



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

COLUMBIA BOROUGH COUNCIL – REGULAR MEETING

September 26, 2023 | 7:00 PM

FINAL AGENDA

NOTE: This meeting will be recorded and will be posted on the [Borough's YouTube Channel](#) following 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 August 22, 2023
 - b. Consider approval of the Borough Council Work Session Minutes for September 5, 2023
 - c. Consider approval of the Borough Council Meeting Minutes for September 12, 2023
 8. Presentation & Acceptance of Reports
 - a. Finance – Heather Zink
 - l) Acknowledge Finance Report – August 2023
 - b. Safety/Marketing-- Todd Burgard
 - l) Acknowledge Police Report – August 2023
 - c. Legislation - Acknowledge Legislative Priority List for September 2023
 9. Presentations
 10. Mayor Lutz/Chief Brommer
- For public comment on items on the agenda, there will be a 3-minute time limit per person per topic)
11. Public Meeting – Adoption of the Borough’s New Comprehensive Plan – Columbia2040
 12. Action Items
 - a. Consider Resolution 2023-26 to approve the adoption of Columbia2040, the Borough’s new comprehensive plan
 - b. Consider approval of the 2024 Minimum Municipal Obligation totaling \$490,091.00 - \$399,535.00 to the Uniform (Police) Pension Plan and \$90,556.00 to the Non-Uniform (Non-Police) Pension Plan.



- c. Consider authorizing staff to advertise Ordinance No. 941 to amend the Borough's Code of Ordinances, Chapter 186, Streets and Sidewalks by adding a new Article VII – Sidewalk Café
 - d. Authorization to pay bills
- 13. New Business:
 - a. Consider the DROP (Deferred Retirement Option Plan) application for Officer Dan Bell
 - b. Consider the DROP (Deferred Retirement Option Plan) application for Sergeant Adam Miller
- 14. Staff Reports, Comments, and Announcements
 - a. Solicitor
 - b. Secretary/Treasurer
 - c. Boards, Commissions and Committees
- 15. Borough Council Comments
 - a. Council Members
- 16. Announcement of Next Meeting. At 7:00 PM on October 3, 2023, Council will hold a work session
- 17. Adjournment to Executive Session to discuss a personnel matter.

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 – REGULAR MEETING

August 22, 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, Public Works Manager Graham, Facility Service Coordinator Affeld and Police Chief Brommer. Solicitor Gabel was also present.

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

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

6. Citizen Comments Non-Agenda Items Only

Frank Doutrich

Discussed his previous request for information regarding the recent police incident on Cherry Street. Discussed how information was provided to the press in previous years. Discussed upcoming sale of Borough vehicles. President Zink provided information on the sale process. Manager Stivers and Solicitor Gabel also provided detail on the process the Borough is required to follow per their lease agreement with Enterprise Fleet Management. Discussed the audit presented at a previous meeting.

7. Minutes for Approval

- a. Motion to approve the Borough Council Meeting Minutes for August 3, 2023.

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

8. Presentation & Acceptance of Reports

- a. Finance – Heather Zink
 - i) Acknowledged Finance Report – July 2023
President Zink noted the ACH report for June and July are part of the finance packet.

Frank Doutrich

Questioned the overspending of the budgeted amount for the police chief salary. President Zink responded that it is contractual for management to have the right to cash out unused vacation time which the chief did which resulted in going over budget. It was noted the same option is available for union employees. Questioned the overspending of the contracted services budget. Manager Stivers agreed to look into the issue and get back to him.

- b. Legislation – Sharon Lintner
 - i) Acknowledge Legislative Priority List for August 2023
Councilperson Lintner requested that the revision of the handicap parking ordinance be added to the list. President Zink noted the zero lot line issue will also be added to the list.

9. Presentations

10. Mayor Lutz/Chief Brommer

Mayor Lutz announced Emergency Management Coordinator Barninger recently had surgery and had some complications that put him back in the hospital and asked for prayers for his recovery. Noted the House passed a bill addressing the following issues: blighted properties, fire work ordinance, land bank, and a bill to address teacher police and nurse shortages. Chief Brommer reported on the first day of public school and the success of some alternate traffic patterns being used at the High School and Park School. It was noted that the school district has not hired an SRO.

11. Action Items

- a. Motion to authorize staff to enter into an agreement of sale for the purchase of about 0.31 acres of land to be dedicated to the Borough to be used as an access drive for Ridge Avenue properties.

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

Manager Stivers provided detail on the motion. Mayor Lutz expressed the value he sees in the purchase. Councilperson Kauffman and President Zink also added to the discussion

Frank Doutrich

Asked for clarification on the status of the bridge access to the property. Councilperson Kauffman responded. Asked for clarification on other options for access to the property. Manager Stivers provided other options that did not come to fruition. Asked for clarification on the cost to purchase the land for access. Manager Stivers responded with detailed information.

- b. Motion to approve Resolution 2023-24 authorizing staff to represent the Borough to purchase land located at 1100, 1110, and 1120 Ridge Avenue for \$1,350,000 plus necessary closing costs.

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

Councilperson Kauffman asked for clarification on the funding for this project. Manager Stivers explained that reserve funds will be used, and those funds will be replenished by the sale of Borough property. President Zink asked for clarification on the benefit of using the “deed in lieu of condemnation” process for this purchase. Solicitor Gabel explained this was part of the negotiation discussions to purchase the property and offered the most benefit to the Borough. Councilperson Stahl discussed the history of the project and voiced his support of the purchase. President Zink also voiced her support of the purchase. Mayor Lutz discussed meeting with DCED to see if there are funds available to offset the cost of improving the site.

Frank Doutrich

Discussed the sale of the wastewater treatment plant. Discussed the cost of transforming the Ridge Avenue property to a public works facility. Asked for clarification on a sale date for the wastewater treatment plant. Solicitor Gabel responded with detail. Mr. Doutrich asked for clarification on the sale of 137 S Front Street. Manager Stivers provided detail.

Councilperson Lintner asked how long it is anticipated for the Ridge Avenue property to be up and running. Manager Stivers and Manager Graham agreed approximately 2 years. Manager Stivers provided detail on the design process for the project. Councilperson Lintner also asked for clarification on the \$565,000 to purchase the wastewater treatment plant and if they can wait 2 years for the remaining land. Manager Stivers provided detail on the plan to sell both the wastewater treatment plant and the old highway shed and how the purchaser will utilize both properties.

- c. 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. Motion to approve Resolution 2023-25 authorizing the destruction of public records.

Motion by:	Second by:	Voice Vote:
E. Kauffman	P. Stahl	6 (Yes) 0 (No) Councilperson Burgard stepped out of the room – Motion Carried

Manager Stivers provided detail on the items being destroyed which include records from the previous solicitor.

- b. Motion to authorize staff to enter into a contract with Sidium Solutions for IT/Network management for both the Borough and Borough Police Department.

Motion by:	Second by:	Voice Vote:
T. Burgard	E. Kauffman	All Favored – Motion Carried

Manager Stivers and Chief Brommer provided detail on the process of choosing this candidate and research done on other municipalities that currently use this company. Manager Stivers detailed the proposal being considered. Councilperson Kauffman asked when the contract with the current company expires. Manager Stivers responded at the end of February 2024, but they have agreed to terminate our contract at the end October 2023 with no penalty. Councilperson Lintner asked how this company’s cost compares to our current company. Manager Stivers provided detail on what he considers to be a comparable cost. Councilperson Kauffman asked if this company could assist with our issues with streaming meetings. Manager Stivers detailed work currently being done to find a solution to the issue with a different vendor. There was a discussion on the actual cost of the contract. Chief Brommer detailed ongoing IT issues the Police Department is having and that these issues have been discussed with the proposed new company with a plan to resolve the issues. Manager Stivers noted there have been issues with the current IT company, but they have been nothing but professional during this transition. Solicitor Gabel detailed the cancelation clause in both the current contract and the proposed contract. Councilperson Kauffman asked for clarification on the contract and the process of resolving current issues. Manager Stivers and Chief Brommer provided detail on the proposed process.

- c. Motion to approve for the Police Department to host an auction on Saturday, September 9, 2023, beginning at 9:00 am, using Sadie Lane (which will be closed during the auction), with the understanding that the proceeds from items sold by the Police Department will benefit the Police Bike Patrol Fund and the proceeds from items sold by other departments will benefit those departments.

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

Councilperson Kauffman asked for clarification on the choice of holding the event on a Saturday which is a market day. Chief Brommer responded that he discussed the issue with Manager Vera, and he is comfortable with the decision. President Zink discussed the fact that the event was advertised on social media prior to Council’s approval. Chief Brommer responded it was an oversight and was not meant to disrespect Council’s authority. Council discussed setting a permanent date and placing the auction on the Borough calendar as an annual event. Chief Brommer and Manager Stivers discussed a bike repair shop opening in the Borough.

13. Staff Reports, Comments, and Announcements

a. Solicitor

Solicitor Gabel noted settlement on the Ridge Avenue Property will be scheduled prior to August 30th. Updated Council on continued work on ordinance updates.

b. Secretary/Treasurer

Discussed the August 17th meeting with a representative from Senator Aument’s office & Representative Miller to discuss the civil service process. Discussed the recent explosion in Pittsburgh and discussed ways to support the communities affected. Noted discussions are ongoing with work on the 462 Bridge. Noted the milling and restoration of Lancaster Avenue should be completed in the upcoming weeks. Manager Graham confirmed, weather permitting, the work should be done by the end of the week.

c. Boards, Commissions and Committees

- I) Upcoming Meetings: Zoning Hearing Meeting CANCELLED, River Park Advisory and Revitalization Committee (8.24.2023) Shade Tree Commission (8.23.2023)
- II) Approved Minutes: Civil Service, LASA

14. Borough Council Comments

a. Council Members

Councilperson Burgard noted his 4-hour ride along with Penn State Health and thanked their staff for the opportunity. Discussed the inconsistency with citizens comment procedure followed at Borough Council meetings and proposed some adjustments to the process. Mayor Lutz added his view on the process and the proposed changes.

Councilperson Fisher announced Park & Recreation will have movie this Friday at 4th and Locust and the Edible Classroom will be at the event at 6:30 pm.

Councilperson Kauffman encouraged people to sign up for TextMyGov and the Borough’s YouTube channel.

Councilperson Lintner asked who is in charge of providing information through TextMyGov and noted there was a 24- hour delay on reporting a recent Police incident. Chief Brommer explained there was a staffing issue on the Saturday the incident occurred that caused the delay. Mayor Lutz provided his view on the priorities of the police staff related to police incidents. Councilperson Burgard suggested the safety committee have a meeting to discuss protocol and expectations for reporting incidents through TextMyGov.

Councilperson Stahl added his view on the TextMyGov discussion. Encouraged people to like and subscribe to the Borough’s YouTube channel and stated the Borough needs 1,000 subscribers to be able to live stream meetings from YouTube.

President Zink discussed the meeting concerning changes to the civil service requirements for the Borough. Noted fall training opportunities for Council through the PSAB.

15. Announcement of next meeting. At 7:00 p.m. on September 5, 2023, Council will hold a work session. Discussion will include the Parks & Rec Advisory Board and one or two pieces of legislation.

16. Motion to adjourn the meeting at 8:33 p.m.

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

MOTIONED AND APPROVED this 26th day of September 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 – WORK SESSION

September 5, 2023 | 7:00 PM
Paul W. Myers Council Chamber

MINUTES

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

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

Staff Present: Chief Brommer, Borough Manager Stivers, Planning and Zoning Manager Cino, Facilities Manager Affeld and Borough Solicitor Gabel

- 2. A moment of silence led by Council President Zink
- 3. Councilperson Lintner led The Pledge to the Flag
- 4. Announcement of Executive and Information Session(s)
 - a. There were none.
- 5. Additions, deletions, and reorganization of agenda
 - a. Motion to approve Agenda

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

- 6. Citizen Comments

Mary Wickenheiser reported there was trash piled up in front of Home Goodies on Locust Street since 2:00 p.m. She also reported that the owners of 732 Chestnut Street were still using the property as a short-term rental after a denial from the Zoning Hearing Board and the renters were not using the off-street parking. Mary stated she was asked about the ongoing project at Eighth and Walnut Streets. She was told the property was being converted to multiple units with the installation of 4 off-street parking spaces. Mary thought the size of the parking area would not be enough room for 4 vehicles. Borough Manager Stivers stated he heard the same information. Zoning and Planning Manager Cino verified that the property owners were renovating and maintaining the dwelling as a single-family home and had a permit for the off-street parking space installation. Borough Manager Stivers stated he would follow-up with the trash on Locust Street and the Chestnut Street issue.

Frank Doutrich asked about an overdose in one of the parks and wanted to know if the person was homeless. Chief Brommer stated he couldn't speak about this issue because it was an ongoing investigation. Frank asked why the awnings were not installed on the Borough building. Borough Manager Stivers stated it was an oversight. Frank asked if the water main work on Chestnut Street would include lowering the main, which would enable the crown of the road to be addressed. Mayor Lutz stated the crown of the road was unable to be repaired due to the gas lines and not the water lines. Frank talked about the quality of life in Columbia neighborhoods and the fact that someone turned his outside spigot on, and it ran all night. Frank expressed concerns about the 5 vehicles that went to auction and the fact there was a deal made with the auction company. Frank concluded by asking about the July 3rd bonus holiday for Borough employees and the fact that the Borough Manager could not authorize such a holiday.

- 7. Mayor Lutz/Chief Brommer

Mayor Lutz informed the Council that a former resident of Columbia, Joe Smith, Jr., contacted him about flying a flag in honor of his retirement from the U.S. Navy. The flag flew on the U.S.S. Nimitz. Mayor Lutz stated the flag would be flown on September 11th in Joe Smith, Jr's honor. Mayor Lutz read a proclamation into the record.

Chief Brommer stated the bike auction was scheduled for Saturday, September 9, 2023, at 9:00 a.m.

8. Workshop Items:

- a. Parks and Recreation – Council President Zink expressed concerns about the fact that Council has not heard from the Parks and Recreation Committee, they haven't been meeting and they received a grant and nothing was done with the grant. Council President Zink stated she was looking for suggestions. Mayor Lutz stated the Committee needed to stay active with projects and suggested a meeting with all park leaders. Hope Byers, member of the Parks and Recreation Committee, explained they are committed but that they did not have a quorum for a few meetings over the summer. She went on to explain that the grant for Makle Park was denied and they were looking at fundraising to fill in the gap in money but were told to hold off on that idea. Council President Zink stated there were concerns about fundraising ideas. Borough Manager Stivers added a design firm was hired and that plans, and information would be forwarded to Council. Hope stated she was told to hold off on Makle Park. Hope also talked about having better communication between the Committee and staff or the Committee and Borough Council. Council President Zink stated that Councilperson Fisher was the liaison for the Committee, and they should be passing information on to her. Council President Zink asked how Council wanted to move forward. Hope suggested getting all the park leaders together on a quarterly basis. Councilperson Fisher stated it would be difficult to get them to come to a meeting because those parks were privately owned, and the attention needed to be on Makle and Rotary Park. Mayor Lutz suggested naming the group as an ad hoc committee so that the issue with a quorum could be addressed. Council President Zink asked if there was a way to change the Committee to an ad hoc committee. Borough Manager Stivers stated that could be done. Council President Zink confirmed that all projects would then come before Borough Council. Councilperson Kauffman stated he was not in favor of changing anything and that the Committee needed goals to stay focused. There was discussion regarding obtaining information from Parks and Recreation such as minutes and meeting notes. Borough Manager Stivers added the Committee was critical to the quality of life in Columbia. There was discussion and suggestions about the makeup of the Committee. Hope stated the Committee would now focus on getting plans for Makle Park completed and then focus on programs. Councilperson Stahl asked about the fundraising. Hope explained when they didn't get the T-Mobile grant the thought was to have fund raising efforts to bridge the money gap before construction. Mayor Lutz suggested help from the CEDC. Mary Wickenheiser asked how the problem would be solved with membership of the Committee. Council President Zink asked if there should be a reduction in Committee members. Hope asked for regular attendance by someone on Council whether that be Councilperson Fisher as the liaison or someone who could be a committee member.

Mary Wickenheiser asked if the letter given to Council regarding the River Park would be discussed or was just for information. Borough Manager Stivers stated he put this on the agenda as an information item. Council President Zink stated that the Borough Engineer was working on permitting for the River Park project. Borough Manager Stivers added the timeline has shifted due to impending construction on the bridge. There was further discussion on the timeline for the Makle Park and River Park project.

- b. Public Relations Firm – Borough Manager Stivers stated they were looking to replace Gavin as the public relations firm and that Councilperson Burgard wanted to discuss this at tonight's meeting but was not present. Councilperson Kauffman stated that either the Borough Manager or the Mayor should speak on the Borough's behalf, along with other avenues of communication such as Facebook, the website and crime watch. Mayor Lutz asked why the Borough would want to add another layer and by utilizing staff they could cut out the middleman. Mayor Lutz also stated there should be a way to integrate the 3 systems so that information would only have to be handled once. Council President Zink talked about

getting information out to the public and also to Council, so they could speak to the press and residents. Mayor Lutz stated the Police Department was not running to the press and information was getting to the public. Councilperson Lintner asked if the officers have the technology to forward information from their car or would they have to come back to the office. Mayor Lutz explained the officers could do both but still would have to stop what they were doing to utilize that technology. There was discussion regarding a recent police incident at Third and Cherry Streets. Borough Manager Stivers informed Council the last time a firm was used was to quell misinformation regarding a police incident and the Borough did not have the technology to handle those situations. Councilperson Kauffman added that sometimes there's a need to get out in front of information. Councilperson Stahl suggested a set of guidelines for dealing with incidents. Councilperson Kauffman added he was in favor of having someone in the police department at all times to help with incidents. Frank Doutrich asked what the bottom line was with the incident at Third and Cherry Street. Council President Zink stated that was being addressed. Councilperson Kauffman added they didn't have an answer at the moment. Brad Chambers stated he missed that particular incident by 30 minutes, and he was sure the Mayor and Chief were looking into this but the optics didn't look good. Councilperson Kauffman added they recognize there was an issue and they were working on a solution. Council President Zink concluded the discussion by saying when Councilperson Burgard was in attendance they could discuss further if necessary.

