

Manheim Borough Council Meeting

June 27, 2017 7:00 PM

Manheim Borough Building, Manheim

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** Vice President Brad Roth, Pro Tempore Bryan Howett, Elaine Leech, Jean Gates and Junior Council Person Destiny Lebron
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

Public Comments:

No Public Comment.

Approval of Minutes: 6/13/17 Borough Council Meeting minutes: Motion to approve by Mr. Howett, seconded by Ms. Gates, passed unanimously.

Visitors:

- a) Mr. Terry Theal from the Manheim Fire Company was present to thank the borough for their continued support. He also updated council on the condition of the roof at their station and need to replace it within the next 5 years. The Fire Company is requesting consideration during the budget process for the borough to allocate funds to help with this future project. It will be noted for the Finance Committee.

Borough Codes:

Ms. Czeiner presented her report to council. She updated council on her current work with weeds and tree trimming issues, rental inspections and citations. The scheduling and advertising of a Conditional Use Hearing for 5:30 PM before the August 8th Council Meeting was presented for approval. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Borough Engineer Report:

Mr. Craddock had distributed his report to council for review. Council was updated on his inquiry to PennDOT on the placement of Bollards on Market Square and the painting of parking lines on South Main Street like the ones on North Main Street. PennDOT does not allow placement of Bollards on their roads, however there is no problem with the borough putting parking lines on South Main Street. After discussion it was decided to check with PennDOT to see if street markings would be restored after the PennDOT paving project scheduled for next year. If they will not be restored, the borough will wait until after South Main Street is paved to put down new lines.

Mayor and Police Chief Report:

Mayor Funk was not present.

Chief Stauffer presented and reviewed his report with council. They were updated on monthly statistics, the K9 Benefit Softball Game, the Police Reporting System changes, Business Expos, grants currently being pursued and the Band Club AED donation. Council was updated on the Police Department hosting a National Night Out event scheduled for August 1st. Motion by Ms. Leech and seconded by Mr. Howett to approve \$500.00 startup funds for this event, passed unanimously.

Borough Manager Report:

- a. Mr. Fisher presented and reviewed his report with council. It was noted the first draft of the lease agreement for 26 East High Street was forwarded to council for their review and comment. It will be discussed at the next council meeting. The Interviews for the Public Works position are complete and an offer has been extended to one of the applicants. Council was updated on the Connections Study project being funded by federal grant money we received approval for the end of 2015, which will probably be released to us in October. Mr. Fisher received information at the Chiques Creek Stormwater meeting pertaining to possible help in preparing a master plan for the borough. This information will be passed to the Shade Tree Commission. Reinstating the façade grant program for the borough was discussed at the last MAEDC Meeting, especially in conjunction with the renovations being researched for the borough property at 26 East High Street. It will be discussed further at the next MAEDC Meeting on July 12th. PennDOT will be doing a speed study for West High Street and West Colebrook Street as the borough had requested.
- b. A request for approval for educational assistance for the Millersville University Certified Public Manager Program for \$3,250.00 was presented for approval. Motion by Ms. Leech, seconded by Mr. Howett, passed unanimously.
- c. Resolution 14-2017 – Zoning Hearing Board Appointment for Tony Patschorke was presented for approval. Motion by Mr. Howett, seconded by Ms. Leech, passed unanimously.
- d. A request from the VFW Auxiliary to relocate their Ronald McDonald House magazine dumpster at the Logan Park parking lot was presented for approval. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously.
- e. PennDOT MOU for 2018 PA 72 paving project detour was presented for approval. This is the same detour they used the last time they paved in the borough. Motion by Ms. Gates, seconded by Mr. Howett, passed unanimously.
- f. The current Trash/Recycling Contract with Lebanon Farms is in its third year. 2018 is the first option year for the two year extension listed in the contract. Staff is recommending to extend their contract for 2018. Motion to approve by Ms. Gates, seconded by Ms. Leech, passed unanimously.

Payment of Bills: Presented for approval - Construction Loan Draw Requisition #30 in the amount of **\$936.25 (Disbursement Note on Requisition)** Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously. **General Fund** in the amount of **\$62,830.14**, **Capital Fund** in the amount of **\$11,970.00**, **Fulton (Police Construction)** in the amount of **\$126.25 + 810.00 (Disbursement Note on Requisition)** and **Liquid Fuels** in the amount of **\$81,501.65**. Motion to approve by Mr. Howett, seconded by Ms. Leech, passed unanimously.

Committee Reports:

- a) Finance Committee – Budget meetings for the Police Department will start in August and then the budget process will continue.
- b) Parks and Pools – The committee did not meet before the council meeting. A report from the pool for the season so far was included in the meeting packet. Mr. Fisher reviewed the information with council.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – The committee will meet before the next council meeting on July 11th.
- e) Shade Tree Commission – There was nothing new to report.

New Business:

Ms. Elaine Olson, a Spokesperson for Fair Districts PA, gave a presentation on a proposed resolution in support of a citizen commission for legislative and congressional redistricting. It is being presented for approval by

council to show their support to legislative effort to assign the task of legislative and congressional redistricting to an independent citizens redistricting commission. Ms. Olson was thanked for bringing this matter to council's attention. It was decided to table this resolution until the July 25th council meeting when Ms. Olson would be able to attend.

Old Business:

- a. Old NWEMS Building – A quote was presented by Worley and Obetz for replacing the non-working Air Conditioning Unit including the ductwork for \$8,836.00 was presented for approval. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously.
- b. Veterans Memorial Project – The committee will be coming to the next council meeting to present their update.

It was noted that there is a street project update on the website which explains in detail the process being used for the final paving of the streets.

Correspondence: This was distributed to council as part of their packet.

Public Comment: There was not public comment.

Motion to adjourn the meeting at 7:55 PM by Mr. Howett, seconded by Ms. Gates, passed unanimously.

Respectfully submitted,

Linda Gerhart
June 27, 2017