

COLUMBIA BOROUGH COUNCIL – REGULAR MEETING

February 28, 2023 | 7:00 PM
Paul W. Myers Council Chambers

MINUTES

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

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

Staff Present: Borough Manager Stivers, Market Manager Vera, Facility Service Coordinator Affeld, Public Works Manager Graham and Finance Manager Bennett. Solicitor Gabel was also present.

- 2. A moment of silence was observed.
- 3. Councilperson Stahl led the pledge to the flag.
- 4. Announcement of Executive and Information Session (s) None.
- 5. Additions, deletions, and reorganization of agenda.

Councilperson Lintner requested item 12.a be removed from the agenda.

- a. Motion to approve the re-organized agenda.

Motion by:	Second by:	Voice Vote:
E. Kauffman	S. Lintner	All Favored – Motion Carried

- 6. Citizen Comments Non-Agenda Items Only

Mary Wickenheiser

Referenced the agenda for the 12/13/22 meeting that included a memorandum of understanding with the Northwest River Trail Advisory Committee that was tabled. She encouraged Council to support having an MOU for the upkeep of the trail. She then discussed the start of street sweeping season on Monday, March 6, 203 and the connection between street sweeping and our MS4 reporting. Thanked Public Works Manager for running the street sweeper in the town parks.

Frank Doutrich

Asked if he could ask Public Works Manager Graham question regarding trash collection. President Zink advised this is an opportunity for comments not questions and answers. She and Borough Manager Stivers advised him to contact Public Works Manager Graham during business hours.

- 7. Minutes for Approval

- a. Motion to approve the Borough Council Meeting Minutes for February 07, 2023.

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

- b. Motion to approve the Borough Council Meeting Minutes for February 14, 2023.

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

8. Presentation & Acceptance of Reports

a. Community Development-Eric Kauffman

I) Report on the Columbia Market House

Councilperson Kauffman congratulated Market Manager Vera for his success with the market house and commended him for the work he continues to do to make the market prosper.

Market Manager Vera addressed Council and provided an update on the progress at the Market House. Also discussed new vendors and upcoming events. Councilperson Fisher lead a discussion on parking for Market House patrons. Councilperson Lintner asked if vendor stands are rented monthly or annual. Market Manager Vera responded they are rented monthly. Council President Zink noted a full-time market manager position appears to be what was needed for the Market House to prosper.

Frank Doutrich

Asked Councilperson Kauffman if there is a Market Committee. Councilperson Kauffman responded there is no committee there is a Market Manager. Council President Zink advised him again this is not a question-and-answer session it is a time for citizen's comments. Market Manager Vera directed Mr. Doutrich to meet with him for the information he is looking for pertaining to the Market House. Councilperson Kauffman responded with general information on the square footage and cost of a stand. Market Manager Vera also provided information.

Bradford Chambers

Asked if there are any plans to expand the hours of operation for the Market House. Council President Zink responded yes. Borough Manager Stivers responded there are ongoing discussions with the vendors to determine what would work best for everyone involved. Market Manager Vera also added to the discussion.

Councilperson Lintner asked for clarification on the question-and-answer issue. Council President Zink stated there will be no more questions answered. There will only be comment period. Solicitor Gabel provided information from the sunshine act pertaining to the subject which does not require Council to answer questions. Mayor Lutz asked for clarification on the citizen comments section of the agenda. Council President Zink explained how the agenda is intended to work.

II) Annual Report from Chairperson Wickenheiser, Columbia Borough Planning Commission (CBPC).

Wickenheiser addressed Council, noted a correction on the article referenced on the first page of the report and provided an overview of the report. She

noted the MPC requires the Chairperson of the commission to present this report to Council on an annual basis.

Councilperson Fisher thanked Wickenheiser for her dedication to the Commission.

b. Finance-Heather Zink

l) Acknowledge Finance Report for January 2023

There was a discussion on Council/Mayor compensation line item in the report. Finance Manager Bennett provided information on the error and the correction.

c. Safety/Communications-Todd Burgard

l) Acknowledge receipt of the Public Safety Report for 2022 Calendar Year and January 2023: Columbia Borough Fire Department.

Councilperson Lintner acknowledged and thanked a local third-grade student, Sebria, and public works employee R. Warfel for their response to a 2/20/2023 trash fire on Cherry St.

9. Presentations

a. Presentation by Hope Byers and Mark Platts on the 2022 Annual Report from Susquehanna National Heritage Area.

