

**From:** Balance Dance  
**Sent:** Wednesday, August 05, 2020 12:25 PM  
**To:** Linda Gerhart <[adminassistant@manheimboro.org](mailto:adminassistant@manheimboro.org)>  
**Subject:** Park rental

Hello Linda,

Thank you so much for your help this morning! I would like to rent Mummau Park to host an outdoor dance recital on September 12, 2020. We would like to utilize GO! staging solutions to set up a temporary stage and possibly a temporary tent. In light of the Covid-19 gathering requirements, we will limit our audience, dancers and hired stage crew to less than 250 people and require masking for all audience members over 2 years old. Audience members will be required to bring their own seating and social distance. If there are any other requirements you may have we would be more than happy to comply. We just want our dancers to be able to showcase their hard work in a way that is safe for them and their families at this time.

Thank you for your consideration,  
Colleen Dennis

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*Balance Dance*  
[BalanceDance.net](http://BalanceDance.net)

Manheim Borough Council Meeting  
July 28, 2020 7:00 PM  
Manheim, PA

- **Roll Call:** President Carol Phillips, Vice President Brad Roth, Pro Tempore Chad Enck, Noah Martin, Jared Longenecker, Bryan Howett and Mayor Scot Funk.
- **Staff:** Borough Manager/Secretary, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

This meeting was held via Zoom. The information for public participation was provided on the Borough's website, and posted on the front door of the Borough building.

These proceedings were recorded for purposes of preparation of meeting minutes.

**ANNOUNCEMENTS:**

It was noted that any comments or questions during the meeting could be e-mailed to [boroughmanager@manheimboro.org](mailto:boroughmanager@manheimboro.org).

The Meeting was called to order by President Carol Phillips at 7:00 PM.

**HEARING OF VISITORS:**

There were no registered visitors

**ACTION ITEMS:**

1. **Approval of 7/14/20 Borough Council Meeting Minutes:** Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.
2. **Payment of bills (list in packets along with Budget YTD and reserves report): Presented for approval- General Fund** in the amount of \$60,166.06 and **Capital Fund** in the amount of \$8,979.50 (\$7,475.75 Capital + \$1,503.75 Greenways Grant Fund). Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.

**Mayor and Police Chief Report:**

Mayor Funk updated council on the recent passing of Mr. Byron Spock, a long time and well known Manheim teacher. He was 94. He shared a few personal memories.

Police Chief Stauffer presented his report to council. Council was updated on the current department statistics, Crime Watch, their help with the United States Secret Service security detail as Vice President Pence passed through the Borough, the status of Crossing Guards and Aggressive Driving Details. The National Night Out Event for this year is cancelled and will hopefully be held next year.

**Borough Codes:**

- a) Ms. Czeiner presented the Monthly Administrative and Codes Reports to Council. Council was updated on Grass & Weed Notices and Citations, processing of Zoning Permits and citations being settled with the District Justice. Interest is being shown for purchasing commercial properties in the Borough. The next Zoning Hearing scheduled for August 3<sup>rd</sup> is for 8 South Charlotte Street. Council was updated on the status of the repairs for 78 North Main Street as the owners were waiting for the insurance claim to be settled.

**Borough Engineer:**

- a) The Monthly Engineer Report will be presented at the next council meeting.

**Borough Manager Report:**

- a) Mr. Fisher presented his Manager's Summary Report to Council. He noted that the real estate transfer taxes are over budget already for this year as the interest in purchasing property in the borough continues to increase.
- b) An update for the East Stiegel Street Bridge project was presented. Authorization for our Engineer to put the project out to bid was presented for approval. Since there is a beam that has to be replaced the decision of flagging versus closing the road for a detour for this portion of the project was explained and discussed. He explained what businesses would basically be affected the most in that area by a detour. Motion to have the Engineer put the East Stiegel Street Bridge Project out to bid by Mr. Enck, seconded by Mr. Martin, with approval of the temporary closing of the bridge and utilizing a detour route, passed unanimously. It would tentatively be scheduled for September.
- c) Mr. Fisher explained the Liability Insurance Rebate, as this year it is 6 to 7 times higher than usual. He complimented the Department Heads for the safety procedures they have put in place to make this happen.
- d) The handling of pumping down the water at the pool was explained as Public Works continues to address the maintenance and repair issues this year since it is closed.
- e) Mr. Fisher explained his meetings with the bank to help reduce costs related to our accounts.

