

MANHEIM BOROUGH
COUNCIL MEETING
April 12, 2011

Roll Call: President Bonnie Martin, Vice President Doug Shaub, Pro-Tempore Philip Enterline, Susan Miller, Chris Simon and John Eshelman

Staff: Robert Behling, Borough Manager, Linda Gerhart, Recording Secretary and Police Chief Joseph Stauffer

President Martin convened the council meeting at 7:00 PM.

Approval of the March 29th Minutes:

- A Motion was moved by Mr. Simon to approve the Minutes of the March 29, 2011 Borough Council meeting. The Motion was seconded by Mr. Enterline and passed unanimously.

Financial Reports:

- A Motion was moved by Mr. Eshelman to accept the voucher list in the amount of \$59,464.90. The Motion was seconded by Mr. Enterline and passed unanimously.
- A Motion was moved by Mr. Eshelman to preapprove Sandra Mitchell to handle the processing of recurring voluntary employee payroll deduction items that occur between council meetings. The Motion was seconded by Mr. Enterline and passed unanimously.

Visitors:

- Mr. David Fenicle, Manheim Borough Authority Administrator presented a request to the borough to sign the application to satisfy and finalize the previous floodplain and mitigation paperwork. The Authority will pay the LOMR fee of \$5,000 to complete the previous borough project paperwork so the Authority can start the CLOMR paperwork for their project at the Wastewater Treatment Plant Bridge. After a brief discussion it was decided whoever starts the projects in the future would be responsible for the paperwork and payment for the entire project. However, the LOMR fee due at the end of the WWTP Bridge Project will be paid by the Borough.
 - A Motion was moved by Mr. Eshelman to approve the signature of the LOMR application requested by the Manheim Borough Authority WWTP Bridge Project. The Borough will pay the LOMR fee due after completion of the WWTP Bridge Project. The Motion was seconded by Mr. Shaub and passed unanimously.
- Mr. Brett Hallacher, Historic Commission member presented information to the council concerning the “Heritage Community “ program sponsored by the Lancaster County Heritage which is part of the Lancaster County Planning Commission. This information is for consideration at the next council meeting.

Police Chief Report: (see attached News Release and Report)

- Chief Stauffer distributed his report and reviewed it with Council.
- Manheim Central/P.T.O. (Gina Ober) is requesting authorization to possibly have Steven Courtney play outside near the High School back playground weather permitting on Friday May 6th, 2011. This would be an exemption to the noise ordinance. These events are taking

the place of their yearly “fun fest”. Neighbors will be notified in advance. It was agreed that permission should be granted for this activity.

- Vicki Sload is requesting authorization to have “Jimmy’s Chicken Shack” and the Manheim Central School band to play outside for “about 1 hour” in Mummau Park. The band includes a drummer, and other electrically amplified musical equipment. This would be an exemption to the noise ordinance. It would be held between 12 PM and 4 PM. More information was requested before council will render a decision.
- A traffic study is being completed for Colebrook Street to see if the speed limit of 30 M.P.H. should be reduced to 25 M.P.H. There have been speeding complaints for that area.
- A grant application has been completed for pedestrian signs at high traffic pedestrian crossings (Penn DOT) throughout the borough.
- Paperwork is currently being completed for a Federal grant for bullet proof vests (50% reimbursement).
- Information has been received from Mr. Behling for a grant program called “project ignition”, a school based driver safety program for teenage drivers (application to be submitted August of 2011).
- The Police Department’s internet is now serviced by Blue Ridge Cable and is faster than our past service. This also saved the borough \$98.00 a month by cancelling service with Windstream.
- Overtime hours for the Police Department have been reduced.
- Speed limit signs will be posted on streets currently not posted. This will enable the police to enforce speed limits.
- Enforcement of the Noise Ordinance was discussed.
- Enforcement of the Ordinance covering scavenging of recyclables was discussed.
- A request has been received to display Teal colored bows throughout the borough in support of Ovarian Cancer. The request was granted.

