	0.00	94,280.54	8
35-434-002	Traffic Lights - Electrical Usage	9,500.00	0.00	0.00	486.27	0.00	9,013.73	5
35-438-245	Highway Supplies/Aggregates	6,000.00	0.00	0.00	0.00	0.00	6,000.00	0
35-438-246	Highway Supplies/Other	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0
35-438-247	Highway Equipment Maintenance	7,500.00	0.00	0.00	0.00	0.00	7,500.00	0
35-439-085	Current Year Street Paving Projects	175,000.00	0.00	0.00	0.00	0.00	175,000.00	0
35-454-074	CDBG - Perry and Union (2nd St)	300,000.00	0.00	0.00	0.00	0.00	300,000.00	0
Control: 000	Total	634,591.00	0.00	0.00	8,796.73	0.00	625,794.27	1
Fund: 35	HIGHWAY AID FUND Budgeted Total	634,591.00	0.00	0.00	8,796.73	0.00	625,794.27	1
Fund: 35	HIGHWAY AID FUND Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0
Fund: 35	HIGHWAY AID FUND Total	634,591.00	0.00	0.00	8,796.73	0.00	625,794.27	1
Final Budgeted		16,775,118.00	0.00	15,808.61	622,444.00	2,116.60	16,136,865.39	4
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0.00	0
Final Total		16,775,118.00	0.00	15,808.61	622,444.00	2,116.60	16,136,865.39	4

Account Range: 01-301-001 to 35-395-001 Include Zero Activity Accounts: No  
Current Date Range: 01/01/23 to 01/01/23 Year To Date As Of: 01/31/23

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
01-301-001	Transfer from Fund Balance	1,052,079.00	0.00	0.00	0.00
01-301-100	Property Taxes - Current Year	3,436,126.00	0.00	12,853.22	0.37
01-301-101	RET - Current Year, Uncollectable (5%)	171,806.00-	0.00	0.00	0.00
01-301-200	Property Taxes - Prior Year (Postmarked)	2,000.00	0.00	0.00	0.00
01-301-300	Property Taxes - Delinquent (LCTCB)	130,310.00	0.00	2,935.52	2.25
01-301-400	Property Taxes - KOZ Properties	2,395.00	0.00	0.00	0.00
01-310-100	Deed Transfer Tax (DTT) - 0.5%	268,386.00	0.00	18,313.09	6.82
01-310-210	Earned Income Tax (EIT) - 0.5%	1,126,410.00	0.00	43,058.68	3.82
01-310-430	Local Services Tax (LST) - \$52 per annum	143,207.00	0.00	5,987.56	4.18
01-321-310	Misc License (Pawn, Antique, Tattoo,.)	1,647.00	0.00	270.00	16.39
01-321-610	Peddler's License	218.00	0.00	25.00	11.47
01-321-800	Cable TV Franchise	141,664.00	0.00	0.00	0.00
01-321-900	Cell Tower (Verizon)	11,807.00	0.00	1,520.12	12.87
01-331-109	State Police & County Fines	7,374.00	0.00	0.00	0.00
01-331-112	Ordinance Violations Dist Just	85,637.00	0.00	8,095.23	9.45
01-331-300	Parking Fines	144,954.00	0.00	5,800.00	4.00
01-341-100	Interest Income	3,000.00	0.00	1,345.07	44.84
01-342-200	137 S Front, Lease Proceeds	76,000.00	0.00	0.00	0.00
01-342-201	137 S Front, Tenant Exp Reimbursements	24,638.00	0.00	0.00	0.00

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
01-342-202	420,430,434,440 S Front St Lease	12,060.00	0.00	0.00	0.00
01-342-203	420,430,434,440 S Front St, Reimburse	15,000.00	0.00	0.00	0.00
01-342-204	Market House-Stand Rentals	52,500.00	0.00	5,322.69	10.14
01-342-205	Market House - All Events	34,000.00	0.00	0.00	0.00
01-342-206	Market House - Community Kitchen	19,000.00	0.00	0.00	0.00
01-351-001	Act 205 Pension Subsidy	290,105.00	0.00	0.00	0.00
01-354-040	904 Recycling Grant Income	9,656.00	0.00	0.00	0.00
01-355-080	Alcoholic Beverage Sales Licenses	3,500.00	0.00	0.00	0.00
01-355-990	Firemen's Relief Fund PA Subsidy	49,902.00	0.00	0.00	0.00
01-357-030	Police Department Grants	3,000.00	0.00	0.00	0.00
01-361-200	Tax Certifications & Copies	14,820.00	0.00	405.00	2.73
01-361-330	Building & Zoning Permits	99,962.00	0.00	4,402.73	4.40
01-361-340	Zoning Hearings	5,430.00	0.00	725.00	13.35
01-361-510	Sale of Materials & Equipment	5,000.00	0.00	0.00	0.00
01-361-620	County Tax Collection Commission Revenue	4,095.00	0.00	84.00	2.05
01-362-100	Police Dept Misc Services & Refunds	25,323.00	0.00	0.00	0.00
01-362-110	Sale of Accident Reports	2,138.00	0.00	45.00	2.10
01-362-140	Crossing Guard Wage Reimbursement (CBSD)	21,942.00	0.00	0.00	0.00
01-362-160	Lanc. County Task Force, Reimbursement	82,400.00	0.00	38,773.87	47.06
01-362-170	LiveScan Revenue	7,000.00	0.00	0.00	0.00



Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
01-362-180	Community Safety Officer (CBSD) NEW	49,000.00	0.00	0.00	0.00
01-362-200	Animal Control & Shelter Reimbursement	555.00	0.00	0.00	0.00
01-362-210	Alarm Use Permit	0.00	500.00	0.00	0.00
01-362-400	Code Dept Misc Services & Refunds	500.00	0.00	0.00	0.00
01-362-401	Rental Registration	86,000.00	0.00	1,100.00	1.28
01-362-402	Borough Rental Revenue	15,750.00	0.00	400.00	2.54
01-362-423	Quick Ticket Revenue	31,988.00	0.00	2,050.00	6.41
01-362-424	Rental Inspections Revenue	36,345.00	0.00	7,125.00	19.60
01-362-425	Fire Inspections Revenue	5,640.00	0.00	2,300.00	40.78
01-362-427	New Tenant Walkthrough Inspections	2,212.00	0.00	475.00	21.47
01-362-428	Voluntary Home Inspections Rev	500.00	0.00	0.00	0.00
01-362-450	Certificate of Occupancy	300.00	0.00	0.00	0.00
01-362-460	Lien Recovery	17,475.00	0.00	585.02	3.35
01-362-470	Condemnation Revenue	2,000.00	0.00	2,000.00	100.00
01-362-480	Appeals Revenue	500.00	0.00	0.00	0.00
01-363-100	Street Opening Permits	30,000.00	0.00	1,865.00	6.22
01-363-210	Meter Receipts	56,631.00	0.00	12,324.82	21.76
01-363-220	Contractor Parking Permits	10,314.00	0.00	752.00	7.29
01-363-400	Yard Waste Revenue	113,619.00	0.00	17,462.55	15.37
01-363-500	Highway Dept Misc Services & Refunds	500.00	0.00	0.00	0.00

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
01-372-400	Electric Generation Revenue (LCSWMA)	50,016.00	0.00	4,168.00	8.33
01-380-001	Miscellaneous Revenue	5,000.00	0.00	870.82	17.42
01-380-002	Insurance Rebates, Refunds, & Reimburmnt	101,000.00	0.00	12,673.36	12.55
01-380-005	Police Misc Revenue (TRUIST Donations)	500.00	0.00	0.00	0.00
01-380-006	NonDepartmentalized Services & Refunds	500.00	0.00	0.00	0.00
01-380-150	WWTP Sewage Revenue (A/R & Lien)	250.00	0.00	0.00	0.00
01-387-001	Contributions - Private Sources	500.00	0.00	0.00	0.00
01-387-002	Contributions - In Lieu of (ALL)	25,500.00	0.00	0.00	0.00
01-387-005	Employee Health Insurance Share (NonPol)	39,393.00	0.00	2,136.38	5.42
01-387-006	Employee Health Insurance Share (Pol)	64,285.00	0.00	3,511.76	5.46
01-392-021	Transfer from ARPA Funds REVENUE REPLEN	300,000.00	0.00	0.00	0.00
01-395-001	Refund of Prior Yr Expenditure	500.00	0.00	105.77	21.15
Anticipated Total		7,797,802.00	0.00	214,069.57	2.75
Unanticipated Total		492,350.00	500.00	7,797.69	0.00
<b>Fund Total</b>		<b>8,290,152.00</b>	<b>500.00</b>	<b>221,867.26</b>	<b>2.58</b>
18-301-001	Transfer from Fund Balance	1,201,622.00	0.00	0.00	0.00
18-341-100	Interest Income	7,000.00	0.00	10,392.94	148.47
18-354-076	N ParkSvc-Columbia River Park PIII Grant	30,000.00	0.00	0.00	0.00
18-354-077	2nd St-Perry St to Union/CDBG	200,000.00	0.00	0.00	0.00
18-354-079	Makle Park Grant - (DCNR)	478,393.00	0.00	0.00	0.00

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
18-354-080	Makle Park Grant- (TMOBILE)	50,000.00	0.00	0.00	0.00
18-354-100	DEP Recycling Grant	350,000.00	0.00	0.00	0.00
Anticipated Total		1,208,622.00	0.00	10,392.94	0.86
Unanticipated Total		1,108,393.00	0.00	0.00	0.00
<b>Fund Total</b>		<b>2,317,015.00</b>	<b>0.00</b>	<b>10,392.94</b>	<b>0.45</b>
21-341-100	Interest Income	250.00	0.00	1,169.59	467.84
21-351-101	Transfer to Fund Balance	875,810.00	0.00	0.00	0.00
Anticipated Total		0.00	0.00	0.00	0.00
Unanticipated Total		876,060.00	0.00	1,169.59	0.00
<b>Fund Total</b>		<b>876,060.00</b>	<b>0.00</b>	<b>1,169.59</b>	<b>0.00</b>
30-341-100	Bond Interest	0.00	0.00	605.03	0.00
30-354-010	RACP - Market House Grant Phase I	1,338,000.00	0.00	0.00	0.00
30-354-016	RACP -Market House Grant Phase II	412,000.00	0.00	0.00	0.00
30-354-076	LCPC - SmartGrowth Trans. Grant, WalnutSt	867,100.00	0.00	0.00	0.00
Anticipated Total		1,338,000.00	0.00	605.03	0.05
Unanticipated Total		1,279,100.00	0.00	0.00	0.00
<b>Fund Total</b>		<b>2,617,100.00</b>	<b>0.00</b>	<b>605.03</b>	<b>0.02</b>
35-301-001	Transfer from Fund Balance	169,746.00	0.00	0.00	0.00
35-341-100	Interest Income	6,000.00	0.00	3,444.21	57.40
35-354-030	Highway Liquid Fuels	253,125.00	0.00	0.00	0.00

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
35-354-031	Turnback Program	5,720.00	0.00	0.00	0.00
35-354-074	CDBG - Perry and Union (2nd St)	200,000.00	0.00	0.00	0.00
Anticipated Total		434,591.00	0.00	3,444.21	0.79
Unanticipated Total		200,000.00	0.00	0.00	0.00
Fund Total		634,591.00	0.00	3,444.21	0.54
Final Total		14,734,918.00	500.00	237,479.03	1.55