- c. Sidewalk Cafes – Council President Zink stated the sidewalk café ordinance was a temporary measure during Covid-19 and this draft ordinance amendment would make this use permanent. Mayor Lutz expressed his concerns about the open container law and asked for more control in that area. Council President Zink stated there were penalties in place. Mayor Lutz stated he was looking at prevention and suggested no cans or bottles be allowed in the outdoor area because this could prevent alcohol from being handed off to someone on the sidewalk. Borough Manager Stivers stated he agreed with this amendment and would address any issues as they arise. Council President Zink added the establishment could lose their liquor license. Mary Wickenheiser stated the Planning Commission reviewed the draft ordinance and it went from 8 pages to 4 pages. She pointed out some discrepancies and asked about the “hold harmless” form. Borough Manager Stivers stated that form would be with the application. There was discussion regarding stand-up tables. Frank Doutrich asked about the right-of-way and how establishments would know that information. Borough Manager Stivers stated the applicant would have to provide that information on the application. Frank asked how employees would tell someone to leave that weren't patronizing the restaurant and would the business owner be responsible for paying additional property taxes. Borough Manager Stivers explained the permit requirements including a one-time fee with no additional property taxes. Council President Zink added the property owner was required to take care of the sidewalk. Mayor Lutz asked if the outdoor cafes would be dismantled during the winter months. Borough Manager Stivers stated this would be on a case-by-case basis. Mayor Lutz stated he asked that question due to possible problems with snow removal. There was no further discussion. Council President Zink stated this ordinance amendment could be authorized for advertisement at the next Borough Council meeting to be held on September 12th.
- d. Nuisances – Council President Zink stated there was a sample ordinance for review regarding nuisances. She added this was mostly related to the quick ticketing process but there was some additional work to be done on this ordinance. Councilperson Lintner asked if the noise ordinance was separate. Solicitor Gabel stated some noises would be addressed in this ordinance. There was discussion regarding skateboards and roller skates in parks. Council President Zink added there was a catch-all section at the end of the ordinance, which would give the ability for additional nuisances to be added. Solicitor Gabel stated that was correct, that items could be added as technology moved forward. Borough Manager Stivers thought drones might be added and Councilperson Fisher thought electric bikes should be added.

Solicitor Gabel stated he would look at those additions. Council President Zink stated there would be changes made to be reviewed by Borough Council.

- e. Handicap Parking – Council President Zink stated this change to the Handicap Parking Ordinance would allow a space for the person that paid for it through the application process. She added this would be ready for advertisement at the next Borough Council meeting to be held on September 12th. Councilperson Kauffman added he wanted to make sure this ordinance was enforced and the person was handicapped. Solicitor Gabel explained they would rely on the State to regulate who was handicapped. There was discussion regarding the handicap plate and placard. Borough Manager Stivers stated they would take a look at all the criteria. Councilperson Kauffman stated he was not in favor of this ordinance. Borough Manager Stivers stated if there were problems then they could get rid of the ordinance. Mayor Lutz added parking was a premium in the Borough. Councilperson Lintner added some citizens pay for a parking spot, then can't use it. Solicitor Gabel cautioned not to change handicap parking requirements that could be regulated by federal law. Frank Doutrich asked how handicap parking spaces were handled and if there was a yearly fee. Borough Manager Stivers stated there was a yearly fee and all applications were reviewed by Public Works. Frank asked about the number of spaces per block. Borough Manager Stivers stated there was no set number and admitted the system was not perfect but was a service that was needed in the Borough. Councilperson Lintner agreed this was a service that was needed. Council President Zink stated this would also be on the Council agenda for advertisement.

9. Borough Council Comments
a. Council Members

Councilperson Lintner asked about the live-scan used by the Police Department and why pictures were posted and sometimes not posted on crime watch. Chief Brommer stated the posting of pictures depended on the type of crime.

Borough Manager Stivers asked everyone to check on their neighbors due to the extreme heat.

Council President Zink stated they were entering budget season with budget meeting dates established. She also reminded everyone about the board vacancies and that there was correspondence sent regarding the junior council program to Columbia High School and Lancaster Catholic High School.

Council President Zink read a statement into the record regarding the SRO and the Columbia Borough School District.

10. Announcement of Next Meeting. At 7:00 p.m. on September 12, 2023, Council will hold a regularly scheduled meeting.

11. Motion to adjourn at 9:39 p.m.

Motion by:	Second by:	Voice Vote:
J. Price	P. Stahl	All Favored – Motion Carried

MOTIONED AND APPROVED this 26th day of September, 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

September 12, 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, Public Works Manager Graham, Facility Service Coordinator Affeld, Market Manager Vera, Code Enforcement Manager Diffenderfer and Police Chief Brommer. Solicitor Gabel was also present.

2. Evangelist Jan Perez from the Ashley Tabernacle Church of God in Christ and the Columbia Ministerium provided an 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.

Council President Zink announced at the end of this meeting Council will adjourn to an executive session to discuss a personnel matter.

- a. Motion to approve the agenda as published.

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

6. Citizen Comments Non-Agenda Items Only

Frank Doutrich

Noted and commended the paving work done on Rt 462. Discussed the lack of financial numbers available to the public for the Market House. President Zink responded the information is provided in the finance report in the meeting packet and she will provide the specific budget numbers associated with the Market House. Manager Stivers stated the budget meeting scheduled for September 21, 2023 is where the information will be discussed. Discussed inconsistencies with how meetings are run and requested that the rules governing the time limits for speaking at a Council meeting be provided to attendees.

7. Minutes for Approval

- a. Motion to approve the Borough Council Meeting Minutes for August 8, 2023.

Motion by:	Second by:	Voice Vote:
J. Price	P. Stahl	All Favored – Motion Carried

- b. Motion to table the Borough Council Meeting Minutes for August 22, 2023 to the September 26, 2023 meeting.

Motion by:	Second by:	Voice Vote:
J. Price	P. Stahl	All Favored – Motion Carried

Councilperson Lintner noted she disputes the statement listed on the bottom of page 2 of the minutes stating she discussed the 565 requirement for the purchase/sale of the wastewater treatment plant. Manager Stivers will review the recording and amend the minutes accordingly. Councilperson Burgard noted several entries in the minutes where citizens comments were permitted and his feeling that Council meetings are run fairly with generous opportunities for citizens to address Council.

8. Presentation & Acceptance of Reports

a. Community Development – Eric Kauffman

I) Acknowledged receipt of the Planning and Zoning Report for August 2023

II) Acknowledged receipt of the Columbia Market House Report for August 2023

Manager Vera updated Council on private event rentals. He stated he continues to work with vendors on punctual attendance. He announced the Philadelphia Business Journal has expressed interest in holding an event at the Market House on October 26, 2023 with several local dignitaries expected to attend.

b. Public Works & Property – Peter Stahl

I) Acknowledged receipt of the Public Works and Property Report for August 2023

Councilperson Stahl announced Derek Kinser, local member of the Boy Scouts of America, painted and stenciled several storm drain inlets in the downtown area to obtain his Eagle Scout rank.

c. Safety/Communications – Todd Burgard

President Zink announced, going forward, the title of this agenda item will be changed to Safety/Marketing

I) Acknowledged receipt of the Public Safety Reports for August 2023: Penn State Health Life Lion and Columbia Borough Fire Department (July)

II) Acknowledged receipt of the Codes Compliance Report and Condemnation Report for August 2023

III) Acknowledged receipt of the EMOC Report for August 2023

Councilperson Burgard noted the Columbia Borough Police Department report is forthcoming. He noted the abbreviated version of the reports now provided.

9. Presentations

10. Mayor Lutz/Chief Brommer

Mayor Lutz discussed last year’s increase in street sweeping fees and noted the fee increase did not change the number of offenses. He suggested the increased fine amount be continued for 2024 budgeting process. He also noted over the past several months the park mobile users continue to climb.

11. Action Items

a. Motion to authorize staff to pay bills.

Motion by:	Second by:	Voice Vote:
P. Stahl	J. Price	All Favored – Motion Carried

b. Motion to table the authorization for staff to advertise Ordinance No 941 to amend the Borough’s Code of Ordinances, Chapter 186, Streets and Sidewalks by adding a new Article VII-Sidewalk Café.

Motion by:	Second by:	Voice Vote:
P. Stahl	J. Price	All Favored – Motion Carried

Councilperson Kauffman lead a discussion on providing seating vs bar type standing areas. Mayor Lutz provided his view and agreement. Solicitor Gabel added to the discussion. There was a discussion on how the change would affect the occupancy limit for the establishments. Manager Stivers supported the change with the option to reverse it if it does not work out. Councilperson Burgard asked if this change applies to merchants. Manager Stivers replied this is specific to restaurants. Changes for merchants would need to be addressed in a different ordinance. Solicitor Gabel recommended the changes be made and the ordinance with changes be brought to Council.

c. Motion to authorize staff to advertise an Ordinance to amend Chapter 207 to update regulations related to handicap parking.

Motion by:	Second by:	Voice Vote:
S. Lintner	T. Burgard	All Favored – Motion Carried

Councilperson Kauffman stated he is against the amendment.

- d. Consider parameters on the use of a PR firm.

Councilperson Burgard presented a visual/computer presentation listing the expectations of a public relations firm and a list of local agencies for Council to consider. Councilperson Lintner stated she does not feel the Borough needs a PR firm and noted one of the agencies listed has already been disqualified by Council. Councilperson Burgard responded with detail on why he chose the three firms he provided. He offered to look for additional options. President Zink stated she supports having a PR firm on retainer. Councilperson Kauffman stated he disagrees. He feels in an emergency situation the issue falls on the Borough’s management and emergency management teams. He suggested in an emergency situation that Council holds an executive session to discuss information to be released to the public. Solicitor Gabel detailed the sunshine act and stated an executive session for this reason would not be allowable under the act. Council would need to call a special meeting which would take at least 24 hours to schedule. Solicitor Gabel reviewed the option of management providing this type of press release. Mayor Lutz recommended Council rely on their management team. There was a discussion on the language to use in a policy to govern when to enlist the services of a PR firm. Several council members added to the discussion. Councilperson Burgard will come to the next meeting with three additional options.

Frank Doutrich

Discussed information provided in the presentation as an example of the type of incident the Borough could use a PR firm for. Councilperson Burgard responded with clarification.

12. New Business

- a. Motion to approve request from the Merchants Association of Columbia for free parking on Saturdays between November 18, 2023 and December 30, 2023.

Motion by:	Second by:	Voice Vote:
J. Price	P. Stahl	All Favored – Motion Carried

Rebecca Murphy and Peggy Donnan of the Merchants Association provided Council with an amendment to their request to include Saturdays in October. They also provided detail on scheduled events into 2024. They thanked Councilmembers, the Mayor and Chief Brommer for their support and attendance at events. Council discussed an alternative to bagging the meters due to confusion on free parking vs no parking. Placing signs instead of bags was discussed. It was also noted that during no parking periods park mobile will inform the user and not take payment for parking during the designated free parking times. There was a discussion about the effect rental units in the downtown area could have on parking during the free parking periods.

- b. Motion to authorize staff to hire Chad Binderup as a full-time Community Service Aide.

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

Chief Brommer and Mayor Lutz provided background and support of the candidate.

Frank Doutrich

Asked if the candidate is a current part time employee and what the starting salary is for the position. Chief Brommer responded he is a new hire, and the starting salary is approximately \$24/hour.

- c. Motion to authorize hiring Daniel Imler as a part-time patrol officer.

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

Chief Brommer provided background and support of the candidate.

Frank Doutrich

Asked for clarification on the starting salary for the position. Chief Brommer stated \$26/hour.

13. Staff Reports, Comments, and Announcements

a. Solicitor

Solicitor Gabel will advertise the ordinance voted on in this meeting.

b. Borough Engineer

c. Secretary/Treasurer

Announced settlement took place and the Borough now owns the Ridge Avenue property. Provided detail on how the project will proceed. Encouraged residents, in the event of rain, to clean up trash and debris and to clear storm drains. Announced the Lancaster County Planning Commission recommended approval of our comprehensive plan. It will come back to Council at the September 26th meeting for final action.

d. Boards, Commissions and Committees

- I) Upcoming Meetings: HARB (9.13.2023) Parks & Rec (9.14.2023) Planning (9.19.2023) Shade Tree Commission (9.25.2023) CCAT (9.13.2023 @ 5:30 pm)
- II) Approved Minutes: LASA, Planning Commission

14. Borough Council Comments

a. Council Members

Councilperson Burgard thanked F. Doutrich for his positive comments on the paving of 462. Discussed internal communication and commended management for their recent response and communication through TextMyGov to a recent gas leak incident in the Borough. Manager Stivers provided additional detail on the incident. Councilperson Kauffman asked Manager Stivers to provide additional detail on the incident. Manager Stivers explained the service line damage was done during curb demolition. Councilperson Lintner also thank staff for the timely TextMyGov notification of the incident. Councilperson Price thanked the Public Works Department for her recent ride along in the street sweeper and encouraged residents to pick up trash and use the street cans provided. Councilperson Stahl encouraged residents to like and subscribe to the Borough’s YouTube channel. President Zink reminded residents of the budget meeting scheduled for Thursday, September 21, 2023 at 7:00 pm. She also reminded Council of upcoming training opportunities.

15. Announcement of next meeting. At 7:00pm on September 26, 2023, Council will hold a regular meeting.

16. Motion to adjourn the meeting to executive session at 8:35 pm.

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

MOTIONED AND APPROVED this 26th day of September 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

Range of Accounts: 01-400-000 to 35-492-183 Include Cap Accounts: Yes As Of: 08/31/23
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	5,600.00	0.00	2,800.00	67
01-400-113	Compensation to Mayor	1,200.00	0.00	0.00	800.00	0.00	400.00	67
01-400-300	Conference & Training	2,000.00	0.00	0.00	610.00	0.00	1,390.00	30
01-400-400	Council Other Expenses	500.00	0.00	0.00	80.00	0.00	420.00	16
Control: 000	Total	12,100.00	0.00	0.00	7,090.00	0.00	5,010.00	59
01-401-000	ADMINISTRATION CONTROL ACCOUNT A:							
01-401-121	Borough Manager Salary	98,358.00	0.00	0.00	73,626.60	0.00	24,731.40	75
01-401-337	Borough Manager, Mileage Reimbursement	500.00	0.00	0.00	107.50	0.00	392.50	22
Control: 000	Total	98,858.00	0.00	0.00	73,734.10	0.00	25,123.90	75
01-402-000	ADMINISTRATION CONTROL ACCOUNT B:							
01-402-120	Finance Manager Salary	68,964.00	0.00	0.00	53,407.64	0.00	15,556.36	77
01-402-121	Accountant	52,982.00	0.00	0.00	35,439.23	0.00	17,542.77	67
01-402-140	Clerical Salary	49,061.00	0.00	0.00	32,882.46	0.00	16,178.54	67
01-402-141	Clerical Salary Overtime	3,000.00	0.00	0.00	1,390.21	0.00	1,609.79	46
01-402-192	Employee FICA	24,307.00	0.00	0.00	15,511.35	0.00	8,795.65	64
01-402-194	Employee Unemployment Compensation Tax	1,414.00	0.00	0.00	1,249.22	0.00	164.78	88
01-402-195	Employee Workers Compensation Insurance	2,596.00	0.00	0.00	1,573.44	0.00	1,022.56	61
01-402-196	Employee Insurance Coverage Premiums	87,666.00	0.00	0.00	62,107.48	0.00	25,558.52	71
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	4,535.42	0.00	9,464.58	32
01-402-300	Conference & Training	5,000.00	0.00	0.00	788.00	0.00	4,212.00	16
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	16,750.00	0.00	25,480.00	40
01-402-312	IT Contracted Services	75,000.00	0.00	0.00	58,984.87	0.00	16,015.13	79
01-402-316	Pension Services	19,066.00	0.00	0.00	19,375.00	0.00	309.00	102
01-402-317	Contracted Services	15,000.00	0.00	79.00	26,647.53	302.39	11,726.53	178
01-402-318	Payroll Processing Fees	1,800.00	0.00	0.00	1,181.27	0.00	618.73	66
01-402-325	Postage	8,000.00	0.00	0.00	7,865.71	0.00	134.29	98
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	18,074.26	190.00	3,074.26	120
01-402-350	General Communications	4,000.00	0.00	0.00	10,131.33	0.00	6,131.33	253

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	2,734.57	0.00	1,734.57-	273
01-402-374	Maint. & Rental Office Equipment	2,500.00	0.00	0.00	1,141.75	0.00	1,358.25	46
01-402-420	Dues & Publications	5,000.00	0.00	0.00	3,879.07	0.00	1,120.93	78
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	79.00	375,649.81	492.39	181,100.19	67
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	15,782.20	0.00	5,514.80	74
01-403-215	Deed Transfer Tax Collection Fee - 2.0%	3,500.00	0.00	0.00	3,404.93	0.00	95.07	97
Control: 000	Total	24,797.00	0.00	0.00	19,187.13	0.00	5,609.87	77
01-404-000	SOLICITOR/LEGAL CONTROL ACCOUNT:							
01-404-314	Solicitor Fees	102,600.00	0.00	0.00	88,723.82	0.00	13,876.18	86
01-404-315	Labor Counsel	40,000.00	0.00	0.00	7,098.00	0.00	32,902.00	18
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	95,821.82	0.00	48,278.18	66
01-408-000	ENGINEERING CONTROL ACCOUNT:							
01-408-101	Engineering Services	90,000.00	0.00	0.00	54,299.30	0.00	35,700.70	60
Control: 000	Total	90,000.00	0.00	0.00	54,299.30	0.00	35,700.70	60
01-409-000	BUILDING & PROPERTY CONTROL ACCOUNT:							
01-409-120	Property Management Salaries	63,672.00	0.00	0.00	47,939.40	0.00	15,732.60	75
01-409-122	Property Management - Janitorial PT	20,262.00	0.00	0.00	7,677.23	0.00	12,584.77	38
01-409-192	Employee FICA	6,567.00	0.00	0.00	4,348.52	0.00	2,218.48	66
01-409-194	Employee Unemployment Compensation Tax	2,392.00	0.00	0.00	516.71	0.00	1,875.29	22
01-409-195	Employee Workers Compensation Insurance	600.00	0.00	0.00	59.68	0.00	540.32	10
01-409-196	Employee Insurance Coverage Premiums	4,335.00	0.00	0.00	2,812.68	0.00	1,522.32	65
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	2,278.19	0.00	1,221.81	65
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	5,643.35	0.00	356.65	94
01-409-352	Insurance Premium Expenses	119,840.00	0.00	0.00	1,986.00	0.00	117,854.00	2
01-409-361	Electrical Usage	12,000.00	0.00	0.00	6,709.39	0.00	5,290.61	56
01-409-362	308 Locust St., Natural Gas Usage	5,000.00	0.00	0.00	3,955.65	0.00	1,044.35	79
01-409-364	137 S Front, Rebillable Prop Expenses	25,000.00	0.00	0.00	24,723.67	0.00	276.33	99
01-409-365	Trash Disposal Services	11,000.00	0.00	145.35	5,698.22	0.00	5,156.43	53
01-409-366	Water & Sewer Usage	2,195.00	0.00	0.00	1,952.69	0.00	242.31	89
01-409-370	Maintenance & Repair of Building	12,000.00	0.00	0.00	13,051.13	0.00	1,051.13-	109
01-409-374	Maintenance & Repair of Equipment	5,000.00	0.00	0.00	5,050.50	0.00	50.50-	101

