

Manheim Borough Council Meeting
December 12, 2017 7:00 PM
Manheim Borough Building, Manheim, PA

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President Carol Y. Phillips, Vice President Brad Roth, Pro Tempore Bryan Howett, Chad Enck, Jean Gates, Elaine Leech and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joe Stauffer, Codes Enforcement Officer, Donna Czeiner and Recording Secretary, Linda Gerhart

Approval of Minutes: 11/28/17 Borough Council Meeting minutes: Motion to approve by Ms. Leech, seconded by Mr. Roth, passed unanimously.

Public Comments:

Mr. Dan Barthold was invited to attend the meeting so council could acknowledge and thank him for his donation of several of his Manheim Borough prints, which are being displayed in the Council Chamber.

Visitors:

- a) Ms. Catherine Prozzillo was present to give Council an update on her research for the possibility of proposing a dog park in Manheim Borough. She updated council on dog parks already in our region and meetings she has scheduled with the board of directors and other persons involved with these parks to gather additional information. She is working on a list of pros and cons. Fencing for the park was discussed. Guidelines for rules and regulations would be researched as well as the health requirements for the dogs and the fees to be charged for the dog owners using the park. It was suggested that she could also attend the Parks/Pool Committee Meeting to present her detailed information for consideration. Liability Insurance would also be researched as the information process continues.

Borough Codes:

- a) Ms. Czeiner was present to answer any questions council would have on code issues in the borough and to update them on her lingering code issues that are being cleaned up and taken care of as the end of the year approaches. She is continuing to be proactive on maintenance issues. She is checking on better approaches for enforcement. There are no condemned properties in the borough. It was noted that the Public Works Department is doing a great job. The Public Works crew keeps working on keeping the storm drains clear of leaves. Control of the satellite dish placement in the borough was questioned.

Borough Engineer Report:

- a) There was nothing new to report from the Engineer. It was noted that the businesses in the South Penn Street area of the UGI project were not notified of the road closure until the signs went up.

Mayor and Police Chief Report:

There was no report from the Mayor.

Police Chief Stauffer distributed his report and reviewed it with council. He updated council on the robbery and assault at Turkey Hill, the pedestrian accident in the first block of South Main Street, the fatal drug overdose, the successful Santa Run and Tree Lighting events and the Shop with a Cop Program. It was noted that the officers are once again sponsoring a family for the Blue Christmas Program and are requesting a donation of a Family Pool Pass for the 2018 Pool Season. Motion to approve by Mr. Roth, seconded by Mr.

Howett, passed unanimously. The Department News Releases were also mentioned. New crosswalk signs are being requested for 2018 and approval will be requested from PennDOT to install them.

Borough Manager Report:

a) Manager's Summary

- i. Mr. Fisher updated council on the meeting with the fund manager regarding the Police Pension Plan as the fund was noted to be meeting or exceeding the benchmarks. He explained the approach used for our investments.
- ii. Council was updated on the handling of the recordings made of meetings to complete the minutes and right to know requests for the tapes, as they are not public record and only a draft form and are destroyed as soon as the minutes are approved.
- iii. Ordinance No. 656 Non-Uniform Pension Plan Amendment was presented for approval. Motion by Mr. Roth, seconded by Mr. Enck, passed unanimously.
- iv. Authorization for Lancaster County to collect real estate taxes was presented for approval. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Treasurer Report/Payment of Bills: Mr. Fisher presented, reviewed and explained with council the reports and comparisons presented as they were part of the budget process. The bank balances, his 2017/2018 Budget Summary Report, Reserve Figures, Year to Date Revenue and Expense Figures were highlighted as well as the important notes regarding the Budget YTD figures. He noted and explained the larger item amounts that had a significant difference either higher or lower than what was budgeted for 2017 such as bank interest, one time large permit fees, and the large unbudgeted health insurance refund. Also, there was more expenses for zoning since it is now handled in house, which is expected. An overview of projected expenses and revenues until the end of the year was explained. It was noted that the 2017 Budget was in the red and was balanced with reserves. Questions were answered on the projection of Health Care costs for the future and how they are calculated, as they will result in a decrease in costs for 2018. These items and more are highlighted in the 2017/2018 Budget Summary Report. He explained the capital budget was not part of the General Operating Budget being presented tonight and highlighted what will be part of that budget for future planning with several significant mandated projects needing to be addressed in the years to come.

Presented for approval – General Fund in the amount of **\$71,222.01**. Motion to approve by Mr. Enck, seconded by Mr. Howett, passed unanimously.