Borough of Columbia  
Expenditure Batch

Account Number	Date	Tran Type	Description	Debit	Credit	User
01-100-104	01/31/23	Expenditure	LASA 137A front st 10122 123122 045237	0	108.00	LGERFIN
01-100-104	01/31/23	Expenditure	LASA 41 walnut st 10122 123122 048634	0	161.40	LGERFIN
01-100-104	01/31/23	Expenditure	LASA 1020 manor st 10122 123122 047973	0	108.00	LGERFIN
01-100-104	01/31/23	Expenditure	LASA 137 front st 10122 123122 044913	0	105.15	LGERFIN
01-100-104	01/31/23	Expenditure	LASA 15 s 3rd st 10122 123122 045653	0	105.15	LGERFIN
01-100-104	01/31/23	Expenditure	LASA 400 locust 10122 123122 043330	0	105.15	LGERFIN
01-100-104	01/31/23	Expenditure	LASA 308 locust 10122 123122 051741	0	108.00	LGERFIN
01-100-104	01/31/23	Expenditure	cell phone boro 9914222381	0	173.36	LGERFIN
01-100-104	01/31/23	Expenditure	cell phone police 9914222381	0	297.55	LGERFIN
01-100-104	01/31/23	Expenditure	cell phone codes 9914222381	0	167.84	LGERFIN
01-100-104	01/31/23	Expenditure	cell phone public works 9914222381	0	84.18	LGERFIN
01-100-104	01/31/23	Expenditure	cell phone ema 9914222381	0	84.18	LGERFIN
01-100-104	01/31/23	Expenditure	cell phone planning mng 9914222381	0	42.09	LGERFIN
01-100-104	01/31/23	Expenditure	cell phone market mng 9914222381	0	42.09	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 157 hydrants	0	10,260.44	LGERFIN
01-100-104	01/31/23	Expenditure	fire service/sprinkler 440 s front 98001	0	424.60	LGERFIN
01-100-104	01/31/23	Expenditure	fire service/sprinkler 15 s 3rd 98017900	0	424.60	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 15 s 3rd 13017100	0	200.41	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 137 s front st 12001501	0	149.03	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 420 s front st 12000610	0	152.73	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 430 s front st 12000600	0	149.03	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 41 walnut st 06006410	0	194.79	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 308 locust st 06002900	0	153.43	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 431 s front st 00007607	0	20.81	LGERFIN
01-100-104	01/31/23	Expenditure	COL WATER 137 s front st 12001500	0	53.91	LGERFIN
01-100-104	01/31/23	Expenditure	COMCAST 440 s front st 8993112890103570	0	71.95	LGERFIN
01-100-104	01/31/23	Expenditure	COMCAST 41 walnut st 8993112890112282	0	277.15	LGERFIN
01-100-104	01/31/23	Expenditure	COMCAST 308 locust st 8993112890026029	0	354.39	LGERFIN
01-100-104	01/31/23	Expenditure	COMCAST 420 s front st 8993112890103588	0	100.49	LGERFIN
01-100-104	01/31/23	Expenditure	308 locust st adnl bsns 8993112890154821	0	126.65	LGERFIN
01-100-104	01/31/23	Expenditure	COMCAST 431 s front st 8993112890108447	0	267.84	LGERFIN
01-100-104	01/31/23	Expenditure	COMCAST 15 s 3rd st 8993112890155828	0	255.91	LGERFIN
01-100-104	01/31/23	Expenditure	COMCAST COL POLICE 8993112890107043	0	294.17	LGERFIN

Borough of Columbia  
Expenditure Batch

Account Number	Date	Tran Type	Description	Debit	Credit	User
01-100-104	01/31/23	Expenditure	UGI col wwtp 411006753577	0	55.51	LGERFIN
01-100-104	01/31/23	Expenditure	UGI 137 s front st 411000209568	0	514.15	LGERFIN
01-100-104	01/31/23	Expenditure	UGI 15 s 3rd st 411000981927	0	27.81	LGERFIN
01-100-104	01/31/23	Expenditure	UGI 308 locust st 411000713759	0	219.58	LGERFIN
01-100-104	01/31/23	Expenditure	UGI columbia market 411001631141	0	692.45	LGERFIN
01-100-104	01/31/23	Expenditure	PPL s front st 300359947	0	155.05	LGERFIN
01-100-104	01/31/23	Expenditure	PPL 429 s front st 300416106	0	81.69	LGERFIN
01-100-104	01/31/23	Expenditure	PPL 11 s 3rd st market house 301279238	0	867.34	LGERFIN
01-100-104	01/31/23	Expenditure	PPL11 front st security camera 300251879	0	34.94	LGERFIN
01-100-104	01/31/23	Expenditure	PPL 550 ave n makel park 300412194	0	10.38	LGERFIN
01-100-104	01/31/23	Expenditure	PPL 308 locust st 300269611	0	708.67	LGERFIN
01-100-104	01/31/23	Expenditure	PPL 21 WALNUT ST 300417646	0	166.60	LGERFIN
01-100-104	01/31/23	Expenditure	PPL 137 S FRONT ST 300610070	0	559.86	LGERFIN
01-100-104	01/31/23	Expenditure	PPL 254 BLUE LN GATE 300254898	0	39.08	LGERFIN
01-100-104	01/31/23	Expenditure	PPL BLUE LN wr 62638 300405497	0	35.18	LGERFIN
01-100-104	01/31/23	Expenditure	UGI 431 s front st 411001174845	0	40.88	LGERFIN
01-100-104	01/31/23	Expenditure	UGI S Front St WWTP 411000642404	0	30.11	LGERFIN
01-100-104	01/31/23	Expenditure	postage meter 003-1830067-000	0	195.57	LGERFIN
01-100-104	01/31/23	Expenditure	market house cleaning service	0	848.33	LGERFIN



# Columbia Borough Fire Department

726 Manor Street

P O Box 426

Columbia, PA 17512-0426

---

# MONTHLY FIRE CHIEF'S REPORT

JANUARY 2023

Incident response statistics and additional Fire Department Activities for the month of January 2023 along with Year-to-Date information.

Scott K. Ryno, Fire Chief

Prepared by J. Michael Zercher, Assistant Chief

Information released by the Cbfd for informational purposes to the Columbia Borough Manager and Columbia Council members on February 20,2023.

## INCIDENT RESPONSE STATISTICS (TOTALS):

Incident Type *	January	February	March	April	May	June	July	August	September	October	November	December	2023 Year To Date Totals	2022 Totals	2021 Totals	2020 Totals
100	9												9	130	144	112
200	1												1	6	21	4
300	14												14	188	196	178
400	6												6	57	58	51
500	13												13	171	152	140
600	3												3	93	46	45
700	8												8	121	106	128
800	0												0	1	1	0
900	0												0	13	2	3
Totals:	54	0	0	0	0	0	0	0	0	0	0	0	54	780	726	661
2022	89	69	65	65	90	54	61	59	47	56	63	62				
2021	56	49	59	70	57	42	47	82	69	74	59	62				
2020	49	59	49	43	52	55	76	65	47	59	57	50				

### KEY - Incident Type \*

- 100 Fire Incidents including structures, mobile properties, vegetation and rubbish.**
- 200 Over pressurized Incidents (No Fire) including boiler, pipelines, and process vessels.**
- 300 Rescue/EMS Incidents including vehicle accidents, water rescue, searches, and industrial rescues.**
- 400 Hazardous Materials Incidents including combustible spills, radioactive & biological, and electrical issues.**
- 500 Service Incidents including water removal, smoke/odor issue, animal issue, and public service.**
- 600 Good Intent Incidents including unknown type of alarms, controlled burns, steam mistaken for smoke.**
- 700 False Alarm Incidents including unintentional fire alarms.**
- 800 False Alarm Incidents including malicious alarms, bomb scares.**
- 900 Special Incidents including citizen complaints, special types and miscellaneous incidents.**

### JANUARY INCIDENTS:

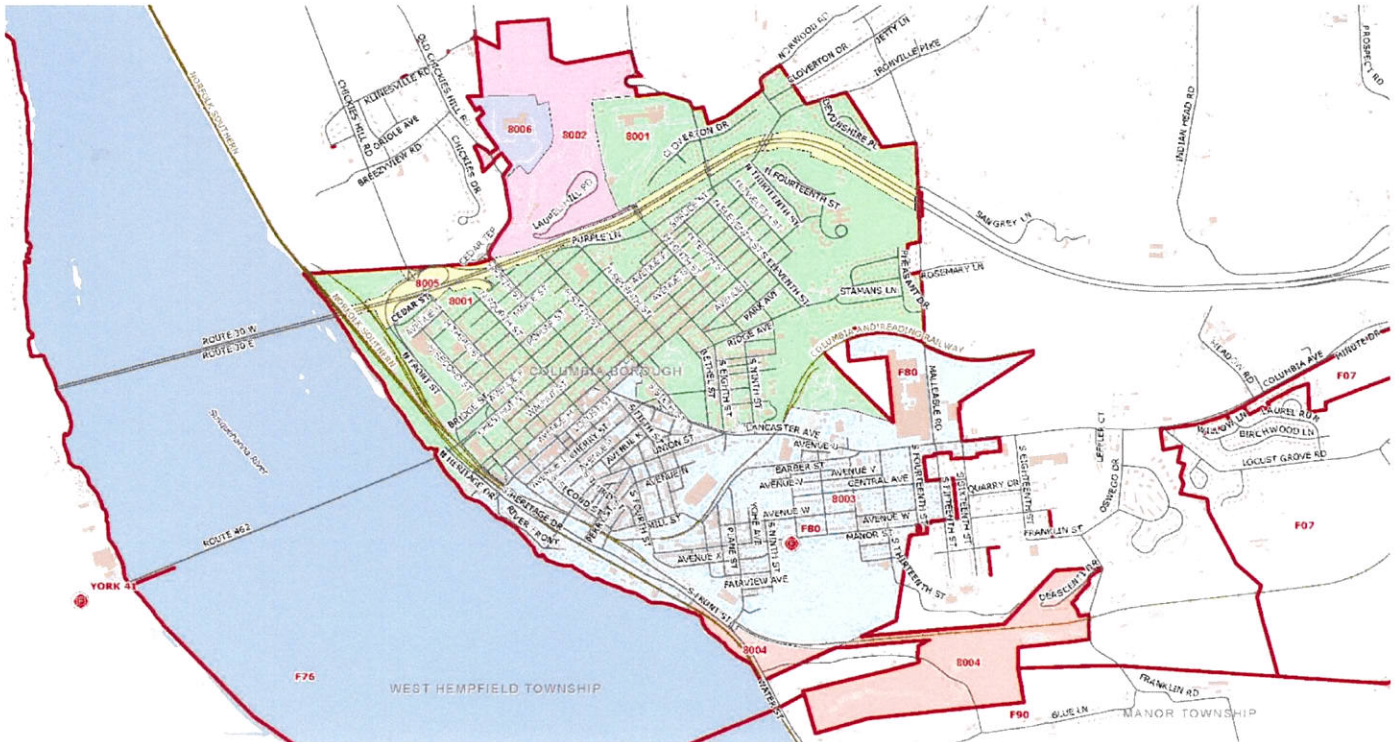
- 54 dispatched fire incidents with 351 volunteer man-hours.
- 44 classes were attended for 136.50 volunteer man-hours.
- **Sunday** was our busiest day with 10 incidents.
- Incidents by shifts and our average number of volunteers:
  - 07:00am – 02:59pm 22 incidents.
  - 03:00pm – 10:59pm 21 incidents.
  - 11:00pm – 06:59am 11 incidents.
  - All Shifts 54 incidents.
- **Rescue** was our most dispatched incident type with 14.

**487.5 VOLUNTEER HOURS WERE SPENT IN THE MONTH OF  
JANUARY FOR OUR COMMUNITY!  
16 VOLUNTEER MAN HOURS PER DAY!**



## Total Calls by District

District	Jan	Total
Columbia Borough Fire Department Box 80-03	15	15
Columbia Borough Fire Department Box 80-01	17	17
East Prospect Fire Department	1	1
Willow Street Fire Department	2	2
Elizabethtown Fire Department	1	1
West Hempfield Twp Fire Department	4	4
Mountville Fire Department	4	4
Marietta Fire Department	1	1
West Willow Fire Department	1	1
Maytown-East Donegal Twp Fire Department	3	3
Hempfield Fire Department	1	1
Wrightsville Fire Department	1	1
Craley Fire Department	1	1
Fire Department Mount Joy	1	1
Rohrerstown Fire Department	1	1
<b>Total</b>	<b>54</b>	<b>54</b>



<b>Personnel Name</b>	<b>Jan</b>	<b>Total</b>	<b>Pct</b>
Ryno, Scott	38	<b>38</b>	70.37%
Zercher, Mike	35	<b>35</b>	64.81%
Cox, James	34	<b>34</b>	62.96%
Hershey, Denny	31	<b>31</b>	57.41%
Meisenbach, James	29	<b>29</b>	53.70%
Arnold, Michael	28	<b>28</b>	51.85%
Hinkle, Ryan	27	<b>27</b>	50.00%
Hershey, David	26	<b>26</b>	48.15%
Goodman, Jordan	24	<b>24</b>	44.44%
Warfel, Robert	23	<b>23</b>	42.59%
Keyser, Kevin	21	<b>21</b>	38.89%
Brownsberger, Floyd	21	<b>21</b>	38.89%
Rinkus, Robert	18	<b>18</b>	33.33%
Fritz, Mark	18	<b>18</b>	33.33%
Stock, Michael	16	<b>16</b>	29.63%
Falcon, Ken	16	<b>16</b>	29.63%
Fritz, Krystal	16	<b>16</b>	29.63%
Jarvis, Jordan	16	<b>16</b>	29.63%
Greenya, Alfred	16	<b>16</b>	29.63%
Fritz, Kyle	14	<b>14</b>	25.93%
Misal, Justin	13	<b>13</b>	24.07%
Keyser, Bryan	11	<b>11</b>	20.37%
Riggs, Jonathan	11	<b>11</b>	20.37%
Fritz, Keith	10	<b>10</b>	18.52%
Wickenheiser, Seth	9	<b>9</b>	16.67%
Annas, Stephen	9	<b>9</b>	16.67%
Morrison, Hunter	8	<b>8</b>	14.81%
Fisher, Jason	8	<b>8</b>	14.81%
Falcon, Brady	7	<b>7</b>	12.96%
Reifsnnyder, Robert	6	<b>6</b>	11.11%
Conrad, Christopher	6	<b>6</b>	11.11%
Schoelkoph, Jr., Lester	6	<b>6</b>	11.11%
Barninger, Jared	5	<b>5</b>	9.26%
Reece, Zach	5	<b>5</b>	9.26%
Wine, Adrian	4	<b>4</b>	7.41%
Meyers, William	4	<b>4</b>	7.41%
Hershey, Derrick	4	<b>4</b>	7.41%
Rhoads, Jordan	3	<b>3</b>	5.56%
Shaeffer, John	3	<b>3</b>	5.56%
Montgomery, Sean	3	<b>3</b>	5.56%
Mosteller, Jared	3	<b>3</b>	5.56%
Splain, Michael	2	<b>2</b>	3.70%
Schmitt, Eugene	2	<b>2</b>	3.70%
Hoffman, Myles	1	<b>1</b>	1.85%
COX , JAMES	1	<b>1</b>	1.85%
Annas , Stephen	1	<b>1</b>	1.85%
Broome, John	1	<b>1</b>	1.85%
Peters, Austin	1	<b>1</b>	1.85%
Miles, Paul	1	<b>1</b>	1.85%
Finegan, Timothy	1	<b>1</b>	1.85%
Finegan, Mickenzie	1	<b>1</b>	1.85%
Boyles, Todd	1	<b>1</b>	1.85%
Manley, Ronald	1	<b>1</b>	1.85%