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	2,460.31	0.00	17,539.69	12
01-409-430	Property Tax Expenses	35,000.00	0.00	0.00	69,138.75	0.00	34,138.75	198
Control: 000	Total	359,648.00	0.00	145.35	206,002.07	0.00	153,500.58	57
01-410-000	POLICE CONTROL ACCOUNT:							
01-410-120	Chief of Police Salary	107,698.00	0.00	0.00	149,175.59	0.00	41,477.59	139
01-410-130	Sergeants Salaries	292,823.00	0.00	0.00	183,479.26	0.00	109,343.74	63
01-410-131	Police Officer Salaries	1,111,342.00	0.00	0.00	743,502.65	0.00	367,839.35	67
01-410-132	Part-Time Police Officer Salaries	32,448.00	0.00	0.00	25,266.00	0.00	7,182.00	78
01-410-133	School Crossing Guard Salaries	41,594.00	0.00	0.00	31,025.25	0.00	10,568.75	75
01-410-134	Officer in Charge (OIC)	15,000.00	0.00	0.00	12,198.09	0.00	2,801.91	81
01-410-136	Enforcement Officer Salaries	59,290.00	0.00	0.00	23,275.96	0.00	36,014.04	39
01-410-137	Administrative Assistant Salary	49,061.00	0.00	0.00	32,882.41	0.00	16,178.59	67
01-410-140	Administrative Coordinator Salary	53,217.00	0.00	0.00	36,183.55	0.00	17,033.45	68
01-410-141	Community Service Aide Salaries	80,954.00	0.00	0.00	46,358.67	0.00	34,595.33	57
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	145,747.28	0.00	41,926.72	78
01-410-144	Community Safety Officer	64,672.00	0.00	0.00	19,682.40	0.00	44,989.60	30
01-410-174	Conference & Training	40,000.00	0.00	0.00	14,392.66	0.00	25,607.34	36
01-410-179	Longevity Bonuses	29,500.00	0.00	0.00	13,750.00	0.00	15,750.00	47
01-410-180	Police Degree Bonuses	4,500.00	0.00	0.00	2,125.00	0.00	2,375.00	47
01-410-183	Police Department Overtime	100,000.00	0.00	0.00	30,700.87	0.00	69,299.13	31
01-410-192	Employee FICA	53,955.00	0.00	0.00	34,132.32	0.00	19,822.68	63
01-410-194	Employee Unemployment Compensation Tax	18,263.00	0.00	0.00	10,288.33	0.00	7,974.67	56
01-410-195	Employee Workers Compensation Insurance	105,528.00	0.00	0.00	70,355.44	0.00	35,172.56	67
01-410-196	Employee Insurance Coverage Premiums	572,835.00	0.00	0.00	369,761.23	0.00	203,073.77	65
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	192.30	21,910.08	9.46	2,897.62	88
01-410-201	Police Ammo	5,000.00	0.00	0.00	4,855.98	0.00	144.02	97
01-410-204	Officer Equipment Allowance	6,600.00	0.00	0.00	2,156.88	0.00	4,443.12	33
01-410-228	Animal Control & Shelter Fees	2,000.00	0.00	0.00	600.00	0.00	1,400.00	30
01-410-229	LiveScan Fees	7,000.00	0.00	0.00	3,044.00	0.00	3,956.00	43
01-410-231	Fuel, Vehicles	24,000.00	0.00	0.00	12,264.68	0.00	11,735.32	51
01-410-238	Police Uniforms and Dry Cleaning	18,000.00	0.00	1,525.47	10,993.66	0.00	5,480.87	70
01-410-239	Enforcement Officers Clothing Allowance	1,000.00	0.00	76.49	451.16	0.00	472.35	53
01-410-317	Contracted Services	30,000.00	0.00	930.25	29,582.34	55.63	512.59	102
01-410-318	Payroll Processing Fees	4,000.00	0.00	0.00	3,988.95	0.00	11.05	100
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	7,578.01	0.00	2,421.99	76

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	382.97	1,021.82	0.00	2,595.21	35
01-410-328	Maint, Repair, & Rents for Camera System	15,000.00	0.00	3,585.04	11,987.48	0.00	572.52	104
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	1,716.45	0.00	683.55	72
01-410-376	Maintenance & Repair, Police Vehicles	4,000.00	0.00	3,288.81	12,237.72	0.00	11,526.53	388
01-410-377	Maintenance & Repair, Police Equipment	20,000.00	0.00	186.75	3,206.01	0.00	16,607.24	17
01-410-384	Equipment Rental	3,000.00	0.00	0.00	1,285.28	0.00	1,714.72	43
01-410-471	Enterprise Lease Expenses 2023 -POLICE	75,858.00	0.00	0.00	33,574.53	0.00	42,283.47	44
01-410-530	Lanc. County Drug Task Force, Member Fee	10,400.00	0.00	0.00	10,207.00	0.00	193.00	98
01-410-610	Maintenance & Repair of Building	4,000.00	0.00	0.00	7,795.75	0.00	3,795.75	195
Control: 000	Total	3,995,954.00	0.00	10,168.08	2,174,740.74	65.09	1,811,045.18	55
01-411-000	FIRE CONTROL ACCOUNT:							
01-411-363	Fire Hydrant, Water Supply	44,802.00	0.00	0.00	30,695.13	0.00	14,106.87	69
01-411-381	CBVFD - Workers Comp. Ins	41,328.00	0.00	0.00	14,280.00	0.00	27,048.00	35
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	4,366.49	0.00	133.51	97
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	50,641.12	0.00	200,890.88	20
01-413-000	CODE COMPLIANCE CONTROL ACCOUNT:							
01-413-123	Code Compliance Manager	56,645.00	0.00	0.00	46,036.58	0.00	10,608.42	81
01-413-140	Clerical salary	49,061.00	0.00	0.00	18,006.08	0.00	31,054.92	37
01-413-141	Clerical Salary Overtime	2,000.00	0.00	0.00	583.85	0.00	1,416.15	29
01-413-142	Code Compliance Officer (Union)	23,716.00	0.00	0.00	15,334.00	0.00	8,382.00	65
01-413-192	Employee FICA	13,104.00	0.00	0.00	8,561.31	0.00	4,542.69	65
01-413-194	Employee Unemployment Compensation Tax	2,600.00	0.00	0.00	1,393.66	0.00	1,206.34	54
01-413-195	Employee Workers Compensation Insurance	400.00	0.00	0.00	238.72	0.00	161.28	60
01-413-196	Employee Insurance Coverage Premiums	76,593.00	0.00	0.00	43,262.31	0.00	33,330.69	56
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	66.26	563.01	0.00	4,370.73	13
01-413-231	Fuel, Vehicles	2,000.00	0.00	0.00	1,756.47	0.00	243.53	88
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	1,005.20	0.00	3,994.80	20
01-413-315	Property Inspector F/T	46,190.00	0.00	0.00	33,949.43	0.00	12,240.57	74
01-413-317	Contracted Services - Remedial	5,000.00	0.00	0.00	19.50	0.00	4,980.50	0
01-413-318	Payroll Processing Fee	500.00	0.00	0.00	390.88	0.00	109.12	78
01-413-321	Code, Phone - Cell, Landline & GPS	2,000.00	0.00	0.00	966.86	0.00	1,033.14	48
01-413-340	Printing	2,000.00	0.00	0.00	1,638.72	0.00	361.28	82
01-413-376	Maintenance of Vehicles	1,000.00	0.00	0.00	153.82	0.00	846.18	15

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	3,125.00	0.00	1,875.00	62
01-413-471	Enterprise Lease Costs 2023 - CODES	23,452.00	0.00	0.00	4,656.28	0.00	18,795.72	20
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	6,600.00	0.00	0.00	100
Control: 000	Total	340,434.00	0.00	66.26	188,481.67	0.00	151,886.07	55
01-414-000	PLANNING & ZONING CONTROL ACCOUNT:							
01-414-122	Zoning and Planning Manager Salary	68,985.00	0.00	0.00	45,535.81	0.00	23,449.19	66
01-414-140	Clerical Salary	49,061.00	0.00	0.00	34,298.46	0.00	14,762.54	70
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	6,318.28	0.00	2,028.72	76
01-414-194	Employee Unemployment Compensation Tax	1,050.00	0.00	0.00	619.88	0.00	430.12	59
01-414-195	Employee Workers Compensation Insurance	300.00	0.00	0.00	119.36	0.00	180.64	40
01-414-196	Employee Insurance Coverage Premiums	29,773.00	0.00	0.00	20,296.57	0.00	9,476.43	68
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	172.10	0.00	2,827.90	6
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	812.00	0.00	1,188.00	41
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	0.00	206.74	0.00	43.26	83
01-414-321	Zoning, Phone - Cell	800.00	0.00	0.00	336.78	0.00	463.22	42
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	783.92	0.00	216.08	78
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	0.00	109,499.90	0.00	95,149.10	54
01-415-000	EMERGENCY MANAGEMENT CONTROL ACCOUNT:							
01-415-220	Operating Supplies - PPE/Stock Items	1,500.00	0.00	0.00	272.72	0.00	1,227.28	18
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	35,736.92	0.00	4,463.08	89
01-415-700	Emergency Management, Phone - Cell	1,000.00	0.00	0.00	673.56	0.00	326.44	67
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	36,917.20	0.00	6,782.80	84
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	12,185.93	0.00	185.93	102
01-426-103	904 Collection Expenses	2,000.00	0.00	0.00	1,857.95	0.00	142.05	93
01-426-140	Recycling - Staff Salary	54,717.00	0.00	0.00	35,792.80	0.00	18,924.20	65

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
01-426-231	Recycling - Diesel	6,000.00	0.00	1,217.76	1,092.90	0.00	3,689.34	39
01-426-362	Recycling - Utilities	2,000.00	0.00	0.00	554.02	0.00	1,445.98	28
Control: 000	Total	77,217.00	0.00	1,217.76	51,483.60	0.00	24,515.64	68
01-429-000	WASTEWATER ACTIVITIES CONTROL ACCOUNT:							
01-429-188	WWTP, Contracted Services	500.00	0.00	0.00	1,529.97	0.00	1,029.97	306
01-429-260	WWTP, Maintenance of Equipment	750.00	0.00	0.00	100.00	0.00	650.00	13
01-429-321	WWTP, Phone - Cell & Landline	1,500.00	0.00	0.00	575.60	0.00	924.40	38
01-429-361	WWTP, Electrical Usage	1,750.00	0.00	0.00	1,644.86	0.00	105.14	94
01-429-362	WWTP, Natural Gas Usage	2,750.00	0.00	0.00	3,922.73	0.00	1,172.73	143
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	3,532.75	0.00	1,732.75	196
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	382.42	0.00	1,617.58	19
Control: 000	Total	14,550.00	0.00	0.00	11,688.33	0.00	2,861.67	80
01-430-000	HIGHWAY/PUBLIC WORKS CONTROL ACCOUNT:							
01-430-122	Public Works Manager Salary	81,947.00	0.00	0.00	56,748.00	0.00	25,199.00	69
01-430-140	Highway Personnel Salaries	335,000.00	0.00	0.00	162,176.07	0.00	172,823.93	48
01-430-141	Clerical Salary	49,061.00	0.00	0.00	32,882.40	0.00	16,178.60	67
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	377.65	369.23	0.00	4,253.12	15
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	382.00	0.00	818.00	32
01-430-183	Employee Salaries Overtime	19,000.00	0.00	0.00	3,572.12	0.00	15,427.88	19
01-430-192	Employee FICA	40,000.00	0.00	0.00	21,885.81	0.00	18,114.19	55
01-430-194	Employee Unemployment Compensation Tax	3,500.00	0.00	0.00	2,564.68	0.00	935.32	73
01-430-195	Employee Workers Compensation Insurance	63,690.00	0.00	0.00	38,598.96	0.00	25,091.04	61
01-430-196	Employee Insurance Coverage Premiums	197,861.00	0.00	0.00	104,318.28	0.00	93,542.72	53
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	4,244.15	0.00	10,755.85	28
01-430-231	Fuel, Vehicles	50,000.00	0.00	2,500.76	23,864.16	0.00	23,635.08	53
01-430-238	Highway Uniform Cleaning	5,141.00	0.00	196.94	2,901.37	0.00	2,042.69	60
01-430-239	Employee Clothing Allowance	2,700.00	0.00	227.97	566.72	0.00	1,905.31	29
01-430-245	Highway Supplies	15,000.00	0.00	445.43	5,608.95	0.00	8,945.62	40
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	2,631.52	0.00	1,368.48	66
01-430-318	Payroll Processing Fees	1,000.00	0.00	0.00	690.00	0.00	310.00	69
01-430-321	Highway, Phone - Cell & Landline & GPS	8,000.00	0.00	0.00	4,668.93	0.00	3,331.07	58
01-430-361	Highway Building Electrical Usage	4,348.00	0.00	0.00	718.98	0.00	3,629.02	17

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	0.00	5,015.04	0.00	3,419.96	59
01-430-366	Highway Building Water Usage	2,000.00	0.00	0.00	171.75	0.00	1,828.25	9
01-430-373	Maintenance & Repair of Building	4,000.00	0.00	325.00	1,637.92	0.00	2,037.08	49
01-430-375	Maintenance & Repairs of Equipment	38,500.00	0.00	1,922.47	15,503.54	0.00	21,073.99	45
01-430-471	Enterprise Lease Costs 2023 - P.W.	69,640.00	0.00	0.00	57,717.81	0.00	11,922.19	83
01-430-710	Property Purchase-1100-1110-1120 Ridge A	0.00	0.00	0.00	1,389,235.23-	0.00	1,389,235.23	0
01-431-246	Adopt-A-Block Supplies	5,000.00	0.00	0.00	2,086.63	0.00	2,913.37	42
Control: 000	Total	1,069,144.00	0.00	5,996.22	834,510.21-	0.00	1,897,657.99	77-
01-433-000	TRAFFIC & STREET LIGHTS CONTROL ACCOUNT:							
01-433-260	Street Signs	6,000.00	0.00	0.00	2,730.00	0.00	3,270.00	46
01-433-374	Traffic Lights, Maintenance	16,000.00	0.00	220.00	3,681.51	0.00	12,098.49	24
01-434-375	Street Lighting, Maintenance	1,500.00	0.00	0.00	335.46	0.00	1,164.54	22
Control: 000	Total	23,500.00	0.00	220.00	6,746.97	0.00	16,533.03	30
01-444-000	MARKET HOUSE CONTROL ACCOUNT:							
01-444-120	Market Manager Salary	53,560.00	0.00	0.00	35,820.00	0.00	17,740.00	67
01-444-192	Employee FICA	4,106.00	0.00	0.00	2,834.50	0.00	1,271.50	69
01-444-194	Employee UC Tax	500.00	0.00	0.00	308.09	0.00	191.91	62
01-444-195	Employee Workers Comp Insurance	200.00	0.00	0.00	59.68	0.00	140.32	30
01-444-196	Employee Insurance Coverage	11,507.00	0.00	0.00	9,751.71	0.00	1,755.29	85
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	765.19	0.00	8,244.81	8
01-444-317	Market House, Contracted Services	10,000.00	0.00	0.00	12,013.14	140.00	2,013.14-	120
01-444-318	Payroll Processing Fees	120.00	0.00	0.00	72.79	0.00	47.21	61
01-444-321	Market House, Phone & Internet	3,000.00	0.00	0.00	2,687.59	0.00	312.41	90
01-444-361	Market House, Electrical Usage	9,000.00	0.00	0.00	8,542.18	0.00	457.82	95
01-444-362	Market House, Natural Gas Usage	10,400.00	0.00	0.00	11,864.33	0.00	1,464.33-	114
01-444-366	Market House, Water & Sewer Usage	4,000.00	0.00	0.00	3,196.63	0.00	803.37	80
01-444-373	Market House, Maintenance of Building	12,000.00	0.00	0.00	3,787.09	0.00	8,212.91	32
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	0.00	91,702.92	140.00	48,459.08	65
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	3,132.27	0.00	2,867.73	52
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

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
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	3,132.27	0.00	12,367.73	20
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	2,758.07	0.00	241.93	92
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	1,834.14	0.00	1,665.86	52
01-454-375	Columbia Crossings, Water & Sewer Usage	2,000.00	0.00	0.00	1,607.98	0.00	392.02	80
01-454-376	Columbia Crossings, Phone	3,783.00	0.00	0.00	2,301.80	0.00	1,481.20	61
01-454-377	Columbia Crossings, Contracted Services	6,000.00	0.00	0.00	3,873.23	0.00	2,126.77	65
01-454-378	Columbia Crossings, Building/Prop Maint.	5,000.00	0.00	0.00	6,960.74	0.00	1,960.74	139
01-454-379	Columbia Crossing, Contracted Mgmt Fees	114,863.00	0.00	0.00	114,863.00	0.00	0.00	100
01-454-451	Maintenance of Parks - Makle Park	2,060.00	0.00	0.00	2,317.23	0.00	257.23	112
01-454-452	Maintenance of Parks - River Park	3,773.00	0.00	0.00	2,523.05	0.00	1,249.95	67
01-454-453	Maintenance of Parks - Locust Park	6,180.00	0.00	0.00	3,102.76	0.00	3,077.24	50
01-454-454	Maintenance of Parks - Veterans Memorial	2,060.00	0.00	0.00	891.63	0.00	1,168.37	43
01-454-455	Maintenance of Parks - Rotary Park	2,575.00	0.00	0.00	928.50	0.00	1,646.50	36
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	77.49	0.00	1,982.51	4
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	0.00	144,039.62	0.00	18,814.38	88
01-471-000	CONTROL ACCOUNT DEBT SERVICE PRIN							
01-471-217	Principal - FULTON bond refi 2021	547,476.00	0.00	0.00	475,000.00	0.00	72,476.00	87
Control: 000	Total	547,476.00	0.00	0.00	475,000.00	0.00	72,476.00	87
01-472-000	CONTROL ACCOUNT DEBT SERVICE - INTEREST							
01-472-217	Interest- FULTON bond refi 2021	143,848.00	0.00	0.00	72,268.43	0.00	71,579.57	50
Control: 000	Total	143,848.00	0.00	0.00	72,268.43	0.00	71,579.57	50
01-491-000	OTHER EXPENSES CONTROL ACCOUNT:							
01-491-001	Refunds of Prior Year Revenues	500.00	0.00	0.00	25.00	0.00	475.00	5
Control: 000	Total	500.00	0.00	0.00	25.00	0.00	475.00	5

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
Fund: 01	GENERAL FUND BBT Budgeted Total	8,335,352.00	0.00	17,892.67	3,413,641.79	697.48	4,903,817.54	41
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	8,335,352.00	0.00	17,892.67	3,413,641.79	697.48	4,903,817.54	41
18-410-000	POLICE:							
18-410-759	PD Community Camera System	40,000.00	0.00	0.00	13,803.90	0.00	26,196.10	35
Control: 000	Total	40,000.00	0.00	0.00	13,803.90	0.00	26,196.10	35
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	77,054.82	0.00	27,054.82	154
Control: 000	Total	558,000.00	0.00	0.00	77,054.82	0.00	480,945.18	14
18-444-000	MARKETS:							
18-450-001	McGinness Airport Development Project	500,000.00	0.00	0.00	475,753.91	0.00	24,246.09	95
18-450-002	McGinness Project -2023	2,000,000.00	0.00	0.00	29,653.83	0.00	1,970,346.17	1
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	10,079.55	0.00	9,920.45	50
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	515,487.29	0.00	2,640,527.71	16
18-475-000	FISCAL AGENT FEES:							
18-480-400	4th Street Bridge Improvements	63,000.00	0.00	0.00	6,321.65	0.00	56,678.35	10
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	500.00	0.00	299,500.00	0
Fund: 18	CAPITAL FUND Budgeted Total	4,317,015.00	0.00	0.00	613,167.66	0.00	3,703,847.34	14
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	613,167.66	0.00	3,703,847.34	14
21-463-670	River Front Storm System Improvements	136,000.00	0.00	0.00	3,804.77	0.00	132,195.23	3
21-463-671	Shawnee/Mill St Drainage/Improvements	53,000.00	0.00	0.00	3,424.78	0.00	49,575.22	6
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	138.31	0.00	11,921.69	1
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	0.00	14,189.51	0.00	1,424,870.49	1