**Committee Reports:**

- a) Finance Committee – There was nothing new to report.
- b) Parks /Pool Committee – There was nothing new to report.
- c) Public Works – There was nothing new to report.
- d) Shade Tree Commission – A letter from Ms. Jean Gates concerning the reorganization of the Commission was presented to council. She is staying on the Commission, but no longer will be the Chairman. She is suggesting Ms. Catherine Prozzillo to be the new the Chairman. Ms. Prozzillo gave an update of the continuing vision of the commission for the future.
- e) Land Bank – There was nothing new to report.

**Old Business:** There was no old Business.

**New Business:**

- a) Resolution 34-2020 – Sale of Excess Police Radios was presented for approval. Chief Stauffer gave a brief of explanation of what needs to be done to sell Borough property. Motion to approve Resolution 34-2020 by Mr. Martin, seconded by Mr. Roth, passed unanimously.

**Correspondence:** There was no correspondence.

**Public Comment:**

Mr. Luke Fisher questioned the status of the pool for this summer. It is closed for the summer.

Discussion was held on scheduling in-person Council Meetings or keeping them as Zoom. Many questions and scenarios were discussed to have the best interests of those looking to attend considered. The technology issues will be researched to meet the needs of having an in-person meeting. Mr. Fisher will check with the Solicitor on handling this situation correctly. Mr. Fisher will be checking on all suggestions and provide a recommendation for the future. Mr. Luke Fisher expressed his thoughts on keeping it a Zoom Meeting. After much discussion it was decided to have a Zoom Meeting for the August 11<sup>th</sup> meeting.

**Executive Session:**

The Meeting was adjourned to Executive Session for real estate/litigation matters by President Phillips at 7:53 PM.

Council returned from Executive Session at 8:08 PM.

Motion by Mr. Martin to consent to allow the Tax Claim Bureau to sell parcel 4007344700000 from the "Repository for Unsold Properties", seconded by Mr. Enck, passed unanimously.

**Adjournment:**

Motion to adjourn the Meeting at 8:10 PM by Mr. Enck, seconded by Mr. Roth, passed unanimously.

Respectfully submitted,

Linda Gerhart  
Recording Secretary  
July 28, 2020

DRAFT

## Manheim Borough

8/11/2020

### **BILLS TO BE APPROVED FOR PAYMENT**

RATIFIED GENERAL FUND	\$	-
RATIFIED CAPITAL FUND	\$	-
GENERAL FUND	\$	58,059.09
K-9 FUND	\$	97.50
GREENWAYS GRANT	\$	-
CAPITAL FUND	\$	29,786.40
LIQUID FUELS FUND	\$	-
	\$	<u>87,942.99</u>