Mark addressed Council and detailed his enjoyable experience participating in the 2022 Mardi Gras Parade. He and Hope reviewed the financial information provided to Council and highlighted income vs expense for the Columbia Crossing Building. Hope provided an overview with visual aids on programs offered at Columbia Crossing. Councilperson Lintner asked for information on the Mifflin Farm Susquehanna National Heritage which is scheduled to acquire by SNHA. Mark provided detail on the project and funding. Councilperson Stahl asked for information on the budget deficit. Hope provided detail on the plan to address the deficit issue with additional federal funding and outstanding grants. Borough Manager Stivers asked for information on the trail town project being considered. Hope provided detailed information on the initiative. There was a discussion on trail counters and the cost involved to relocate them to within the Borough.

Frank Doutrich

Discussed time limits on agenda items.

10. Mayor Lutz/Chief Brommer

Announced the Adopt-A-Block program in Columbia is in progress and the public can contact the Borough to participate. Provided information on partner organization through Columbia Connection. The organization, Servants, is program to assist residents with

required/needed upgrades to their homes. He provided detail on how trades/skilled people can participate in the program. Discussed 3 recent drug busts made in the Borough and commended the Columbia Borough Police Department and the Lancaster County Drug Task Force for their efforts. Asked the Solicitor to work on ways the Borough can use to shut down problem rental properties outside of the “three strikes and you’re out” ordinance. Solicitor Gabel explained Pennsylvania has a drug nuisance law that he has used in another municipality, and he will research if it applies to this situation. Discussed PennDOT’s responsibility for road and drainage issues in the Borough and work he is doing to address the issue and urged Council to take up the cause. Discussed a phone call he received last week from Bob & Kelly Kline, in reference to 6,100 frozen hot dog buns and the efforts made to make sure they were put to good use. Discussed a recent funeral he attended for Bud Heim, a local historian and detailed Mr. Heim’s donation of a cornerstone that was installed at Locust and Market Street. The Mayor asked for consideration to install a plaque at the Locust Street bus stop where the cornerstone was placed.

11. Action Items:

- a. Motion to adopt Resolution 2023-13 – Sale of 750 South Ninth Street.

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

- b. Motion to authorize staff to pay bills.

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

12. New Business

- a. **THIS ITEM WAS REMOVED FROM THE AGENDA**

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. Motion to approve Special Event application from Rivertown’s PA USA to host a Plein Air Quick Draw event on Saturday, April 15, 2023, from 10:00am-3pm. This approval is contingent upon receipt of the required Certificate of Insurance.

Motion by:	Second by:	Voice Vote:
S. Lintner	J. Price	All Favored – Motion Carried

Council discussed the road closure request and fees being charged for the event. Mayor Lutz discussed increased foot traffic in the downtown area for the event and suggested additional yield for pedestrian signs be placed in the downtown area.

- c. Motion to approve 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

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

- d. Motion to approve Special Event application from Susquehanna National Heritage Area for Riverfest Bridge Burner Challenge in Columbia River Park on June 24, 2023 from 9am-1pm.

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

Hope Beyers provided detail on the event. Mayor Lutz asked for information on parking for the event. Hope detailed the plan for parking.

- e. Motion to award the South Second Street Phase II CDBG project to Reamstown Excavating and Concrete, for their bid in the amount of \$288,980.00

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

Councilperson Kauffman asked Public Works Manager Graham if he had any experience with Reamstown. He responded this is the company that did work on the 700 Block of Walnut.

13. Staff Reports Comments and Announcements.

- a. Solicitor

Solicitor Gabel provided an update on ordinances in progress. Discussed his connection to Glenn Rock Borough and their success with a Trail Towns program.

- b. Secretary/Treasurer

Announced Friday, April 21, 2023 the Borough will hold their annual Spring Clean Up and provided detail on the project. Additional information will be available on the Borough website. Discussed work being done on Mill Street and provided information on the issue. Discussed “TextMyGov” and encouraged the public to sign up through the Borough website.

- c. Boards, Commissions and Committees

- l) Approved Minutes-Planning, LASA

14. Borough Council comments

- a. Council Members

Councilperson Lintner commended Mark Vera from Taco’s to Go on sweeping the sidewalk in front of his establishment. Asked for clarification on a grant award supplied in the finance packet. Borough Manager Stiver clarified the information.

Councilperson Stahl announce March 6, 2023 will be the start of street sweeping for the season.

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

16. Motion to adjourn at 8:46 pm to an executive session to discuss a potential land acquisition.

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

MOTIONED AND APPROVED this 14th day of March 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