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	0.00	7,367.86	0.00	868,692.14	1
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	0.00	7,367.86	0.00	868,692.14	1
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
30-444-375	Market House Improvements (RACP PhaseI)	0.00	0.00	0.00	307.75	0.00	307.75	0
30-444-376	Economic Development Improv (RACP P2)	899,500.00	0.00	0.00	395.25	0.00	899,104.75	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	703.00	0.00	2,616,397.00	0
Fund: 30	BOND CAPITAL FUND Budgeted Total	2,617,100.00	0.00	0.00	703.00	0.00	2,616,397.00	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	703.00	0.00	2,616,397.00	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	66,050.24	0.00	36,540.76	64
35-434-002	Traffic Lights - Electrical Usage	9,500.00	0.00	0.00	4,045.36	0.00	5,454.64	43
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	33,725.21	0.00	141,274.79	19
35-454-074	CDBG - Perry and Union (2nd St)	300,000.00	0.00	0.00	2,853.09	0.00	297,146.91	1
Control: 000	Total	634,591.00	0.00	0.00	106,673.90	0.00	527,917.10	17
Fund: 35	HIGHWAY AID FUND Budgeted Total	634,591.00	0.00	0.00	106,673.90	0.00	527,917.10	17
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	106,673.90	0.00	527,917.10	17
Final Budgeted		16,780,118.00	0.00	17,892.67	4,141,554.21	697.48	12,620,671.12	25
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0.00	0
Final Total		16,780,118.00	0.00	17,892.67	4,141,554.21	697.48	12,620,671.12	25

Account Range: 01-301-001 to 35-395-001 Include Zero Activity Accounts: No
Current Date Range: 01/01/23 to 08/31/23 Year To Date As Of: 08/31/23

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
01-301-001	Transfer from Fund Balance	1,057,079.00	38,200.00	0.00	0.00
01-301-100	Property Taxes - Current Year	3,436,126.00	0.00	3,216,860.21	93.62
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	118,112.22	90.64
01-301-400	Property Taxes - KOZ Properties	2,395.00	0.00	10,525.21	439.47
01-310-100	Deed Transfer Tax (DTT) - 0.5%	268,386.00	0.00	169,306.19	63.08
01-310-210	Earned Income Tax (EIT) - 0.5%	1,126,410.00	0.00	843,545.18	74.89
01-310-430	Local Services Tax (LST) - \$52 per annum	143,207.00	0.00	95,957.56	67.01
01-321-310	Misc License (Pawn, Antique, Tattoo,.)	1,647.00	0.00	1,422.00	86.34
01-321-610	Peddler's License	218.00	0.00	160.00	73.39
01-321-800	Cable TV Franchise	141,664.00	0.00	141,441.83	99.84
01-321-900	Cell Tower (Verizon)	11,807.00	0.00	13,682.60	115.89
01-331-109	State Police & County Fines	7,374.00	0.00	3,790.54	51.40
01-331-112	Ordinance Violations-DJ-POLICE	73,276.00	0.00	56,000.62	76.42
01-331-115	Ordinance Violations-DJ-CODES	12,361.00	0.00	5,225.30	42.27
01-331-300	Parking Fines	144,954.00	0.00	94,766.00	65.38
01-341-100	Interest Income	3,000.00	0.00	17,101.44	570.05
01-342-200	137 S Front, Lease Proceeds	76,000.00	0.00	43,245.70	56.90

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
01-342-201	137 S Front, Tenant Exp Reimbursements	24,638.00	0.00	20,176.99	81.89
01-342-202	420,430,434,440 S Front St Lease	12,060.00	0.00	7,330.00	60.78
01-342-203	420,430,434,440 S Front St, Reiumburse	15,000.00	0.00	0.00	0.00
01-342-204	Market House-Stand Rentals	52,500.00	0.00	31,321.13	59.66
01-342-205	Market House - All Events	34,000.00	0.00	12,075.00	35.51
01-342-206	Market House - Community Kitchen	19,000.00	0.00	6,015.00	31.66
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	3,150.00	90.00
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	9,342.72	63.04
01-361-310	Subdivision/Land Development Fees	0.00	0.00	1,000.00	0.00
01-361-330	Building & Zoning Permits	99,962.00	0.00	43,604.43	43.62
01-361-340	Zoning Hearings	5,430.00	0.00	2,027.50	37.34
01-361-350	Municipal SW Maintenance Fund	0.00	1,500.00	1,526.50	101.77
01-361-510	Sale of Materials & Equipment	5,000.00	0.00	5,827.75	116.56
01-361-620	County Tax Collection Commission Revenue	4,095.00	0.00	2,720.06	66.42
01-362-100	Police Dept Misc Services & Refunds	25,323.00	0.00	18,143.67	71.65
01-362-110	Sale of Accident Reports	2,138.00	0.00	1,530.00	71.56

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
01-362-140	Crossing Guard Wage Reimbursement (CBSD)	21,942.00	0.00	15,837.09	72.18
01-362-150	SRO Officer Reimbursement (CBSD)	0.00	0.00	0.00	0.00
01-362-160	Lanc. County Task Force, Reimbursement	82,400.00	0.00	88,738.73	107.69
01-362-170	LiveScan Revenue	7,000.00	0.00	50.00	0.71
01-362-180	Community Safety Officer (CBSD) NEW	49,000.00	0.00	17,718.04	36.16
01-362-200	Animal Control & Shelter Reimbursement	555.00	0.00	200.00	36.04
01-362-210	Alarm Use Permit	0.00	500.00	990.00	198.00
01-362-400	Code Dept Misc Services & Refunds	500.00	0.00	200.00	40.00
01-362-401	Rental Registration	86,000.00	0.00	14,700.00	17.09
01-362-402	Borough Rental & Event Revenue	15,750.00	0.00	6,350.00	40.32
01-362-423	Quick Ticket Revenue	31,988.00	0.00	25,025.00	78.23
01-362-424	Rental Inspections Revenue	36,345.00	0.00	50,075.00	137.78
01-362-425	Fire Inspections Revenue	5,640.00	0.00	6,225.00	110.37
01-362-426	Home Inspections Revenue	0.00	0.00	100.00	0.00
01-362-427	New Tenant Walkthrough Inspections	2,212.00	0.00	4,050.00	183.09
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	100.00	33.33
01-362-460	Lien Recovery	17,475.00	0.00	3,098.26	17.73
01-362-470	Condemnation Revenue	2,000.00	0.00	6,500.00	325.00
01-362-480	Appeals Revenue	500.00	0.00	25.00	5.00

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
01-363-100	Street Opening Permits	30,000.00	0.00	18,272.40	60.91
01-363-210	Meter Receipts	56,631.00	0.00	55,235.26	97.54
01-363-220	Contractor Parking Permits	10,314.00	0.00	8,608.00	83.46
01-363-400	Yard Waste Revenue	113,619.00	0.00	72,598.70	63.90
01-363-500	Highway Dept Misc Services & Refunds	500.00	0.00	436.00	87.20
01-372-400	Electric Generation Revenue (LCSWMA)	50,016.00	0.00	33,344.00	66.67
01-380-001	Miscellaneous Revenue	5,000.00	0.00	6,101.41	122.03
01-380-002	Insurance Rebates, Refunds, & Reimburmnt	101,000.00	0.00	82,254.79	81.44
01-380-005	Police Misc Revenue (TRUIST Donations)	500.00	0.00	5,725.00	1,145.00
01-380-006	NonDepartmentalized Services & Refunds	500.00	0.00	0.00	0.00
01-380-007	Spring Cleanup Revenue	0.00	0.00	610.00	0.00
01-380-150	WWTP Sewage Revenue (A/R & Lien)	250.00	0.00	1,688.96	675.58
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	12,000.00	47.06
01-387-005	Employee Health Insurance Share (NonPol)	39,393.00	0.00	16,840.55	42.75
01-387-006	Employee Health Insurance Share (Pol)	64,285.00	0.00	29,898.09	46.51
01-389-001	IRS/Treasury Refunds	0.00	0.00	1,294.53	0.00
01-391-100	Sales of General Fixed Assets	0.00	0.00	123,536.70	0.00
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	3,542.86	708.57

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
Anticipated Total		7,790,441.00	38,200.00	5,472,673.53	69.91
Unanticipated Total		504,711.00	2,000.00	236,229.19	0.00
Fund Total		8,295,152.00	40,200.00	5,708,902.72	65.66
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	97,804.05	1,397.20
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
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	97,804.05	8.09
Unanticipated Total		1,108,393.00	0.00	0.00	0.00
Fund Total		2,317,015.00	0.00	97,804.05	4.22
21-341-100	Interest Income	250.00	0.00	9,169.08	3,667.63
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	9,169.08	0.00
Fund Total		876,060.00	0.00	9,169.08	0.00
30-341-100	Interest	0.00	0.00	4,760.46	0.00
30-354-010	RACP - Market House Grant Phase I	1,338,000.00	0.00	0.00	0.00

Account Id	Description	Adopted	Amended	YTD Revenue	% Realized
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, Walnut St	867,100.00	0.00	0.00	0.00
Anticipated Total		1,338,000.00	0.00	4,760.46	0.36
Unanticipated Total		1,279,100.00	0.00	0.00	0.00
Fund Total		2,617,100.00	0.00	4,760.46	0.18
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	34,473.40	574.56
35-354-030	Highway Liquid Fuels	253,125.00	0.00	257,634.77	101.78
35-354-031	Turnback Program	5,720.00	0.00	5,720.00	100.00
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	297,828.17	68.53
Unanticipated Total		200,000.00	0.00	0.00	0.00
Fund Total		634,591.00	0.00	297,828.17	46.93
Final Total		14,739,918.00	40,200.00	6,118,464.48	39.74

COLUMBIA BOROUGH POLICE DEPARTMENT										AUGUST			2023	
REPORT OF MONTHLY OFFENSES														
CLASSIFICATION OF OFFENSES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2023	2022
													TYTD	TLYTD
Murder & Nonnegligent Manslaughter	0	1	0	0	0	0	0	1					2	0
Negligent Manslaughter	0	0	0	0	0	0	0	0					0	0
Rape by Force	0	0	0	0	0	0	0	1					1	1
Rape Attempt (Assault)	0	0	0	1	0	0	0	0					1	0
Robbery (Firearm/Knife or Cutting Inst.)	0	0	0	1	0	0	0	0					1	0
Robbery (Other Dangerous Weapon)	0	0	0	0	0	0	0	0					0	0
Robbery (Strong Armed/Hands,Feet,Etc)	0	0	0	0	1	1	0	1					3	1
Assault (Firearm)	0	2	1	1	0	0	0	1					5	0
Assault (Knife/Cutting Instrument)	0	0	0	0	0	0	0	0					0	0
Assault (Other Dangerous Weapon)	0	0	0	2	0	0	0	0					2	1
Assault (Hands,Fists,Feet, Etc.)	3	1	0	1	2	2	2	3					14	6
Assault (Other Not Aggravated)	5	7	9	9	9	8	10	5					62	41
Burglary (Forced Entry)	1	1	1	0	2	1	2	2					10	2
Burglary (Unlawful Entry/No Force)	1	0	1	2	1	1	1	0					7	3
Burglary (Attempted Forced Entry)	2	1	0	1	0	0	0	0					4	2
Theft (\$50 & Over)	5	12	12	5	7	15	11	11					78	45
Theft (Under \$50)	2	4	5	1	3	7	2	4					28	14
Auto Theft	2	4	0	1	1	1	1	1					11	10
Arson	0	0	0	0	0	0	0	0					0	1
Forgery & Counterfeiting	0	0	0	0	0	0	0	0					0	2
Fraud	8	2	7	8	6	7	6	8					52	36
Embezzlement	0	0	0	0	0	0	0	0					0	0
Stolen Property (Rec., Possess., Etc.)	0	0	0	0	0	0	0	0					0	0
Vandalism/Criminal Mischief	7	5	14	6	10	11	14	14					81	26
Weapons (Carrying/Possess. Etc.)	0	1	2	2	1	0	0	1					7	1
Prostitution & Commercial Vice	0	0	0	0	0	0	0	0					0	0
Sex Offenses (Except Rape/Prostitution)	4	3	3	5	6	1	2	3					27	20
Narcotic Drug Laws (Drug Abuse Viol.)	3	3	0	3	5	3	0	3					20	13
Gambling	0	0	0	0	0	0	0	0					0	0
Offenses Against Family & Children	3	0	6	0	4	8	4	2					27	12
Driving Under The Influence	0	1	2	2	1	1	2	0					9	4
Liquor Laws	1	0	0	0	0	0	0	0					1	0
Drunkenness	0	3	2	1	3	3	3	0					15	9
Disorderly Conduct	4	5	3	5	1	2	3	2					25	12
Vagrancy	1	1	0	1	0	0	0	0					3	2
All Other (Except Traffic)	38	34	39	58	51	46	71	65					402	439
TOTAL MONTHLY OFFENSES	90	91	107	116	114	118	134	128					898	703

COLUMBIA BORO POLICE DEPARTMENT MONTHLY REPORT TO BORO COUNCIL												AUGUST	2023		YTD	LYTD
ACTIVITIES	January	February	March	April	May	June	July	August	September	October	November	December	2023	2022		
Monthly U.C.R. Count	90	91	107	117	114	118	134	128					899	701		
Adult Criminal Arrests	12	8	17	20	17	21	21	15					131	108		
Juvenile Criminal Arrests	1	2	1	2	2	6	1	2					17	24		
Juvenile Summary Arrests	0	0	2	6	4	1	0	2					15	21		
Prisoners Detained In Boro Lockup	5	10	6	6	9	5	1	6					48	36		
TRUCK INSPECTIONS:	0	9	8	5	8	3	0	0					33	45		
TRUCK VIOLATIONS:	0	14	17	16	19	0	0	0					66	71		
Reportable Accidents Inv.	11	6	2	13	9	14	11	8					74	66		
Non-Reportable Accidents Inv.	14	19	20	18	17	19	11	16					134	96		
Traffic Arrests/Citations	40	58	39	40	30	33	43	44					327	316		
Abandoned Veh Removed From Sts	5	5	3	5	5	7	6	4					40	35		
District Magistrate Fines	\$6,901.88	\$11,017.92	\$7,919.64	\$5,088.42	\$7,492.42	\$7,684.33	\$6,926.08	\$8,289.60					\$61,320.29	\$58,264.60		
Parking Ticket Fines	\$3,565.00	\$3,661.00	\$11,825.00	\$12,485.00	\$10,425.00	\$14,530.00	\$12,865.00	\$13,860.00					\$83,216.00	\$90,916.00		
Accident Report Revenue	\$30.00	\$0.00	\$15.00	\$30.00	\$30.00	\$0.00	\$0.00	\$0.00					\$105.00	\$75.00		
LexisNexis Accident Report Revenue	\$105.00	\$75.00	\$90.00	\$45.00	\$165.00	\$390.00	\$105.00	\$30.00					\$1,005.00	\$1,785.00		
Bicycle License Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00					\$2.00	\$7.00		
No Parking Sign Fees	\$140.00	\$126.00	\$164.00	\$392.00	\$132.00	\$204.00	\$244.00	\$564.00					\$1,966.00	\$5,846.00		
Contractor Parking Sign Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$0.00	\$0.00					\$8.00	\$0.00		
Boot Removal Fees	\$105.00	\$455.00	\$35.00	\$35.00	\$105.00	\$175.00	\$175.00	\$175.00					\$1,260.00	\$1,995.00		
PA. State Police/County Fines/Fees	\$0.00	\$234.49	\$983.94	\$225.96	\$438.12	\$253.26	\$94.98	\$0.00					\$2,230.75	\$3,299.99		
LANC. CNTY. CLERK OF COURTS FEES	\$0.00	\$873.94	\$0.00	\$398.12	\$253.26	\$58.31	\$0.00	\$0.00					\$1,583.63	\$2,808.80		
Meter Violations	242	225	174	171	144	112	112	88					1,268	1,645		
Parking Outside Lines	0	0	0	0	0	0	0	1					1	1		
Double Parking	0	0	0	0	1	0	1	2					4	15		
Parking On Left Side of Street	3	2	2	0	2	5	4	3					21	16		
Continuous Parking 48 Hours	18	17	20	14	10	11	6	19					115	106		
No Parking Zone/Bus Stop	10	19	16	8	11	26	12	11					113	142		
Street Sweeping	0	0	764	747	719	845	904	880					4,859	4,911		
Parking within 20 ft Crosswalk	19	40	34	13	25	20	23	26					200	95		
Parking within 15 ft Fire Hydrant	3	3	7	0	5	4	8	8					38	20		
Parking in Front of Driveway	1	1	3	1	1	1	0	1					9	12		
Handicap Area	5	5	7	3	1	0	5	2					28	44		
Other	2	0	1	0	6	7	6	3					25	90		
Restitution	\$0.00	\$110.00	\$100.00	\$45.34	\$40.00	\$0.00	\$20.00	\$0.00					\$315.34	\$570.84		
Dog Fees	\$0.00	\$0.00	\$100.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00					\$150.00	\$250.00		
Livescan Revenue	\$0.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$25.00	\$0.00		

Active Legislation Priority List

Originated	Category	Code Section	Purpose	Due Date	Lead	Status
Borough	Code Amendments	Chapter 112	Roles of the Code Official (See also Amendment to Chapter 166)	August	Sharon/Paula	In process
Borough	Code Amendments	Chapter 145	Market House Amendments	2024	Chris V/Mark	Not started
Borough	Code Amendments	Chapter 166	Rental Properties (See also Amendment to Chapter 112)	August	Paula	In process
Borough	Code Amendments	Chapter 186	Streets/Curbs/Sidewalks	September	Derek/Jake/Mark	Council workshop - need follow up
Borough	Code Amendments	Chapter 186 Art VII	Sidewalk Cafés	September	Sharon	Seeking approval to advertise
Borough	Code Amendments	Chapter 198	Food Truck ordinance	Winter	Sharon/Mark	Not started
Borough	Code Amendments	Chapter 207.7-19	Update Parking	Winter	Evan/Jake/Mark/	Not started
Borough	Code Amendments	Chapter 220	Rezoning of N Second Street properties	Waiting on Comp Plan Adoption	Sharon	on hold for Comp Plan
Borough	Code Amendments	Chapter 220	Short Term Rentals	Fall	Sharon	In process
Borough	Code Amendments	Chapter 220	Text amendment related to the 2019 Rezonings	Waiting on Comp Plan Adoption	Sharon	on hold for comp plan
Borough	Code Amendments	Chapter 220	Downtown Business district text amendment	Waiting on Comp Plan Adoption	Sharon	on hold for comp plan
Borough	Code Amendments	Chapter 220	Text amendments related to the MIP Project including use table and dimensional changes	July/August	Sharon	in process
Borough	Private Petition	Chapter 220	Signs - Billboards	July/August	Sharon	In process
Borough	Code Amendments	Chapter 24	Fire Department/Fire Chief	2024	Mark/Chief Rino	Not started
Borough	Code Amendments	Chapter 74 Art II	Knox Box Regulations	August/September	Paula	Ready for Council
Borough	Code Amendments	Chapter 90	Park and Open Space Rules	July/August	Evan/Mark	
Borough	Ordinance Amendment	Ordinances 840 and 841	Residential LERTA Commercial LERTA	HOLD	Sharon/Mark/Evan	On Hold
Borough	Code Amendments	Various	Special Events Ordinance	Fall	Pam A/Chief/Mark	In process
Borough	Code Amendments	Chapter 220	Text amendment related to Side yard maintenance easements	Fall 2023	Evan/Mark	On HOLD looking for other options
Borough	Code Amendments	Chapter 207.11	Text amendment to update the Handicap parking regulations	Fall 2023	Evan/Mark	Approved for advertising
Borough	Code Amendments	Various	Update Code to remove references to Committees	2024	Mark/Evan	Not started
Borough	Plans/Reports		Comprehensive Plan	26-Sep-23	Sharon/Mark	Scheduled for adoption
Private	Code Amendments	Chapter 220-56	Amendment to Off-premises signs	October	Sharon	Tabled by PC to October meeting

**EXECUTIVE BRIEF
REGULAR MEETING**

AGENDA DATE: 09/26/23

DEPARTMENT: Community Development

TITLE: COLUMBIA 2040 COMPREHENSIVE PLAN – FINAL ADOPTION

SUMMARY: The Ad Hoc Committee, Borough Planning Commission, Staff, and C.S. Davidson, Inc. are pleased and excited to provide Borough Council with the final draft of Columbia2040, the Borough’s new comprehensive plan.

