

# Manheim Borough Council Meeting

September 26, 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, Junior Council Person Destiny Lebron and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher and Recording Secretary, Linda Gerhart

## Public Comments:

No Public Comment.

**Approval of Minutes:** 9/12/17 Borough Council Meeting minutes: Motion to approve by Mr. Roth, seconded by Ms. Gates, passed unanimously.

## Visitors:

- a) Mr. Andy Nelson was present to express his views on the current financial situation of the pool as well as the need for constant mounting ongoing repairs and maintenance. He noted the history of the pool and the need for the borough to continually operate the facility in the red. He asked council to be fiscally diligent in deciding the future of the pool. He noted the dwindling attendance figures and deterioration and asked for council to seriously look at a long range plan and to possibly resurrect the feasibility study that was performed several years ago in 2010 by the McRec Board before they dissolved. It was noted that the Parks & Pool Committee had met before the Council Meeting and the pool was part of their discussion and is being made a priority to be addressed.

Mr. Jerry Stehman was also present to voice the same concerns. He noted that the financial state of the pool is at the worst ever according to the current financial statistics presented to council. He questioned the Friends of the Pool Organization that was established during the community meeting 3 years ago to help with fundraising, but only lasted a few months. He discussed the large water loss and suggested closing the main pool and keeping the 25 meter pool open. The current necessary repairs report was explained. He also noted the small amount of time the pool is open compared to the amount of money needed to maintain it. Mr. Nelson volunteered to be part of a committee to research a solution to the pool situation.

- b) Ms. Melissa Foltz, Manheim Community Librarian introduced Eagle Scout candidate Drew Rettew who was looking for approval of his Eagle Project to install Free Little Libraries in Manheim. He explained what he proposed and answered questions. He brought a sample of the library box. They will be installed at Mummau Park, the Mini Park and at Memorial Park near the site where the new Veteran Memorial will be installed. He would work with Mr. Weidman Public Works Director for installation and placement. Motion to approve the project by Mr. Roth, seconded by Mr. Howett, passed unanimously.

Council was also updated on current statistics for the library and a very successful Summer Reading Program. She thanked the borough for their continued support and presented their operating budget. She also updated the group on the new positive changes to the library with additional available parking, new hours and the many services used on a daily basis by the patrons. There was a generous donation made to the library program this year.

- c) Mr. Jeremy Reece and 2 other representatives from Emerald City Treasures were present to discuss the Pawn Shop Ordinance and how it pertains to their operation as they are technically not a pawn shop but do fit some of the requirements listed in the ordinance for Second Hand Dealers. They explained the operation and concept of their store and presented a written request for an amendment to the ordinance for the language which references targeted items and any other item of value which is likely to be the subject of criminal activity such as burglary and theft. They noted they do not deal in the items listed in the ordinance as targeted items. They explained the large amount of extra cataloging work they would need to complete for the requirements listed in the ordinance. The amendment will be discussed with Chief Stauffer for language that everyone would be comfortable to enforce. This ordinance also affects the consignment shops in the borough.

#### **Borough Codes:**

The Codes Officer presented and reviewed her report with council. She thanked council for their support of her decisions. She updated council on the handling of the day to day situations with the code enforcement in the borough up to the final steps of handling hearings with the District Justice. The lead paint issue in the borough is being addressed as awareness to this ever growing problem is becoming a major concern. There is lead paint abatement information available through Lancaster County, as well as general information.

#### **Borough Engineer Report:**

- a) The Engineer Report was presented to council. Mr. Fisher updated council on the Truck Route Study grant process and the need for the borough to still get additional proposals for the work. We have only received one so far and are required to have a minimum of three. Mr. Craddock is working on this with PennDOT.

#### **Mayor and Police Chief Report:**

Mayor Funk noted the passing of Ms. Kay Hetrich. Council was updated on the VFW POW/MIA Ceremony held on Market Square on POW/MIA Day. It was noted that Manheim Borough was the first borough in Lancaster County to fly their flag.

The Police Chief report was presented and reviewed with council by Mayor Funk. They were updated on the statistics for the months, a donation of a bike from A & S Bike Shop and Officer Goss being recognized by Rapho Township for his life saving effort with a plaque and pin for his uniform. The voting results of the name for the new K9 is Nash and a Go Fund Me page has been established. There will be a retirement ceremony for Officer Bayne probably in November as Officer Nash becomes part of the Police Department. The News Releases were also presented. A donation from Krunch Kritters to clean the cruiser for Nash was also acknowledged.

