

Manheim Borough Council Meeting  
September 11, 2018 7:00 PM  
Manheim Borough Building, Manheim, PA

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** Vice President Brad Roth, Pro Tempore Chad Enck, Jean Gates, Bryan Howett, Junior Council Person Brian Lauver and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

**Approval of Minutes:** 8/28/2018 Borough Council Meeting Minutes: Motion to approve by Mr. Enck, seconded by Mr. Howett, passed unanimously.

**Visitors:**

- a) There were no registered visitors.

**Borough Codes:**

- a) Ms. Czeiner presented her report to council. She updated council on the Zoning Hearing Board approval for 51 North Main Street on Monday September 10<sup>th</sup> for a Special Exception for “Uses not provided for” and a Variance for “Outdoor Signs – limited to one sign with a maximum of 6 square feet”. The only request by the Board was to see a copy of the lease for the proposed use of the two fully furnished suites for visitors for short-term stays. The status of the notices to residents on South Hazel Street who need to complete paving for their curb work and peeling paint on South Main Street properties was questioned. She explained the status of the some of the citations that have been issued.

**Borough Engineer Report:**

- a) Mr. Craddock presented his report to council. The Battery Backup Units for the Traffic Signals are currently being installed. When they are completed C M High will meet and do a test with the Public Works Director. There will also be generator plugs installed with the units for outages that extend past the 6 hour window for the temporary battery back-up. It was questioned whether the second block of South Charlotte Street was on a list for street repairs. The sinkhole on West Stiegel Street will be repaired by MAWSA when the area dries out.

**Mayor and Police Chief Report:**

Mayor Funk updated council on flooding situations in the Borough for the past 2 weeks. He acknowledged and thanked the emergency responders from outside the borough who helped with the flooding and rescues, as well as our own responders. Approval was requested by Mayor Funk for permission to purchase food for all emergency responders when they are helping with emergency/rescue events in the borough. Motion to approve this request for up to \$400.00 by Mr. Enck, seconded by Ms. Gates, passed unanimously.

Police Chief Stauffer distributed his report and reviewed it with council. Council was updated on the new crossing guard that was just hired, the new police (RMS) Police Reporting System (CODY), the draft Police Budget status, preparations for the Farm Show in October and the recent flooding in the borough. He expressed his appreciation also for the Fire Company on their handling of all the emergencies with the recent flooding. A list of recent arrests was also provided.

**Borough Manager Report:**

The Borough Manager’s report was presented and reviewed with council. Council was updated on the flooding in part of the basement due to overwhelming amount of rain, as the pump in the basement was working but could not handle the volume. The covered bridge was checked and is fine. There are issues with the playground at Mummau Park and a plan for repairs will be discussed at the next Parks/Pool Committee Meeting. It is currently not open. There is a large UGI project starting in the borough shortly on West High and South Penn Streets. Chief

Stauffer and Mr. Fisher will be meeting with project manager to go over traffic controls/road closures/detours etc. on Thursday. The West High Street Bridge is scheduled to be replaced in 2020. It will probably be a 2 season construction project. It was noted that this bridge is worse structurally than the bridge on East High Street which cosmetically looks worse but is more structurally sound.

#### **Treasurer Report/Payment of Bills:**

**Presented for approval – General Fund** in the amount of **\$67,743.99** and **Capital Fund** in the amount of **\$6,985.00**. Motion to approve by Mr. Howett, seconded by Mr. Enck, passed unanimously.

#### **Committee Reports:**

- a) Finance Committee – Committee met on Tuesday, September 4<sup>th</sup>. They reviewed the Police Budget and started work on the Borough and Capital Budgets.
- 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 prior to the meeting tonight. Council was given an update on the cost for the necessary structural renovations for the Old Fire Hall/Borough Office Building project. The price for renovations for the Borough Office or other uses was presented to council for consideration. It was noted that the cost for our office renovations or other uses would be close to same, as there are many structural issues that need to be addressed as well as the installation of an elevator. There were 2 options offered by the Architect. The estimate would be 1.2 to 1.3 million dollars. The extensive structural work needed on all the floors was explained and discussed, as well as lead paint and asbestos removal. It was noted that the Historical Society is possibly interested the building. The future use of either borough building being considered for the Manheim Borough Office will be researched further. Consideration of possibly going to a whole other location was also suggested. Decision on what we actually require to serve our needs for the future will be looked at closely. At this time it looks like the library would be moving by the end of 2019 to their new location in Penn Township. Mr. Luke Fisher offered his comments on the how he feels this project could be influenced by the REO project on North Main Street. It was suggested to combine the Historic Society & the borough office, but there would not be room for both.

The Oak Street Bridge project for repairs in 2019 that was part of the bridge inspection report was discussed and recommended by the committee to move forward with the preparation of the Bid Specs by the Engineer. Motion to approve by Mr. Enck, seconded by Mr. Howett, passed unanimously.

At a previous council meeting fascia and gutter repair costs for the tennis court stands was approved for \$2,000. The actual cost will be \$2,600, so approval is requested for the balance of \$600 for this project. Motion to approve by Mr. Enck, seconded by Ms. Gates, passed unanimously.

- e) Shade Tree Commission – The application for the TreeVitalize Grant had been submitted and we are still waiting for the results. Mummau Park trees were hit hard by the flooding, but are doing well so far. The replacement of the trees at BB&T Bank was questioned. They were informed that they need to replace the trees that were taken down.

#### **Old Business:**

- a) The draft sign regulations amendments (within the zoning ordinance) are currently being reviewed by the Manheim Borough Planning Commission.
- b) The Snow/Ice Removal regulations will be reviewed and marked up by council for changes and additions. It had been previously been forwarded to Council. It was suggested that the time for sidewalks to be cleared of snow and ice should be 24 hours instead of 12 for enforcement. It was requested that everyone send Mr. Fisher any suggested revisions, so he can complete a final draft for review by council at the next council meeting. It was questioned and noted that the draft will be available to the public for their review.
- c) The position of MAWSA Liaison is still open, if anyone is interested.
- d) The installation of Bollards for the Fulton Bank crosswalk is presently being researched by the Engineer.

**New Business:**

- a) A donation request from Stiegel Glassworks 1976 was presented for consideration and approval. Mr. Ronald (Skip) Hetrich the Stiegel Glassworks 1976 President, Ex Officio was present and gave a history of the Stiegel Glassworks 1976 organization and the current needs and expenses they now have as they grow to advance their mission and vision. He specifically noted the recent purchase of an electric furnace to replace the old propane-fired furnace, which will provide for more efficient and safe operations, along with the associated costs. Council Members added their encouragement and support for their continued success in keeping this Manheim History alive. Mr. Jeremy Friedly of Stiegel Glassworks 1976 also added his comments. Motion by Mr. Enck to approve a donation of \$2,200, seconded by Mr. Howett, passed unanimously.

**Correspondence:** There was no correspondence.

**Public Comment:** Mr. Luke Fisher of 152 Rapho Street offered his comments on Stiegel Glassworks 1976 for the positive affect this venue would have for the borough as he has visited other glassblowing experiences.

**Motion by Ms. Gates to adjourn the Council Meeting at 8:16 PM, seconded by Mr. Enck, passed unanimously.**

Respectfully submitted,

Linda Gerhart  
Recording Secretary  
September 11, 2018