## Provider Training Hours

Provider Name	January	Jan Total Classes
Annas, Stephen	17.50	4
Arnold, Michael	1.50	1
Falcon, Brady	1.50	1
Finegan, Mickenzie	6.00	2
Finegan, Timothy	6.00	2
Fritz, Kyle	6.00	2
Gambler, Sawyer	1.50	1
Hershey, David	6.00	2
Hershey, Denny	6.00	2
Hinkle, Ryan	6.00	2
Hoffman, Myles	1.50	1
Keyser, Bryan	6.00	2
Meisenbach, James	17.50	4
Meyers, William	1.50	1
Miles, Paul	6.00	2
Reece, Zach	7.50	3
Reifsnyder, Robert	6.00	2
Rinkus, Robert	17.50	4
Schmitt, Eugene	6.00	2
Warfel, Robert	1.50	1
Wickenheiser, Seth	1.50	1
Zercher, Mike	6.00	2
	136.50	44

Alarm Date between 2022-01-01 and 2023-01-01

## Incident Count By NFIRS Code

Incident Type Group	2022-01-01	2022-02-01	2022-03-01	2022-04-01	2022-05-01	2022-06-01	2022-07-01	2022-08-01	2022-09-01	2022-10-01	2022-11-01	2022-12-01	Total
300 - EMS	15	8	16	15	22	19	15	22	13	15	14	15	189
700 - False Alarm	20	12	14	7	12	4	12	9	9	7	6	7	119
400 - HAZMAT	10	6	5	5	9	3	5	2	3	1	3	6	58
100 - Fire	19	15	7	16	13	9	12	3	7	12	11	7	131
600 - Series	11	10	10	10	11	7	2	4	6	5	7	10	93
500 - Service Call	10	16	13	11	21	11	15	19	8	17	20	11	172
200 - Series	3	2	0	0	0	0	0	0	1	0	0	0	6
900 - Special Incident	1	0	0	1	1	1	0	0	1	1	1	6	13
800 - Natural Disaster	0	0	0	0	1	0	0	0	0	0	0	0	1
<b>Monthly Total</b>	<b>89</b>	<b>69</b>	<b>65</b>	<b>65</b>	<b>90</b>	<b>54</b>	<b>61</b>	<b>59</b>	<b>48</b>	<b>58</b>	<b>62</b>	<b>62</b>	<b>782</b>

## Incident Count by Shift

Shift	2022-01-01	2022-02-01	2022-03-01	2022-04-01	2022-05-01	2022-06-01	2022-07-01	2022-08-01	2022-09-01	2022-10-01	2022-11-01	2022-12-01	Total
Thrid Shift	1	0	0	0	0	0	0	0	0	0	0	0	1
First Shift	26	28	28	15	35	25	20	22	16	28	31	24	298
Second Shift	32	27	29	40	40	24	31	31	21	18	24	30	347
Third Shift	20	13	6	10	15	5	10	6	11	12	7	8	123
None	6	0	0	0	0	0	0	0	0	0	0	0	6

Fire Police Platoon	4	1	0	0	0	0	0	0	0	0	0	0	5
Platoon B	0	0	2	0	0	0	0	0	0	0	0	0	2
<b>Total</b>	<b>89</b>	<b>69</b>	<b>65</b>	<b>65</b>	<b>90</b>	<b>54</b>	<b>61</b>	<b>59</b>	<b>48</b>	<b>58</b>	<b>62</b>	<b>62</b>	<b>782</b>

### Incident Count by Station

Station	2022-01-01	2022-02-01	2022-03-01	2022-04-01	2022-05-01	2022-06-01	2022-07-01	2022-08-01	2022-09-01	2022-10-01	2022-11-01	2022-12-01	Total
Columbia Borough Fire Department	82	69	65	65	90	54	61	59	48	58	62	62	775
None	7	0	0	0	0	0	0	0	0	0	0	0	7
<b>Total</b>	<b>89</b>	<b>69</b>	<b>65</b>	<b>65</b>	<b>90</b>	<b>54</b>	<b>61</b>	<b>59</b>	<b>48</b>	<b>58</b>	<b>62</b>	<b>62</b>	<b>782</b>

### Incident Count by Unit

Unit	2022-01-01	2022-02-01	2022-03-01	2022-04-01	2022-05-01	2022-06-01	2022-07-01	2022-08-01	2022-09-01	2022-10-01	2022-11-01	2022-12-01	Total
TRAFFIC 80	35	30	32	36	43	18	25	23	12	26	26	19	325
RESCUE 80	36	27	25	31	45	23	26	33	23	17	28	25	339
SB80 STANDBY BY IN STATION	60	41	44	51	53	37	42	43	28	38	36	36	509
DUTY OFFICER 80	21	16	9	13	24	8	7	9	12	8	10	14	151
TRUCK 80	48	35	29	29	28	18	18	5	12	22	23	24	291
ENGINE 80	43	34	23	25	35	12	21	25	25	20	19	27	309
SQUAD 801	4	1	1	2	6	5	6	3	5	3	0	2	38
PV80 PERSONAL VEHICLE	2	1	0	1	0	2	0	1	0	0	0	0	7
BOAT 801	1	0	2	0	3	6	5	3	3	3	0	0	26
SQUAD 802	0	0	0	1	1	0	1	1	2	0	0	0	6
BOAT 802	0	0	0	0	1	1	0	0	0	1	0	0	3
UTV 80	0	0	0	0	0	0	3	1	1	0	0	0	5
<b>Total</b>	<b>250</b>	<b>185</b>	<b>165</b>	<b>189</b>	<b>239</b>	<b>130</b>	<b>154</b>	<b>147</b>	<b>123</b>	<b>138</b>	<b>142</b>	<b>147</b>	<b>2009</b>



Alarm Date between 2022-01-01 and 2023-01-01

**Total Calls by District**

District	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Alliance Fire & Rescue Services	0	0	1	0	0	1	0	0	0	3	1	0	6
Bainbridge Fire Department	0	0	0	0	1	1	0	0	1	0	0	0	3
Blue Rock - Highville	0	0	1	1	1	0	1	1	0	0	0	1	6
Blue Rock - Millersville	0	0	0	0	0	1	1	0	0	1	0	0	3
Blue Rock - Washington Boro	1	0	2	1	2	3	4	3	2	1	0	0	19
Blue Rock - West Lancaster	0	1	1	2	0	1	1	0	0	0	0	0	6
Columbia Borough Fire Department	5	0	0	0	0	0	0	0	0	0	0	0	5
Columbia Borough Fire Department Box 80-01	18	21	8	7	19	14	9	12	17	12	11	17	165
Columbia Borough Fire Department Box 80-03	15	14	20	15	32	8	16	19	8	10	20	22	199
Columbia Borough Fire Department Box 80-04	0	0	0	0	0	0	0	1	0	0	0	0	1
Columbia Borough Fire Department Box 80-05	0	1	1	3	1	1	0	0	1	0	0	4	12
Columbia Borough Fire Department Box 80-06	1	0	0	0	0	2	1	1	0	1	1	0	7
Craley Fire Department	1	2	2	2	3	0	1	0	0	1	1	0	13
East Prospect Fire Department	2	2	1	4	0	1	1	0	1	2	0	1	15
Elizabethtown Fire Department	0	0	0	0	0	1	0	0	0	1	0	0	2
Fire Department Mount Joy	2	0	1	1	2	1	0	1	2	0	2	0	12
Goodville Fire Department	0	1	0	0	0	0	0	0	0	0	0	0	1
Hellam Fire Department	3	2	3	0	2	0	0	1	0	2	2	0	15
Hempfield Fire Department	0	0	0	0	1	0	0	0	0	1	0	0	2
Lancaster City Fire Department	0	0	0	0	0	0	0	0	0	0	1	0	1
LCPSTC	0	0	0	1	0	0	0	0	0	0	0	0	1
LCWC	3	0	0	0	0	0	0	0	0	0	0	0	3
Marietta Fire Department	0	3	1	1	1	1	0	0	0	0	1	0	8
Maytown-East Donegal Twp Fire Department	4	3	4	3	2	2	2	5	3	4	3	2	37
Mountville Fire Department	7	7	6	5	6	4	7	4	6	4	6	3	65
Rheems Fire Department	1	0	1	2	0	0	0	0	0	0	2	0	6
Rohrerstown Fire Department	2	1	1	1	3	1	4	2	2	0	1	0	18
Shrewsbury	0	0	0	0	0	0	0	0	0	0	0	1	1
West Hempfield Twp Fire Department	8	9	7	7	10	8	12	6	4	10	8	7	96
Willow Street Fire Department	0	0	0	0	1	0	0	0	0	0	1	1	3
Wrightsville Fire Department	5	2	2	8	2	3	1	1	1	4	1	3	33
York Area United Fire	2	0	1	1	0	0	0	0	0	0	0	0	4
York City Fire Department	0	0	0	0	0	0	0	0	0	1	0	0	1
York Township Fire Department	0	0	0	0	0	0	0	2	0	0	0	0	2
Yorkana Fire Department	0	0	1	0	1	0	0	0	0	0	0	0	2
<b>Total</b>	<b>80</b>	<b>69</b>	<b>65</b>	<b>65</b>	<b>90</b>	<b>54</b>	<b>61</b>	<b>59</b>	<b>48</b>	<b>58</b>	<b>62</b>	<b>62</b>	<b>773</b>

**COLUMBIA BOROUGH, LANCASTER COUNTY, PENNSYLVANIA**

---

**RESOLUTION NO. 2023-13**

---

**A RESOLUTION OF THE BOROUGH OF COLUMBIA AUTHORIZING THE SALE OF CERTAIN PROPERTY LOCATED AT 750 SOUTH NINTH STREET (ACCOUNT # 110-98905-0-0000) TO VALLEY VIEW CAPITAL, LLC**

---

**WHEREAS**, pursuant to Resolution 2022-22, Columbia Borough Council declared certain property owned by the Borough located at 750 South Ninth Street, Account # 110-98905-0-0000 (the "Property") to be surplus land and authorized the Borough Manager and other Borough officials to dispose of the Property through either public auction or sealed bid; and

**WHEREAS**, the Property was advertised in a newspaper of general circulation in the Borough twice, and no bids were received; and

**WHEREAS**, after no sealed bids were received by the Borough after two advertisements, the Borough listed the Property for private sale in accordance with Pennsylvania Act 78 of 1979; and

**WHEREAS**, the Borough has received an offer for the Property from Valley View Capital, LLC in the amount of \$70,000.00.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Columbia hereby authorizes the sale of the property located at 750 South Ninth Street, Account # 110-98905-0-0000, to Valley View Capital, LLC for the amount of \$70,000.00.

**AND BE IT FURTHER RESOLVED**, that Columbia Borough Council hereby authorizes the Borough Manager to execute all documents and other items necessary to effectuate the transaction contemplated herein.

