

Manheim Borough Council Meeting

August 29, 2017 7:00 PM

Manheim Borough Building, Manheim

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President Carol Y. Phillips, Vice President Brad Roth, Pro Tempore Bryan Howett, Elaine Leech, Jean Gates and Mayor Scot Funk
- **Staff:** Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

Public Comments:

No Public Comment.

Approval of Minutes: 8/8/17 Borough Council Meeting minutes: Motion to approve by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Visitors:

- a) Mr. & Mrs. Ray & Lisa Alcala were present to introduce themselves and explain their interest in taking over the lease for the Caddy Shack property in Penn Township owned by the borough since MRO Enterprises has notified the borough they will not be renewing their lease. Council requested a formal letter from them concerning their interest in leasing the property. The request would then be on the agenda for the next meeting.

Borough Codes:

Ms. Czeiner presented the Monthly Codes Report, explained some changes she made to the format and entertained questions from council. It was noted the Zoning Hearing Board approved the variance request at their August 7th Meeting. Council thought it was appropriate to have the solicitor attend one of the hearings at the District Justice Office on September 15th. It was noted the next Zoning Hearing Board Meeting will be held on Monday, September 11th at 7:00 PM concerning a property on South Main Street. The School District has obtained all their permits for the new Elementary School.

Borough Engineer Report:

- a. The Engineer Report was distributed to council. Council was updated on the current status of the MS4 (Municipal Separate Storm Sewer Systems) Permit and PRP (Pollutant Reduction Plan) public comment period which expired on August 8th. There were no public comments received and the submission of the NOI (Notice of Intent) and PRP was presented for approval. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Mayor and Police Chief Report:

Mayor Funk updated council on the well-attended Open House at the new Doe Run Elementary School on August 28th and the parking and fencing procedure that is being used at the school project starting for the new Elementary School in the borough. Mr. Dennis Brennan commented on the No Parking signage as well since he is a resident near the site.

Chief Stauffer presented and reviewed his report with council. Council was updated on Police Department Draft Budget, the PCCD audit and their compliance certification, as well of the hiring of new crossing guards and their training meeting in preparation for the new school year that starts next week. There are currently 5 applications for the open Sergeant position and 2 applications for the MBPD K9 unit position. Council was also

updated on the some warranty issues at the new Police Building that are currently being address with the garage doors. This will be put on the agenda for the Public Works meeting.

Borough Manager Report:

- a. Mr. Fisher's report was presented to council.
- b. A proposal for costs from the USDA for services and deployment of up to 4 effigies for the handling of the returning vulture problem was presented for approval. Motion was moved by Mr. Howett to approve a not to exceed amount of \$1,896.12 for the USDA services, seconded by Ms. Gates, passed unanimously. Discussion was held on who is actually the responsible party for these types of situations on properties in the borough.
- c. The Ash Tree removal proposal options are still being evaluated
- d. The PennDOT Reimbursement and Maintenance Agreement for ADA Ramps has been put on hold by PennDOT as they are still finalizing some details on their end.
- e. Mayor Funk updated council on a meeting that was held on Market Square concerning the tight turning situation with trucks going up over the curb where the new traffic signal was installed at the Southwest corner in front of Fulton Bank. Discussion was also held on the painting of the crosswalks on Main Street and the long length of the crosswalk from the Fulton Bank Corner to the BB&T Bank corner.

Payment of Bills: Presented for approval - Construction Loan Draw Requisition #33 in the amount of **\$6,187.00** Motion by Mr. Roth, seconded by Mr. Howett, passed unanimously. **General Fund** in the amount of **\$165,621.84**, **Capital Fund** in the amount of **\$5,919.23** and **Fulton (Police Construction)** in the amount of **\$6,187.00**. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Committee Reports:

- a) Finance Committee – The next budget meeting is scheduled for Tuesday September 5th and is open to the public.
- b) Parks and Pools – The committee met before the council meeting. Bountiful Feast will not be returning next year to operate the Snack Bar at the Pool. Several options are being considered, such as a single person to manage it, possible participation from Booster/Non-Profit Organizations or maybe food trucks. It was noted that some members had questioned possibly a different type of set up for the snack bar. The playground programs was very successful and the committee is recommending it again for the 2018 season. Discussion was held on the direction to be taken next year as far as pool membership rates to help increase revenue. The need to possibly make capital improvements was mentioned so the pool would be more attractive to interested new members. Different plans for purchasing seasonal memberships will be reviewed and researched. The procedure for admission to the pool at the front desk will be reviewed.
- c) Personnel/Police – An Executive Session was held Wednesday, August 23rd for the Police Contract.
- d) Public Works – There was nothing new to report.
- e) Shade Tree Commission – Ms. Gates questioned the procedure for planting trees in the borough since the fall season is here. She has several areas she is recommending for planting new trees. Discussion was held as to where trees can and should possibly be planted and who would be responsible for their maintenance. She will check with Mr. Fisher as to the procedure for the placement of trees by the commission.

New Business:

- a. Special Fire Police Requests from Manheim Township Police Department to help with the Lancaster Airport Community Days the end of August and East Petersburg Day and a Car Show in Manheim

Township both on September 16th were presented for approval. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.

Old Business:

- a. Old NWEMS Building – Council was updated on the need for cleaning of the basement including removal/cleaning of mold and wrapping/sealing of asbestos-insulated pipes. A quote from Servpro for \$5,347.31 was presented for approval. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Correspondence: This was distributed as part of the packet.

Public Comment: There was no public comment.

Council Meeting was adjourned at 7:55 PM by President Phillips.

Respectfully submitted,

Linda Gerhart
August 29, 2017