

MANHEIM BOROUGH
COUNCIL MEETING
October 9, 2012

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

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

Approval of the September 25, 2012 Minutes:

- A Motion was moved by Mr. Enterline to approve the Minutes of the September 25, 2012 Borough Council Meeting. The Motion was seconded by Ms. Bowers and passed unanimously.

Financial Reports:

Two voucher lists were presented for approval.

- A Motion was moved by Mr. Enterline to approve the voucher list in the amount of \$139,982.34. The Motion was seconded by Ms. Bowers and passed unanimously.
- A Motion was moved by Mr. Enterline to approve the voucher list in the amount of \$13,936.61. The Motion was seconded by Ms. Bowers and passed unanimously.

Visitors:

- Ms. Jean Gates was present to update council on the status of the Shade Tree Commission, to request guidance from council on the direction to proceed and to request funding for this year as well as inclusion in the budget for 2013. She proposed to have the trees on Main Street be the property of the borough and that they be maintained by the borough in the future. Discussion was held concerning who would be responsible for liability issues at the properties as well as, maintenance and repairs to sidewalks. She did suggest that business and church properties could possibly be responsible for the trees at their properties. The Finance Committee will make a recommendation for funding at the next Borough Council Meeting.
- Mr. Rod Geib was present to request a follow-up to a maintenance issue at a property on East High Street that he had brought to the attention of the borough earlier this year. Mr. Gabriel will follow up with the Codes Enforcement Officer.
- Ms. Barbara Basile Director of the Manheim Community Library was present to thank the council for the continued use of the Community Room for Library Programs. The boxes currently stored in the room will be removed after the Book Sale, which is scheduled for Saturday, October 20th. She updated council on the daily operation of library for the past year.
 - A Motion was moved by Mr. Simon to approve the Library's use of the Community Room for a Mini-Book Sale scheduled for Saturday, October 20th. The Motion was seconded by Mr. Enterline and passed unanimously.

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

- Chief Stauffer distributed his report and reviewed it with council.
- Chief Stauffer presented a request for the implementation of the Satellite Office for the Police Department at 1840 Auction Road in Rapho Township, which has been reviewed and approved by the Borough Solicitor. This will not be an office opened to the public and it will be covered under our insurance. The space is being donated by Mr. Robert Dorwart.

- Motion was moved by Mr. Simon to approve the implementation of the Satellite Office for the Police Department at 1840 Auction Road in Rapho Township. The Motion was seconded by Mr. Enterline and passed unanimously.
- All the security from the Manheim Borough Police Department has been scheduled for the Farm Show and the Parade.
- The Traffic Signal problems at Fruitville Pike and South Main Street are being addressed by C. M. High as they occur. The Traffic Signals malfunction and go on flash without warning.
- Damage to police cruisers was discussed and the discipline procedure for these incidents was explained.

Borough Manager Report:

- The Borough Manager's Report was presented for review by council.
- The pool closing and pool improvement information will be presented at the October 30th Meeting.

Committee Reports:

- The Finance Committee met before the council meeting and they are gathering the figures for the 2013 Budget. Hopefully by the end of October they will have the solid numbers finalized to start completing the draft. The Manheim Historical Society has requested a donation of \$950.00 for 2012 and this amount is being recommended by the Finance Committee for approval. Their request for 2013 is for \$880.00 and that will be included in the draft budget for future consideration.
 - A Motion was moved by Mr. Simon to approve the request from the Manheim Historical Society for \$950.00 instead of the \$200.00 originally budgeted for 2012. The Motion was seconded by Ms. Bowers and passed unanimously.

The handling of the money from the Boy Scouts for Parking at Island Field to be used toward pool expenses and the Police K-9 Unit was explained.
- The Personnel Committee reported that the phone interviews have been completed. The next phase will be performing financial and criminal background checks; followed by interviews scheduled the week of October 22nd.
- The Property Committee met and updated council on the current status of the quotes received for HVAC work at 45 Market Square. There is a possibility that the scope of work may be adjusted to bring the quotes in line with the funds currently available for this work. Council was updated on the current status of the plans for the renovations of the new building.

New Business:

- Ordinance 630 - For the Wolf Street Parking Lot 48 Hour Parking Limit was presented for approval.
 - A Motion was moved by Mr. Fenicle to approve Ordinance 630 for 48 Hour Parking Limit in the Wolf Street Municipal Parking Lot. The Motion was seconded by Ms. Bowers and passed unanimously.

Council Reports:

- Very positive comments were received for the fireworks display held during the Founders Day Celebration.
- The dedication sign at Logan Park for the bridge is gone and discussion was held as to possibly replacing it. Discussion was also held concerning the condition of the Soccer Club sign which may also need to be replaced as it becomes more weathered.
- It was suggested that the borough possibly look at having more firework displays in the future along with other celebrations.

Executive Session:

- A Motion was moved by Mr. Fenicle to go to Executive Session for the discussion of personnel matters at 8:13 PM. The Motion was seconded by Mr. Enterline and passed unanimously.
- A Motion was moved by Mr. Fenicle to adjourn from Executive Session at 8:53PM. The Motion was seconded by Ms. Bowers and passed unanimously.
- A Motion was moved by Mr. Simon to continue with the current timeline process presented by Mr. Gabriel to perform background criminal and financial checks on the 4 final candidates agreed upon by the council and to schedule interviews by the Personnel Committee and Terri Turner of Kreider Farms and Sara Gibson of Rapho Township the week of October 22nd. The Motion was seconded by Mr. Fenicle and passed unanimously.

Adjournment:

- A Motion was moved by Mr. Simon to adjourn at 8:59 PM. The Motion was seconded by Mr. Fenicle and passed unanimously.

Respectfully Submitted

Linda Gerhart