MANHEIM BOROUGH BANK BALANCES													
NAME	BANK	12/31/2015	1/31/2016	2/29/2016	3/31/2016	4/30/2016	5/31/2016	6/30/2016	7/31/2016	8/31/2016	9/30/2016	10/31/2016	11/30/2016
General Fund	BBT/Fulton	\$ 2,247,249	\$ 2,063,607	\$ 2,941,618	\$ 2,452,049	\$ 2,438,512	\$ 3,096,917	\$ 3,680,032	\$ 3,202,523	\$ 3,509,287	\$ 3,485,265	\$ 3,067,777	\$ 3,084,330
Capital Fund	BBT/Fulton	\$ 678,386	\$ 678,005	\$ 672,357	\$ 634,593	\$ 672,342	\$ 673,282	\$ 668,938	\$ 670,034	\$ 670,597	\$ 670,921	\$ 668,423	\$ 669,509
250th Celebration	Fulton	\$ 18,376	\$ 18,376	\$ 18,376	\$ 18,376	\$ 18,376	\$ 18,376	\$ 18,376	\$ 18,376	\$ 18,376	\$ 18,376	\$ 12,684	\$ 12,684
Liquid Fuel	Fulton	\$ 313,479	\$ 313,586	\$ 313,685	\$ 314,632	\$ 447,472	\$ 447,623	\$ 397,153	\$ 319,026	\$ 309,693	\$ 305,644	\$ 1,414	\$ 1,414
Kauffman Park	Fulton	\$ 4,819	\$ 4,821	\$ 4,821	\$ 4,824	\$ 4,826	\$ 4,827	\$ 28	\$ 28	\$ -	\$ -	\$ -	\$ -
Stormwater	Fulton	\$ 18,395	\$ 18,401	\$ 18,411	\$ 18,417	\$ 18,423	\$ 18,429	\$ 18,435	\$ 18,470	\$ 18,476	\$ 18,482	\$ 18,489	\$ 18,495
NAME	BANK	12/31/2016	1/31/2017	2/28/2017	3/31/2017	4/30/2017	5/31/2017	6/30/2017	7/31/2017	8/31/2017	9/30/2017	10/31/2017	11/30/2017
General Fund	Fulton	\$ 2,717,345	\$ 2,828,726	\$ 2,873,431	\$ 2,884,058	\$ 2,678,918	\$ 3,681,271	\$ 3,650,688	\$ 3,592,011	\$ 3,870,178	\$ 3,860,778	\$ 3,532,433	\$ 3,435,740
Capital Fund	Fulton	\$ 657,453	\$ 651,287	\$ 641,682	\$ 631,746	\$ 621,546	\$ 621,134	\$ 622,444	\$ 611,949	\$ 558,594	\$ 552,279	\$ 531,412	\$ 763,486
250th Celebration	Fulton	\$ 12,684	\$ 12,684	\$ 12,684	\$ 12,684	\$ 12,684	\$ 12,684	\$ 12,684	\$ 12,684	\$ 12,684	\$ 12,684	\$ 11,184	\$ 11,184
Liquid Fuel	Fulton	\$ 755	\$ 756	\$ 756	\$ 141,747	\$ 141,852	\$ 141,960	\$ 142,081	\$ 60,651	\$ 60,710	\$ 60,768	\$ 60,827	\$ 60,885
Stormwater	Fulton	\$ 18,503	\$ 18,513	\$ 18,522	\$ 18,535	\$ 18,548	\$ 18,563	\$ 18,578	\$ 18,596	\$ 18,615	\$ 18,632	\$ 18,650	\$ 18,668
NAME	BANK	12/31/2017	1/31/2018	2/28/2018	3/31/2018	4/30/2018	5/31/2018	6/30/2018	7/31/2018	8/31/2018	9/30/2018	10/31/2018	11/30/2018
