

MANHEIM BOROUGH COUNCIL

April 8, 2014

Roll Call: President David Fenicle, Vice President Chris Simon, Pro-Tempore Brad Roth, Rebekah Bowers, Bonnie Martin, Bryan Howett and Mayor Scott Funk

Staff: Mark Stivers, Borough Manager, Linda Gerhart, Recording Secretary and Police Chief Joseph Stauffer

Visitor Comments:

- Mr. Jamie Schlesinger of PFM presented his recommendation for the refinancing of the capital loan. He distributed his findings and reviewed it with council. He explained the process for phasing in the new money being borrowed and the borrowing calculations used to arrive at the new amount of the loan and the savings realized by the refinancing. There is a waiting period for the loan paperwork to be approved by the State, which is a safeguard for municipal borrowing.

Mayor and Police Chief Report:

- Chief Stauffer distributed his report and reviewed it with Council. Chief Stauffer explained some changes requested by Rapho Township to the Police Contract. The changes were reviewed by Chief Stauffer and Mark Stivers and they found the recommendations to be very positive for the Borough and Rapho Township. Discussion was held concerning the handling of equipment leases and furlough pay for officers if the contract was terminated. The contract would be for 5 years with a 5 year extension clause. It was requested that the wording for the notice of cancelling the contract with regard to the 18 month date of the notice be verified for the actual date it could be requested. The amount of expenses involved with the disillusion of this contract will be verified to make sure the payment amount is adequate.
- Chief Stauffer reminded everyone about the need to purchase dog licenses for 2014. Discussion was held concerning the handling of stray dogs and the efforts used to reunite them with their owners.
- Mayor Funk distributed his report and reviewed it with Council. He updated council on two fundraisers being held in the future for the K-9 Program. There will be an Ice Cream Stand at the Rock-N-Glow 5K Race on May 31st and a Benefit Softball Game between the Police Department and the Manheim Central Baron Football Team on July 23rd at 7:00 PM. Discussion was held about possible other fundraising activities that could be scheduled after the Softball Game. The Parks/Pool Committee will review the other activities suggested for this event and give a recommendation to council.

Borough Manager Report:

- Mr. Stivers distributed his report and reviewed it with Council.
- Mr. Stivers gave an update on the current schedule for repairs to the East High Street Bridge and replacement of the West High Street Bridge. The weight restriction for the East High Street Bridge will continue until the rehabilitation project is started.

- Mr. Stivers presented the results of the Mowing Contract Bid and is recommending Lanco Landscape Management for the three year contract.
 - A Motion was moved by Mr. Simon to approve the contract with Lanco Landscape Management for a 3 year contract. The Motion was seconded by Ms. Bowers and passed unanimously.
- The approval for the purchase of a Sweeper for the Skid Loader was presented for approval.
 - A Motion was moved by Mr. Roth to approve the purchase of a Sweeper for the Skid Loader. The Motion was seconded by Mr. Howett and passed unanimously.
- Council was updated on the handling of the vacant properties that have been accepted by the Vacant Property Board of the County Housing and Redevelopment Authority. The rental inspection program has been implemented and inspections are being scheduled.
- Council was updated on the cost so far for the winter snow clean-up for 2013-2014.
- Signage for designating the Snow Emergency Route was discussed.
- The handling of dumpsters and trailers parked on the streets of the borough was discussed.
- The installation of the new street lights on Market Square and the burial of the time capsule were discussed. Mr. Stivers updated council on the recommendation he received as to the conduit work necessary to complete the installation and the cost. The time capsule will be buried the same weekend the Rose Ceremony is held in June. It has been recommended that the time capsule be buried in Memorial Park next to the canon.
 - A Motion was moved by Mr. Howett to approve the completion of the installation work for the street lights not to exceed \$20,000. The Motion was seconded by Mr. Simon and passed unanimously.
 - A Motion was moved by Mr. Roth to bury the Time Capsule next to the canon in Memorial Park. The Motion was seconded by Mr. Howett and passed unanimously.