Columbia2040 Comprehensive Plan Presentation and final document can be accessed via the link below.

Link: https://www.columbiapa.net/columbia_2040/columbia_2040_-_part_i/index.php

BACKGROUND AND JUSTIFICATION: On June 9th Borough Council approved sending the Columbia2040 plan to the county planning department and commission, neighboring municipalities, the school district, and the Lancaster Inter-Municipal Committee for a 45-day review and comment period. On September 11th the County Planning Commission provided a recommendation of approval.

MOTION: Approve Resolution 2023-26 approving the adoption of Columbia2040, the Borough’s new comprehensive plan

**COLUMBIA BOROUGH
LANCASTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2023-26

**A RESOLUTION OF THE BOROUGH OF COLUMBIA, LANCASTER COUNTY,
PENNSYLVANIA APPROVING THE ADOPTION OF COLUMBIA2040, THE BOROUGH'S
NEW COMPREHENSIVE PLAN**

WHEREAS, the Pennsylvania Municipalities Planning Code (Act of 1968, P.L. 805, No. 247, as reenacted and amended), hereafter referred to as the MPC, empowers boroughs and townships, individually or jointly, to plan for their development and conservation through the development of comprehensive plans and various implementing ordinances and tools, and

WHEREAS, the Borough Council of Columbia Borough appointed an Ad Hoc Committee, at the request of the Columbia Borough Planning Commission, to work with staff and consultants to oversee the development of a new comprehensive plan, and

WHEREAS, the Ad Hoc Committee analyzed extensive information including, but, not limited to, the demographics, land use, housing, economy, natural features, community facilities, utilities, and transportation of the borough, and

WHEREAS, the Ad Hoc Committee conducted various exercises to receive public input on the various planning issues and to develop goals and community development objectives for the borough, and

WHEREAS, Columbia2040 has the following plan elements:

1. More Feet in the Street
2. A Place to Call Home
3. A Skilled and Educated Community
4. Telling Our Story
5. Growing and Sustaining a Complete Community

WHEREAS, the Borough's Ad Hoc Committee and Planning Commission conducted a Joint Public Meeting on May 18, 2023, to present the draft of Columbia2040 to the public and to receive public comment on the draft plan, and

WHEREAS, the draft Columbia2040 has been distributed to adjoining municipalities, the Columbia Borough School District, the Lancaster Inter-Municipal Committee, and the Lancaster County Planning Department for review and comment, and

WHEREAS, the Lancaster County Planning Commission conducted a meeting on September 11, 2023, and provided their recommendation for approval, and

WHEREAS, the Columbia Borough Council conducted a public hearing on September 26, 2023, to receive public comment on the draft Plan, and

WHEREAS, it has been determined that Columbia2040 is consistent with Lancaster County's comprehensive plan, Planes2040.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Borough Council of the Borough of Columbia hereby adopts Columbia2040, incorporated herein by reference, including all text, maps, tables, and charts included therewith, pursuant to Article III of the MPC.

APPROVED AND ADOPTED this 26th day of September 2023

RESOLVED, this 26th day of September 2023, by the Borough Council of Columbia Borough in lawful session duly assembled.

ATTEST:

Columbia Borough Council

Mark E. Stivers, AICP
Borough Manager and Secretary/Treasurer

Heather Zink
Borough Council President

County Commissioners

Ray D'Agostino, Chairman
Joshua G. Parson, Vice Chairman
John B. Trescot, Commissioner

Executive Director

Scott W. Standish

MEMORANDUM

23LU

To: Mark E. Stivers, Manager
Columbia Borough

From: Alex W. Rohrbaugh, AICP
Senior Planner



Date: September 13, 2023

Re: CPF #: 11-84, **Columbia2040 Comprehensive Plan**
Columbia Borough
LCPC Meeting of **September 11, 2023**

The Lancaster County Planning Department (LCPD) staff has reviewed the above-referenced draft **comprehensive plan** and recommends **approval**. The plan is consistent with the “Big Idea” policy goals for municipalities being promoted by LCPC, as described below in the ‘Commentary’ section.

PROPOSAL

Columbia Borough is proposing to adopt a new comprehensive plan, *Columbia2040*, to replace its 1995 Comprehensive Plan.

Columbia2040 contains two documents: the ‘Compendium’ and the ‘Implementation Guide’. Providing benchmarks to gauge future success, the ‘Compendium’ offers a detailed analysis of existing conditions at the time of plan development. The ‘Implementation Guide’ provides a detailed working document meant to identify actionable strategies for *Columbia2040*’s five (5) Bold Ideas:

- More Feet in the Street;
- A Place to Call Home;
- A Skilled and Educated Community;
- Telling Our Story; and
- Growing and Sustaining a Complete Community.

BACKGROUND

In 2020, the Borough hired C.S. Davidson as its consultant for *Columbia2040*. Lancaster County Planning staff then worked closely with C.S. Davidson staff to achieve consistency with *places2040* and the 2019 Lancaster Active Transportation Plan. As a result of this effort, Columbia’s new comprehensive plan notes how *places2040*’s catalytic tools relate to *Columbia2040*’s bold ideas. In addition, its ‘Compendium’ describes how the proposed Future Land Use Map is consistent with *places2040*’s character zones.

COMMENTARY

Pages 10 through 12 of the ‘Implementation Guide’ note how *Columbia2040* relates to *places2040*’s Big Ideas, policies, and catalytic tools. Here are some highlights from the Plan’s ‘Implementation Guide’:

Creating Great Places

Make our downtowns more vibrant, safe, and attractive. The Plan recommends that the Downtown and Riverfront zoning districts be reviewed to ensure mixed uses, pedestrian scale development, expanded housing options, and commercial storefronts (Page 32).

Create a mix of uses in our communities and corridors. The Plan recommends zoning ordinance modifications to encourage mixed use development along Lancaster Avenue (Page 19).

Provide a greater supply and diversity of housing types to own and rent. The Plan recommends zoning ordinance modifications to encourage development of ‘missing middle’ housing within the Borough’s Manor and East End neighborhoods (Page 19).

Connecting People, Place & Opportunity

Create more places to hike, bike, play, and enjoy nature. The plan recommends that the Borough work with partners to connect the Northwest River Trail to the Enola Low Grade Trail (Page 75).

Make it easier for residents and visitors to get around without a car. The Plan recommends development of a Borough Active Transportation Plan (Page 25). It also recommends creating a primary mobility hub (per the Lancaster Active Transportation Plan) through partnership with local transit agencies (Page 49).

Connect housing, jobs, schools, transportation, and other destinations. The Plan encourages the Borough to work with South Central Transit Agency and Rabbittransit to connect residents with jobs through a microtransit option (Page 49).

Intentionally cultivate, retain, and expand industry. The Plan recommends developing a business retention and expansion strategy for connecting with existing businesses and responding to their needs. This may include the formation of a Business Retention & Expansion task force (Page 31).

Taking Care of What We Have

Improve water quality and work together on stormwater management. The Plan puts forth several action steps to improve water quality in the Borough, including requiring environmentally friendly landscaping, green infrastructure, and stormwater use for irrigation (Page 92).

Growing Responsibly

Prioritize redevelopment and infill in Urban Growth Areas. The Plan recommends working with the Lancaster County Redevelopment Authority to create redevelopment areas within the Borough to, among other things, target blight (Page 32).

Catalytic Tools

Practice Place-Based Planning and Analysis. The Plan incorporates place-based thinking through the creation of a comprehensive, placed-based neighborhood and economic development strategy for the Lancaster Avenue District (Page 19).

Utilize Official Maps. The Plan recommends updating the Borough’s Official Map to incorporate the Lancaster Active Transportation Plan’s proposed corridor improvements (Page 18).

Implement Complete Streets. The Plan recommends incorporating the Borough’s Complete Streets Policy into its Subdivision / Land Development Ordinance, adopting Complete Streets guidelines, and incorporating the principles of the policy into all aspects of transportation projects (Page 24).

Invest in Sufficient Infrastructure and Public Services. Broadband access is addressed (Page 50), and other infrastructure and utility investments related to transportation, recreation, public safety, and sustainability are also included (Chapter 12).

CONSISTENCY WITH COMPREHENSIVE PLANS

places2040 - Lancaster County Comprehensive Plan

The Plan is consistent with *places2040*.

LIMC Growing Together (2007)

The Plan is consistent with *Growing Together*.

* * *

JDH/AWR/mr

EXECUTIVE BRIEF REGULAR MEETING

12.b

AGENDA DATE: 09/26/2023

DEPARTMENT: Finance Department

TITLE:

2024 Minimum Municipal Obligation, Pension (MMO), \$490,091.00 Total.

Uniform (Police) Pension Plan = \$399,535.00

Non-Uniform Pension Plan (Non-Police) = \$90,556.00

SUMMARY:

2024 Actuarial Minimum Municipal Pension Obligation

BACKGROUND AND JUSTIFICATION:

Annual expense.

MOTION:

Move to approve the 2024 Minimum Municipal Obligation totaling \$490,091.00.
\$399,535.00 to the Uniform (Police) Pension Plan and
\$90,556.00 to the Non-Uniform (Non-Police) Pension Plan.

ATTACHMENT(S):

1. Borough of Columbia Pension Plan Calculation of 2024 Minimum Municipal Obligation.
"Borough of Columbia 2024 MMO.pdf"

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Operating Expense (F01)		490,091.00			
Capital Expense (F18)					
Capital Expense (F30)					
Liquid Fuels Exp. (F35)					
External Revenues					
Program Income					
In-kind Match					
Net Fiscal Impact		490,091.00			

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

Account Number	Account Description	Project Number	FY24 Budget	Current Balance	Agenda Expenditure	Balance
Multiple	Employee Pension Contributions	NA	490,091.00	0.00	0.00	0.00

C. Department Fiscal Review: Finance Manager

D. Legal Review: N/A

**Borough of Columbia Police Pension Plan
Calculation of 2024 Minimum Municipal Obligation**

1. Normal Cost Percentage	18.3%
2. Administrative Expense Percentage	1.2%
3. Estimated 2023 Total W-2 Payroll	\$1,644,472
4. Annual Cost ([1. + 2.] X 3.)	\$320,672
5. Amortization Payment	161,087
6. Financial Requirement (4. X 5.)	\$481,759
7. Member Contributions Anticipated	82,224
8. Funding Adjustment ¹	0
9. Minimum Municipal Obligation (6. - 7. - 8.)	\$399,535

The Minimum Municipal Obligation is due to be deposited on or before December 31, 2024.

Calculations are based upon the plan's January 1, 2023 Actuarial Valuation.

¹The funding adjustment is calculated as 10% of the excess, if any, of the actuarial accrued liability over the actuarial value of assets.

**Borough of Columbia Pension Plan
Calculation of 2024 Minimum Municipal Obligation**

1. Employer Contribution Percentage	7.0%
2. Administrative Expense Percentage	0.0%
3. Estimated 2024 Total W-2 Payroll	<u>\$1,293,652</u>
4. Financial Requirement ([1. + 2.] X 3.)	\$90,556
5. Advance Employer Contribution	<u>0</u>
6. Minimum Municipal Contribution (4. - 5.)	<u><u>\$90,556</u></u>

The Minimum Municipal Obligation is due to be deposited on or before December 31, 2024.

**EXECUTIVE BRIEF
REGULAR MEETING**

AGENDA DATE: 9.26.2023

DEPARTMENT: Community Development

TITLE: Ordinance 941 to amend the Borough's Code of Ordinances, Chapter 186 - Streets and Sidewalks by adding a new article VII, "Sidewalk Café" in accordance with Attachment A.

BACKGROUND AND JUSTIFICATION: The proposed ordinance was recommended by the Planning Commission on July 18th, reviewed during the borough council workshop on September 5th, and further discussed during the September 12th borough council meeting.

The purpose of this amendment is to bring the sidewalk café expired resolution into compliance with a new ordinance.

MOTION: To approve advertising Ordinance 941, amending Chapter 186- Streets and Sidewalks by adding Article VII, entitled "Sidewalk Café" in accordance with Attachment A.

FISCAL IMPACT ANALYSIS

A. Fiscal Impact:
None.

B. Legal Review: This ordinance was reviewed and approved by Solicitor Gabel.

ATTACHMENT(S):

- Final Ordinance and Attachment A

BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA

ORDINANCE NO. 941 - 2023

AN ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF COLUMBIA, LANCASTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 186, STREETS AND SIDEWALKS BY ADDING A NEW ARTICLE VII, "SIDEWALK CAFÉ" TO PROVIDE THE REGULATION AND ENFORCEMENT OF SIDEWALK CAFES WITHIN THE PUBLIC RIGHT OF WAY FOR THE PURPOSE OF PROMOTING AND ENCOURAGING THE OPTION OF OUTDOOR DINING; PROVIDING FOR THE SEVERABILITY OF THE ORDINANCE; AND PROVIDING THAT THE ORDINANCE SHALL TAKE EFFECT AS PROVIDED BY PENNSYLVANIA LAW.

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

WHEREAS, Borough Council desires to govern sidewalk cafes that are located within the public right-of-way and public places within Columbia Borough for use as outdoor food and beverage consumption; and;

WHEREAS, Columbia Borough Council finds the adoption of this ordinance through its police powers will protect the public health, safety, and welfare of the residents of Columbia Borough; and;

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

SECTION 1. Amend. Amending the Borough's Code of Ordinances, Chapter 186 – Streets and Sidewalks by adding Article VII, "Sidewalk Café" in accordance with **Attachment A.**

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

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

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

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

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

BOROUGH OF COLUMBIA,
LANCASTER COUNTY, PENNSYLVANIA

By: _____
Heather Zink,
President of Borough Council

ATTEST:

Mark E. Stivers, AICP
Borough Manager/Secretary

Examined and approved this _____ day of _____, 2023.

Leo S. Lutz, Mayor

Attachment A

A. Article VII - Sidewalk Café

(1) SECTION 1. Purpose. The purpose of this ordinance is to establish a process to allow for the option of establishing outdoor dining within the public right-of-way through the issuance of a Sidewalk Café permit; to establish other areas on public streets, rights-of-way, and public places within Columbia Borough for use as outdoor food and beverage consumption; and to assure that Sidewalk Cafés are used and operated in manners consistent with this ordinance and the rules and laws of the Borough of Columbia.

B. SECTION 2. Definitions.

(1) Areas Reserved for Consumption of Food and Beverage (“Public Dining Places”). Areas designated to them by this Section unless the context indicates a different meaning.

(2) Restaurant. Those food service establishments that are defined as restaurants in Section 220-19, “Definitions” of the Borough Code of Columbia Borough.

(3) Sidewalk Area. That portion of the Borough Street right-of-way is reserved for sidewalks, which areas are defined in the Borough Plan.

(4) Sidewalk Café. An outdoor dining area operated by a restaurant located on a sidewalk or other designated public place and containing removable tables, chairs, plants, and other related appurtenances, which is not located on or does not encroach upon the pedestrian walkway. It shall be open to the air, except that it may have a canopy. It may but is not required to abut its sponsoring restaurant. To ensure compliance with this Ordinance, obtaining a Sidewalk Café Permit is required.

(5) Street Right-of-Way. The entire right-of-way of a public highway, public alley, or public road, including the designated sidewalk areas.

(6) Sidewalk Cafe Permit. A permit issued hereunder for the use of a sidewalk area and/or street right-of-way for a sidewalk café.

C. SECTION 3. Permit application requirements. All Persons who desire to establish a Sidewalk Café within a right-of-way shall file a permit application with the Borough’s Zoning Officer. To be considered a complete application, such an application must include all of the following:

(1) A drawing with adequate detail to depict the location of the following:

~~(a)~~ The street right-of-way

~~(b)~~ The width and location of the sidewalk. A minimum 4-foot-wide ADA-accessible pathway on the sidewalk must be maintained at all times.

~~(c)~~ The location of the proposed sidewalk café

- ~~(d) The number and positioning of chairs and tables~~
- ~~(e) The type and location of the proposed barrier~~
- (2) A completed Hold Harmless Release Form
- (3) Proof of PA Liquor Control Board application
- (4) Commercial general liability insurance with limits of liability
- (5) Insurance minimum in the amount of \$100,000 per individual and \$300,000 per occurrence naming Columbia Borough as the additional insured.

D. **SECTION 4. Sidewalk café operation requirements.**

- (1) Table service of food or beverage of any kind shall only be provided in a Sidewalk Café in accordance with the applicable regulations of the Pennsylvania Liquor Control Board and laws of the Commonwealth of Pennsylvania and the Borough of Columbia.
- (2) The sidewalk café area shall not increase the permitted seating capacity of the restaurant.
- ~~(3) As outlined in this Ordinance, persons operating a Sidewalk Café must strictly adhere to the following operation requirements:~~
 - ~~(a) Patrons may consume food and beverages purchased from a Sidewalk Café permit holder at designated tables in locations approved as part of the Sidewalk Café permit application.~~
 - ~~(b) The tables with the amount of seating approved must be located in the locations approved as outlined in the Sidewalk Café permit application.~~
 - ~~(c) Other than for purposes of ingress and egress to seating in the Sidewalk Café, no extended long periods of standing are allowed in the Sidewalk Café. The Sidewalk Café is limited to the number of available seats in the enclosed Sidewalk Café while consuming food or beverage.~~

E. **SECTION 5. Violations.**

- (1) The holder of a Permit is subject to penalty as hereinafter provided should that holder violate any term of this Ordinance.
- (2) Any person utilizing a Sidewalk Café or Public Dining Areas contrary to or in violation of the Ordinance is guilty of a violation of this Ordinance and subject to the penalties set forth herein.
- (3) Whoever violates any provision of this Ordinance shall, upon conviction thereof in a summary proceeding, be fined not less than Fifty (\$50.00) Dollars and not more than One Thousand (\$1,000) Dollars for each offense, to be collected as other fines and costs are by law collectible or imprisoned for not more than ninety (90) days, or both. Each day during which a violation occurs shall constitute a separate offense.
- (4) Any person holding a Permit who is convicted of a violation of any of the provisions of

this Ordinance shall have his/her/its Permit revoked for one (1) full year.