#### **Borough Manager Report:**

- a. Mr. Fisher presented his report to council. Council was updated on the signing of the new Kauffman Park Lease, the budget meeting with Chief Stauffer and Ms. Sara Gibson from Rapho Township with no major issues and the final audit that was just received from the Auditors which looks good. The borough has been promised that the audit will not be this late in 2018. The Turkey Vulture contract is moving ahead as the residents involved will be given paperwork to sign off on the placement of the effigies at their properties in the next few weeks.
- b. Mr. Fisher explained and recommended the PennDOT Bridge Inspection authorization received for the three local bridges that are the responsibility of the borough to have inspected. Motion to approve by Mr. Enck, seconded by Ms. Gates, passed unanimously.

- c. Approval was requested to add Ambassador Advisors to the 457 Plan options for the employees. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously.

**Payment of Bills: Presented for approval - Construction Loan Draw Requisition #34** in the amount of **\$202.00** Motion by Mr. Enck, seconded by Ms. Leech, passed unanimously. **General Fund** in the amount of **\$102,066.45**, **Capital Fund** in the amount of **\$18,723.77** and **Fulton (Police Construction)** in the amount of **\$202.00**. Motion to approve by Mr. Howett, seconded by Ms. Leech, passed unanimously.

#### **Committee Reports:**

- a) Finance Committee – A Budget Meeting was held Tuesday, September 5<sup>th</sup>. The next Budget Meeting is scheduled for Tuesday, October 3<sup>rd</sup> and is open to the public.
- b) Parks and Pools – The Committee met before the Council Meeting. It was decided that there needs to be a long range plan prepared before any decisions are made on spending any more money on the pool. A committee will be formed this fall of council members as well as residents to evaluate the current situation with the pool. The pool was emptied so D. G. March could evaluate the pools and provide their recommendations. Mr. Fisher reviewed and updated council on the evaluation by D. G. March that was included in the packet concerning the needed repairs both short term and long term on the pools and the associated costs. He explained the procedure for the replastering of the pools, which is best done in the spring. It was decided to fill the pool for the winter and then in the spring empty it again after a final decision is made on the direction they want to go. Discussion was held on the 5 year plan initially decided upon in 2014 when future of the pool was first discussed due to the yearly deficit for maintaining the operation. The Friends of the Pool committee established at that time to help with fundraising only lasted a few months and then disbanded. Suggestions were given for possible enhancement to be researched. The timeline for the Lititz Rec contract will be researched. The playground program had another successful season and Lititz Rec has submitted their proposal for the 2018 season. It was explained that the need for 4 staff members is to handle more than 30 children participating in the program, as the ratio of children to staff is 10 to 1. The borough will be looking for a possible volunteer to take the 4<sup>th</sup> spot and keep the contract to 3 staff members. Motion by Ms. Gates to approve the Lititz Rec proposal, seconded by Ms. Leech, passed unanimously.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – The Committee will meet before the next council meeting.
- e) Shade Tree Commission – Ms. Gates presented pictures and a list of locations for trees that she is looking to plant in the borough this fall. They will be placed in the first sidewalk square cut from North Main Street going East on East High Street, Swan Park and Mummau Park along the walkway. Motion to approve by Ms. Gates, seconded by Ms. Leech, passed unanimously. The triangular property at the southernmost end of the borough will be researched further as to the owner and possible placement of trees. It was noted that the Sediment area near Hondru Ford needs trimming. The ash tree removal has started in Memorial Park. A new Cross Country Course will be researched.

#### **New Business:**

- a. Motion was moved by Mr. Roth to start charging January 1, 2018 for Public Works & Police Services for special events as stipulated in the Fee Schedule, seconded by Ms. Leech, passed unanimously.

#### **Old Business:**

- a. Old NWEMS Building – The party looking to lease this building is no longer interested in the property. ServPro has cleaned and removed the mold in the basement.

**Correspondence:** This was distributed as part of the packet.

It was noted that there will be a ceremony on Friday, October 6<sup>th</sup> at the site of the future Manheim Veteran Memorial near the cannon at Memorial Park at 6:00 PM to honor the Veterans and dedicate the time capsule that will be buried at the new memorial site.

**Public Comment:** There was no public comment.

**Council Meeting was adjourned by President Phillips at 8:59 PM**

**There was an Executive Session after the meeting for questions on the police contract, with no action to be taken.**

Respectfully submitted,

Linda Gerhart  
September 26, 2017