

MANHEIM BOROUGH
COUNCIL MEETING
July 31, 2012

Roll Call: President Bonnie Martin, Dave Fenicle, John Eshelman, Rebekah Bowers and Mayor Eric Phillips

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

Announcements:

- Lancaster Intermunicipal Committee – Official Trick or Treat Night will be Wednesday, October 31, 2012
- Two Additional Agenda Items were given to council regarding Personnel Committee recommendations on advertising seasonal positions and hiring qualified relatives of Borough employees or officials.

Approval of the July 10, 2012 Minutes:

- A Motion was moved by Mr. Eshelman to approve the Minutes of the July 10, 2012 Borough Council Meeting. The Motion was seconded by Ms. Bowers and passed unanimously.

Financial Reports:

- A Motion was moved by Mr. Eshelman to approve the voucher list in the amount of \$75,953.06. The Motion was seconded by Ms. Bowers and passed unanimously.

Visitors:

- County Commissioner Craig Lehman was present as part of the visitation he is scheduling with each municipality in Lancaster County. He updated council on the current county projects including the new morgue and the county radio system upgrade.
- Mr. Bob Kiefer from the Theodore Burr Covered Bridge Society was present to update council and answer questions about the Shearer's Bridge Painting Project scheduled for August 18th. The project will be completed by a professional painter. It was requested that the bridge be closed and barricaded to traffic the day of the project.
- Ms. Sue Reppert, Ms. June Smith, Ms. Carolyn Harter and Ms. Cindy Gundrum were present to voice their concerns over the recent policy change approved at the July 10th Borough Council Meeting for the lap pool at the Manheim Community Pool. Several letters requesting the policy be reconsidered were presented to council earlier. After discussion it was decided to revisit the lap pool policy issue and have Ms. Tammy Agesen, Aquatic Director present at the next meeting to address this issue and make any recommendations ahead of time to council so they can review it before the meeting.
- Ms. Emily Ditzler voiced her concerns over situations at the lap pool also. She described a situation at the lap pool involving her grandchildren as they were swimming laps.
- Ms. Marcie Staffieri was present to voice her disappointment concerning handling of code enforcement and police enforcement of problems at her residence. Discussion was held as to practical applications, enforcement and interpretation of codes. Mr. Gabriel will research the practical application of the questioned codes and bring a recommendation back to council.
- Ms. Emily Ditzler also related a situation that had happened with the handling of a police call on South Charlotte Street that will be addressed by Chief Stauffer.

Mayor Report:

- Mayor Phillips distributed his report and reviewed it with council. Mayor Phillips attended the Mayor's Conference in Lancaster. Mayor Phillips highlighted several new changes in the Borough Code which was enacted by the State last month that would affect him and the Police Department.

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

- Chief Stauffer distributed his report and reviewed it with council.
- Chief Stauffer reported on the auction scheduled for August 4th at 45 Market Square. He reported on how well the rented industrial dehumidifier worked in the basement and suggested that one be purchased to be used permanently. Mr. Fenicle will help Chief Stauffer select the correct unit.
 - A Motion was moved by Mr. Eshelman to purchase a dehumidifier for the 45 Market Square property. The Motion was seconded by Mr. Fenicle and passed unanimously.
- Chief Stauffer is recommending Officer Adam Webb for hiring as the School Resource Officer (SRO) starting in August 2012.
 - A Motion was moved by Mr. Eshelman to approve the hiring of Adam Webb as the School Resource Officer starting in August 2012. The Motion was seconded by Mr. Fenicle and passed unanimously.
- Chief Stauffer gave an update on the Lancaster County Board of Commissioners meeting he will be attending on Wednesday August 1st concerning the approval of the new radio system for the County.
- Chief Stauffer recommended that Eagle Disposal be approved as the hauler to provide the dumpsters needed for the work at 45 Market Square. They were the lowest bidder.
 - A Motion was moved by Mr. Eshelman to approve Eagle Disposal as the hauler to provide the dumpsters needed for the work at the building at 45 Market Square. The Motion was seconded by Mr. Fenicle and passed unanimously.
- Discussion was held concerning the signage to be used at the the Municipal Lot on North Wolf Street to control the extended parking issue. Chief Stauffer will present options and their advantages/drawbacks at Council's next meeting.

Borough Managers Report (See attached):

- The Borough Manager's Report was presented and reviewed by council.
- Mr. Gabriel gave an update on the oil spill by Lebanon Farms Disposal on North Main Street. It was suggested that we contact them to come back and clean up some areas of the street that need additional cleaning.
- A new quote to paint the flag pole was received due to the fact that the paint on the pole is actually lead based and the paint removal process will be more costly. The quote is now \$5,100. Funding for this project will need to be reviewed. Mr. Gabriel will provide additional information to the Finance Committee to decide what direction to proceed with this project.
- Mr. Gabriel attended a meeting with Penn Township, Rapho Township and the School District to discuss the future expansion projects for the school district. At the meeting the group was updated by the school district on the moratorium on state funding and several options to make these site improvements that are being pursued.
- Ms. Emily Ditzler offered her input on the expense of the current expansion projects being considered by the school board from what she had learned by attending the school board meetings.