**ADOPTED AND RESOLVED**, by the Borough of Columbia in lawful session duly assembled on the 28th day of February 2023.

**ATTEST:**

**COLUMBIA BOROUGH COUNCIL**

---

Mark E. Stivers  
Borough Manager and Secretary/Treasurer

---

Heather M. Zink  
Borough Council President

Range of Checking Accts: First to Last Range of Check Dates: 02/28/23 to 02/28/23  
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					
41519	02/28/23	APPT005 App-Techs Corporation					667
23-00203	1	Milestone Care Plus Renewal	1,346.40	01-410-317 Contracted Services	Expenditure		40 1
41520	02/28/23	APWA APWA - Lancaster County Branch					667
23-00196	1	Certified Flagger Training	130.00	01-430-165 Employee Certification & Testing	Expenditure		32 1
41521	02/28/23	ART Art Printing					667
23-00185	1	No Parking Signs, Envelopes	605.00	01-410-200 Police Equipment & Supplies	Expenditure		12 1
41522	02/28/23	CHEVR025 whitmoyer Chevrolet					667
23-00186	1	Engine Concerns/PD #7	609.39	01-410-376 Maintenance & Repair, Police Vehicles	Expenditure		13 1
41523	02/28/23	CINTA005 Cintas Corporation #59H					667
23-00158	1	Highway Uniform #4145867382	87.97	01-430-238 Highway Uniform Cleaning	Expenditure		1 1
23-00192	1	Highway Uniform #4146569106	87.97	01-430-238 Highway Uniform Cleaning	Expenditure		22 1
			175.94				
41524	02/28/23	CLEVE005 CLEVELAND BROTHERS EQUIPMENT					667
23-00198	1	Cat Loader 928M HDA42	137.00	01-426-102 Recycling Maintenance of Equip. & Bldgs	Expenditure		34 1
23-00198	2	Cat Loader 928M HDA42	189.90	01-426-102 Recycling Maintenance of Equip. & Bldgs	Expenditure		35 1
			326.90				
41525	02/28/23	COMCA015 Comcast					667
23-00223	1	420 S Front St #0109577	82.00	01-430-321 Highway, Phone - Cell & Landline & GPS	Expenditure		59 1
41526	02/28/23	CSIC0005 CSI Corporate Security & Inves					667
23-00201	1	Act 67 Training/Joel Hopta	500.00	01-410-174 Conference & Training	Expenditure		38 1
41527	02/28/23	DIXIE005 Dixie Land Energy					667
23-00160	1	Gas 87% 222.6 gals @ 2.6721	594.81	01-430-231 Fuel, Vehicles	Expenditure		2 1
23-00160	2	Federal Lust Tax	0.22	01-430-231 Fuel, Vehicles	Expenditure		3 1
23-00160	3	Federal Oil Spill Recovery	0.43	01-430-231 Fuel, Vehicles	Expenditure		4 1
23-00160	4	Diesel 156.6 gals @ 3.3175	519.52	01-430-231 Fuel, Vehicles	Expenditure		5 1
23-00160	5	Federal Lust Tax	0.16	01-430-231 Fuel, Vehicles	Expenditure		6 1



Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
01	GENERAL FUND	GENERAL FUND	Continued						
41527	Dixie Land	Energy	Continued						
23-00160	6	Federal Oil Spill Recovery	0.34	01-430-231	Expenditure		7	1	
				Fuel, Vehicles					
23-00160	7	Federal Superfund Recovery Fee	0.78	01-430-231	Expenditure		8	1	
				Fuel, Vehicles					
23-00160	8	Federal Superfund Recovery Fee	0.60	01-430-231	Expenditure		9	1	
				Fuel, Vehicles					
23-00160	9	Lanc Cnty Fuel Additive-Diesel	1.96	01-430-231	Expenditure		10	1	
				Fuel, Vehicles					
23-00193	1	Gas 87% 239.10 gals @ 2.8086	671.54	01-430-231	Expenditure		23	1	
				Fuel, Vehicles					
23-00193	2	Federal Lust Tax	0.24	01-430-231	Expenditure		24	1	
				Fuel, Vehicles					
23-00193	3	Federal Oil Spill Recovery	0.46	01-430-231	Expenditure		25	1	
				Fuel, Vehicles					
23-00193	4	Federal Superfund Recovery Fee	0.84	01-430-231	Expenditure		26	1	
				Fuel, Vehicles					
23-00193	5	Diesel 53.4 gals @ 3.3425	178.49	01-430-231	Expenditure		27	1	
				Fuel, Vehicles					
23-00193	6	Federal Lust tax	0.05	01-430-231	Expenditure		28	1	
				Fuel, Vehicles					
23-00193	7	Federal Oil Spill Recovery	0.11	01-430-231	Expenditure		29	1	
				Fuel, Vehicles					
23-00193	8	Federal Superfund Recovery Fee	0.20	01-430-231	Expenditure		30	1	
				Fuel, Vehicles					
23-00193	9	Diesel Additive	0.67	01-430-231	Expenditure		31	1	
				Fuel, Vehicles					
			1,971.42						
41528	02/28/23	ECKER005 Eckert Seamans Cherin & Mellot							667
23-00214	1	call re: union issues	104.00	01-404-315	Expenditure		45	1	
				Labor Counsel					
23-00214	2	prep for call re: labor issues	156.00	01-404-315	Expenditure		46	1	
				Labor Counsel					
			260.00						
41529	02/28/23	GEMMI005 DE Gemmill							667
23-00190	1	Decal - 7am-11am	50.00	01-433-260	Expenditure		15	1	
				Street Signs					
23-00190	2	H/C sign 12X18	144.00	01-433-260	Expenditure		16	1	
				Street Signs					
23-00190	3	3 ft Sq Breakaway base	384.00	01-433-260	Expenditure		17	1	
				Street Signs					
23-00190	4	2" Sq Post 10 ft long	414.00	01-433-260	Expenditure		18	1	
				Street Signs					
23-00190	5	Square Post Bolt & Nut	6.00	01-433-260	Expenditure		19	1	
				Street Signs					
23-00190	6	Violators will Be Towed	72.00	01-433-260	Expenditure		20	1	
				Street Signs					

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						
41529	DE Gemmill		Continued						
23-00190	7	24" No Trucks Symbol	244.00	01-433-260	Expenditure		21	1	
				Street Signs					
			<u>1,314.00</u>						
41530	02/28/23	KANE005 Morgan Hallgren Crosswell & Ka							667
23-00218	1	meeting prep	627.00	01-450-601	Expenditure		49	1	
				Zoning Hearing Board - Stenographer					
23-00218	2	awakened prop decision letter	456.00	01-450-601	Expenditure		50	1	
				Zoning Hearing Board - Stenographer					
23-00218	3	jan decision review/revise	38.00	01-450-601	Expenditure		51	1	
				Zoning Hearing Board - Stenographer					
23-00218	4	travel exp 1/25/23	18.12	01-450-601	Expenditure		52	1	
				Zoning Hearing Board - Stenographer					
23-00218	5	postage exp 1/12/23-2/8/23	3.90	01-450-601	Expenditure		53	1	
				Zoning Hearing Board - Stenographer					
23-00218	6	trust transferred at billing	2.20	01-450-601	Expenditure		54	1	
				Zoning Hearing Board - Stenographer					
			<u>1,140.82</u>						
41531	02/28/23	LNPME005 LNP Media Group, Inc							667
23-00212	1	2/22/2023 meeting	441.56	01-414-420	Expenditure		42	1	
				Dues & Subscriptions					
41532	02/28/23	LUNGE005 LungeLo Bechtel							667
23-00222	1	Appeal Refund 1102 Lanc Ave	25.00	01-380-001	Revenue		58	1	
				Miscellaneous Revenue					
41533	02/28/23	MESSI005 Messicks							667
23-00197	1	HDA48 Oil & Fuel Filter	31.75	01-426-102	Expenditure		33	1	
				Recycling Maintenance of Equip. & Bldgs					
41534	02/28/23	PADEP035 PA Dept of Labor & Industry-E							667
23-00211	1	137 n front st	154.49	01-409-364	Expenditure		41	1	
				137 S Front, Rebillable Prop Expenses					
41535	02/28/23	PUREW005 Pure Water Technology							667
23-00213	1	Water Purification unit admin	79.00	01-402-317	Expenditure		43	1	
				Contracted Services					
23-00213	2	Water Purification unit police	79.00	01-410-317	Expenditure		44	1	
				Contracted Services					
			<u>158.00</u>						
41536	02/28/23	QUALI010 Quality Digital Office Solutio							667
23-00215	1	copier rental police	213.10	01-410-317	Expenditure		47	1	
				Contracted Services					
23-00215	2	copier rental admin	241.85	01-402-317	Expenditure		48	1	
				Contracted Services					
			<u>454.95</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						
41537	02/28/23	RESSL005 Ressler Propane					667		
23-00189	1	430 S Front St Gas #F1657002	577.70	01-430-363	Expenditure		14	1	
				Highway, Natural Gas Usage					
41538	02/28/23	SCOTT020 Scott K Ryno					667		
23-00219	1	15 inspec jan 2023	187.50	01-413-425	Expenditure		55	1	
				Fire Inspection Services					
41539	02/28/23	SHELL005 Shelly M Bitts					667		
23-00224	1	2022 tax rebate 1023 manor st	131.73	01-411-501	Expenditure		60	1	
				CBVFD - Vol. Fire Fighter Tax Rebate					
41540	02/28/23	SOLLEN Larry Sollenberger					667		
23-00221	1	Appeal Refund 1292 Staman Ln	25.00	01-380-001	Revenue		57	1	
				Miscellaneous Revenue					
41541	02/28/23	STONE005 Stonewood Homes LLC					667		
23-00220	1	Appeal Refund 533 Concord	25.00	01-380-001	Revenue		56	1	
				Miscellaneous Revenue					
41542	02/28/23	TACTI005 Tactical wear					667		
23-00202	1	Sam Stein/Cargo Pants	179.98	01-410-238	Expenditure		39	1	
				Police Uniforms and Dry Cleaning					
41543	02/28/23	WILLI020 William H Keyser					667		
23-00184	1	w keyser 233 s 8th st	180.70	01-411-501	Expenditure		11	1	
				CBVFD - Vol. Fire Fighter Tax Rebate					
41544	02/28/23	WITME005 WITMER PUBLIC SAFETY GROUP, IN					667		
23-00199	1	Federal Cartridge American Eag	148.40	01-410-201	Expenditure		36	1	
				Police Ammo					
23-00200	1	High-Performace Centerfire amo	1,082.32	01-410-201	Expenditure		37	1	
				Police Ammo					
			1,230.72						

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	26	0	12,265.95	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	26	0	12,265.95	0.00

35	LIQUID FUELS	PLGIT LIQUID FUELS							
587	02/28/23	PPLEL005 PPL Electric Utilities Corp				02/28/23 VOID			0
588	02/28/23	PPLEL005 PPL Electric Utilities Corp					668		
23-00216	1	traffice lite s 3rd st/locust	105.30	35-434-002	Expenditure		1	1	
				Traffic Lights - Electrical Usage					
23-00216	2	traffice lite s 3rd & linden	27.96	35-434-002	Expenditure		2	1	
				Traffic Lights - Electrical Usage					
23-00216	3	traffice lite s 4th & locust	29.13	35-434-002	Expenditure		3	1	
				Traffic Lights - Electrical Usage					
23-00216	4	traffice lite 3rd & chestnut	32.67	35-434-002	Expenditure		4	1	
				Traffic Lights - 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							
		588 PPL Electric Utilities Corp							
		Continued							
23-00216	5	traffice lite 4th & locust	100.01	35-434-002	Expenditure			5	1
				Traffic Lights - Electrical	Usage				
23-00216	6	traffice lite 15th & lanc ave	68.10	35-434-002	Expenditure			6	1
				Traffic Lights - Electrical	Usage				
23-00216	7	traffice lite lanc ave	74.61	35-434-002	Expenditure			7	1
				Traffic Lights - Electrical	Usage				
23-00216	8	traffice lite 9th & locust	50.20	35-434-002	Expenditure			8	1
				Traffic Lights - Electrical	Usage				
23-00216	9	traffice lite chery & lanc ave	73.52	35-434-002	Expenditure			9	1
				Traffic Lights - Electrical	Usage				
23-00217	1	st lights 1027 walnut st rear	13.97	35-434-001	Expenditure			10	1
				Street Lighting - Electrical	Usage				
23-00217	2	st lights ironville pike	50.53	35-434-001	Expenditure			11	1
				Street Lighting - Electrical	Usage				
23-00217	3	st lights n 9th & walnut	51.10	35-434-001	Expenditure			12	1
				Street Lighting - Electrical	Usage				
23-00217	4	st lights locust st	118.13	35-434-001	Expenditure			13	1
				Street Lighting - Electrical	Usage				
23-00217	5	st lights 5th & chestnut	22.94	35-434-001	Expenditure			14	1
				Street Lighting - Electrical	Usage				
23-00217	6	st lights 100 blk walnut	96.27	35-434-001	Expenditure			15	1
				Street Lighting - Electrical	Usage				
23-00217	7	st lights 400 blk s front st	173.84	35-434-001	Expenditure			16	1
				Street Lighting - Electrical	Usage				
23-00217	8	st lights rt 30 & rt 441	41.93	35-434-001	Expenditure			17	1
				Street Lighting - Electrical	Usage				
23-00217	9	st lights market & locust	31.95	35-434-001	Expenditure			18	1
				Street Lighting - Electrical	Usage				
			1,162.16						

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	1	1,162.16	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	1	1,162.16	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	27	1	13,428.11	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	27	1	13,428.11	0.00

---

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND BBT	3-01	12,190.95	75.00	0.00	12,265.95
HIGHWAY AID FUND	3-35	1,162.16	0.00	0.00	1,162.16
Total of All Funds:		<u>13,353.11</u>	<u>75.00</u>	<u>0.00</u>	<u>13,428.11</u>

---

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND BBT	01	12,190.95	75.00	0.00	12,265.95
HIGHWAY AID FUND	35	1,162.16	0.00	0.00	1,162.16
Total of All Funds:		<u>13,353.11</u>	<u>75.00</u>	<u>0.00</u>	<u>13,428.11</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND BBT	3-01	12,190.95	0.00	0.00	0.00	12,190.95
HIGHWAY AID FUND	3-35	1,162.16	0.00	0.00	0.00	1,162.16
Total of All Funds:		<u>13,353.11</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>13,353.11</u>

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** February 28, 2023

**DEPARTMENT:** Borough Council

**TITLE:** Columbia Cat Action Team Request to use approved funding for the transition the CCAT to a non-profit organization

**BACKGROUND AND JUSTIFICATION:** Columbia Cat Action Team or CCAT is requesting to use a portion of the current funds budgeted and available for TNR procedures to finalize the set-up of a non-profit. Securing a non-profit status will separate CCAT from the borough, thereby relieving some staff of responsibilities related to CCAT. This will also allow CCAT the ability to do fundraising and make decisions without the need for council approval. The formation of the nonprofit will have no impact on the current mission statement of CCAT. CCAT agrees to provide the borough with an annual report on the activities of CCAT. \*See second page for itemized cost to form nonprofit. The cost to finalize the non-profit is \$1,128.00.