Committee Reports:

a) Finance Committee –

- i. Motion by Mr. Roth, seconded by Mr. Enck to approve the 2018 Budget. It was noted that the millage increase would be .2219 mills above the adjusted millage rate from the current 2017 countywide reassessment. The Mayor noted that he will veto the tax rate increase proposed when it is presented for adoption. Discussion with varied comments on both pros and cons were offered concerning many potential expenses in regard to increasing taxes. The long range major projects were once again discussed and explained covering MS4, bridge repairs, more necessary repairs to the pool as well as the tree removal in Memorial Park were mentioned. Two residents in the audience also stated that they would be in favor of the small millage increase to keep the borough heading in a more flourishing direction. A serious look will be given to the operation of the pool for 2018 and all of the associated repairs required. The motion, passed with a vote of 5 to 1, with Ms. Leech being the no vote.
- ii. Ordinance 657 - 2018 Initial Tax Rate Ordinance to adjust the tax rate millage solely due to the county wide reassessment to 4.4181 mills was presented for approval. Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.
- iii. Ordinance 658 – 2018 Final Tax rate Ordinance to increase the tax rate millage from the Initial Tax Rate of 4.4181 mills to 4.64 mills was presented for approval. Motion to approve by Mr.

Roth, seconded by Mr. Howett, after discussion the motion passed with a vote of 5 to 1, with Ms. Leech being the no vote.

- iv. Immediately upon approval, and while the meeting was still in session, the ordinance was presented by Borough Manager/Secretary Fisher in person to Mayor Funk who was in attendance at the meeting. Mayor Funk, upon receipt and while the meeting was still in session, immediately returned the ordinance in person to Mr. Fisher unsigned and vetoed, and stated for the record that his objections were that he believed a tax increase was not necessary and the projected deficit should be covered by surplus funds. The ordinance was then, while the meeting was still in session, reconsidered by Borough Council. A motion was made by Mr. Roth, seconded by Mr. Howett, to override the veto and approve Ordinance 658. Roll call vote: Mr. Roth - yes, Mr. Howett - yes, Mr. Enck - yes, Ms. Phillips - yes, Ms. Gates - yes, Ms. Leech - no. Motion passed with the required number of yes votes (5), which is a majority of all elected Council members plus one. With the veto overridden, the ordinance shall have full force and effect as if it had received the approval of the mayor. Final Tax Rate Ordinance No. 658 was duly adopted at the December 12, 2017 Borough Council meeting in accordance with Sections 3301 and 1310 of the Borough Code.
- b) Parks and Pools – There was nothing new to report.
- c) Personnel/Police – Chief Stauffer presented a request for reconsideration of wage rates for his non-uniform office staff and distributed information for his request. After discussion it was decided to table the request until January 2018 for consideration by the Personnel Committee.
- d) Public Works – Committee met before the Council Meeting. The CM High 2018 Traffic Signal Maintenance Contract was presented for approval. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously. The results of the 2017 Bridge Inspection Reports will be addressed at future meetings in the beginning of 2018 for scheduling of projects. The cost for replacement of the doors on the old police station is being researched. Mr. Enck gave an update on scenarios for removal of the Ash trees in Memorial Park by residents. He gave an update of pros and cons. He noted that the tree line at Logan Park is about 70% Ash Trees and would be a more easily accessed area to open up to the public. He would recommend opening up to bids for removal of all the trees that are already down. It was suggested to wait and see how the trees that are still up fit into the MS4 project. After discussion it was decided to take the offer of removal by a company at no cost for the wood of the trees that are already down. Discussion was held on handling of other trees that are still standing that should be taken down. The time line for opening up this area again to the public is still not known, as it is a safety issue.
- e) Shade Tree Commission – There was nothing new to report.

New Business:

- a) The Collins Tax Exemption Request (Disabled Veteran Certification) for 577 West High Street was presented for approval. Motion to approve by Ms. Leech, seconded by Mr. Howett, passed unanimously.
- b) Resolution 23-2017 to oppose Adoption of House Bill 1620 was presented for approval. Mr. Fisher explained the effect this House Bill would have on our community. Since this resolution is not time sensitive, it was decided to table this decision until January.
- c) It was noted that the Christmas Lights which are traditionally turned on for the first time Thanksgiving Night were actually turned on a few days earlier. We will make sure they return to this tradition next year.
- d) Motion by Mr. Roth to cancel the December 26th Council Meeting, seconded by Ms. Leech, passed unanimously.
- e) It was noted that the pie charts Mr. Fisher prepared for the budget process were very helpful in showing the percentages involved with managing our finances. Mr. Fisher will check to see if there is anything like this available to compare with other municipalities.

Old Business:

a) Old NWEMS Building – There was nothing new to report.

President Phillips noted that there will be a one day VITA (Volunteer Income Tax Assistance) program spear headed by The United Way of Lancaster County offered to the residents in the borough. It will be held in the Council Chambers for approximately 6 hours on Saturday, April 7th with hopes to expand the program in future years. Volunteers are currently being recruited.

Correspondence: This was distributed as part of the packet.

Public Comment: Mr. Luke Fisher presented some suggestion for improved crosswalk markings (1) Directional Lights, (2) Floating Crosswalks and (3) Lighted Crosswalks. Ms. Catherine Prozzillo questioned the crosswalks on West Colebrook Street as the speed limit is still 35 MPH, it was suggested to possibly resubmit a speed limit reduction request to PennDOT since the walking patterns in town will change with the new school.

Motion by Mr. Roth to adjourn the Council Meeting at 8:55 PM, seconded by Mr. Howett, passed unanimously.

Respectfully submitted,

Linda Gerhart
December 12, 2017