General Fund	Fulton	\$ 2,957,866	\$ 3,115,459	\$ 3,109,232	\$ 2,983,560	\$ 3,073,635	\$ 3,314,211	\$ 3,177,227	\$ 3,121,190	\$ 3,898,698	\$ 4,055,000	\$ 3,778,174	\$ 3,256,400
Capital Fund	Fulton	\$ 764,552	\$ 768,810	\$ 752,180	\$ 740,233	\$ 737,746	\$ 737,759	\$ 740,295	\$ 691,892	\$ 609,652	\$ 603,591	\$ 568,384	\$ 661,439
250th Celebration	Fulton	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184
Liquid Fuel	Fulton	\$ 60,952	\$ 61,024	\$ 61,090	\$ 210,505	\$ 210,791	\$ 211,086	\$ 211,397	\$ 211,738	\$ 212,080	\$ 212,417	\$ 212,805	\$ 213,181
Stormwater	Fulton	\$ 18,689	\$ 18,711	\$ 18,731	\$ 18,754	\$ 18,780	\$ 18,806	\$ 18,834	\$ 18,864	\$ 18,895	\$ 18,925	\$ 18,959	\$ 18,923
NAME	BANK	12/31/2018	1/31/2019	2/28/2019	3/31/2019	4/30/2019	5/31/2019	6/30/2019	7/31/2019	8/31/2019	9/30/2019	10/31/2019	11/30/2019
General Fund	Fulton	\$ 3,036,007	\$ 3,150,885	\$ 3,136,889	\$ 3,026,006	\$ 3,041,297	\$ 3,964,015	\$ 3,937,280	\$ 3,969,851	\$ 4,033,223	\$ 4,161,886	\$ 3,883,711	\$ 3,796,764
Capital Fund	Fulton	\$ 665,065	\$ 709,278	\$ 712,427	\$ 664,947	\$ 666,612	\$ 668,328	\$ 657,767	\$ 659,215	\$ 631,302	\$ 614,979	\$ 537,921	\$ 438,176
250th Celebration	Fulton	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	\$ 11,184	0	\$ -	\$ -	\$ -	\$ -	\$ -	
Liquid Fuel	Fulton	\$ 213,587	\$ 214,023	\$ 214,417	\$ 366,605	\$ 367,328	\$ 368,077	\$ 368,803	\$ 369,554	\$ 370,229	\$ 235,028	\$ 7,964	\$ 7,974
Stormwater	Fulton	\$ 19,020	\$ 19,068	\$ 19,103	\$ 19,142	\$ 19,180	\$ 19,219	\$ 19,257	\$ 19,296	\$ 19,331	\$ 19,364	\$ 19,393	\$ 19,418
NAME	BANK	12/31/2019	1/31/2020	2/28/2020	3/31/2020	4/30/2020	5/31/2020	6/30/2020	7/31/2020	8/31/2020	9/30/2020	10/31/2020	11/30/2020
General Fund	Fulton	\$ 3,559,635	\$ 3,758,052	\$ 3,733,681	\$ 3,604,414	\$ 3,961,328	\$ 4,708,173	\$ 4,629,803	\$ 4,589,107				
Capital Fund	Fulton	\$ 431,856	\$ 432,605	\$ 417,415	\$ 434,553	\$ 425,478	\$ 422,543	\$ 391,506	\$ 360,968				
Liquid Fuel	Fulton	\$ 7,984	\$ 7,993	\$ 8,002	\$ 156,700	\$ 156,713	\$ 156,727	\$ 156,739	\$ 156,753				
Stormwater	Fulton	\$ 19,441	\$ 19,463	\$ 19,484	\$ 19,492	\$ 19,494	\$ 19,495	\$ 19,497	\$ 19,499				

