

MANHEIM BOROUGH
COUNCIL MEETING
September 11, 2012

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

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

Approval of the August 28, 2012 Minutes:

- A Motion was moved by Mr. Eshelman to approve the Minutes of the August 28, 2012 Borough Council Meeting with the amended addition of one sentence requested by the Interim Borough Manager. 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 \$78,478.36. The Motion was seconded by Mr. Enterline and passed unanimously.

Visitors:

- Ms. Tonya Martin was present to update council on the Founder's Day weekend activities scheduled by the 250th Committee. There will be a music festival scheduled from 5:00 PM to 8:30 PM Saturday in Memorial Park with fireworks scheduled at 9:00 PM after the Soccer Game. Sunday will be a Non-denominational Church Service at 11:00 AM followed by an old fashion community picnic and games. There will be hayrides and crafts for the children throughout the event. The Founders Day Ceremony will be held Monday, October 1st at 5:00 PM at Veterans Memorial Park. The cancellation stamp from the Post Office will be on sale Monday, October 1st and will be available for sale for two weeks.

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

- Mayor Phillips reported that he has not performed any weddings.
- Chief Stauffer distributed his report and reviewed it with council.
- Manheim Borough Police Association will be selling Grilled Cheeseburgers at the Manheim Community Farm Show and would like approval to use the Concession Stand at the Pool as this will best suit their needs. They have everything set up with the Farm Show to operate this stand.
 - A Motion was moved by Mr. Eshelman to allow the Police to use the Concession Stand at the Pool during the Farm Show for their food stand. The Motion was seconded by Mr. Enterline and passed unanimously.
- All the pipe work at 45 Market Square that was cut off after the auction has been capped by a plumber who graciously did it for a greatly reduced cost.
- The final paperwork is ready to be signed by the Manheim Central School District and the Manheim Police Department for the Student Resource Officer (SRO) who is currently working at the High School.
- The Department Statistics were reviewed.

Borough Managers Report (See attached):

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

Committee Reports:

- The Finance Committee met before the council meeting and recommended that the Policy for applying Finance Charges to the Municipal Fees Bill should remain the same, since the residents already have 45 days to make the payment. The Finance Charges will continue to be applied the day after the due date as soon as all payments made on the due date are processed. The request from Mr. Plaksin will be denied according to the policy in place for applying Finance Charges for Municipal Fees.
- The Finance Committee recommended again using the services of Brown Schultz Sheridan Fritz as auditors for 2012 with the possibility of reviewing these services for a possible change in the following year. A letter from Brown Schultz Sheridan Fritz for audit services in the amount of \$13,900 to perform our audit for 2012 was presented for approval.
 - A Motion was moved by Mr. Fenicle to approve the amount \$13,900 for audit services from Brown Schultz Sheridan Fritz for our 2012 audit. The Motion was seconded by Mr. Eshelman and passed unanimously.
- An estimate in the amount of \$2,900 was presented for consideration for stormwater work on the north swale of the North Point subdivision property. It was recommended that Council table the approval of this estimate until the property owners are contacted as it stipulates in the estimate that the property owners will have some responsibility for this project.
- The Finance Committee reported that the budget is currently on track.

Old Business:

- The Lancaster County Borough Association Meeting hosted by Denver Borough is scheduled for Wednesday, September 26, 2012.
- The Parking on the Island Field for School Activities was discussed and as recommended before by the Finance Committee, an organization such as a Scout Troop should be responsible for the parking and compensated for their efforts with a percentage of the revenue and the rest would be given to the borough for pool expenses. No elected officials or borough employees will be involved in this activity.
- It was requested that Amy Wagner be placed on the agenda for discussion at the next council meeting for possible compensation toward the voluntary feral cat program that she continues to perform in the borough.
- It was suggested that the Parks & Pool Committee could prepare some type of guidelines for parking on the Island Field so there is a criteria to follow. The 250th Committee will use the Island Field for parking during their Founders Day Celebration Weekend. It was requested that Chief Stauffer provide some input into the handling of the parking, because there is a one way street involved. It was also suggested that there be a main contact person. Weather conditions will also be a factor for each event.
- Police Chief Stauffer asked for guidance and a timeline on the HVAC repairs at 45 Market Square building being covered by FEMA reimbursement money. He will be soliciting 3 quotes for the repair work.

Executive Session:

- A Motion was moved by Mr. Eshelman to go to Executive Session for the discussion of personnel matters at 7:35 PM. The Motion was seconded by Mr. Enterline and passed unanimously.
- A Motion was moved by Mr. Eshelman to adjourn from Executive Session at 8:10 PM. The Motion was seconded by Mr. Fenicle and passed unanimously.

- A Motion was moved by Mr. Fenicle to ask Mr. Gabriel to conduct phone interviews with the 6 candidates from the council's selections using the applicants that had the most picks from council. If Mr. Gabriel is not willing or able to perform the phone interviews than Mr. Simon will ask Ms. Terry Turner from Kreider Farms to conduct the phone interviews. The Motion was seconded by Mr. Enterline and passed unanimously.

Adjournment:

- A Motion was moved by Mr. Eshelman to adjourn at 8:14 PM. The Motion was seconded by Mr. Enterline and passed unanimously.

Respectfully Submitted

Linda Gerhart