**MOTION:**

Move to approve/disapprove Columbia Cat Action Team’s request to use a portion of the funds budgeted and available for TNR procedures to create a non-profit.

**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)	\$1,128.00	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	FY23 Budget	Current Balance	Agenda Expenditure	Balance
01-413-540	TNR	\$6,600.00	\$5,088.58	\$1,128.00	\$3,960.58

C. Legal Review: The borough solicitor and auditor both agree that there are no legal issues with CCAT using the funds already budgeted and available for TNR to create the nonprofit.



ATTACHMENT(S):

***Balance remaining in CCAT fund as of 02/22/2023: \$5,088.58 (of \$6,600)***

Nonprofit corporation: \$359.00

State filing fee: \$225.00

501(c)3 Application Preparation: \$495.00

EIN Obtainment: \$49.00

Post office box: \$78.00

**Total: \$1,206.00**

## EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: 2/28/23

DEPARTMENT: Police Department

TITLE: Special Event – RivertownesPA USA Plein Air Quick Draw

**SUMMARY:** RivertownesPA USA is hosting a Plein Air Quick Draw event for anyone to register. The participants will have two hours to pain a picture(s) and an additional half hour to frame the picture. The pictures will then be displayed and judged.

**BACKGROUND AND JUSTIFICATION:** This is a second annual event being held by RivertownesPA USA. The first annual event was held in Marietta, PA and the plan is to move this event to a different Rivertowne each year.

**MOTION:** To consider approval for RivertownesPA USA to host a Plein Air Quick Draw event on Saturday, April 15, 2023, from 10:00am-3pm, using downtown Columbia (map attached) for participants to paint pictures, and 3<sup>rd</sup> Street from Locust to Cherry as well as Sadie Lane from 3<sup>rd</sup> Street to Market Avenue to display and judge the paintings. This approval is contingent upon receipt of the required Certificate of Insurance.

**NOTES:**

1. Council, please consider if closing the requested roadways is appropriate to the proper functioning of the Police Department.

**ATTACHMENT(S):** Maps and brochures

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	0	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	0	0	0	0	0

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

C. Department Fiscal Review: \_\_\_\_\_

D. Legal Review:



LEO S. LUTZ  
Mayor

EVAN M. GABEL  
Solicitor

HEATHER ZINK  
Borough Council President

MARK E. STIVERS  
Borough Manager

### SPECIAL EVENT PERMIT APPLICATION

Contact - Kim Morrow  
717-793-1561  
Kimorroworks@gmail.com

Non-Profit:  Yes  No

Date Request Submitted: 2/

Organization Name: River towns PA USA Representative Name: Marta Hines

Address: PO Box 90, Columbia PA 17512 Phone #: 717-314-9551 Email: Marta@martahines.com

Name of Event: River Towns Plain Air; Quick Draw

Describe Event Activities: Artist paint outdoors (adults and children) judging & awards

Event Date(s)	Time of Event	Times (Including Setup/Tear Down)
<u>April 15, 2023 / (Rain Date) April 16, 2023</u>	<u>10am - 3pm</u>	<u>10am - 3pm</u>

Anticipated Attendance: 80-100 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)

See attached map for streets artist can paint (10-12); 1-3 artist will display and be judged on art work. This is the only area that we are requesting road to be closed.

If using Borough Street(s) (i.e.- 3<sup>rd</sup> St from Locust to Chestnut): 3rd St from Locust to Cherry and Sadie Lane from 3rd to Alley behind market and \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

Equipment/Personnel Required:  Police Services  Custodian  Highway Personnel  
 Safety Cones or  Fire Police Services???  Other Road barricade  
*Not sure if necessary*

**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:

MARITA HINES  
(Name – PLEASE PRINT)

  
(Signature)

**APPROVAL SIGNATURES**

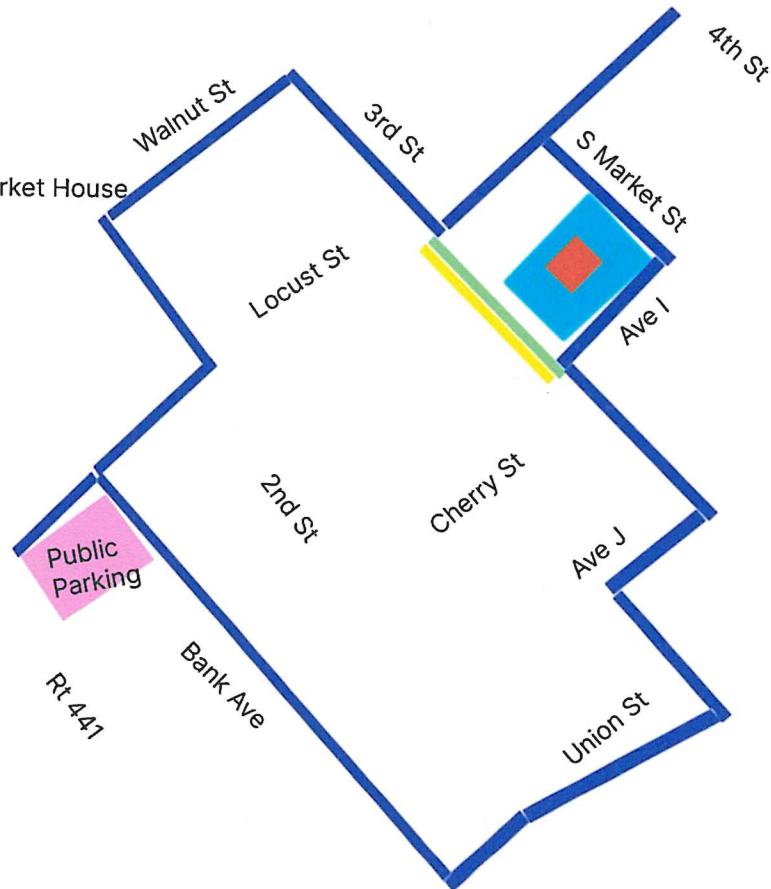
Borough Manager \_\_\_\_\_ Mark Stivers, Borough Manager Date \_\_\_\_\_

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

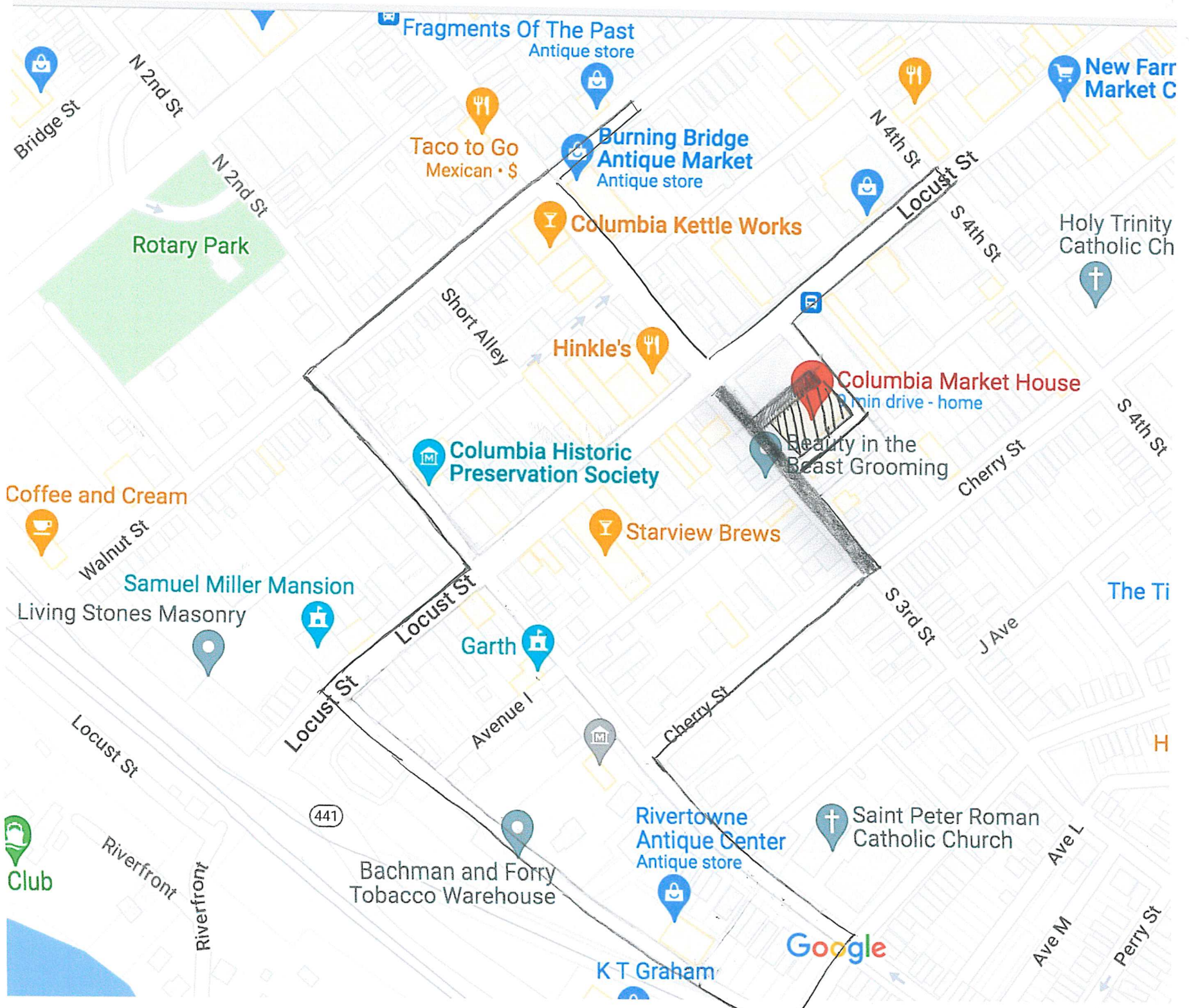
# Quick Draw Event – Saturday, April 15, 2023 (Rain Date: April 16, 2023)

8AM-10AM	Check in or Register entrance to Market House, 15 S 3 <sup>rd</sup> St, Columbia PA 17512
10AM-Noon	Artists Paint in Paint Out Areas
Noon-1PM	Artists Complete label, Frame, Wire, and Display artwork they completed work on easel in area where road is closed to traffic (gallery wrap canvas accepted)
1PM-3PM	Patrons can purchase artwork at registration/check-in table (Market House) – take half of tag to table with payment. Work cannot be removed before awards announced.
2PM	Juror announces awards
3PM	Artwork must be removed – road is now open to traffic.

-  Paint Out Areas
-  Road Closed
-  Final Jury Display Area
-  Registration/Check-In Tables Market House
-  Restrooms







Fragments Of The Past  
Antique store

New Farr Market C

Taco to Go  
Mexican • \$

Burning Bridge  
Antique Market  
Antique store

Rotary Park

Columbia Kettle Works

Holy Trinity  
Catholic Ch

Hinkle's

Columbia Market House  
3 min drive - home

Columbia Historic  
Preservation Society

Beauty in the  
Beast Grooming

Coffee and Cream

Starview Brews

Samuel Miller Mansion

The Ti

Living Stones Masonry

Garth

Locust St

Locust St

Avenue I

Cherry St

S 3rd St

J Ave

H

Club

Riverfront

Riverfront

441

Bachman and Forry  
Tobacco Warehouse

Rivertowne  
Antique Center  
Antique store

Saint Peter Roman  
Catholic Church

Ave L

K T Graham

Google

Ave M

Perry St



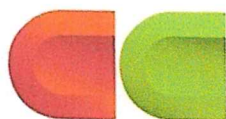


## Quick Draw in Columbia, PA

Artists of all ages can join the fun in Columbia, PA on April 15 for the QUICK DRAW event. Participants have two hours to paint or draw from observation in a designated area in Columbia PA.