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08/10/20

Accrual Basis

# Manheim Borough -General Fund Profit & Loss Budget vs. Actual January through December 2020

	2019	2020
% of year	61%	61%
Revenues	72%	71%
Expenses	57%	47%

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget	
<b>Income</b>					
01 · General Fund Income					
301 · Real Estate Taxes					<b>2019</b>
301.100 · Real Estate Tax Current	1,420,401.82	1,609,969.44	-189,567.62	88.2%	<b>91%</b>
301.200 · Real Estate Tax Prior	22,286.19	24,999.96	-2,713.77	89.1%	<b>79%</b>
310.100 · Real Estate Transfer Tax	102,692.34	65,000.04	37,692.30	158.0%	<b>58%</b>
<b>Total 301 · Real Estate Taxes</b>	<b>1,545,380.35</b>	<b>1,699,969.44</b>	<b>-154,589.09</b>	<b>90.9%</b>	<b>90%</b>
310 · Wage Tax					
310.200 · Earned Income Tax	280,053.16	600,000.00	-319,946.84	46.7%	<b>53%</b>
310.500 · Local Service Tax	74,913.79	80,000.04	-5,086.25	93.6%	<b>60%</b>
<b>Total 310 · Wage Tax</b>	<b>354,966.95</b>	<b>680,000.04</b>	<b>-325,033.09</b>	<b>52.2%</b>	<b>54%</b>
331 · Code Violation					
331.110 · MV Code Violation	15,070.37	21,000.00	-5,929.63	71.8%	
331.111 · Rapho MV Code Violation	8,064.77	21,000.00	-12,935.23	38.4%	
331.130 · State MV Code Violation	1,453.14	1,749.96	-296.82	83.0%	
331.140 · Parking Tickets	1,005.00	750.00	255.00	134.0%	
331.141 · Rapho Twp Parking Tickets	90.00	249.96	-159.96	36.0%	
<b>Total 331 · Code Violation</b>	<b>25,683.28</b>	<b>44,749.92</b>	<b>-19,066.64</b>	<b>57.4%</b>	<b>86%</b>
355 · Government					
354.150 · Recycling / Act 101	0.00	6,000.00	-6,000.00	0.0%	
354.160 · Connection Study Grant	9,565.14				
355.010 · Public Utility Realty Tax	0.00	2,000.04	-2,000.04	0.0%	
355.040 · Alcoholic Bev Tax / License	600.00	600.00	0.00	100.0%	
355.060 · Act 205 Pension	0.00	189,213.00	-189,213.00	0.0%	
355.070 · Foreign Fire Insurance	0.00	30,000.00	-30,000.00	0.0%	
357.150 · Hauler Rebate	9,187.86	18,950.04	-9,762.18	48.5%	
<b>Total 355 · Government</b>	<b>19,353.00</b>	<b>246,763.08</b>	<b>-227,410.08</b>	<b>7.8%</b>	<b>14%</b>
360 · Police					
357.020 · DTF Reimbursement	50,624.32	96,999.96	-46,375.64	52.2%	
362.000 · Rapho Township Contract	931,181.44	1,396,799.16	-465,617.72	66.7%	
362.110 · Police Income Reports, Misc	5,247.27	15,000.00	-9,752.73	35.0%	
362.140 · Crossing Guards	6,694.07	30,000.00	-23,305.93	22.3%	
362.150 · SRO / Police Officer Reimb.	32,797.86	54,999.96	-22,202.10	59.6%	
<b>Total 360 · Police</b>	<b>1,026,544.96</b>	<b>1,593,799.08</b>	<b>-567,254.12</b>	<b>64.4%</b>	<b>65%</b>
361 · Code Enforcement					
322.400 · Dumpster Permits	950.00				
331.120 · Violation- Ordinances	0.00	999.96	-999.96	0.0%	
361.100 · Final Certs	1,552.82				
361.300 · Bldg/Zoning Permits	5,543.00	8,000.04	-2,457.04	69.3%	
361.310 · Sub Div Land Dev Fee	300.00				
361.340 · Zoning Hearing Fees	4,500.00	5,000.04	-500.04	90.0%	
362.470 · Annual Rental Occ Permit Fees	40,180.00	38,499.96	1,680.04	104.4%	
362.471 · Apartment Inspection Fees	6,690.00	15,999.96	-9,309.96	41.8%	
362.480 · Code Enforcement Rev	5,223.16	2,499.96	2,723.20	208.9%	
<b>Total 361 · Code Enforcement</b>	<b>64,938.98</b>	<b>70,999.92</b>	<b>-6,060.94</b>	<b>91.5%</b>	<b>65%</b>
364 · Municipal Services					
364.310 · Refuse Tags	5,963.00	8,000.04	-2,037.04	74.5%	
383.000 · Trash/ Recycling Fees	429,594.16	450,000.00	-20,405.84	95.5%	
<b>Total 364 · Municipal Services</b>	<b>435,557.16</b>	<b>458,000.04</b>	<b>-22,442.88</b>	<b>95.1%</b>	<b>78%</b>

