

Manheim Borough Council Meeting
February 23, 2010

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

Staff: Matthew Parido, Borough Manager, Linda Gerhart, Recording Secretary and Police Chief Barry Weidman

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

Approval of the February 16th Minutes:

- A Motion was moved by Mr. Enterline to approve the Minutes of the February 16, 2010 meeting. The Motion was seconded by Mr. Eshelman and passed unanimously.

Financial Reports:

- A Motion was moved by Mr. Enterline to accept the voucher list in the amount of \$83,739.56. The Motion was seconded by Mr. Simon and passed unanimously.

Visitors:

- Mr. Duane Ober, Manheim Fire Chief presented a report showing an overview of the fire company activities for 2009 and what is planned for the future. The amount of calls has actually dropped the past few years. He gave a breakdown of all the statistics for man hours, number of volunteers per call, training and assistance to neighboring companies through the mutual aid system. Chief Ober explained the rotation procedure the fire company uses to replace their equipment. He thanked council for allowing the fire company to put a drafting pit at the new public works building site.
- Mrs. Doreen Ober, Main Street Manager for the Manheim Downtown Development Group gave an overview of the activities for 2010 and the current status of projects from 2009. The annual assessment by the state, which seemed to go well, was completed on Monday, February 22nd. The comments for the assessment will be received in about a week. The amount of money privately spent to enhance the downtown has increased significantly from 2008. The façade grant program, enhancements to the mini-park, the adopt-a-block program and Stiegel Glassworks are things that will be a significant draw to the community. Several businesses are opening or expanding in the downtown area. They are Jo-Boys Brew Pub opening on Main Street in April, Enck's Treasures moving to 10 Market Square, Split Ends opening in March and Shear Magic Salon and Day Spa which just celebrated their grand opening. The planter program will be held again this spring. The MDDG is also looking to place more umbrella tables in the downtown area, possibly near the A & M Pizza Shop. A brief discussion was held as to the positive and negative effects of tables in that area. Council was thanked for their support of the MDDG and its programs. Taste of Manheim movie night will be held again this year.

Mayor and Police Report: (see attached News Release)

- Mr. Phillips echoed the same comments presented by Mrs. Ober that the annual assessment held the day before went well.
- Chief Weidman discussed the noise ordinance enforcement issues that he and Mr. Parido have been addressing. Chief Weidman is going to review other municipality noise ordinances to see if ours is in line with the times and limitations of trash haulers, trucks etc.

- Chief Weidman, in conjunction with the civil service commission, will be working on the process for hiring another officer. He will have this information for the next council meeting.
- It was mentioned that police should start addressing the parking issues concerning erratically parked cars due to the large piles of snow.
- It was requested that the yellow no parking areas marked at each intersection throughout the borough be investigated to be sure they are adequate in length.
- It was explained that the train which recently blocked South Main Street traffic in the middle of the day while switching cars was a rare occurrence.
- It was requested that we notify the National Meter employees that they are not to park in the middle of the street at the properties where they are installing the meters.

MCREC:

- President Martin gave a brief summation of the MCREC board meeting she attended. The fitness center which is currently in the planning stages is expected to open in September 2010. Discussion was held as to the pros and cons of opening the fitness center. It was mentioned that there is a need for a facility like this in the community and it should be self-supporting as the program grows. Collectively, council agreed that this would be a good program for MCREC.

Borough Managers Report: (see attached)

- Mr. Parido announced that the auditors will be with the borough the next three days. They had been with the borough earlier to do preliminary work so this phase will not take long.
- The pension plan meeting was held before this council meeting. It was the annual meeting held with the custodians of the pension plan for both uniformed and non-uniformed employees.
- Mr. Parido received a memo from the police union concerning the scheduling of a meeting with the contract team. Mr. Parido will take care of setting up that meeting.
- Mr. Parido and Dave Fenicle met with consultants working on the Public Works Building. They will have the estimate and construction drawings available in the next 2 weeks for review. They are planning to go to bid by Mid-March.
- The bridge project at the 5 Points intersection of Fruitville Pike and South Main Street seems to be on schedule. The traffic flow with the detour seems to be going well.

New Business:

- Mr. Parido presented a request from Ketterline, Inc. to release their Letter of Credit in the amount of \$10,641.40 for the property at 19 South Snyder Street.
 - A Motion was moved by Mr. Enterline to approve the release of the Letter of Credit for Ketterline, Inc in the amount of \$10,641.40. The Motion was seconded by Mr. Eshelman and passed unanimously.
- Mr. Parido presented a request from Trinity Evangelical Congregational Church to reimburse their rental licensing fee for the last 3 years in the amount of \$75.00 that they were inadvertently charged for their single unit rental property.
 - A Motion was moved by Mr. Enterline to approve the request for reimbursement from Trinity Evangelical Congregational Church for their rental licensing fee for the last 3 years in the amount of \$75.00. The Motion was seconded by Mr. Eshelman and passed unanimously.
- Mr. Parido updated council on the procedure for submitting to PEMA for disaster funding due to the two recent snow storms.

Old Business:

- Mr. Parido presented for council's approval a list of residents from the Manheim area who would be interested in serving on the executive committee for the 250th Anniversary Celebration. It was explained that they would then start organizing the subcommittees, which they would oversee. The first meeting of this committee is being scheduled for sometime in March. It was decided to wait until the next meeting to approve the complete list of committee members, because there is potential for additional names.
- Mr. Parido continued his discussion from the previous meeting concerning the proposals he received from three companies for camera systems and card key systems for the borough building. At this time the main emphasis will be on the camera system, with consideration for a card key system in the future. Anything over \$10,000 needs to be done by sealed bids, which would be the direction we would need to go with the card key system. After discussion council decided they would like the access to the monitors for the cameras be via the internet versus our computer server. Mr. Parido will have the final price for each system at the next council meeting for comparison.

Council Reports:

- Discussion was held as to the possibility of using special pre-treatment material for the borough streets.
- Inquiry was made as to the progress in drafting a vendor ordinance. Mr. Parido said he would check on the progress and possibly have a draft at the April council meeting.
- The bridge repairs are complete on Rettew Lane.
- Pot holes are being reported to PennDOT for their roads and the borough office is keeping a list of the borough pot holes.
- The street signs on the corner of High Street and Laurel Street are bent.
- It was noted Rapho Township did snow removal on our side of Hamaker Road when they were working on their side.
- Ibach's Tree Service was mentioned by Mayor Phillips for volunteering to take down the Christmas tree on Market Square.

Executive Session:

- A Motion was moved by Mr. Enterline to adjourn to Executive Session to discuss personnel issues at 8:35 PM. The Motion was seconded by Mr. Shaub and passed unanimously.
 - The Council returned from Executive Session at 9:00 PM.

Council would like to establish a public safety facility task force to explore the expansion of the police station. Council will be asking Chief Weidman to appoint two other officers to the task force.

Adjournment:

- A Motion was moved by Mr. Shaub to adjourn at 9:01 PM. The Motion was seconded by Mr. Simon and passed unanimously.

Respectfully Submitted,

Linda Gerhart