

Manheim Borough Council Meeting

September 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, Chad Enck, Jean Gates, Junior Council Person Destiny Lebron and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

Public Comments:

No Public Comment.

Approval of Minutes: 8/29/17 Borough Council Meeting minutes: Motion to approve by Ms. Gates, seconded by Mr. Roth, passed unanimously.

Visitors:

- a) Mr. & Mrs. Ray & Lisa Alcala had presented a formal request to council to take over the lease for the Caddy Shack property in Penn Township owned by the borough. Motion by Mr. Roth to approve the transfer of the lease for the Caddy Shack property to Mr. & Mrs. Alcala at the existing terms, seconded by Mr. Enck, passed unanimously. It was noted the name will be changed to The Shack.
- b) Ms. Kelly Lauver of the Manheim Chamber of Commerce was present to update council on their partnership with the Manheim Lions Club to host the Cruisin' on the Square Car Show and Business Expo on Market Square, Saturday October 14th. The rain date is October 21st. This year the Expo will be held on the sidewalks along with the car show instead of in the high school gym on the Thursday of the Manheim Community Farm Show week.
- c) Mr. Randy Boll from Teen Central was present to update council on the new cameras that have been installed at their building on South Wolf Street, which cover a much larger area from East High Street south on Wolf Street and neighboring properties. He also updated them on the Light the Night event being planned for the night of Halloween in the Mini Park and at the Teen Central Building, which includes a hayride. It will be a combined effort sponsored by Grace Community Church, Newport Dove Church, New Life Fellowship Church, Erbs Mennonite and Teen Central. There will be music, food and activities for all. The Teen Central building will be opened and manned by his volunteers. Motion by Mr. Roth for approval of the event with hayride, seconded by Mr. Enck, passed unanimously.

Borough Codes:

The Codes Report will be presented at the meeting on September 26th.

Borough Engineer Report:

- a) Mr. Craddock attended the Public Works Committee Meeting and those items will be addressed in the committee report later in the meeting.

Mayor and Police Chief Report:

Mayor Funk updated council on the progress of the demolition of the elementary school, the donation from the VFW Auxiliary for an AED and the need to check loose railroad ties on the railroad crossing on the southwest quadrant of the borough. The new K9 Handler will be Officer Kirk Colwell and they are currently

working on getting a replacement for K9 Bayne who will be retired. Training for the new dog will probably start in October.

Chief Stauffer presented and reviewed his report and news releases with council. Council was updated on the process for selecting a new Sergeant as the Civil Service Commission has been activated. The Crossing Guards are doing well so far. The Memorandum of Understanding from the School District for a 5-year contract extension for the Borough's School Resource Officer was presented for approval. Motion by Mr. Roth, seconded by Ms. Gates, passed unanimously. Correspondence concerning firearms regulations from the Lancaster County District Attorney's Office was explained and it was noted that we are in compliance with our current ordinance. He also commented on the selection of Officer Kirk Colwell as the new K9 Handler.

Borough Manager Report:

- a. Mr. Fisher presented his report to council. Council was updated on the recent meeting with Mr. Randy Gockley from the Lancaster County EMA, Representatives from PEMA, Mr. Craddock and himself to discuss Flood Mitigation Grants that we could apply for and use for our MS4 Project, which are due in October. The Flood Resiliency Study results will soon be available to us also for review. We could use this money for the design phase of the project. Some of the future plans and direction for MAEDC were explained. The start of the turkey vulture program to stop them from roosting in the trees in the western part of the borough was explained and will start in October as temperatures get colder. The placement of the effigies will need to be discussed with the property owners involved.
- b. Discussion was held on the Ash Tree removal project in Memorial Park and the direction council wishes to proceed. Some trees will be taken down in the next few weeks as a safety precaution for students using the path on a daily basis, as well as events that will be held in the park this fall. Orange fencing will be installed to mark the area of trees that will be off limits to the public. This area of trees will be taken down later when that main portion of the tree project is completed with the MS4 Project starting early next year. Disposal of the fallen trees was discussed.
- c. The PennDOT Reimbursement and Maintenance Agreement for ADA Ramps and Resolution 18-2017 Authorizing the Borough Council President to sign the agreement was presented for approval. Motion by Mr. Roth, seconded by Ms. Gates, passed unanimously.

Payment of Bills: Presented for approval - General Fund in the amount of **\$71,620.10** and **Capital Fund** in the amount of **\$4,168.00**. Motion by Mr. Roth, seconded by Mr. Enck, passed unanimously.

Committee Reports:

- a) Finance Committee – A Budget Meeting was held September 5th. The next Budget Meeting is scheduled for Tuesday, October 3rd and is open to the public.
- b) Parks and Pools – There was nothing new to report.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – The Committee met before the council meeting. The Committee is recommending to straighten the property line and correct the deed for the East Stiegel Street property that has the property line currently running through the middle of a garage. The cost would be assumed by the owner of the neighboring property involved. Motion to proceed with this deed and property line correction by Mr. Enck, seconded by Mr. Roth, passed unanimously. A proposal from Diehm & Sons for Professional Services – Manheim Borough Police/Northwest EMS Site As-Built for \$4,200.00 was presented for approval. Motion by Mr. Roth, seconded by Ms. Gates, passed unanimously. It was noted that the new “No Parking No Stopping No Standing” signs placed in the Southwestern part of the borough seem to be working. The South Charlotte Street paving will be done jointly with MAWSA.
- e) Shade Tree Commission – There was nothing new to report.

New Business:

- a. It was decided that all property matters for the borough will be handled by the Public Works Committee.
- b. The Time Capsule will be buried at 6:00 PM Friday, October 6th before the home football game with a short ceremony also honoring the Borough Veterans. More details will follow.
- c. Trick-or-Treat Night to be held Halloween Night October 31st was presented for approval. Motion by Mr. Roth, seconded by Ms. Gates, passed unanimously.

Old Business:

- a. Old NWEMS Building – This will be discussed at Executive Session.

Correspondence: This was distributed as part of the packet.

Public Comment: Ms. Erika Hehnly was present and explained that she was visiting as part of public health education course she is involved in. She was glad to hear some of the health issues discussed during the meeting such as ADA Ramps.

It was noted that there will be a POW/MIA Ceremony on Market Square on Friday, September 15th at 6:30 PM in observance of POW/MIA Recognition Day.

Council Meeting was recessed to Executive Session at 8:03 PM by President Phillips

Executive Session was adjourned by President Phillips at 8:30 PM

Council Meeting was adjourned by President Phillips at 8:31 PM

Respectfully submitted,

Linda Gerhart
September 12, 2017