1:35 PM

08/10/20

Accrual Basis

# Manheim Borough -General Fund

## Profit & Loss Budget vs. Actual

### January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget	2019
<b>367 · Community Facilities</b>					
342.200 · Rent Boro Bldg/Comm Room	3,217.33	7,500.00	-4,282.67	42.9%	
367.110 · Pool Income	0.00	110,000.04	-110,000.04	0.0%	
367.140 · Rent Pivilions/Parks	3,875.00	9,999.96	-6,124.96	38.8%	
367.250 · MCSD Lease	38,583.84	76,650.00	-38,066.16	50.3%	
<b>Total 367 · Community Facilities</b>	<b>45,676.17</b>	<b>204,150.00</b>	<b>-158,473.83</b>	<b>22.4%</b>	<b>46%</b>
<b>368 · Miscellaneous</b>					
320.800 · Cable Franchise	15,534.68	61,500.00	-45,965.32	25.3%	
341.000 · Interest Income	10,627.98	60,000.00	-49,372.02	17.7%	
363.000 · Street Opening Permits	4,100.60	7,500.00	-3,399.40	54.7%	
365.500 · Animal Control	60.00	99.96	-39.96	60.0%	
365.510 · PADOT Contracted Snow Removal	0.00	11,000.04	-11,000.04	0.0%	
395.000 · Refunds Of Expenditures (Co-op)	163,103.64	99,999.96	63,103.68	163.1%	
395.530 · Kaufmann Park Tax	0.00	6,999.96	-6,999.96	0.0%	
368 · Miscellaneous - Other	0.00				
<b>Total 368 · Miscellaneous</b>	<b>193,426.90</b>	<b>247,099.92</b>	<b>-53,673.02</b>	<b>78.3%</b>	<b>85%</b>
<b>Total 01 · General Fund Income</b>	<b>3,711,527.75</b>	<b>5,245,531.44</b>	<b>-1,534,003.69</b>	<b>70.8%</b>	
<b>Total Income</b>	<b>3,711,527.75</b>	<b>5,245,531.44</b>	<b>-1,534,003.69</b>	<b>70.8%</b>	
<b>Gross Profit</b>	<b>3,711,527.75</b>	<b>5,245,531.44</b>	<b>-1,534,003.69</b>	<b>70.8%</b>	
<b>Expense</b>					
<b>01E · General Fund Expense</b>					
<b>400 · Expenses</b>					
400.105 · Mayor's Salary	240.00	240.00	0.00	100.0%	
400.174 · Admin / Board / Comm. Education	342.87	1,550.04	-1,207.17	22.1%	
400.190 · Payroll Taxes Dept 90 -Mayor	0.00	18.00	-18.00	0.0%	
400.194 · UC Tax Dept 90 - Mayor	18.36	12.00	6.36	153.0%	
400.352 · Public Official Liability Ins	1,835.26	1,528.08	307.18	120.1%	
<b>Total 400 · Expenses</b>	<b>2,436.49</b>	<b>3,348.12</b>	<b>-911.63</b>	<b>72.8%</b>	
<b>401 · Executive</b>					
401.110 · Wages-Borough Manager	51,287.20	102,947.52	-51,660.32	49.8%	
401.112 · Wages - Admin Asst.	32,843.95	65,436.00	-32,592.05	50.2%	
401.190 · Payroll Taxes - Executive	6,286.83	12,628.80	-6,341.97	49.8%	
401.194 · Unemployment Comp Tax	840.10	855.00	-14.90	98.3%	
401.195 · