

MANHEIM BOROUGH

COUNCIL MEETING

August 28, 2012

**Roll Call:** Vice President Chris Simon, Pro-Tempore Philip Enterline, John Eshelman, Rebekah Bowers and Mayor Eric Phillips

**Staff:** Stephen Gabriel, Interim Borough Manager, Linda Gerhart, Recording Secretary and Police Chief Joseph Stauffer

**Approval of the August 14, 2012 Minutes:**

- A Motion was moved by Mr. Eshelman to approve the Minutes of the August 14, 2012 Borough Council Meeting. The Motion was seconded by Mr. Enterline and passed unanimously.

**Financial Reports:**

- A Motion was moved by Mr. Eshelman to approve the voucher list in the amount of \$46,521.19. The Motion was seconded by Mr. Enterline and passed unanimously.

**Visitors:**

- Life Scout Shane Keenan was present to request approval of his Eagle Scout Project. He will be painting the canon at Veteran's Memorial Park.
  - A Motion was moved by Mr. Eshelman to approve Shane Keenan's Eagle Project of painting the canon at Memorial Park. The Motion was seconded by Ms. Bowers and passed unanimously.
- Mr. David Plaskin was present to request that the Finance Charges for the late payment of his Municipal Service Fee bill be waived. He requested that the same 3 day grace period policy used by the Manheim Borough Authority be given to all residents for their Municipal Fee Bills. The request will be reviewed by the Finance Committee.
- Mr. Curt Diffenderfer from the Manheim Community Farm Show Committee was present to request permission to sell the McRec modular building as part of the Thursday night auction held the week of the Community Farm Show in October and to have the profit from the sale go toward the construction cost of the new building.
  - A Motion was moved by Mr. Eshelman to approve to sale of the McRec modular building as part of the Thursday night auction held the week of the Community Farm Show in October and to have the profit from the sale go toward the construction cost of the new building. The Motion was seconded by Ms. Bowers and passed unanimously.
- Mr. Mike Williams was present to request permission for a fireworks display after the Manheim Central Football game on Friday, November 2, 2012 and to have the permit fee waived for this event.
  - A Motion was moved by Mr. Enterline to approve the request for a fireworks display after the Manheim Central Football game on Friday, November 2, 2012 and to have the permit fee waived for this event with the stipulation that all safety issues are addressed with the Fire Department and the School District. The Motion was seconded by Ms. Bowers and passed unanimously.
- Mr. Brad Roth was present to voice his concerns and suggest that there be more advance notice given to residents when street projects are scheduled to start. He did mention that the borough pulled together and did a good job of completing the recent project in his neighborhood.

**Mayor & Police Chief Report: (See attached News Release and Report)**

- The Mayor Phillips distributed his report and reviewed it with council. He updated council on the Taste of Manheim, a correction to his last report concerning the use of radar by borough police, Artist's Alley and the clean out of 45 Market Square. A new Fire Police Officer, Nathan Snyder was sworn in by the Mayor earlier in the day.
- Chief Stauffer distributed his report and reviewed it with council.
- Council was updated on the legislation currently being considered for the use of radar by the Borough Police.
- It was noted that suspects have been apprehended for the graffiti damage at the covered bridge in the park and will be charged with a felony because the bridge is a part of the Historic Registry.
- A proposal from David Christian for Land Development/Landscape Architectural Consulting Services for the Wolf Street Parking Lot Parking Efficiency Feasibility Analysis was presented for consideration. After discussion it was decided to table the analysis and consider implementing a 48 Hour Restriction.
  - A Motion was moved by Mr. Eshelman to approve 48 Hours Parking subject to any ordinance preparation necessary. The Motion was seconded by Mr. Enterline and passed unanimously.
- Council was updated on the damage to a cruiser from an incident on Saturday night. All the police coverage for Football games and the Community Farm Show has been scheduled.

**Borough Managers Report (See attached):**

- The Borough Manager's Report was presented and reviewed by council.
- Council was updated on the media day for the Community Farm Show and upcoming event with the Lancaster County Planning Commission to meet with them to discuss planning issue and needs in the county that they may be able to help with.
- The newly codified Borough Code of Ordinances is now available on the website.
- Council was updated on the current status of the Chiques Creek Logan Park flood plain restoration project by the Chiques Creek Watershed Alliance and the reconstruction of the sports fields. The design for the replacement of these fields is part of the Master Plan for this project. The current grant received by the Alliance does not include the work for the sports fields. The soccer club has been involved in all aspects of this project to date. Grant funding for recreational grants will be pursued. Such grants may require a local match and cost share from the Borough. The construction on this project could possibly start next summer depending on the funding available.
- The list of physical improvements to the pool complex for next year were presented and discussed. New ADA requirements were discussed as possibly being applicable for the 2013 season, such as additional chair lifts. The cost of physical improvements to the pool will continue to be researched so it can be discussed as the budget meetings are being held.
- The agenda for the PSAB (Pennsylvania State Association of Boroughs) Fall Conference at Penn State had been forwarded to council for their information.
- Discussion was held concerning future notifications to residents about street projects.
- Precautionary measures are being set up for the weekend in case there is any severe weather due to Hurricane Isaac.