Committee Reports:

- The Personnel Committee presented the pool employee handbook as drafted by the Borough Solicitor for approval.
 - A Motion was moved by Mr. Eshelman to approve the handbook for the pool personnel. The Motion was seconded by Mr. Fenicle and passed unanimously.The policy for advertising seasonal help positions for the borough in the newsletter and website was discussed and presented for approval.
 - A Motion was moved by Mr. Fenicle to approve the advertising policy for seasonal help positions to be handled through the website and newsletter. The Motion was seconded by Ms. Bowers and passed unanimouslyThe policy for hiring family/relatives for positions within the borough was discussed. It was suggested that the policies of other municipalities be researched and that the personnel committee bring a final recommendation to council for approval.
- The Finance Committee made their monthly review and found that we are currently operating at a surplus, with no major issues.

New Business:

- Ms. Delight Reidenbach of 19 New Charlotte Street has requested that her Municipal Fees for July thru December 2012 be waived due to the circumstances surrounding her property which is still uninhabitable and will probably continue to be so for the rest of the year.
 - A Motion was moved by Mr. Fenicle to approve the request of Ms. Delight Reidenbach at 19 New Charlotte Street to have her Municipal Fees for July thru December 2012 waived. The Motion was seconded by Ms. Bowers and passed unanimously.
- A request to extend the contract with Eagle Disposal for One Year (2013) for trash and recycling throughout the borough was presented for approval.
 - A Motion was moved by Mr. Fenicle to extend the contract with Eagle Disposal for One Year (2013). The Motion was seconded by Mr. Eshelman and passed unanimously.
- Authorization for additional work to be completed on the Emergency Pre-emption at the High and Main Streets Traffic Signals has been requested to fix a problem with the push button activation for the pedestrian walk signal. Due to the fact that the activation is automatic and not manual it overrides the pre-emption for emergency vehicles when it is in the pedestrian walk cycle for the traffic light. It needs to be adjusted so the pre-emption works continually for all emergency vehicles.
 - A Motion was moved by Mr. Fenicle to approve authorization for additional work to be completed on the Emergency Pre-emption at the High and Main Streets Traffic Signals up to the amount of the grant funds that are left. The Motion was seconded by Mr. Eshelman and passed unanimously.
- Authorization was requested for advertising of the new floodplain map. This is to advertise that an application has been submitted to FEMA by the borough for approval of our new floodplain map.
 - A Motion was moved by Mr. Eshelman to advertise in the newspaper that an application has been submitted to FEMA by the borough for approval of our new floodplain map. The Motion was seconded by Ms. Bowers and passed unanimously.
- It was noted that the 250th Committee will celebrating Founders Day the weekend of September 29th and 30th in Memorial Park.

Old Business:

- The Finance Committee reviewed all the Municipal Fee Credit Requests for Mr. Jay Shelley. They have recommended that following the guidelines for Municipal Fee Credits established

after the flood, the fees for his property at 236 E Ferdinand Street should be reimbursed for \$60.00.

- Motion was moved by Mr. Fenicle to reimburse the fees for the property at 236 East Ferdinand Street in the amount of \$60.00. The Motion was seconded by Ms. Bowers and passed unanimously.
- A new price for replacement of the doors for ADA Compliance at the Community Room and renovations to the Bathrooms on the lower level was discussed. It was decided that the work would not be completed at this time, due to the length of time that the borough would be occupying the building since the purchase of 45 Market Square.
- Mr. Gabriel gave an update on several stormwater issues in the borough. At the Miller property on Linden Street, the swale involved has been surveyed by Rettew Associates and the final calculations concerning the handling of the flows will be available in a few days. A resident from North Linden Street has requested that the borough review the Stormwater runoff from the Tom Swift property which seems to have increased since the soil from the Middle School project was deposited on that site. Mr. Greiner at the Lancaster County Conservation District confirmed that due to the size of the Middle School Project there was no permit necessary. Mr. Gabriel will update council on this swale once it is researched to see if there is any engineering necessary. The third property owned by Mr. Kerry Bomberger of North Point Drive is being researched for improvement work on the drainage pipe at his property, which he is willing to pay for but is looking for use of the borough as the facilitator to start the project with a cost estimate. Council authorized the Borough Engineer to evaluate solutions.
- Mr. Eshelman presented a request from Amy Wagner for possible monetary support in 2013 for the ongoing Feral Cat Program that she voluntarily monitors. She is checking to see if the borough has an animal control plan in place.
- Mrs. Deloris Miller thanked Borough Council and Steve Gabriel for their help with the drainage problems at her property.

Executive Session:

- A Motion was moved by Mr. Eshelman to go to Executive Session for the discussion of personnel matters at 9:45 PM. The Motion was seconded by Ms. Bowers and passed unanimously.
- A Motion was moved by Mr. Eshelman to adjourn from Executive Session at 10:10 PM. The Motion was seconded by Mr. Fenicle and passed unanimously.

Adjournment:

- A Motion was moved by Mr. Fenicle to adjourn at 10:11 PM. The Motion was seconded by Mr. Eshelman and passed unanimously.

Respectfully Submitted

Linda Gerhart