- (5) This Ordinance and the foregoing penalties shall not be construed to limit or deny the right of Columbia Borough or any person to such equitable or other remedies as may be otherwise available with or without process of law. The Borough is authorized to seek injunctive relief to enforce any provisions of this Ordinance.

F. **SECTION 6. Consideration of Application and Issuance of Permit.**

- (1) Within (10) business days of receiving an application, the Borough shall determine and notify the Applicant in writing whether the application is incomplete. If the application is incomplete, the Borough shall provide written notice to the Applicant specifically identifying the missing information. All deadlines contained in this section shall restart upon the submission of a complete application.
- (2) An application for a Sidewalk Café Permit shall be approved or denied by the Borough within (30) days of the receipt of a completed application.
- (3) The Applicant may cure the deficiencies and resubmit a revised application within (30) days.
- (4) The Borough shall review the revised application only to the extent that it addresses the deficiencies outlined in the denial previously issued by the Borough to the Applicant. The Borough will approve or deny the revised application within (30) days of resubmittal by the Applicant.
- (5) Any application resubmitted by an Applicant that addresses or changes other sections shall afford the Borough an additional ten (10) days to review the resubmittal.
- (6) If the application meets all requirements of this Article, the Borough's Zoning Officer shall issue a permit to authorize the issuance of a Sidewalk Café permit.

G. **SECTION 7. Design Standards for Sidewalk Café.**

- (1) A Sidewalk Café may be permanently located within the sidewalk area using a raised deck platform, fence, walls, or other structures.
- (2) The sidewalk café boundaries may be delineated by the use of temporary barriers such as balustrades, cordons, railings, and removable bollard sleeves.
- (3) Sidewalk cafes shall not create any physical or visual obstruction to pedestrian or vehicular traffic, create safety hazards to pedestrians and/or motorists, or otherwise inconvenience public use of the right-of-way. This shall include compliance with the ADA.
- (4) Barriers should be provided with sturdy, durable materials that can be removed with no negative effects on the sidewalk.

H. **SECTION 8. Indemnification.**

- (1) Release Form Sidewalk Café. Applicants must indemnify and hold harmless the

Borough of Columbia and its agents from and against any liability, claims, demands, expenses, fees, fines, penalties, suits, proceedings, actions, and causes of action arising from the Restaurant conducting its business at said property. The obligation exists whether injury or property damage occurs on the permitted premises.

(2) The Following Release Form will be provided to and must be executed by all applicants.

I. **SECTION 9. Open Container Laws and Alcohol.**

(1) This Ordinance shall not affect the requirements of all persons to comply with any open container laws of the Commonwealth of Pennsylvania.

(2) The provisions of Chapter 77 – Alcoholic Beverages, Article 1 – Open Containers, of the Borough Code of Columbia Borough, shall not apply to the consumption of alcohol in Sidewalk Cafés operating under a Sidewalk Café Permit or to the consumption of alcohol in Public Dining Areas.

(3) By Pennsylvania law and the Sidewalk Café Ordinance, holders of Sidewalk Café Permits shall comply at all times with the requirements of the Pennsylvania Liquor Control Board related to the service of alcoholic beverages.

J. **SECTION 10. Enforcement.**

(1) Police Officers and all Code Compliance Officials of Columbia Borough are authorized to enforce the provisions of this Ordinance.

K. **SECTION 11. Violations.**

(1) The holder of a Permit is subject to penalty as hereinafter provided should that holder violate any term of this Ordinance.

(2) Any person utilizing a Sidewalk Café or Public Dining Areas contrary to or in violation of the Ordinance is guilty of a violation of this Ordinance and subject to the penalties set forth herein.

(3) Whoever violates any provision of this Ordinance shall, upon conviction thereof in a summary proceeding, be fined not less than Fifty (\$50.00) Dollars and not more than One Thousand (\$1,000) Dollars for each offense, to be collected as other fines and costs are by law collectible or imprisoned for not more than ninety (90) days, or both. Each day during which a violation occurs shall constitute a separate offense.

(4) Any person holding a Permit who is convicted of a violation of any of the provisions of this Ordinance shall have his/her/its Permit revoked for one (1) full year.

(5) This Ordinance and the foregoing penalties shall not be construed to limit or deny the right of Columbia Borough or any person to such equitable or other remedies as may be otherwise available with or without process of law. The Borough is authorized to seek injunctive relief to enforce any provisions of this Ordinance.

L. **SECTION 12. Severability.**

- (1) In the event any provision, section, sentence, clause, or part of this Ordinance shall be held to be invalid, such invalidity shall not affect or impair any of the remaining provisions, sections, sentences, clauses, or parts of this Ordinance; it being the intent of Columbia Borough that the remainder of the Ordinance shall be and shall remain in full force and effect.

Account Number	Account Description	Date	Tran Type	Description	Debit	Credit
01-100-104	Cash In Bank - Reg	08/04/23	Expenditure	ADP Payroll Fees - ADMIN	0	47.85
01-100-104	Cash In Bank - Reg	08/04/23	Expenditure	ADP Payroll Fees - POLICE	0	155.60
01-100-104	Cash In Bank - Reg	08/04/23	Expenditure	ADP Payroll Fees - CODES	0	11.96
01-100-104	Cash In Bank - Reg	08/04/23	Expenditure	ADP Payroll Fees - ZONING	0	7.98
01-100-104	Cash In Bank - Reg	08/04/23	Expenditure	ADP Payroll Fees - PW	0	27.92
01-100-104	Cash In Bank - Reg	08/04/23	Expenditure	ADP Payroll Fees - MRKT HOUSE	0	3.99
01-100-104	Cash In Bank - Reg	08/18/23	Expenditure	ADP Payroll Fees - ADMIN	0	25.19
01-100-104	Cash In Bank - Reg	08/18/23	Expenditure	ADP Payroll Fees - POLICE	0	133.38
01-100-104	Cash In Bank - Reg	08/18/23	Expenditure	ADP Payroll Fees - CODES	0	12.60
01-100-104	Cash In Bank - Reg	08/18/23	Expenditure	ADP Payroll Fees - ZONING	0	8.40
01-100-104	Cash In Bank - Reg	08/18/23	Expenditure	ADP Payroll Fees - PW	0	25.19
01-100-104	Cash In Bank - Reg	08/18/23	Expenditure	ADP Payroll Fees - MRKT HOUSE	0	4.20
01-100-104	Cash In Bank - Reg	08/18/23	Expenditure	ADP-monthly fees local taxes	0	55.00
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COMCAST 440 s front st 8993112890103570	0	71.95
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COMCAST 41 walnut st 8993112890112282	0	310.55
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COMCAST 308 locust st 8993112890026029	0	405.04
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COMCAST 420 s front st 8993112890103588	0	104.48
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COMCAST 308 locust st adnl bsns 8993112890154821	0	149.39
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COMCAST 431 s front st 8993112890108447	0	306.88
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COMCAST 15 s 3rd st 8993112890155828	0	544.26
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COMCAST COL POLICE 8993112890107043	0	325.14
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	VERIZON cell phone boro	0	173.36
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	VERIZON cell phone police	0	297.55
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	VERIZON cell phone codes	0	114.12
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	VERIZON cell phone public works	0	84.18
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	VERIZON cell phone ema	0	84.18
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	VERIZON cell phone planning mng	0	42.09
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	VERIZON cell phone market mng	0	42.09
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	BEST CLEANING cleaning market house 15 s 3rd	0	823.33
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	LEAF 14396799 copier rental admin	0	160.81
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	LEAF 14412397 copier rental police	0	160.66
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	FP Finance 33473867 postage meter	0	85.00
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 480 Locust st 00002079	0	20.14
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 15 s 3rd 13017100	0	205.04
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 137 s front st 12001501	0	168.56

Account Number	Account Description	Date	Tran Type	Description	Debit	Credit
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 420 s front st 12000610	0	116.81
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 430 s front st 12000600	0	234.23
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 41 walnut st 06006410	0	151.87
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 308 locust st 06002900	0	165.64
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 431 s front st 00007607	0	21.60
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 137 s front st 12001500	0	56.97
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	COL WATER 700 franklin st 00007185	0	20.14
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	UGI col wwtp 411006753577	0	135.64
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	UGI 137 s front st 411000209568	0	33.13
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	UGI 15 s 3rd st 411000981927	0	28.76
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	UGI 308 locust st 411000713759	0	28.36
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	UGI columbia market 411001631141	0	28.76
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	UGI 431 s front st 411001174845	0	28.36
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	UGI 15 s 3rd st restaurant 411012916192	0	98.99
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	UGI S Front St WWTP 411000642404	0	58.22
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL s front st 300359947	0	202.07
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 429 s front st 300416106	0	108.98
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL11 front st security camera 300251879	0	32.07
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 550 ave n makel park 300412194	0	45.48
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 308 locust st 300269611	0	972.10
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 21 WALNUT ST 300417646	0	284.87
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 137 S FRONT ST 300610070	0	2,229.91
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 254 BLUE LN GATE 300254898	0	28.04
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL BLUE LN wr 62638 300405497	0	37.07
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 1020 manor st 300302571	0	18.22
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL ave l cameras 300409051	0	26.90
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 11 s 3rd market house 301279238	0	1,480.86
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 700 franklin st 300351184	0	23.41
01-100-104	Cash In Bank - Reg	08/31/23	Expenditure	PPL 137 S FRONT ST 300610070 september	0	838.06

Range of Checking Accts: First to Last Range of Check Dates: 09/26/23 to 09/26/23
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					
42131	09/26/23	ARLET005 Arlette Warren					714
23-00972	1	release escrow-L18 N 4th St	5,709.29	01-250-300 Escrow, Development	G/L		53 1
42132	09/26/23	AXISI005 AXIS Insurance Company					714
23-01010	1	GAP Ins - ADMIN	922.56	01-402-196 Employee Insurance Coverage	Expenditure Premiums		190 1
23-01010	2	GAP Ins - POLICE	6,116.23	01-410-196 Employee Insurance Coverage	Expenditure Premiums		191 1
23-01010	3	GAP Ins - CODES	597.80	01-413-196 Employee Insurance Coverage	Expenditure Premiums		192 1
23-01010	4	GAP Ins - ZONING	198.42	01-414-196 Employee Insurance Coverage	Expenditure Premiums		193 1
23-01010	5	GAP Ins - PW HWY	1,496.51	01-430-196 Employee Insurance Coverage	Expenditure Premiums		194 1
23-01010	6	GAP Ins - MRKT HOUSE	115.45	01-444-196 Employee Insurance Coverage	Expenditure		195 1
			9,446.97				
42133	09/26/23	BMOYE005 B Moyer Radio Communications,					714
23-01011	1	labor	220.00	01-410-327 Maintenance & Repair of Radios	Expenditure		196 1
23-01011	2	on site travel fee	45.00	01-410-327 Maintenance & Repair of Radios	Expenditure		197 1
23-01011	3	mic flex circuit	3.99	01-410-327 Maintenance & Repair of Radios	Expenditure		198 1
			268.99				
42134	09/26/23	BRIGH005 Brightspeed					714
23-00986	1	2023 lease	1,200.00	lease of parking lot 239 AVE H 01-409-430 Property Tax Expenses	Expenditure		95 1
42135	09/26/23	CARDM005 ELAN					714
23-01008	1	MSFT-EOC computer software	13.25	01-415-500 EOC Supplies-per 2022 LC ARPA GRANT	Expenditure		156 1
23-01008	2	LNP monthly subscription	15.95	01-402-420 Dues & Publications	Expenditure		157 1
23-01008	3	park mobile	2.85	01-401-337 Borough Manager, Mileage Reimbursement	Expenditure		158 1
23-01008	4	fastsigns-storm drain stencils	377.65	01-430-143 Storm Water Supplies	Expenditure		159 1
23-01008	5	bjs water pw hwy dept	354.72	01-430-200 Operating Supplies	Expenditure		160 1
23-01008	6	quil ink cartridges	135.87	01-430-200 Operating Supplies	Expenditure		161 1
23-01008	7	fastsigns street stencils	333.96	01-430-245 Highway Supplies	Expenditure		162 1
23-01008	8	quill ink cartridges	208.27	01-414-220 Operating Supplies	Expenditure		163 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
01	GENERAL FUND	GENERAL FUND		Continued					
42135	ELAN			Continued					
23-01008	9	amz cable	94.95	01-409-370	Expenditure		164		1
				Maintenance & Repair of Building					
23-01008	10	amz cable	103.00	01-409-370	Expenditure		165		1
				Maintenance & Repair of Building					
23-01008	11	lowes wood conduit	47.62	01-409-370	Expenditure		166		1
				Maintenance & Repair of Building					
23-01008	12	amz door loop	31.98	01-409-370	Expenditure		167		1
				Maintenance & Repair of Building					
23-01008	13	amz extension cord adapter	109.96	01-415-500	Expenditure		168		1
				EOC Supplies-per 2022 LC ARPA GRANT					
23-01008	14	amz parking bumpers	29.99	01-415-500	Expenditure		169		1
				EOC Supplies-per 2022 LC ARPA GRANT					
23-01008	15	lowes wood 2x4x8's	28.68	01-402-210	Expenditure		170		1
				Office Equipment & Supplies					
23-01008	16	lowes wood strips spary paint	90.84	01-454-378	Expenditure		171		1
				Columbia Crossings, Building/Prop Maint.					
23-01008	17	lowes molding sheet aluminum	95.92	01-454-378	Expenditure		172		1
				Columbia Crossings, Building/Prop Maint.					
23-01008	18	lancaster parking	4.00	01-402-210	Expenditure		173		1
				Office Equipment & Supplies					
23-01008	19	amz keyboard mouse adaptor	68.04	01-402-210	Expenditure		174		1
				Office Equipment & Supplies					
23-01008	20	amz notebooks notepads batteri	84.66	01-410-200	Expenditure		175		1
				Police Equipment & Supplies					
23-01008	21	uline handheld stop traffic pa	119.25	01-410-200	Expenditure		176		1
				Police Equipment & Supplies					
23-01008	22	amz laminating sheets	43.60	01-410-200	Expenditure		177		1
				Police Equipment & Supplies					
23-01008	23	amz sticky notes corr tape ect	48.96	01-410-200	Expenditure		178		1
				Police Equipment & Supplies					
23-01008	24	adobe new sub s mimnall	21.19	01-410-200	Expenditure		179		1
				Police Equipment & Supplies					
23-01008	25	amz prime monthly sub police	15.89	01-410-200	Expenditure		180		1
				Police Equipment & Supplies					
23-01008	26	adobe monthly sub j brommer	21.19	01-410-200	Expenditure		181		1
				Police Equipment & Supplies					
			2,502.24						
42136	09/26/23	CARRO005 Carrot-Top Industries Inc							714
23-00982	1	armed forces outdoor flags	336.17	01-454-454	Expenditure		82		1
				Maintenance of Parks - Veterans Memorial					
42137	09/26/23	CHEVR025 whitmoyer Chevrolet							714
23-00740	1	Purge Valve Repairs	379.47	01-410-376	Expenditure		1		1
				Maintenance & Repair, Police Vehicles					
42138	09/26/23	CINTA005 Cintas Corporation #59H							714
23-00960	1	Highway Uniform #4166862986	98.47	01-430-238	Expenditure		4		1
				Highway Uniform Cleaning					
23-00965	1	Highway Uniform #4167602035	98.47	01-430-238	Expenditure		16		1
				Highway Uniform Cleaning					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
01		GENERAL FUND		Continued					
42138		Cintas Corporation #59H		Continued					
23-00991	1	Highway Uniform #4168279073	98.47	01-430-238	Expenditure		108		1
				Highway Uniform Cleaning					
			295.41						
42139	09/26/23	COLUM025 Columbia Borough Fire Dept							714
23-01006	1	Annual 2023 Contribution	111,000.00	01-411-500	Expenditure		154		1
				CBVFD - Fire Co Contributions (Beg.2021)					
42140	09/26/23	COPE0005 PSSU COPE							714
23-00999	1	COPE- 09.07.2023	11.00	01-210-224	G/L		131		1
				Union Dues Withheld					
23-00999	2	COPE- 09.21.2023	11.00	01-210-224	G/L		132		1
				Union Dues Withheld					
			22.00						
42141	09/26/23	COUNT010 County of Lancaster Purchasing							714
23-00990	1	office supplies	246.07	01-402-210	Expenditure		106		1
				Office Equipment & Supplies					
23-00990	2	office supplies	95.60	01-402-210	Expenditure		107		1
				Office Equipment & Supplies					
			341.67						
42142	09/26/23	CRIME005 Crimewatch Technologies							714
23-00955	1	Annual Maintenance Fee	2,641.00	01-410-377	Expenditure		2		1
				Maintenance & Repair, Police Equipment					
42143	09/26/23	CSDAV005 CS Davidson Inc							714
23-00995	1	river park phase III cds	1,420.20	18-465-001	Expenditure		117		1
				Columbia River Park - Phase 3					
23-00995	2	river park phase III cds	4,070.15	18-465-001	Expenditure		118		1
				Columbia River Park - Phase 3					
			5,490.35						
42144	09/26/23	DIXIE005 Dixie Land Energy							714
23-00969	1	Gas 87% 375.1 gals @ 2.9691	1,113.71	01-430-231	Expenditure		27		1
				Fuel, Vehicles					
23-00969	2	Federal Lust Tax	0.38	01-430-231	Expenditure		28		1
				Fuel, Vehicles					
23-00969	3	Federal Oil Spill Recovery	0.72	01-430-231	Expenditure		29		1
				Fuel, Vehicles					
23-00969	4	Federal Superfund Recovery Fee	1.32	01-430-231	Expenditure		30		1
				Fuel, Vehicles					
23-00969	5	Diesel 74.3 gals @ 3.5553	264.16	01-430-231	Expenditure		31		1
				Fuel, Vehicles					
23-00969	6	Federal Lust tax	0.07	01-430-231	Expenditure		32		1
				Fuel, Vehicles					
23-00969	7	Federal Oil Spill Recovery	0.16	01-430-231	Expenditure		33		1
				Fuel, Vehicles					
23-00969	8	Federal Superfund Recovery Fee	0.28	01-430-231	Expenditure		34		1
				Fuel, Vehicles					