**Committee Reports:**

- The Finance Committee met before the council meeting. It was reported that the borough is still operating in the black and projections for the rest of the year seem to be holding true.

The general obligation note deadline of September 10<sup>th</sup> is approaching for the final draw down of this loan for the money borrowed for capital projects. The Finance Committee is recommending the final draw down of \$1,145,941.72 for approval. The money would be put into the restricted capital fund.

- A Motion was moved Mr. Enterline to approve the final draw down for the general obligation note in the amount \$1,145,941.72. The Motion was seconded by Ms. Bowers and passed unanimously.

### **New Business:**

- Discussion was held concerning the Property Maintenance Code and Trash Receptacles Requirements. Mr. Gabriel presented recommended changes to the Manheim Borough Ordinance 544 that adopts the 1996 BOCA Property Maintenance Code as the Borough Property Maintenance Code for receptacles with lids. It was recommended that Borough Council monitor the results from the modifications and possibly consider for the future having haulers provide receptacles with attached lids as part of their contract bids. It was decided to gradually enforce the part of the code requiring receptacles to have lids. The possibility of all residents using the same receptacle with a lid will be researched further.
- The Lease for the Manheim Central Little League for use of Hollinger Field was presented for approval starting September 1, 2012 to December 31, 2013.
  - A Motion was moved by Mr. Eshelman to approve the Lease for the Manheim Central Little League for use of Hollinger Field starting September 1, 2012 to December 31, 2013. The Motion was seconded by Ms. Bowers and passed unanimously.
- Discussion was held concerning the amount of yard sale and political signs in the borough and the need to enforce the code concerning the length of time they can be posted and the locations allowed. An article will be in the October newsletter.
- A preliminary report from Rettew Associates for inspection of the support arches of the Covered Bridge was presented. Mr. Gabriel explained the necessary structural repairs needed on the supports. It would require the bridge to be closed for the major repairs possibly next summer. A temporary repair will be scheduled now until a time when the closure of the bridge will not affect as much foot traffic.
  - A Motion was moved by Mr. Eshelman to do the temporary “Quick Fix” to the supports of the Covered Bridge that is needed now and have the amount of money needed for the major repairs refined to an actual figure to be included in the Budget for 2013. The Motion was seconded Ms. Bowers and passed unanimously.

### **Old Business:**

- The recommendation from the Manheim Soccer Club stating they would prefer the Hempfield Soccer Club not use the borough’ soccer field for their Fall Classic Tournament was presented and discussed.
  - A Motion was moved Mr. Enterline to follow the recommendation from the Manheim Soccer Club to deny the request from the Hempfield Soccer Club to use the Manheim Soccer Fields for their Fall Classic Tournament. The Motion was seconded by Mr. Eshelman and passed unanimously.
- The Stormwater survey results for the Delores Miller property were presented by Mr. Gabriel. He gave history and background on the original stormwater plan. Recommendation for possible improvements was presented. Mrs. Miller gave her history of the stormwater issues in this area. A cost estimate for these possible improvements will be obtained by Mr. Gabriel and given to the Finance Committee for review.

- Mr. Gabriel updated council on the findings for the Stormwater Pipe at the Drainage Swale at North Point Drive. Discussion was held as to what improvements were needed for this drainage problem. Mr. Gabriel will obtain a cost estimate for these improvements.
- Mr. Gabriel updated council on the situation at the Tom Swift property. Mr. Nevin Greiner of the Lancaster County Conservation District provided a copy of the plan with the contours of the property so they could be compared to the existing current situation at this property. It was noted that the stormwater runoff is basically the same before and after the placement of fill from the Middle School construction project.

**Executive Session:**

- A Motion was moved by Mr. Eshelman to go to Executive Session for the discussion of personnel matters at 9:03 PM. The Motion was seconded by Mr. Enterline and passed unanimously.
- A Motion was moved by Mr. Eshelman to adjourn from Executive Session at 9:37 PM. The Motion was seconded by Mr. Enterline and passed unanimously.

**Adjournment:**

- A Motion was moved by Mr. Eshelman to adjourn at 9:38 PM. The Motion was seconded by Ms. Bowers and passed unanimously.

Respectfully Submitted

Linda Gerhart