Borough Managers Report: (see attached)

- Mr. Behling distributed his Borough Manager Report and reviewed it with council.
- The next quarterly meeting of the Lancaster County Borough’s Association will be on April 27th in Salunga, hosted by East Petersburg Borough.
- Authorization is being requested to acquire a parks maintenance vehicle from Hondru Chevrolet for \$3,999.00.
 - A Motion was moved by Mr. Eshelman to approve the purchase of a vehicle from Hondru Chevrolet for \$3,999.00. The Motion was seconded by Mr. Enterline and passed unanimously.
- Mr. Behling gave an update on the pool repairs.
- The ponding problem at the Logan Park parking lot off of West High Street was discussed. Possible enlargement of the parking lot was discussed.
- Two proposals have been received to prepare a Linear Park plan for the Chiques Creek stream corridor between Hollinger Park and Fruitville Pike from URS and Dave Christian.
 - A Motion was moved by Mr. Simon to proceed with the Linear Park plan for the Chiques Creek stream corridor between Hollinger Park and Fruitville Pike from Dave Christian. The Motion was seconded by Mr. Eshelman and passed unanimously.

- The staff continues to search for a suitable replacement dump truck. Discussion was held as to the actual size the street department would need to best fit their need.
- A proposal has been received for the preparation of a master plan for improvements to Market Square, including a mid-block pedestrian crosswalk, street lighting and landscaping. After discussing council's recommendations for the Market Square improvements and suggestion for other legacy projects, it was decided to forward council's recommendations to the 250th Anniversary Committee for funding consideration.

New Business:

- An updated Fee Schedule Resolution 3-2011 was presented for approval.
 - A Motion was moved by Mr. Eshelman to approve the Fee Schedule Resolution 3-2011. The Motion was seconded by Mr. Simon and passed unanimously.
- PennDOT Signature Request Resolution 4-2011 was presented for approval.
 - A Motion was moved by Mr. Eshelman to approve Resolution 4-2011. The Motion was seconded by Mr. Shaub and passed unanimously.

Council Reports:

- The container at the Turkey Hill parking lot is for storage as they complete their current remodeling project.
- Small games of chance need to be permitted through the county.

Executive Session:

- A Motion was moved by Mr. Simon to adjourn to executive session at 8:53 PM. The Motion was seconded by Mr. Eshelman and passed unanimously.
- A Motion was moved by Mr. Eshelman to adjourn from Executive Session at 9:19 PM. The Motion was seconded by Mr. Simon and passed unanimously.

Adjournment:

- A Motion was moved by Mr. Shaub to adjourn at 9:20 PM. The Motion was seconded by Mr. Eshelman and passed unanimously.

Respectfully Submitted,

Linda Gerhart

MANHEIM BOROUGH
COUNCIL MEETING
April 26, 2011

Roll Call: President Bonnie Martin, Vice President Doug Shaub, Pro-Tempore Philip Enterline, Susan Miller, Chris Simon, John Eshelman and Mayor Eric Phillips

Staff: Robert Behling, Borough Manager, Linda Gerhart, Recording Secretary and Police Chief Joseph Stauffer

President Martin convened the council meeting at 7:00 PM.

Approval of the April 12th Minutes:

- A Motion was moved by Mr. Eshelman to approve the Minutes of the April 12, 2011 Borough Council meeting. The Motion was seconded by Mr. Enterline and passed unanimously.

Financial Reports:

- A Motion was moved by Simon to accept the voucher list in the amount of \$86,877.99. The Motion was seconded by Mr. Eshelman and passed unanimously.
- A Motion was moved by Eshelman to approve the invoice from Rohrer's Quarry for \$666.42. The Motion was seconded by Mr. Enterline and passed unanimously with President Martin abstaining from voting.
- A Motion was moved by Mr. Enterline to approve the payment of \$20.00 to the PA Department of Agriculture to add Jay Peiffer and Amanda Everhart as Pesticide Technicians for the Manheim Community Pool. The Motion was seconded by Mr. Eshelman and passed unanimously.

Visitors:

- Members of Manheim Boy Scout Troop 47 were in attendance to be presented with a commendation in recognition of their contributions and efforts to clean and improve the downtown area of Manheim.