Action Items:

- Ordinance 638 - Authorizing the Incurrence of Nonelectoral Debt of the Borough of Manheim was presented for approval. It was suggested that Section 2, (f) concerning acquisition of a police cruiser is in excess of 7 years be removed from the Ordinance.
 - A Motion was moved by Mr. Simon to approve Ordinance 638 - Authorizing the Incurrence of Nonelectoral Debt of the Borough of Manheim after the removal of Section 2, (f) concerning acquisition of a police cruiser is in excess of 7 years. The Motion was seconded by Mr. Howett and passed unanimously with a roll call vote.
 Brad Roth – Yes
 Bonnie Martin – Yes
 Bryan Howett – Yes
 Rebekah Bowers – Yes
 Chris Simon – Yes
 Dave Fenicle – Yes
- Lancaster County Conservation District – 2014-2015 Memorandum of Understanding was presented for approval.
 - A Motion was moved by Ms. Martin to approve the Lancaster County Conservation District – 2014-2015 Memorandum of Understanding. The Motion was seconded by Ms. Bowers and passed unanimously.

- Manheim Borough Authority Board Appointment of Robert Miller was presented for approval.
 - A Motion was moved by Mr. Roth to appoint Robert Miller to the Manheim Borough Authority Board. The Motion was seconded by Mr. Howett and passed with a vote of 5 to 0. Mr. Fenicle recused himself since he is an employee of the Manheim Borough Authority.
- The Zoning Hearing Board resignation of Tim Weiler was presented for approval.
 - A Motion was moved by Mr. Simon to accept the resignation of Tim Weiler from the Zoning Hearing Board. The Motion was seconded by Mr. Roth and passed unanimously.
- The Borough Council Meeting Minutes for March 25, 2014 were presented for approval.
 - A Motion was moved by Mr. Howett to approve the Minutes of the March 25, 2014 Borough Council Meeting. The Motion was seconded by Mr. Roth and passed unanimously.
- The Voucher List for April 8, 2014 in the amount of \$96,657.37 was presented for approval. Discussion was held concerning the submission of year-end financial report for nonprofit groups that receive contributions from the borough.
 - A Motion was moved by Mr. Roth to approve the voucher list in the amount of \$96,657.37 with the exception of the voucher for Manheim Downtown Development Group in the amount of \$10,000. The Motion was seconded by Ms. Bowers and passed with a vote of 5 to 1. Mr. Simon was the nay vote.
- The Voucher List for April 8, 2014 in the amount of \$4,086.03 was presented for approval.
 - A Motion was moved by Mr. Roth to approve the voucher list in the amount of \$4,086.03. The Motion was seconded by Mr. Simon and passed with a vote of 5 to 0. Mr. Fenicle recused himself, as he is an employee of the Manheim Borough Authority.
- It was noted that the income for the pool so far this year is low and the expenses will continue to increase as we incur expenses to get it ready for the coming season. We only have received 10% of the amount budgeted for revenue for the pool this season.

Committee Reports:

- The Parks/Pool Committee did not meet, but reported that Bountiful Feast will be operating the Concession Stand at the Pool this year. This will be a rent contract for the space during the 2014 Pool Season.
- Discussion was held concerning the request from Trinity EC to partner with them on a paving project. This was reviewed by our solicitor and after Mr. Stivers explained the legality of the situation and cost involved with this request, it was decided that the borough is not interested in pursuing the acquisition of this strip of land. The Church will be notified of this council decision.

Old Business:

- It was requested that a review of the noise ordinance should be conducted to make sure it addresses the issues in our borough and the wording should be revised.
- It was noted that several areas of the ordinances need to be reviewed and revised.

Council Reports:

- Mr. Fenicle explained the Grant Money we will be applying for from PPL for outside lights at the Pool, Fire Company and Street Department Building to be switched to LED.

Executive Session:

- A Motion was moved by Mr. Roth to adjourn to Executive Session to discuss Manheim Downtown Development Group Status at 9:12 PM. The Motion was seconded by Ms. Bowers and passed unanimously.
- A Motion was moved by Mr. Simon to adjourn from Executive Session at 9:53 PM. The Motion was seconded by Mr. Roth and passed unanimously.
- A Motion was moved by Ms. Martin to continue the current contract with the Manheim Downtown Development Group Manager until December 31, 2014 as a contract employee with full costs being covered by the Manheim Downtown Development Group. The Motion was seconded by Mr. Simon and passed unanimously.

Adjournment:

- A Motion was moved by Mr. Simon to adjourn at 9:59 PM. The Motion was seconded by Mr. Roth and passed unanimously.

Respectfully Submitted,

Linda Gerhart