

MANHEIM BOROUGH
COUNCIL MEETING
November 13, 2012

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

Staff: Linda Gerhart, Recording Secretary and Police Chief Joseph Stauffer

Approval of the October 9, 2012 Minutes:

- A Motion was moved by Mr. Fenicle to approve the Minutes of the October 9, 2012 Borough Council Meeting. The Motion was seconded by Mr. Simon and passed unanimously.

Approval of the October 30, 2012 Minutes:

- A Motion was moved by Mr. Eshelman to approve the Minutes of the October 30, 2012 Borough Council Meeting. The Motion was seconded by Mr. Fenicle and passed unanimously.

Financial Reports:

The Garden Spot Mechanical Invoice for a new compressor for the borough building was questioned and explained, as well as the checks to EMC Insurance and T & D Excavating.

- A Motion was moved by Mr. Eshelman to ratify the voucher list dated October 26th in the amount of \$158,439.03. The Motion was seconded by Mr. Simon and passed unanimously.
- A Motion was moved by Mr. Eshelman to approve the voucher list dated November 13th in the amount of \$72,601.57. The Motion was seconded by Mr. Simon and passed unanimously.
- A Motion was moved by Mr. Eshelman to ratify the PD Fund voucher list in the amount of \$3,574.48. The Motion was seconded by Mr. Fenicle and passed unanimously.

Visitors:

- Ms. Crystal Bear was present to request the use of the Community Room for iStage theatre practices for the spring of 2013 as they had done this past spring.
 - A Motion was moved by Mr. Simon to approve the request for use of the Community Room for iStage theatre practices for the spring of 2013. The Motion was seconded by Mr. Eshelman and passed unanimously.
- AJ Weisensale from Interior Planning Group gave a presentation on the preliminary concept plans for the 45 Market Square renovation project. It was noted that the plan was designed to keep intact as many of the current walls as possible and to keep the public facilities on the first floor to eliminate the installation of an elevator. The addition for the building and the amount of parking spaces was discussed. Since the plan does not include a Council Chamber the Council meetings and other meetings would need to be held at the new Farm Show Building that is planned for construction in 2013. This preliminary concept plan was being presented by the property committee and the Police Chief for all of council to review and then give their feedback and suggestions.
- Mr. Brad Roth was present to request that the vouchers and financial reports with account balances be made available at the council meetings to those in attendance for their review as council is discussing and approving them. Mr. Roth requested that the Preliminary Budget

be made available on the website. It was decided to post the Preliminary Budget on the website the day after it is approved for advertisement at the next council meeting.

- Jay Mylin presented a report on a successful 2012 Community Farm Show. He thanked the Borough Staff and Police Department for all their help with the Farm Show. He gave a brief overview of the food stands, record livestock sales and very successful parade.
- Mr. Mike Metzler was present to question the temporary portable lights currently being used for night soccer practices at Logan Field, which shine into his house. He was informed that the lights will not be used after Friday, November 16th. If they are used again in the future it will be researched further by the borough.

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

- Mayor Phillips reported he had performed two weddings since the last Council Meeting.
- Chief Stauffer distributed his report and reviewed it with council.
- A contract was presented from Playful Pups for the 2013 Stray Dog Agreement between them and the borough. The contract was basically the same except for the increase in fees and has already been approved and signed by Rapho Township. The contract is much more cost effective than the Humane Leagues per capita proposal.
 - A Motion was moved by Mr. Fenicle to approve the 2013 Stray Dog Agreement between Playful Pups and Manheim Borough. The Motion was seconded by Ms. Bowers and passed unanimously.
- Officer Ticknor has completed his probationary period and is being recommended for removal from probationary status to become a full time Manheim Borough Police Department Officer.
 - A Motion was moved by Mr. Eshelman to approve Officer Ticknor as a full time Manheim Borough Police Department Officer. The Motion was seconded by Mr. Simon and passed unanimously.
- It was reported that a crossing guard's employment was terminated due to criminal charges filed against her on October 31, 2012.
- It was reported that commendations for outstanding jobs are pending for Detective Arzamendi for a child abuse case and Officers Kiesel, Ticknor and Holzer for work during a recent robbery at a gas station located at 191 North Main Street.
- The satellite office in Rapho Township has been set up and is in use by the officers.
- The traffic statistics were explained and reviewed by Chief Stauffer.

Borough Manager Report:

- The Borough Manager's Report was presented for review by council.

Committee Reports:

- The Finance Committee met before the council meeting. Mr. Eshelman gave an overview of the committee meeting and council was presented with the draft preliminary budget for their review and comments. After all comments are addressed, it will be presented for approval to be advertised at the next council meeting.
- The Pool/Parks Committee met to discuss the operation and rates of the pool for the 2013 season. The Committee gave an overview of what was discussed. They presented what needs to be considered for establishing rates for the 2013 season. ADA compliance issues for 2013 that need to be addressed were also discussed. Current Membership figures and projections for the future were discussed. The Request For Proposal for the operation of the pool and concession stand has been completed.

- A Motion was moved by Mr. Eshelman to advertise the Request For Proposal for the operation of the pool and concession stand. The Motion was seconded by Mr. Simon and passed unanimously.

New Business:

- Ordinance 631 - An Ordinance to Approve, Adopt and Enact an Ordinance Codification and Revision of the Ordinances was presented for approval.
 - A Motion was moved by Mr. Eshelman to approve Ordinance 631- An Ordinance to Approve, Adopt and Enact an Ordinance Codification and Revision of the Ordinances. The Motion was seconded by Mr. Enterline and passed unanimously.
- The Chiques Creek Watershed Alliance General Funding Support Request was presented and discussed.
 - A Motion was moved by Mr. Fenicle to approve In-Kind Services for the Chiques Creek Watershed Alliance General Funding Support Request. The Motion was seconded by Ms. Bowers and passed unanimously.
- A request has been received from Renee Tomlinson and Jeffrey Aston to hold their wedding ceremony on September 28, 2013 at the Shearer's Covered Bridge.
 - A Motion was moved by Mr. Fenicle to approve the Tomlinson/Aston Wedding Request to have the ceremony at the Shearer's Covered Bridge. The Motion was seconded by Mr. Simon and passed unanimously.

Old Business:

- Discussion was held concerning the formation of the Shade Tree Commission. The Finance Committee reported that they have funds set aside for the Shade Commission; however they have some concerns about the borough becoming responsible for the maintenance of the trees. It was decided that the Shade Tree Commission should present to council the names of the three volunteers who would like to be appointed to this commission for approval. The ordinance involved with this commission will be reviewed and possibly amended. The commission can then develop a plan to present to council on how they would like to proceed and the recommendations they would have for future planting of trees in the borough. The CDBG grants we receive may also involve planting of trees, which would also involve the Shade Tree Commission.

Executive Session:

- A Motion was moved by Mr. Eshelman to go to Executive Session for the discussion of personnel and real estate matters at 8:45 PM. The Motion was seconded by Ms. Bowers and passed unanimously.
- A Motion was moved by Mr. Eshelman to adjourn from Executive Session at 10:00 PM. The Motion was seconded by Mr. Enterline and passed unanimously.

Adjournment:

- A Motion was moved by Mr. Simon to adjourn at 10:01 PM. The Motion was seconded by Mr. Eshelman and passed unanimously.

Respectfully Submitted

Linda Gerhart