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						
42144	Dixie Land Energy	Continued							
23-00977	1	Gas 87% 341.1 gals @ 3.0468	1,039.26	01-430-231 Fuel, Vehicles	Expenditure		69	1	
23-00977	2	Federal Lust Tax	0.34	01-430-231 Fuel, Vehicles	Expenditure		70	1	
23-00977	3	Federal Oil Spill Recovery	0.66	01-430-231 Fuel, Vehicles	Expenditure		71	1	
23-00977	4	Federal Superfund Recovery Fee	1.20	01-430-231 Fuel, Vehicles	Expenditure		72	1	
23-00977	5	Diesel 312.4 gals @ 3.7577	1,173.91	01-426-231 Recycling - Diesel	Expenditure		73	1	
23-00977	6	Federal Lust tax	0.31	01-426-231 Recycling - Diesel	Expenditure		74	1	
23-00977	7	Federal Oil Spill Recovery	0.67	01-426-231 Recycling - Diesel	Expenditure		75	1	
23-00977	8	Federal Superfund Recovery Fee	1.20	01-426-231 Recycling - Diesel	Expenditure		76	1	
23-00988	1	Gas 87% 186.3 gals @ 3.1161	580.53	01-430-231 Fuel, Vehicles	Expenditure		96	1	
23-00988	2	Federal Lust Tax	0.19	01-430-231 Fuel, Vehicles	Expenditure		97	1	
23-00988	3	Federal Oil Spill Recovery	0.36	01-430-231 Fuel, Vehicles	Expenditure		98	1	
23-00988	4	Federal Superfund Recovery Fee	0.66	01-430-231 Fuel, Vehicles	Expenditure		99	1	
23-00988	5	Diesel 319.1 gals @ 3.7561	1,198.57	01-430-231 Fuel, Vehicles	Expenditure		100	1	
23-00988	6	Federal Lust tax	0.32	01-430-231 Fuel, Vehicles	Expenditure		101	1	
23-00988	7	Federal Oil Spill Recovery	0.68	01-430-231 Fuel, Vehicles	Expenditure		102	1	
23-00988	8	Federal Superfund Recovery Fee	1.22	01-430-231 Fuel, Vehicles	Expenditure		103	1	
			<u>5,380.88</u>						
42145	09/26/23	ENTER005 Enterprise Fleet Management							714
23-00979	1	Fleet Lease -POLICE	4,093.28	01-410-471 Enterprise Lease Expenses 2023 -POLICE	Expenditure		78	1	
23-00979	2	Fleet Lease -CODES	1,031.19	01-413-471 Enterprise Lease Costs 2023 - CODES	Expenditure		79	1	
23-00979	3	Fleet Lease -PW HWY	3,501.83	01-430-471 Enterprise Lease Costs 2023 - P.W.	Expenditure		80	1	
			<u>8,626.30</u>						
42146	09/26/23	EXECU005 Executive Image Solutions							714
23-00994	1	computers 9/15/23-10/14/23	5,540.25	01-402-312 IT Contracted Services	Expenditure		115	1	
23-00994	2	phones 9/15/23-10/14/23	2,013.07	01-402-312 IT Contracted Services	Expenditure		116	1	
			<u>7,553.32</u>						
42147	09/26/23	FRICK005 Fricke Hardware & Rental				09/26/23 VOID			0

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	Continued					
42148	09/26/23	FRICK005 Fricke Hardware & Rental					714	
23-00970	1	Paint Primer-Storm Drain Inlet	57.99	01-430-143	Expenditure		35 1	
				Storm Water Supplies				
23-00970	2	Flex Coupling	59.98	01-430-200	Expenditure		36 1	
				Operating Supplies				
23-00970	3	Spray Paint for stencils-inlet	15.18	01-430-143	Expenditure		37 1	
				Storm Water Supplies				
23-00970	4	Paint supplies - storm inlets	218.85	01-430-143	Expenditure		38 1	
				Storm Water Supplies				
23-00971	1	#152032 Fasteners	16.48	01-429-373	Expenditure		39 1	
				WWTP, Building & Property Maintenance				
23-00971	2	#152041 Fasteners	3.10	01-429-373	Expenditure		40 1	
				WWTP, Building & Property Maintenance				
23-00971	3	#152146 Batteries	26.98	01-454-452	Expenditure		41 1	
				Maintenance of Parks - River Park				
23-00971	4	#152255 Duct tape	6.99	01-454-378	Expenditure		42 1	
				Columbia Crossings, Building/Prop Maint.				
23-00971	5	Fasteners	13.14	01-430-373	Expenditure		43 1	
				Maintenance & Repair of Building				
23-00971	6	#152387 cleaning supplies	22.99	01-409-226	Expenditure		44 1	
				Cleaning Supplies				
23-00971	7	#152760 Drain Opener	9.99	01-454-452	Expenditure		45 1	
				Maintenance of Parks - River Park				
23-00971	8	#152909 Market House safety ta	8.58	01-444-373	Expenditure		46 1	
				Market House, Maintenance of Building				
23-00971	9	#152909 Cleaning Supplies	8.58	01-409-226	Expenditure		47 1	
				Cleaning Supplies				
23-00971	10	#153221 Electrical Supplies	35.12	01-409-370	Expenditure		48 1	
				Maintenance & Repair of Building				
23-00971	11	#153379 weeds	16.99	01-409-226	Expenditure		49 1	
				Cleaning Supplies				
23-00971	12	#153379 Bulbs, Keys	17.85	01-409-370	Expenditure		50 1	
				Maintenance & Repair of Building				
23-00971	13	#153633 Channel Wire	12.99	01-409-370	Expenditure		51 1	
				Maintenance & Repair of Building				
23-00971	14	#153656 Electrical Supplies	14.56	01-409-370	Expenditure		52 1	
				Maintenance & Repair of Building				
			566.34					
42149	09/26/23	GORMA005 Gorman Distributors, Inc					714	
23-00993	1	trash liner 60 gallon black	57.14	01-444-226	Expenditure		111 1	
				Supplies				
23-00993	2	logan wrap junior 8x10.75	51.46	01-444-226	Expenditure		112 1	
				Supplies				
23-00993	3	scotch brite cleaning pad	2.88	01-444-226	Expenditure		113 1	
				Supplies				
23-00993	4	mop heads white 4 ply	12.24	01-444-226	Expenditure		114 1	
				Supplies				
23-00996	1	trash liner 60 gallon black	57.14	01-409-239	Expenditure		119 1	
				Clothing Allowance (Janitorial)				
23-00996	2	trash liner 33 gallon black	30.92	01-409-239	Expenditure		120 1	
				Clothing Allowance (Janitorial)				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
01	GENERAL FUND	GENERAL FUND	Continued						
42149		Gorman Distributors, Inc	Continued						
23-00996	3	trash liner 33 gallon heavy	22.94	01-409-239	Expenditure		121	1	
				Clothing Allowance (Janitorial)					
23-00996	4	bath tissue 2 ply	59.59	01-409-239	Expenditure		122	1	
				Clothing Allowance (Janitorial)					
23-00996	5	paper towel plenty 11x6	35.48	01-409-239	Expenditure		123	1	
				Clothing Allowance (Janitorial)					
23-00996	6	delivery charge	2.00	01-409-239	Expenditure		124	1	
				Clothing Allowance (Janitorial)					
			331.79						
42150	09/26/23	HERSH015 Hershey Equipment Co							714
23-00964	1	HDV9 PA State Inspection	11.00	01-430-375	Expenditure		11	1	
				Maintenance & Repairs of Equipment					
23-00964	2	HDV9 Labor/Inspection	112.50	01-430-375	Expenditure		12	1	
				Maintenance & Repairs of Equipment					
23-00964	3	HDV9 Lube	5.00	01-430-375	Expenditure		13	1	
				Maintenance & Repairs of Equipment					
23-00964	4	HDV12 PA State Inspection	11.00	01-430-375	Expenditure		14	1	
				Maintenance & Repairs of Equipment					
23-00964	5	HDV12 Labor	75.00	01-430-375	Expenditure		15	1	
				Maintenance & Repairs of Equipment					
			214.50						
42151	09/26/23	INTER045 Intergovernmental Insurance Co							714
23-00975	1	Health Ins-ADMIN	5,842.90	01-402-196	Expenditure		56	1	
				Employee Insurance Coverage Premiums					
23-00975	2	Health Ins-POLICE	32,619.64	01-410-196	Expenditure		57	1	
				Employee Insurance Coverage Premiums					
23-00975	3	Health Ins-CODES	3,405.14	01-413-196	Expenditure		58	1	
				Employee Insurance Coverage Premiums					
23-00975	4	Health Ins-ZONING	1,470.38	01-414-196	Expenditure		59	1	
				Employee Insurance Coverage Premiums					
23-00975	5	Health Ins-PW HWY	9,983.23	01-430-196	Expenditure		60	1	
				Employee Insurance Coverage Premiums					
23-00975	6	Health Ins-MRKT HOUSE	735.19	01-444-196	Expenditure		61	1	
				Employee Insurance Coverage					
			54,056.48						
42152	09/26/23	LANCA010 Lancaster County Solid Waste M							714
23-00966	1	Tires #1000521923	148.00	01-409-365	Expenditure		17	1	
				Trash Disposal Services					
42153	09/26/23	LANCA015 Lancaster General Health							714
23-01000	1	crossing guard b whitworth	35.00	01-410-200	Expenditure		133	1	
				Police Equipment & Supplies					
42154	09/26/23	LANCO Lanco Property Investments							714
23-00973	1	Fire Escrow Release-149 S 4th	11,586.66	01-250-100	G/L		54	1	
				Escrow, Insurance Proceeds					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
01		GENERAL FUND		Continued					
42154		Lanco Property Investments		Continued					
23-00974	1	Fire Escrow Release-151 S 4th	19,000.00	01-250-100	G/L		55	1	
				Escrow, Insurance Proceeds					
			30,586.66						
42155	09/26/23	MCNEES McNees Wallace & Nurick LLC							714
23-01007	1	2023 EMMA Filing	750.00	01-402-317	Expenditure		155	1	
				Contracted Services					
42156	09/26/23	MEAD0005 Meadow Valley Electric Inc							714
23-00998	1	move switch @ walk in cooler	270.00	01-444-373	Expenditure		126	1	
				Market House, Maintenance of Building					
23-00998	2	move switch @ walk in cooler	1.06	01-444-373	Expenditure		127	1	
				Market House, Maintenance of Building					
23-00998	3	move switch @ walk in cooler	8.68	01-444-373	Expenditure		128	1	
				Market House, Maintenance of Building					
23-00998	4	move switch @ walk in cooler	20.00	01-444-373	Expenditure		129	1	
				Market House, Maintenance of Building					
23-00998	5	move switch @ walk in cooler	75.00	01-444-373	Expenditure		130	1	
				Market House, Maintenance of Building					
			374.74						
42157	09/26/23	MONIT005 Monitronics							714
23-01009	1	columbia crossing 10/1-12/31	32.40	01-454-378	Expenditure		182	1	
				Columbia Crossings, Building/Prop Maint.					
23-01009	2	254 blue ln 10/1-12/31	44.67	01-430-317	Expenditure		183	1	
				Contracted Services					
23-01009	3	137 s front st 10/1-12/31	32.40	01-409-364	Expenditure		184	1	
				137 S Front, Rebillable Prop Expenses					
23-01009	4	431 s front st 10/1-12/31	224.97	01-430-317	Expenditure		185	1	
				Contracted Services					
23-01009	5	308 locust st 10/1-12/31	1,170.39	01-402-317	Expenditure		186	1	
				Contracted Services					
23-01009	6	430 s front st 10/1-12/31	516.87	01-429-188	Expenditure		187	1	
				WWTP, Contracted Services					
23-01009	7	440 s front st 10/1-12/31	233.34	01-429-188	Expenditure		188	1	
				WWTP, Contracted Services					
23-01009	8	308 locust st install system	406.48	01-402-317	Expenditure		189	1	
				Contracted Services					
			2,661.52						
42158	09/26/23	MRMWO005 MRM Workers' Comp Fund							714
23-00984	1	WC-10/2023 thru 09/2024-ADMIN	60.33	01-402-195	Expenditure		87	1	
				Employee Workers Compensation Insurance					
23-00984	2	WC-10/2023 thru 09/2024-BLDG	14.26	01-409-195	Expenditure		88	1	
				Employee Workers Compensation Insurance					
23-00984	3	WC-10/2023 thru 09/2024-POLICE	9,411.51	01-410-195	Expenditure		89	1	
				Employee Workers Compensation Insurance					
23-00984	4	WC-10/2023 thru 09/2024-CODES	29.74	01-413-195	Expenditure		90	1	
				Employee Workers Compensation Insurance					
23-00984	5	WC-10/2023 thru 09/2024-ZONE	28.52	01-414-195	Expenditure		91	1	
				Employee Workers Compensation Insurance					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
01		GENERAL FUND		Continued					
42158		MRM Workers' Comp Fund		Continued					
23-00984	6	WC-10/2023 thru 09/2024-PW	5,030.22	01-430-195	Expenditure		92		1
				Employee Workers Compensation Insurance					
23-00984	7	WC-10/2023 thru 09/2024-MH	14.26	01-444-195	Expenditure		93		1
				Employee Workers Comp Insurance					
			14,588.84						
42159	09/26/23	OLDC005 Old Columbia Public Grounds Co							714
23-00981	1	august 1,8,15,22,29 MOWING	110.00	01-454-453	Expenditure		81		1
				Maintenance of Parks - Locust Park					
42160	09/26/23	PENNS010 Pennsylvania One Call System,							714
23-00961	1	supplemental text messages	2.50	01-430-321	Expenditure		5		1
				Highway, Phone - Cell & Landline & GPS					
23-00961	2	email delivery charge	2.70	01-430-321	Expenditure		6		1
				Highway, Phone - Cell & Landline & GPS					
23-00961	3	monthly activity fee	97.20	01-430-321	Expenditure		7		1
				Highway, Phone - Cell & Landline & GPS					
23-00961	4	renotify email	0.74	01-430-321	Expenditure		8		1
				Highway, Phone - Cell & Landline & GPS					
			103.14						
42161	09/26/23	PENNW005 Penn Waste, Inc.							714
23-00997	1	308 locust & park cans	92.70	01-454-451	Expenditure		125		1
				Maintenance of Parks - Makle Park					
42162	09/26/23	POLIC005 Police Benevolent Assoc							714
23-01003	1	Police Benevolent -09.07.2023	279.50	01-210-216	G/L		138		1
				Benevolent withholding					
23-01003	2	Police Benevolent -09.21.2023	279.50	01-210-216	G/L		139		1
				Benevolent withholding					
			559.00						
42163	09/26/23	PRINC005 Principal Life Insurance Compa							714
23-01002	1	Pension - 09.07.2023	2,863.84	01-210-215	G/L		136		1
				Police Pension w/h					
23-01002	2	Pension - 09.21.2023	3,097.50	01-210-215	G/L		137		1
				Police Pension w/h					
			5,961.34						
42164	09/26/23	PSSU0005 PSSU							714
23-01001	1	Union Dues - 09.07.2023	239.94	01-210-224	G/L		134		1
				Union Dues withheld					
23-01001	2	Union Dues - 09.21.2023	252.63	01-210-224	G/L		135		1
				Union Dues withheld					
			492.57						
42165	09/26/23	PUREW005 Pure water Technology							714
23-00989	1	admin	79.00	01-402-317	Expenditure		104		1
				Contracted Services					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
01		GENERAL FUND		Continued					
42165		Pure Water Technology		Continued					
23-00989		2 police	79.00	01-410-317	Expenditure		105	1	
				Contracted Services					
			158.00						
42166	09/26/23	QUALI010 Quality Digital Office Solutio						714	
23-00992		1 8/20/23-9/19/23	121.92	01-402-317	Expenditure		109	1	
				Contracted Services					
23-00992		2 8/20/23-9/19/23	92.34	01-410-317	Expenditure		110	1	
				Contracted Services					
			214.26						
42167	09/26/23	SIGNA005 Signal Service Inc						714	
23-00967		1 RWA15 Lancaster Ave & Locust S	195.00	01-433-374	Expenditure		18	1	
				Traffic Lights, Maintenance					
23-00967		2 RWA15 Lancaster Ave & Locust S	135.00	01-433-374	Expenditure		19	1	
				Traffic Lights, Maintenance					
23-00967		3 RWA15 Lancaster Ave & Locust S	153.00	01-433-374	Expenditure		20	1	
				Traffic Lights, Maintenance					
23-00967		4 RWA15 Lancaster Ave & Locust S	216.00	01-433-374	Expenditure		21	1	
				Traffic Lights, Maintenance					
23-00967		5 RWA15 Lancaster Ave & Locust S	80.00	01-433-374	Expenditure		22	1	
				Traffic Lights, Maintenance					
			779.00						
42168	09/26/23	SNYDE015 Snyder Brothers INC						714	
23-00983		1 137 s front st 411000209568	6.39	01-409-364	Expenditure		83	1	
				137 S Front, Rebillable Prop Expenses					
23-00983		2 308 R locust st 411000981927	0.52	01-409-362	Expenditure		84	1	
				308 Locust St., Natural Gas Usage					
23-00983		3 3rd & market ave 411001631141	0.52	01-444-362	Expenditure		85	1	
				Market House, Natural Gas Usage					
23-00983		4 5 front st 411006753577	143.36	01-429-362	Expenditure		86	1	
				WWTP, Natural Gas Usage					
			150.79						
42169	09/26/23	STAND005 Standard Insurance Company LFE						714	
23-01005		1 GTL,STD,LTD,ADD Ins-ADMIN	435.27	01-402-196	Expenditure		147	1	
				Employee Insurance Coverage Premiums					
23-01005		2 GTL,STD,LTD,ADD Ins-PROPERTY	111.74	01-409-196	Expenditure		148	1	
				Employee Insurance Coverage Premiums					
23-01005		3 GTL,STD,LTD,ADD Ins-POLICE	2,257.62	01-410-196	Expenditure		149	1	
				Employee Insurance Coverage Premiums					
23-01005		4 GTL,STD,LTD,ADD Ins-CODES	212.98	01-413-196	Expenditure		150	1	
				Employee Insurance Coverage Premiums					
23-01005		5 GTL,STD,LTD,ADD Ins-ZONING	215.92	01-414-196	Expenditure		151	1	
				Employee Insurance Coverage Premiums					
23-01005		6 GTL,STD,LTD,ADD Ins-PW HWY	833.86	01-430-196	Expenditure		152	1	
				Employee Insurance Coverage Premiums					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
01 GENERAL FUND GENERAL FUND Continued									
42169		Standard Insurance Company LFE Continued							
23-01005	7	GTL,STD,LTD,ADD Ins-MRKT HOUSE	103.55	01-444-196	Expenditure		153	1	
				Employee Insurance Coverage					
			<u>4,170.94</u>						
42170	09/26/23	STAND010 Standard Insurance Company DNT							714
23-01004	1	Dental Ins-ADMIN	375.00	01-402-196	Expenditure		140	1	
				Employee Insurance Coverage Premiums					
23-01004	2	Dental Ins-BUILDING	57.24	01-409-196	Expenditure		141	1	
				Employee Insurance Coverage Premiums					
23-01004	3	Dental Ins-POLICE	2,690.96	01-410-196	Expenditure		142	1	
				Employee Insurance Coverage Premiums					
23-01004	4	Dental Ins-CODES	260.52	01-413-196	Expenditure		143	1	
				Employee Insurance Coverage Premiums					
23-01004	5	Dental Ins-ZONING	165.56	01-414-196	Expenditure		144	1	
				Employee Insurance Coverage Premiums					
23-01004	6	Dental Ins-PW HWY	699.96	01-430-196	Expenditure		145	1	
				Employee Insurance Coverage Premiums					
23-01004	7	Dental Ins-MRKT HOUSE	57.24	01-444-196	Expenditure		146	1	
				Employee Insurance Coverage					
			<u>4,306.48</u>						
42171	09/26/23	STATE020 State Workers' Insurance Fund							714
23-00978	1	CBVFD Work Comp	1,785.00	01-411-381	Expenditure		77	1	
				CBVFD - Workers Comp. Ins					
42172	09/26/23	SUPER005 Super Shoe Stores							714
23-00962	3	W Affeld Property Mgmt Maint	89.98	01-409-239	Expenditure		9	1	
				Clothing Allowance (Janitorial)					
23-00962	4	S Weiss Janitorial	134.99	01-409-239	Expenditure		10	1	
				Clothing Allowance (Janitorial)					
			<u>224.97</u>						
42173	09/26/23	TACTI005 Tactical wear							714
23-00956	1	Dutyguart Pullover/J Kopp	160.55	01-410-238	Expenditure		3	1	
				Police Uniforms and Dry Cleaning					
42174	09/26/23	TOTAL Total Exterminating Services							714
23-00968	1	308 Locust St 1/2 Police	25.00	01-410-317	Expenditure		23	1	
				Contracted Services					
23-00968	2	308 Locust St 1/2 Office	25.00	01-402-317	Expenditure		24	1	
				Contracted Services					
23-00968	3	41 walnut St Cola. X-ings	65.00	01-454-377	Expenditure		25	1	
				Columbia Crossings, Contracted Services					
23-00968	4	15 S 3rd St Market House	50.00	01-444-317	Expenditure		26	1	
				Market House, Contracted Services					
23-00985	1	market house monthly treatment	65.00	01-444-317	Expenditure		94	1	
				Market House, Contracted Services					
			<u>230.00</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						
42175	09/26/23	VISI0005 Vision Benefits of America							714
23-00976	1	Vision Ins-ADMIN	40.99	01-402-196	Expenditure			62	1
				Employee Insurance Coverage	Premiums				
23-00976	2	Vision Ins-BLDG	7.18	01-409-196	Expenditure			63	1
				Employee Insurance Coverage	Premiums				
23-00976	3	Vision Ins-POLICE	261.96	01-410-196	Expenditure			64	1
				Employee Insurance Coverage	Premiums				
23-00976	4	Vision Ins-CODES	26.63	01-413-196	Expenditure			65	1
				Employee Insurance Coverage	Premiums				
23-00976	5	Vision Ins-ZONING	14.36	01-414-196	Expenditure			66	1
				Employee Insurance Coverage	Premiums				
23-00976	6	Vision Ins-PW HWY	92.08	01-430-196	Expenditure			67	1
				Employee Insurance Coverage	Premiums				
23-00976	7	Vision Ins-MRKT HOUSE	7.18	01-444-196	Expenditure			68	1
				Employee Insurance Coverage					
			450.38						