Finished works of art will be on display, juried for cash awards and available for sale. Registration fee is \$10 payable in advance or on the day of the event. Quick Draw Juror is Matt Allyn Chapman, co-owner of Curio Lancaster.

We are partnering this year with Create Columbia who will organize this one-day event.







[DONATE >](#)

[Home](#)

[Spaces Within Call](#)

[Media Kit](#)

[Calendar](#)

[Be a Sponsor](#)

[About](#)

[Contact](#)

## QUICK DRAW EVENT:



The Quick Draw event will be held in Columbia, PA at a location to be determined by Create Columbia. It is open to artists of all ages with a special feature for children. More information will be available by March.

Artists who apply for River Towns Plein Air 2023 and pay the \$30 application fee are automatically registered for the Quick Draw event.

Registration for additional artists begins March 1, 2023 at 8am and continues up until the event. The registration fee for artists to paint only in the Quick Draw event is \$10.

A special map of the Quick Draw area will be provided to all registered artists prior to the event. Artists will have 2 hours to complete a painting and another 1/2 hour to frame and deliver the painting to the judging area. Judging and awards will follow the Quick Draw event. Juror of Awards for the Quick Draw is Matt Allyn Chapman, co-owner of Curio in Lancaster.



[DONATE >](#)

[Home](#)

[Spaces Within Call](#)

[Media](#)

## April 15, 2023 (Rain date: April 16)

Quick Draw event

**8AM-10AM** - Anyone who wants to participate may register for Quick Draw. It will be run by Create Columbia and held in Columbia, PA. Registration fee is \$10. Registered artists check in before or after paint out.

**10AM-12Noon** - Registered artists paint in designated Quick Draw area (TBD)

**Noon-1PM** - Deliver framed/gallery wrapped artwork by this time to the location tbd, for judging

**2PM** - Presentation of Quick Draw Awards

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** 02/28/23

**DEPARTMENT:** Police Department

**TITLE:** Special Event – Columbia United Veterans 2023 Columbia Memorial Day Parade

**BACKGROUND AND JUSTIFICATION:** The Columbia United Veterans Organization has been hosting their Annual Columbia Memorial Day Parade for many years. This parade will follow the traditional parade route, as it has in the past.

**MOTION:** To consider approval for The Columbia United Veterans Organization to host their annual Columbia Memorial Day Parade, using the traditional parade route, on May 28, 2023, beginning at 1:00pm, contingent on receipt of the required Certificate of Insurance and PennDot approval.

**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):**

- Special Event Permit Application



**SPECIAL EVENT PERMIT APPLICATION**

Non-Profit:  Yes  No

Date Request Submitted: 2-10-23

Organization Name: Columbia United Veterans Representative Name: Kevin M Kraft, Sr

Address: 519 Walnut St Phone #: 717-684-2370 Email: KEVINSR@CLYDEKRAFT.COM

Name of Event: MEMORIAL DAY PARADE

Describe Event Activities: MEMORIAL SERVICE & PARADE

Event Date(s)	Time of Event	Times (Including Setup/Tear Down)
<u>5-28-23</u> / (Rain Date) <u>N/A</u>	<u>1-4 PM</u>	<u>1-4 PM</u>

Anticipated Attendance: ? 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)  
STREETS

If using Borough Street(s) (i.e.- 3<sup>rd</sup> St from Locust to Chestnut): \_\_\_\_\_ from MANOR to 4TH and UNION from UNION to 2ND and 2ND from 2ND to LOCUST

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

**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.

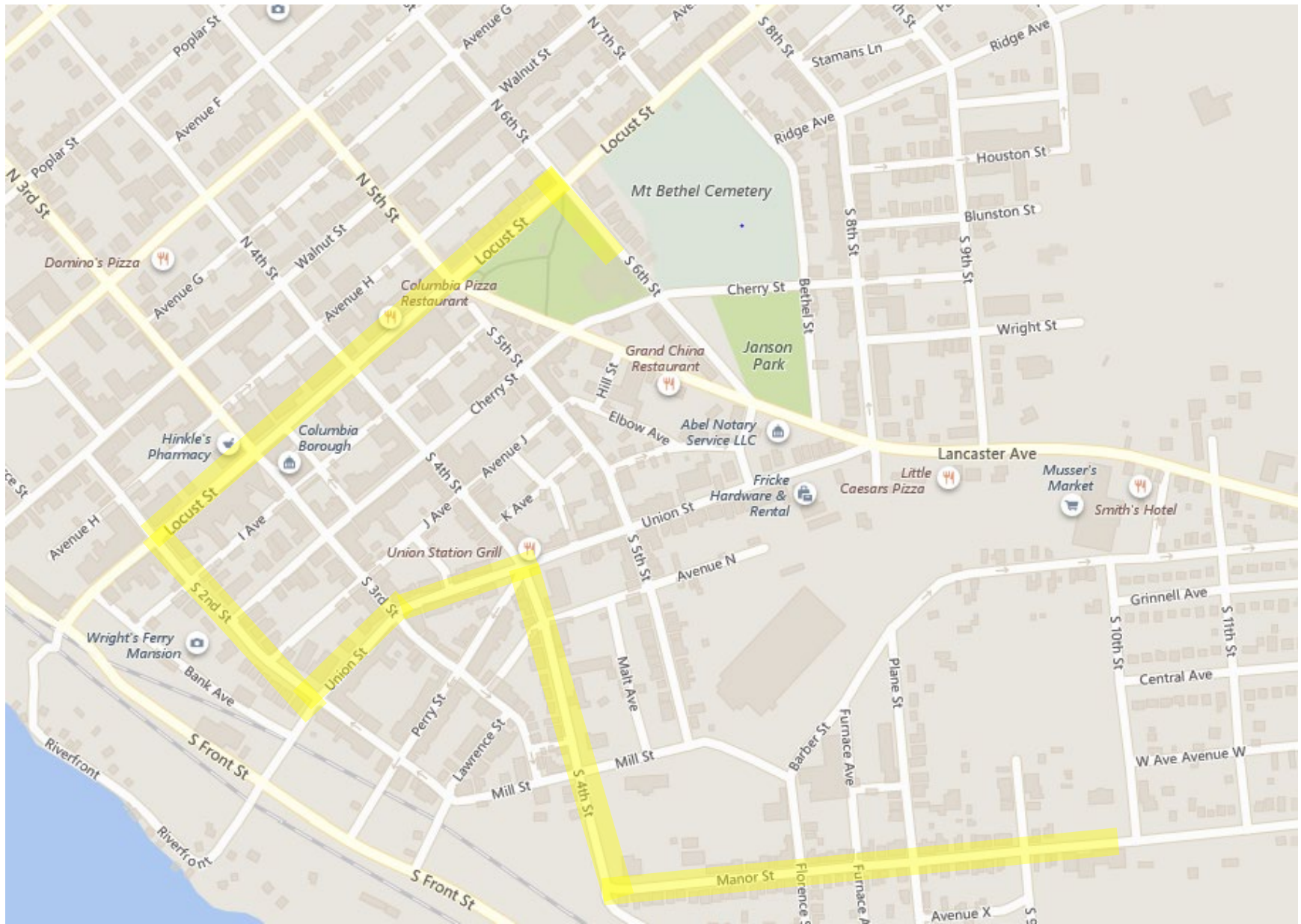
*I hereby certify that I have read, understand, and agree to adhere to this policy of Columbia Borough concerning Use of Facilities. Further, my organization forever releases Columbia Borough, Mayor, Council Members, Columbia Borough Officials, their doctors, agents, employees and servants from all claims, 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: Kevin M Kraft, Sr (Name - PLEASE PRINT) Kevin M Kraft, Sr (Signature)

**APPROVAL SIGNATURES:**

Borough Manager \_\_\_\_\_ Mark Stivers, Borough Manager Date \_\_\_\_\_  
Police Chief \_\_\_\_\_ Chief Jack Brommer Date \_\_\_\_\_





## EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** 02/28/23

**DEPARTMENT:** Police

**TITLE:** Special Event Permit Application for Susquehanna National Heritage Area to host Riverfest 2023 and the Bridge Burners Bridge Challenge. This event will run from on June 24 and 25, 2023 in the Columbia River Park.

**BACKGROUND AND JUSTIFICATION:** This is an annual event, which is sponsored by Susquehanna National Heritage. During the event there is a run - paddle race, outdoor recreation expo, lectures, tours and more. The race will Run from Columbia River Park at the bridge entrance up the Northwest Lancaster County River Trail to the Iron furnaces and back again.

**MOTION:** To consider approval for Susquehanna National Heritage to host the 2023 Riverfest and the Bridge Burner Challenge June 24 and 25, 2023. The events take place from 8am-1pm both days using the Columbia River Park Kayak Launch and 50% of the boat ramp as well as the grassy area around the Columbia Crossing Building.

Move to approve/disapprove the Special Event application by the Susquehanna National Heritage Area to host Riverfest 2023 and the Bridge Burners Bridge Run and Paddle Challenge. This event will run June 24 and 25, 2023 in the Columbia River Park.

**ATTACHMENT(S):**

- Special Event application dated 2/17/2023
- Bridge Burner application



**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:** \_\_\_\_\_ **Representative Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Name of Event:** \_\_\_\_\_

**Describe Event Activities:** \_\_\_\_\_

<u>Event Date(s)</u> <b>6/23 &amp;</b>	<u>Time of Event</u>	<u>Times (Including Setup/Tear Down)</u>
_____/ (Rain Date) _____	_____	_____

**Anticipated Attendance:** \_\_\_\_\_ **Are you charging a fee to participate?**  **If so, how much?** \_\_\_\_\_

**Site Requested:** (Please see Special Event Policies and Procedures for a list of available sites)

\_\_\_\_\_

**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: \_\_\_\_\_

(Name – PLEASE PRINT)

*Hope Byers*

(Signature)

**APPROVAL SIGNATURES**

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

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





# SUSQUEHANNA NATIONAL HERITAGE AREA BRIDGE BURNER RUN & PADDLE CHALLENGE

Saturday, June 24<sup>th</sup> – 9 AM – Columbia, PA

Riverfest commemorates the burning of the Columbia-Wrightsville Bridge during the Civil War. Race proceeds benefit Susquehanna National Heritage Area (SNHA). **Check out all the Riverfest activities at [RiverfestPA.com](http://RiverfestPA.com).**

**Run & Paddle Course:** Race to burn the bridge before the Confederates cross! Run from Columbia River Park at the bridge entrance up the Northwest Lancaster County River Trail to the Iron Furnaces (1.75 Miles). Collect all your 'dynamite' (race baton) you'll need and race back to the River Park (1.75 Miles). Board your kayak and paddle across the Susquehanna north of the Covered Bridge Piers (1.25 Miles). Once across drop off the 'dynamite' (race baton) and paddle back on the south side of the Veteran's Memorial Bridge to Columbia River Park (1.25 miles). **NO real fires/dynamite during race. This is a wheeled course. Run portion of the race is mixed sidewalk and paved trail. There is also a railroad crossing on the course.**

**Location & Race Timeline:** Columbia Crossing 41 Walnut Street, Columbia, PA 17512. Center is located off the Columbia Exit for Route 30; at the intersection of Walnut Street and Front Street (Route 441). Bib pick up is between 10 AM and 5 PM on Friday, June 23<sup>rd</sup> or beginning at 8:00 AM, Saturday, June 24<sup>th</sup>. Meet at Columbia River Park pavilion for a safety meeting by 8:30 AM. Race begins at 9 AM.

**Cancellation Policy:** This event is held rain or shine. In the event of severe weather or dangerous river conditions, we may delay the start until conditions improve or we reserve the right to transition the race to a run-only event. All entrants' fees are considered and appreciated as donations to Susquehanna NHA.

**Kayak/Canoe Information:** Registrants can provide their own kayak or rent one from a local outfitter like Chiques Rock Outfitters ([chiquesrockoutfitters.net](http://chiquesrockoutfitters.net)). Columbia River Park is a PA Fish & Boat Commission-regulated launch so kayaks must have an unpowered boat launch permit. Visit [www.fishandboat.com](http://www.fishandboat.com) to purchase the necessary permit. All participants are required to wear a life vest during the kayaking leg and must be equipped with a whistle. Participants must be 16 years and older.