Police Chief Report: (see attached News Release and Report)

- Chief Stauffer distributed his report and reviewed it with Council.
- The attached Press Release from the Lancaster County Drug Task Force was explained. This arrest has had a major impact on drug sales in Manheim Borough. The Manheim Borough Police Department was commended on their participation in this arrest.
- The policy and procedure manuals for the police department are currently being updated.
- Work has begun on a grant to replace the 10 year old Automated External Defibrillators (A.E.D.'s). The current devices are 10 years old and the batteries the devices use are no longer serviceable. Chief Stauffer is working with the Lancaster Heart and Stroke Foundation on this project.
- Mayor Phillips gave an update on Stiegel Glassworks.

Borough Managers Report:

- Mr. Behling distributed his Borough Manager Report and reviewed it with council.

- Millersville University senior Ben McCue will begin an unpaid internship for academic credit on Monday May 9th, which will focus on GIS documentation for the sidewalk connectivity project and required stormwater outfall monitoring, testing, and reporting to EPA and DEP.
- The Lancaster County Board of Assessment Appeals has approved the borough's request for exemption from real estate taxes for the property acquired last year at 45 East Stiegel Street for use as a public park.
- A progress report from Tammy Agesen, Aquatic Facilities Consultant was provided for council's review. It was also noted that the office staff has also been involved in the paperwork and training involved with the pool start up.
- Marketing professional Ed Kladky began working three days a week at no cost under AARP's Community Service Employment Program, focusing on marketing and promotion of the Manheim Community Pool and the 250th Anniversary celebration.
- A proposal from Abel Security in the amount of \$725.00 was presented to approval to upgrade the security system at the Manheim Community Pool. There would also be a monthly charge for service.
 - A Motion was moved by Mr. Simon to approve the proposal from Abel Security in the amount of \$725.00 for the security system at the pool. The Motion was seconded by Mr. Eshelman and passed unanimously.
- Options for the purchase or lease of a new replacement dump truck for the street department were obtained and presented for council's discussion and consideration. The option of purchasing a used vehicle also continues to be researched. The possibility of setting up a replacement schedule for borough vehicles was suggested. Financing options and future budgeting were discussed. A Finance Committee meeting will be held before the next council meeting to update council on the current budget.
- The potholes on the West side of the borough have been completed and as soon as weather permits the rest will be completed on the East side.
- The staff of the Lancaster County Redevelopment Authority has notified the borough to expect a 10 to 20% reduction in the 2011 CDBG grant the borough was awarded for the reconstruction of East Gramby Street.
- A grant of \$124,893 has been jointly awarded to Manheim Borough and Penn Township for traffic control upgrades at seven signalized intersections and four school crossings.

Council Reports:

- A volunteer park is being added to an area near the farm show buildings.
- The memory grove of trees at the high school is complete.
- The possibility of more portable toilets at Memorial Park and Island Field was discussed.
- The Logan Park parking lot needs to be leveled with stone.
- The new mowing contractor was commended for the nice job they are doing.
- The possibility of removing the diving board at the pool was discussed and it was decided to keep the diving board, but research possible upgrades.
- The possibility of discounted passes was discussed.
- Mr. Simon and Mr. Behling attended the Lancaster Prison Board Meeting on May 21st and gave a brief update.
- The code enforcement for cleaning up the property at 148 East Stiegel Street was discussed.
- Clean-up efforts for the creeks in the borough were discussed.
- The fishing derby sponsored by the sportsmen club will be held Memorial Day weekend.

- Discussion was held concerning the current status of fundraising for the 250th celebration and the legacy project. Mr. Behling suggested checking on state grant program through the Downtown Reinvestment Programs for the legacy project.

Executive Session:

- A Motion was moved by Mr. Simon to adjourn to executive session at 8:45 PM. The Motion was seconded by Mr. Eshelman and passed unanimously.
- A Motion was moved by Mr. Eshelman to adjourn from Executive Session at 9:22 PM. The Motion was seconded by Mr. Simon and passed unanimously.
- A Motion was moved by Mr. Eshelman to make a purchase offer on the property at 13-15 South Main Street. The Motion was seconded by Mr. Simon and passed unanimously with a roll call vote.

Adjournment:

- A Motion was moved by Mr. Eshelman to adjourn at 9:26 PM. The Motion was seconded by Mr. Shaub and passed unanimously.

Respectfully Submitted,

Linda Gerhart