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	44	1	285,457.05	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	44	1	285,457.05	0.00

35	LIQUID FUELS	PLGIT LIQUID FUELS							
612	09/26/23	HIGHW005 Highway Materials							715
23-00980	1	#63997 Various Patchwork	170.43	35-439-085	Expenditure			1	1
				Current Year Street Paving	Projects				
23-00980	2	#64063 Various Patchwork	236.97	35-439-085	Expenditure			2	1
				Current Year Street Paving	Projects				
23-00980	3	#64077 Various Patchwork	203.02	35-439-085	Expenditure			3	1
				Current Year Street Paving	Projects				
23-00980	4	#64117 Various Patchwork	306.23	35-439-085	Expenditure			4	1
				Current Year Street Paving	Projects				
			916.65						

613 09/26/23 PPLEL005 PPL Electric Utilities Corp 09/26/23 VOID 0

614	09/26/23	PPLEL005 PPL Electric Utilities Corp							715
23-00987	1	15th & lanc ave traffic light	34.43	35-434-002	Expenditure			5	1
				Traffic Lights - Electrical	Usage				
23-00987	2	s 4th st & locust traffic ligh	35.93	35-434-002	Expenditure			6	1
				Traffic Lights - Electrical	Usage				
23-00987	3	3rd & linden traffic light	34.30	35-434-002	Expenditure			7	1
				Traffic Lights - Electrical	Usage				
23-00987	4	s 3rd st & locust traffic ligh	83.16	35-434-002	Expenditure			8	1
				Traffic Lights - Electrical	Usage				
23-00987	5	locust & 4th st traffic light	83.67	35-434-002	Expenditure			9	1
				Traffic Lights - Electrical	Usage				
23-00987	6	3rd & chestnut traffic light	33.44	35-434-002	Expenditure			10	1
				Traffic Lights - Electrical	Usage				
23-00987	7	9th & locust traffic light	24.82	35-434-002	Expenditure			11	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							
614		PPL Electric Utilities Corp							
		Continued							
23-00987	8	cherry & lanc ave traffic ligh	36.26	35-434-002	Expenditure			12	1
				Traffic Lights - Electrical Usage					
23-00987	9	lanc ave traffic light	37.62	35-434-002	Expenditure			13	1
				Traffic Lights - Electrical Usage					
23-00987	10	129 walnut st st lights	82.51	35-434-001	Expenditure			14	1
				Street Lighting - Electrical Usage					
23-00987	11	rt 30 @ 441 w st lights	47.70	35-434-001	Expenditure			15	1
				Street Lighting - Electrical Usage					
23-00987	12	5th & chestnut st lights	28.15	35-434-001	Expenditure			16	1
				Street Lighting - Electrical Usage					
23-00987	13	market & locust st lights	34.56	35-434-001	Expenditure			17	1
				Street Lighting - Electrical Usage					
23-00987	14	400 blk s front st lights	161.20	35-434-001	Expenditure			18	1
				Street Lighting - Electrical Usage					
23-00987	15	ironville pk st lights	24.96	35-434-001	Expenditure			19	1
				Street Lighting - Electrical Usage					
23-00987	16	locust st lights	52.86	35-434-001	Expenditure			20	1
				Street Lighting - Electrical Usage					
23-00987	17	1027 walnut st rear st light	13.81	35-434-001	Expenditure			21	1
				Street Lighting - Electrical Usage					
23-00987	18	n 9th & walnut st light	25.28	35-434-001	Expenditure			22	1
				Street Lighting - Electrical Usage					
			874.66						

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	2	1	1,791.31	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	2	1	1,791.31	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	46	2	287,248.36	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	46	2	287,248.36	0.00

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND BBT	3-01	236,635.84	0.00	43,330.86	279,966.70
CAPITAL FUND	3-18	5,490.35	0.00	0.00	5,490.35
HIGHWAY AID FUND	3-35	1,791.31	0.00	0.00	1,791.31
Total of All Funds:		<u>243,917.50</u>	<u>0.00</u>	<u>43,330.86</u>	<u>287,248.36</u>

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND BBT	01	236,635.84	0.00	43,330.86	279,966.70
CAPITAL FUND	18	5,490.35	0.00	0.00	5,490.35
HIGHWAY AID FUND	35	1,791.31	0.00	0.00	1,791.31
Total of All Funds:		<u>243,917.50</u>	<u>0.00</u>	<u>43,330.86</u>	<u>287,248.36</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND BBT	3-01	236,635.84	0.00	0.00	0.00	236,635.84
CAPITAL FUND	3-18	5,490.35	0.00	0.00	0.00	5,490.35
HIGHWAY AID FUND	3-35	1,791.31	0.00	0.00	0.00	1,791.31
Total of All Funds:		<u>243,917.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>243,917.50</u>

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: 09/26/2023

DEPARTMENT: Police

TITLE: Officer Daniel Bell requests permission to enter the Deferred Retirement Option Plan (DROP).

BACKGROUND AND JUSTIFICATION: Officer Dan Bell is a 26-year veteran with the Columbia Borough Police Department and at least 50 years of age. Officer Miller elected to enter the DROP program as permitted by contract. If approved, his DROP start date would be October 1, 2023 with a possible end date (max 3 years) of September 30, 2026.

MOTION: Move to approve the entrance of Officer Dan Bell into the DROP program.

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 ARPA (F21)	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
Net Fiscal Impact	0	0	0	0	0

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

Account Number	Account Description	FY23 Budget	Current Balance	Agenda Expenditure	Balance

C. Legal Review:

ATTACHMENT(S):

- Redacted DROP Election Application for Daniel Bell

Columbia Borough Deferred Retirement Option Plan (DROP) Election, Application for Retirement and Release

Before completing this form, please review the information and the statements below.

Section 1: Member Information (Please print or type.)

NAME <i>Daniel Bell</i>	SOCIAL SECURITY NUMBER [REDACTED]	DATE OF BIRTH [REDACTED]
STREET ADDRESS [REDACTED]	WORK PHONE <i>717 684-7735</i>	HOME PHONE [REDACTED]
CITY, STATE, ZIP [REDACTED]	CLASSIFICATION/TITLE <i>Police</i>	

Section 2: Deferred Retirement Option Plan (DROP) Election

By signing in Section 3 below, I elect to participate in the Borough DROP Plan, and I acknowledge the following:

- I believe that I am eligible to participate in the DROP. I understand that, while I believe that I may be eligible and I may elect to enter DROP status immediately, eligibility as well as all other terms of the DROP are governed by the provisions of the Collective Bargaining Agreement between Columbia Borough ("Borough") and the Columbia Borough Police Officers' Association ("Association") whose terms are incorporated by reference.
- I understand that all of the terms and conditions of the Borough DROP Resolution are incorporated herein by reference as if fully set forth herein.
- I understand that I must file a written application with the retirement Plan Administrator at least thirty (30) days prior to my effective date of retirement.
- My pension benefit will be calculated as of the day before my DROP start date and I forfeit any claim to additional pension benefits based on future service and future salary after I begin my DROP participation. I understand that I will no longer earn or accrue additional years of continuous service for pension purposes. I understand I will no longer earn or accrue any growth in the salary base used for calculating the Normal Retirement Benefit, including the cash-out of accumulated sick time or leave. I understand I will no longer earn or accrue any additional benefit accrual for retirement purposes, including length-of-service increments.
- Participation in the DROP does not guarantee continued employment. I understand that my election to participate in the DROP program shall in no way be construed as a limitation on the Borough's right to suspend or terminate me for just cause or to grant me an honorable discharge based upon a physical or mental inability to perform my duties. I understand that I may be required to forfeit my right to the DROP under certain circumstances set forth in the Collective Bargaining Agreement between the Borough and the Association whose terms are incorporated by reference.
- The maximum number of years I can participate in the DROP is presently three (3) (unless that period is changed by the terms of the collective bargaining agreement) and, if I leave before the end date of my DROP, I understand that I will receive less than 100% of what I would have expected to receive and that what I receive will be governed by the Borough's DROP Resolution and my length of service in DROP status.
- I understand that my employment with the Borough Police will irrevocably terminate at the end of my DROP participation.

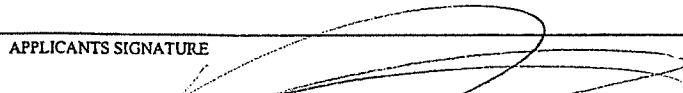
- I understand that I am required to complete, submit and receive approval for all retirement documents required by the Borough.
- I understand that I am required to complete and submit a binding and irrevocable letter of resignation from regular employment with Columbia Borough which discloses my intent to retire and specifies my retirement date.
- My DROP participation begins on my DROP start date and terminates on my DROP end date, shown below.

DROP START DATE	DROP END DATE (max 3 years unless amended)
10-1-23	10-1-26

- If my employment ends for any reason (disability, death, job termination, etc.) before my DROP end date the Borough must be contacted. My DROP benefit will be recalculated for the time I actually participated in the DROP. If I am determined to have sustained a permanent work-related injury in the course of employment, my participation in DROP shall immediately cease. In such case, I shall have the same options for the payout of my DROP account and, thereafter, shall receive a normal monthly pension benefit payment in the same manner as I had completed my full participation in DROP.
- My pension payment will be payable to me the month following my DROP end date or the last day on payroll with the Borough Police, whichever occurs first.
- I acknowledge that, as a condition of my participation in DROP, I assume all liabilities and responsibilities for the tax consequences of my decision to participate in DROP, as well as any subsequent decisions regarding DROP participation. I recognize that the Commission shall not assume, undertake or bear any responsibility for the tax or other consequences of my participation in DROP, and I agree to hold the Borough and its officials and employees harmless for same. I have been advised to seek financial guidance regarding my decision to enter DROP and the financial implications of my participation in the Borough's DROP plan.

Section 3: Applicant's Certification

By my signature below, I certify that I understand the requirements of the Deferred Retirement Option Plan (DROP) and wish to apply for retirement from the Borough Retirement Plan. In addition I elect to participate in the DROP for the dates entered above. I understand that my continued employment is not guaranteed and I will begin my retirement at my DROP end date or when my employment is terminated for another reason. Once the Borough accepts this application, I understand that my participation in the DROP is irrevocable.

APPLICANTS SIGNATURE	DATE
	8-2-2023

Mail or hand deliver the completed application to the Manager of Columbia Borough prior to the date which you wish the DROP option to be effective. Your signature must be notarized and an original form turned into the Manager.

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: 09/26/2023

DEPARTMENT: Police

TITLE: Sgt. Adam Miller requests permission to enter the Deferred Retirement Option Plan (DROP).

BACKGROUND AND JUSTIFICATION: Sgt. Adam Miller is a 26-year veteran with the Columbia Borough Police Department and at least 50 years of age. Sgt. Miller elected to enter the DROP program as permitted by contract. If approved, his DROP start date would be October 1, 2023 with a possible end date (max 3 years) of September 30, 2026.

MOTION: Move to approve the entrance of Sgt. Adam Miller into the DROP program.

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 ARPA (F21)	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
Net Fiscal Impact	0	0	0	0	0

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

Account Number	Account Description	FY23 Budget	Current Balance	Agenda Expenditure	Balance

C. Legal Review:

ATTACHMENT(S):

- Redacted DROP Election Application for Adam Miller

Columbia Borough Deferred Retirement Option Plan (DROP) Election, Application for Retirement and Release

Before completing this form, please review the information and the statements below.

Section 1: Member Information (Please print or type.)

NAME Adam S. Miller	SOCIAL SECURITY NUMBER [REDACTED]	DATE OF BIRTH [REDACTED]
[REDACTED]	WORK PHONE 717-684-7735	HOME PHONE [REDACTED]
CITY, STATE, ZIP [REDACTED]	CLASSIFICATION/TITLE Patrol Sergeant	

Section 2: Deferred Retirement Option Plan (DROP) Election

By signing in Section 3 below, I elect to participate in the Borough DROP Plan, and I acknowledge the following:

- I believe that I am eligible to participate in the DROP. I understand that, while I believe that I may be eligible and I may elect to enter DROP status immediately, eligibility as well as all other terms of the DROP are governed by the provisions of the Collective Bargaining Agreement between Columbia Borough ("Borough") and the Columbia Borough Police Officers' Association ("Association") whose terms are incorporated by reference.
- I understand that all of the terms and conditions of the Borough DROP Resolution are incorporated herein by reference as if fully set forth herein.
- I understand that I must file a written application with the retirement Plan Administrator at least thirty (30) days prior to my effective date of retirement.
- My pension benefit will be calculated as of the day before my DROP start date and I forfeit any claim to additional pension benefits based on future service and future salary after I begin my DROP participation. I understand that I will no longer earn or accrue additional years of continuous service for pension purposes. I understand I will no longer earn or accrue any growth in the salary base used for calculating the Normal Retirement Benefit, including the cash-out of accumulated sick time or leave. I understand I will no longer earn or accrue any additional benefit accrual for retirement purposes, including length-of-service increments.
- Participation in the DROP does not guarantee continued employment. I understand that my election to participate in the DROP program shall in no way be construed as a limitation on the Borough's right to suspend or terminate me for just cause or to grant me an honorable discharge based upon a physical or mental inability to perform my duties. I understand that I may be required to forfeit my right to the DROP under certain circumstances set forth in the Collective Bargaining Agreement between the Borough and the Association whose terms are incorporated by reference.
- The maximum number of years I can participate in the DROP is presently three (3) (unless that period is changed by the terms of the collective bargaining agreement) and, if I leave before the end date of my DROP, I understand that I will receive less than 100% of what I would have expected to receive and that what I receive will be governed by the Borough's DROP Resolution and my length of service in DROP status.
- I understand that my employment with the Borough Police will irrevocably terminate at the end of my DROP participation.

- I understand that I am required to complete, submit and receive approval for all retirement documents required by the Borough.
- I understand that I am required to complete and submit a binding and irrevocable letter of resignation from regular employment with Columbia Borough which discloses my intent to retire and specifies my retirement date.
- My DROP participation begins on my DROP start date and terminates on my DROP end date, shown below.

DROP START DATE	DROP END DATE (max 3 years unless amended)
Sept. 1 2023	Aug. 31, 2026

- If my employment ends for any reason (disability, death, job termination, etc.) before my DROP end date the Borough must be contacted. My DROP benefit will be recalculated for the time I actually participated in the DROP. If I am determined to have sustained a permanent work-related injury in the course of employment, my participation in DROP shall immediately cease. In such case, I shall have the same options for the payout of my DROP account and, thereafter, shall receive a normal monthly pension benefit payment in the same manner as I had completed my full participation in DROP.
- My pension payment will be payable to me the month following my DROP end date or the last day on payroll with the Borough Police, whichever occurs first.
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Section 3: Applicant's Certification

By my signature below, I certify that I understand the requirements of the Deferred Retirement Option Plan (DROP) and wish to apply for retirement from the Borough Retirement Plan. In addition I elect to participate in the DROP for the dates entered above. I understand that my continued employment is not guaranteed and I will begin my retirement at my DROP end date or when my employment is terminated for another reason. Once the Borough accepts this application, I understand that my participation in the DROP is irrevocable.

APPLICANT'S SIGNATURE

Adam S. Miller

DATE

4-11-2023

Mail or hand deliver the completed application to the Manager of Columbia Borough prior to the date which you wish the DROP option to be effective. Your signature must be notarized and an original form turned into the Manager.

April 11, 2023

Adam Miller

Address: [REDACTED] Road

Mark Stivers

Manager

Borough of Columbia

308 Locust St.

Columbia, PA 17512

Dear Mr. Stivers,

As required by the Deferred Retirement Option Plan (DROP) election application, I am submitting this formal request to enter the DROP program effective September 1, 2023. Although not obligatory, it is my tentative plan to remain in the DROP program for a period of three years, ending August 1, 2026.

Thank you for your attention to this matter.



Sincerely,