**Timing and Awards:** Split timing for the running and kayaking legs will be provided by Pretzel City Sports. Results will be posted within 48 hours at [www.PretzelCitySports.com](http://www.PretzelCitySports.com). Custom medals and **cash prizes from Discover Columbia!**

**ENTRY FEE: includes finisher medal and one t-shirt! Late registrants may not receive desired size.**

<b>Run/Paddle – BYOBoat:</b> \$55 by May 1. After that and race day: \$65 <b>Run/Paddle w/ Boat Rental:</b> \$80 by May 1. Until sold out: \$90	<b>Paddle Only:</b> \$35 by May 1. After that and race day: \$40 <b>Paddle Only w/ Boat Rental:</b> \$60 by May 1. Until sold out: \$65	<b>Run Only:</b> \$35 by May 1. After that and race day: \$40
---	---	---

Questions: Call Columbia Crossing at 717-449-5607 or email [info@columbiacrossing.org](mailto:info@columbiacrossing.org)

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Run Only  Paddle Only  Paddle Only w/ Boat Rental

Run/Paddle BYOBoat  Run/Paddle w/ Boat Rental

Home Address \_\_\_\_\_  
 \_\_\_\_\_

Sex: M F Shirt Size (circle one): XS S M L XL 2XL

Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Email \_\_\_\_\_ Age (on race day) \_\_\_\_\_

**WAIVER/RELEASE:** I hereby waive all claims against the race director, race officials and volunteers, any and all sponsors including, but not limited to Susquehanna National Heritage Area and Pretzel City Sports and those in their employ, the Borough of Columbia and County of Lancaster, and all their representatives and successors from any injury or liability I might suffer in this event. I attest that I am physically fit and prepared for this event. I assume all risks associated with participating in this event including, but not limited to: falls; contact with other participants; the effects of the weather, including high heat and/or humidity; and the condition of the road/river; all such risks being known and appreciated by me. I grant full permission for organizers to use my name and or pictures in legitimate accounts and promotions of this event.

signature \_\_\_\_\_  
 date \_\_\_\_/\_\_\_\_/\_\_\_\_

Payment: Cash, Check, & Money Order made to Susquehanna NHA can be mailed to 1706 Long Level Road, Wrightsville, PA 17368 or dropped off at Columbia Crossing.

Online Registration Available at:

[www.RiverfestPA.com](http://www.RiverfestPA.com) or [www.PretzelCitySports.com](http://www.PretzelCitySports.com)

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** February 28, 2023

**DEPARTMENT:** Public Works

**TITLE:** Award contract for the South 2<sup>nd</sup> Street Phase II CDBG Improvements

**BACKGROUND AND JUSTIFICATION:** The Borough received a \$200,000 grant from the 2022 Community Development Block Grant Program (CDBG) for curb, sidewalk, ADA ramp, and paving improvements to the 200 Block of South Second Street (Union St. to Perry St.). C.S. Davidson publicly advertised for bids in LNP and opened received bids via PennBid on February 23, 2023.

We received four bids with Reamstown Excavating and Concrete being low at a price of \$288,980.00. LB Construction Enterprises, Inc. was second low bid at a price of \$318,975.00.

The Engineer’s construction cost estimate for the project is \$325,000.

**MOTION:** Move to Award the South 2<sup>nd</sup> Street Phase II CDBG Improvements to the lowest received bidder: Reamstown Excavating and Concrete, for their bid in the amount of \$288,980.00.

**FISCAL IMPACT ANALYSIS**

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
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)	\$88,980	0	0	0	0
External Revenues (Grants)	\$200,000	0	0	0	0
In-kind Match	0	0	0	0	0
<b>Net Fiscal Impact</b>	<b>\$288,980</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	FY23 Budget	Current Balance	Agenda Expenditure	Balance
FUND35 Liquid Fuels	2 <sup>nd</sup> Street (Perry/Union)	\$125,000	\$125,000	\$88,980	\$36,020

C. Legal Review:

**ATTACHMENT(S):**

- Bid Tabulation



Bid Opening Thursday, February 23, 2023  
Project Manager: Ryan G. Martin, P.E. \_\_\_\_\_

				Reamstown Excavating and Concrete		LB Construction Enterprises, Inc.		JVI Group Inc		York Excavating Co. LLC	
Bid Item No.	Bid Item Description	Estimated Quantity	Unit of Payment	Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total	Unit Price	Estimated Total
<b>BASE BID</b>											
2.01	Mobilization	1	L.S.	\$15,000.00	\$15,000.00	\$5,000.00	\$5,000.00	\$24,000.00	\$24,000.00	\$20,215.00	\$20,215.00
2.01.01	Maintenance and Protection of Traffic	1	L.S.	\$6,500.00	\$6,500.00	\$6,000.00	\$6,000.00	\$4,000.00	\$4,000.00	\$53,602.00	\$53,602.00
2.06	Soil Erosion and Sedimentation Control	1	L.S.	\$2,000.00	\$2,000.00	\$5,000.00	\$5,000.00	\$2,000.00	\$2,000.00	\$1,995.00	\$1,995.00
2.08	Finish Grading and Seeding	1	L.S.	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00	\$4,400.00	\$4,400.00	\$4,822.00	\$4,822.00
3.05.08.01	Replace Frame and Grate	2	Ea.	\$1,800.00	\$3,600.00	\$1,000.00	\$2,000.00	\$1,980.00	\$3,960.00	\$1,669.00	\$3,338.00
3.97	Roof Leader Trench Drain	25	L.F.	\$400.00	\$10,000.00	\$85.00	\$2,125.00	\$168.00	\$4,200.00	\$306.00	\$7,650.00
3.98	Roof Leader Drains	25	Ea.	\$450.00	\$11,250.00	\$500.00	\$12,500.00	\$1,200.00	\$30,000.00	\$217.00	\$5,425.00
3.99	Breezeway Trench Drains	5	Ea.	\$200.00	\$1,000.00	\$500.00	\$2,500.00	\$1,200.00	\$6,000.00	\$1,220.00	\$6,100.00
6.01	Mass Concrete with Form Work	2	C.Y.	\$300.00	\$600.00	\$600.00	\$1,200.00	\$700.00	\$1,400.00	\$712.00	\$1,424.00
7.04.02	Milling Existing Bituminous Pavement 2" Thick	1,900	S.Y.	\$12.00	\$22,800.00	\$7.00	\$13,300.00	\$5.80	\$11,020.00	\$6.00	\$11,400.00
7.05.01	2" Thick Superpave Scratch and Wearing Course, 9.5 mm	250	Tons	\$155.00	\$38,750.00	\$150.00	\$37,500.00	\$134.00	\$33,500.00	\$183.00	\$45,750.00
7.08.01	Cement Concrete Curb	875	L.F.	\$80.00	\$70,000.00	\$100.00	\$87,500.00	\$80.00	\$70,000.00	\$129.00	\$112,875.00
7.09.01.04	4" Thick Concrete Sidewalk	3,800	S.F.	\$14.00	\$53,200.00	\$19.00	\$72,200.00	\$19.00	\$72,200.00	\$25.50	\$96,900.00
7.09.01.06	6" Thick Concrete Sidewalk	1,300	S.F.	\$16.00	\$20,800.00	\$22.00	\$28,600.00	\$27.00	\$35,100.00	\$40.50	\$52,650.00
7.10.15	Detectable Warning Pad	9	Ea.	\$40.00	\$360.00	\$200.00	\$1,800.00	\$570.00	\$5,130.00	\$798.00	\$7,182.00
7.15	Driveway Restoration	6	S.Y.	\$120.00	\$720.00	\$300.00	\$1,800.00	\$92.00	\$552.00	\$200.00	\$1,200.00
7.89	Base Repair	390	S.Y.	\$40.00	\$15,600.00	\$75.00	\$29,250.00	\$89.00	\$34,710.00	\$68.00	\$26,520.00
7.99	Paving Fabric	1,900	S.Y.	\$7.00	\$13,300.00	\$3.00	\$5,700.00	\$5.70	\$10,830.00	\$6.50	\$12,350.00
<b>TOTAL AMOUNT OF BASE BID</b>				<b>\$288,980.00</b>		<b>\$318,975.00</b>		<b>\$353,002.00</b>		<b>\$471,398.00</b>	

**LANCASTER AREA SEWER AUTHORITY**

**MINUTES OF REGULAR MEETING**

**January 26, 2023**

The Regular Board Meeting of the Lancaster Area Sewer Authority was held on January 26, 2023, at 130 Centerville Road, Lancaster, Pennsylvania.

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

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

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

Mr. Sahd moved to the Nominating Committee and called for the election of Officers of the Authority Board. Mr. Laudien, reporting for the Nominating Committee, presented the following slate of officers for the year 2023: Mr. Smith for Chairman, Mr. Sahd for Vice Chairman, Mr. Fisher for Secretary, Mr. Kauffman for Assistant Secretary, Mr. Huber for Treasurer, and Mr. Laudien for Assistant Treasurer.

Mr. Sahd asked if there were any other nominations from the floor and there were none.

Mr. Sahd asked for a motion to close nominations. Mr. Fisher moved to close the nominations for the election of Officers of the Authority Board. Mr. Kauffman seconded the motion, the Board unanimously approved.

Mr. Sahd asked for a motion to accept and elect the Nominating Committee's slate of officers for the year 2023. Mr. Laudien moved to elect the slate of officers presented for the

Authority Board. Mr. Huber second the motion, the Board unanimously approved. The Officers for 2023 through January 2024 are as follows:

Chairman: Mr. Barry Smith  
Vice-Chairman: Mr. Nicholas Sahd  
Secretary: Mr. Edward Fisher  
Treasurer: Mr. Thomas Huber  
Assistant Secretary: Mr. Barry Kauffman  
Assistant Treasurer: Mr. William Laudien

Mr. Sahd asked for approval of the minutes of the regular meeting of December 15, 2022.

Mr. Fisher moved to approve the minutes of the meeting of December 15, 2022, and the disposition of the recordings of the meeting of December 15, 2022, in accordance with the Resolution passed April 28, 2022. Mr. Huber seconded the motion, the Board unanimously approved.

Mr. Sahd asked for a motion for the appointment of professionals for the year 2023 and January 2024. Mr. Laudien moved to appoint Barley Snyder, LLC., as LASA's solicitor for the year 2023 and January 2024; to appoint Morgan, Hallgren, Crosswell & Kane, P.C. as LASA's alternate solicitor for the year 2023 and January 2024; to appoint Rummel, Klepper & Kahl, LLP as LASA's consulting engineer for the year 2023 and January 2024; to appoint Becker Engineering as LASA's alternate engineer for the year 2023 and January 2024.

Mr. Kauffman asked how often the Board solicits alternate proposals for professional services. Mr. Kyle, Executive Director of the Authority, responded that historically the Board has retained the same professionals from year to year unless there are concerns about the quality of service it receives, and then it would solicit alternate proposals. He added that the Board did that about 10 years ago for engineering services. Mr. Kauffman suggested that next year we do our due diligence and solicit other proposals to determine if we can get similar service at a better rate. Mr. Fisher asked that the Board discuss this approach sometime mid-year before we begin

any solicitation for proposals. Mr. Huber seconded the motion, the Board unanimously approved.

Mr. Sahd asked for a motion to approve and publish the Board meeting schedule for the year 2023 and January 2024. Mr. Huber moved to approve and publish the Board meeting schedule for the year 2023 and January 2024, the same as last year with regular meetings to be held on the fourth Thursday of each month in 2023 and January 2024, except November and December 2023 when they will be held on the 3<sup>rd</sup> Thursday of the month, all beginning at 7:30 a.m. at 130 Centerville Road, Lancaster, PA 17603, and or virtual meetings via Zoom. Mr. Fisher seconded the motion, the Board unanimously approved.

Mr. Kyle recommended adoption of Resolution #23-01-001, updating the records disposition resolution. Mr. Fisher made a motion to adopt Resolution #23-01-001, updating the records disposition resolution to include the most recent amendment from March 28, 2019. Mr. Huber seconded the motion, the Board unanimously approved.

Mr. Kyle recommended award of the contract to purchase a 2022 Ford Edge to Whitmoyer Ford, Inc. Mr. Laudien moved to award the contract to purchase a 2022 Ford Edge to Whitmoyer Ford, Inc., for a total cost of \$33,400.00 through COSTARS. Mr. Millhouse seconded the motion, the Board unanimously approved.

Mr. Kauffman asked if any of the automobiles being purchased were electric or a hybrid. Mr. Vilga, Collection System Director for the Authority, explained that at this time there are no electric or hybrid automobiles available for purchase.

Mr. Kyle recommended award of the contract to purchase a 2022 Chevrolet Colorado to Whitmoyer Buick-Chevrolet, Inc. Mr. Laudien moved to award the contract to purchase a 2022 Chevrolet Colorado to Whitmoyer Buick-Chevrolet, Inc., for a total cost of \$26,800.00 through COSTARS. Mr. Millhouse seconded the motion, the Board unanimously approved.

Mr. Kyle recommended award of the contract to purchase a 2023 Ford Transit 350 Cargo Van with shelving package to Whitmoyer Ford, Inc. Mr. Laudien moved to award the contract to purchase a 2023 Ford Transit 350 Cargo Van with shelving package to Whitmoyer Ford, Inc., for a total cost of \$59,343.62 through COSTARS. Mr. Millhouse seconded the motion, the Board unanimously approved.

Mr. Kyle recommended award of the contract to purchase a 2022 Ford Ranger to Whitmoyer Ford, Inc. Mr. Laudien moved to award the contract to purchase a 2022 Ford Ranger to Whitmoyer Ford, Inc., for a total cost of \$32,600.00 through COSTARS. Mr. Millhouse seconded the motion, the Board unanimously approved.

Mr. Kyle recommended award of the contract to repair a structural beam at the LASA treatment plant. Mr. Kauffman moved to award the contract for structural beam repair at the LASA treatment plant, to Wickersham Construction, for a total cost of \$34,381.00, through COSTARS. Mr. Huber seconded the motion, the Board unanimously approved.

Mr. Kyle recommended award of the contract to purchase and install a Duperon FlexRake FR IQ system at LASA's Pleasure Road pump station. Mr. Millhouse moved to award the contract to purchase and install a Duperon FlexRake FR IQ system at LASA's Pleasure Road pump station, to Kappe Associates, Inc., through COSTARS, for a total installed cost of \$519,900.00. Mr. Fisher seconded the motion, the Board unanimously approved.

Mr. Kyle requested a conditional approval of the Builder's Agreement for the Sycamore Drive Subdivision, conditioned upon receipt of additional escrow funds. Mr. Fisher moved to conditionally approve the Builder's Agreement for the Sycamore Drive Subdivision, D.R. Horton, Inc. – New Jersey, in West Hempfield Township with the condition of receiving additional escrow funds. Mr. Kauffman moved to table the conditional approval of the Builder's Agreement for the Sycamore Drive Subdivision until the next board meeting. Mr. Kauffman's motion died for the lack of a second. Mr. Huber seconded the motion to conditionally approve

the Builder's Agreement for the Sycamore Drive Subdivision, with a vote of 5 to 1 (with Mr. Kauffman opposing) the Board approved.

Mr. Kyle recommended authorization for the LASA Financial Director to execute two PennVest Funding Offers. Mr. Kauffman moved to authorize the LASA Financial Director to execute two PennVest Funding Offers totaling \$111,215,000.00. Mr. Huber seconded the motion, the Board unanimously approved.

Mr. Kyle recommended approval of Amendment No 1 to the City of Lancaster treatment plant. Mr. Huber moved to approve Amendment No 1 to the City of Lancaster treatment plant special and emergency capital improvements escrow agreement (revised allocations), at a cost to LASA of \$47,800.00. Mr. Kauffman seconded the motion, the Board unanimously approved.

Mr. Kyle recommended a late addition to the agenda, approval of a settlement and release agreement with Insituform. Mr. Sahd called for an approval to amend the agenda to add Agenda Item 4N, approval of a settlement and release agreement with Insituform. Mr. Fisher moved to approve the amended agenda, and Mr. Millhouse seconded the motion, the Board unanimously approved.

Mr. Sahd entertained a motion to approve the settlement and release agreement with Insituform. Mr. Huber made a motion to approve the settlement and release agreement with Insituform. Mr. Fisher seconded the motion, the Board unanimously approved.

Mr. Sahd 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 January 2023 in the amount of \$1,053,606.40; Revenue Fund Requisition #784 in the amount of \$1,180,000.00; Bond Redemption & Improvement Fund Requisitions/Invoices #2133-1A through 2133-7H in the amount of \$178,776.95; Capital Asset Replacement Fund Requisitions/Invoices #238-1A through #238-5H in the amount of



\$449,023.22, for a grand total in payments of \$1,807,800.17. Mr. Laudien seconded the motion, the Board unanimously approved.

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

Mr. Sahd asked if there was anything to report from the Public Relations Committee. Mr. Kauffman reported there would be a Public Relations Committee meeting January 27, 2023, at 11:00 a.m.

Mr. Sahd asked if there was anything to report from the Pension Committee. Mr. Lehman, Financial Director for the Authority, reported that as of January 25, 2023, the total market value of the LASA pension fund was \$11.8 Million with an estimated actuarial accrued liability of \$14.96 Million, while its funding stands at 78.8% of the estimated actuarial accrued liability. Mr. Lehman also stated that there would be a Pension Committee meeting immediately following the February 23, 2023 Board meeting.

Mr. Sahd asked if there was anything to report from the Personnel Committee. Mr. Kyle reported that LASA would be using a recruiting service to fill a position that will soon become vacant through retirement.

Mr. Sahd moved to the Executive Director's Report. Mr. Kyle summarized the status of the Lower Little Conestoga Interceptor Rehabilitation Phase 2 and the West Earl Township future public sewer service study.

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

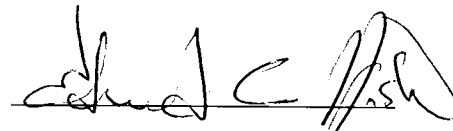
Mr. Sahd called for Old Business and there was none.

Mr. Sahd moved to the Chairman of the Authority report and announced that the strategic planning portion of the meeting would begin and introduced the facilitator Mr. Bruce Nilson.

Mr. Nilson provided a brief recap of the planning process and explained the schedule for the remaining sessions. Session 3 began with finishing up LASA's capital improvement plan and then moved on to focus on some factors external to LASA.

Mr. Sahd reported that the next regular Board meeting is February 23, 2023, at 7:30 a.m. at 130 Centerville Road, Lancaster, PA 17603 or via Zoom.

Mr. Sahd 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 10:02 a.m.

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

Edward C. Fisher, Secretary

MINUTES  
COLUMBIA BOROUGH PLANNING COMMISSION  
January 17, 2023

**MEMBERS IN ATTENDANCE:**

Mary Wickenheiser, Chairperson  
Marilyn Kress Hartman  
Kelly Murphy  
Annette White

**STAFF IN ATTENDANCE:**

Mayor Leo Lutz  
Council President Heather Zink  
Councilperson Eric Kauffman  
Sharon Cino, Planning and Zoning Manager  
Deb LaClair, Administrative Assistant

**GUESTS IN ATTENDANCE:**

Sheila O'Rourke, Gibbel Kraybill & Hess – 732 Chestnut Street  
Dan Zecher, Awakened Properties LLC – 732 Chestnut Street  
Paul Nikolaus – Holy Trinity Demolition – 427, 429, 431 Cherry Street  
Paul Resch – Holy Trinity Demolition - 427, 429, 431 Cherry Street  
Mary Barninger – Holy Trinity Demolition - 427, 429, 431 Cherry Street  
Frank Doutrich, 1001 Ironville Pike

**CALL TO ORDER:**

Chairperson Wickenheiser called this regular meeting of the Columbia Borough Planning Commission to order on Tuesday, January 17, 2023, at 7:00 p.m.

There was a moment of silence and the pledge to the flag.

Brad Lynn and Tiffani Lynn were absent due to illness and Justin Evans was absent due to a work commitment.

**ELECTION OF OFFICERS:**

Mary Wickenheiser deferred the election of officers to the February meeting due to 3 members not being present.

**APPROVAL OF MINUTES:**

Kelly Murphy motioned to approve the Regular Planning Commission meeting minutes, with a clarification, from December 20, 2022, and Annette White seconded. All favored this motion.

**ZONING HEARING(S):**

732 Chestnut Street – Sharon Cino stated the property owner was sent a Zoning Enforcement Notice regarding the use of the property as a short-term rental in a zoning district where this type of use was

not permitted. Sheila O'Rourke informed the Commission since receiving the ZEN, the property owner has submitted application to the Zoning Hearing Board for the operation of the short-term rental in the Medium Density Residential zoned district. She introduced Dan Zecher, Awakened Properties, to the Commission. Dan provided a brief history of Awakened Properties and the work they have done in Columbia Borough including the extensive renovation of 732 Chestnut Street. Sheila O'Rourke presented a plot plan, pictures of the exterior of the property and pictures of the interior of the property. Dan explained that he tried to sell the property after the renovations and when that didn't happen, he decided on a short-term rental. He added his staff looked at the zoning map and thought the property was in the area where the use was allowed. He added this was not intentional. Sheila stated the operation of the short-term rental started in October and meets all the criteria of the ordinance except for the zoning district. She further added the rental was for a maximum of 8 people and the guests receive a copy of the house rules.

Mary Wickenheiser asked about the check-in and check-out policy. Dan explained the process but does not meet the renters face to face. Mary stated there was a fire pit in the rear yard which must be permitted and the pressure treated porch posts were not in keeping with the historic façade.

Marilyn Kress Hartman asked about the number of parking spaces required and asked why the applicant didn't call into the Borough regarding the requirements for short-term rentals. Kelly Murphy agreed the property owner should have made time to contact the Borough. Council President Zink added the Short-Term Rental Ordinance should have been reviewed. Annette White added the property owner should have checked the ordinance.

Council President Zink asked about the parking.

Dan Zecher asked what they could do to get approval to continue this operation. Mary Wickenheiser explained the last application that was approved by the Zoning Hearing Board was located within a half block of the zoning district allowing short-term rentals. There was discussion with regards to the location of this property and the proximity to the zoning district allowing this use.

Frank Doutrich stated the parking question wasn't answered. Mary stated 2 spaces were required and there were 2 spaces to the rear of the property.

There were no further questions or comments from the Commission or those in attendance.

Marilyn Kress Hartman motioned not to make a recommendation to the Zoning Hearing Board and Annette White seconded. All favored this motion except Mary Wickenheiser who voted no.

**ENGINEER'S REVIEW(S):**

There were no reviews from the Borough Engineer.

**DEMOLITION APPLICATION(S):**

427, 429, 431 Cherry Street – Paul Resch, a member of the finance committee of Holy Trinity Church, presented a demolition application to demolish 3 residential dwellings. Paul explained these dwellings were rented at one time but have now been vacant for a few years. He added they are wood frame houses connected by a common wall, with no historic significance. Paul explained there were structural issues with the properties. He stated there have been lengthy discussions on what to do with the properties; with contact being made to the Lancaster County Redevelopment Authority for help as well. Paul stated it was decided to demolish the properties to create an open area with landscaping which would provide a view of the church from the east side. Any future proposed use would enhance the church property

and the surrounding neighborhood. Paul pointed out other properties owned by Holy Trinity Catholic church.

Paul Nikolaus, a member of the finance committee of Holy Trinity Church, presented the survey plan of the dwellings showing they are 15' wide and sitting on mostly flat land. Paul stated because this land was flat, there would be an easy transition for storm water management. There were exterior and interior pictures shown to the Commission. Paul talked about the structural issues. The Commission looked at the landscape and street scape plan, which would also be reviewed by the Shade Tree Commission. Paul Nikolaus presented examples of other demolition projects in the Borough, the number of rental units provided to the Borough by Columbia Catholic Housing, Diocese of Harrisburg procedures, and the future vision of the proposed open space area.

Paul Resch provided the closing remarks. He stated they received HARB approval on January 11<sup>th</sup>.

Marilyn Kress Hartman expressed concerns because the property backs to Avenue I and the fact there was no fencing in that area to prevent a pedestrian pass through. She also suggested additional lighting, benches and using stone on the shed to resemble the stone on the church. Paul Nikolaus stated he took notes on the suggestions and discussed the possibility of fencing. Paul Resch added the school children would have an opportunity to play or have class in this space.

Mary Wickenheiser stated she was a member of Holy Trinity Church. She also thought that fencing to the back side of the property along Avenue I would be something they should consider. She asked if the lots would be combined. Paul Nikolaus explained that would be something to be decided by the Diocese.

Annette White asked if they had any discussions about adding onto the church. Paul Nikolaus stated the future use for that area would be decided by the parishioners.

Kelly Murphy congratulated Paul Resch and Paul Nikolaus for an excellent presentation. He did express concerns about the demolition and the tax base loss. He asked if the church would be willing to provide a tax in lieu of the loss of tax revenue. Paul Resch stated they could not make that decision but did talk about the ways the parish currently gives back to the community.

Frank Doutrich asked about the convent on Cherry Street. Paul Resch stated that Sister Anna lives in the convent located at 548 Cherry Street.

Kelly Murphy motioned to recommend to Borough Council approval for the demolition of 427, 429, and 431 Cherry Street and Marilyn Kress Hartman seconded. All favored this motion.

**ACTION ITEMS:**

There were no action items.

**DISCUSSION ITEMS:**

Sharon Cino provided an update from Sean Krumpe on land bank properties.

**OLD BUSINESS:**

There were no items under old business.

**NEW BUSINESS:**

There were no items under new business.

**PUBLIC COMMENTS AND QUESTIONS:**

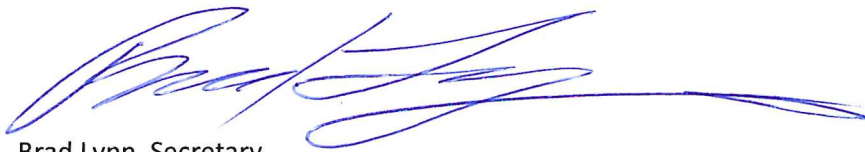


Frank Doutrich commented that if the Commission would have decided to vote no on the Chestnut Street property, the applicant may have decided not to proceed with the Zoning Hearing. He thought that type of rental did not belong in that neighborhood. Mary Wickenheiser explained the Zoning process.

**ADJOURNMENT:**

Annette White motioned to adjourn this meeting of the Columbia Borough Planning Commission at 8:47 p.m. and Kelly Murphy seconded. All favored this motion.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Brad Lynn", with a long horizontal flourish extending to the right.

Brad Lynn, Secretary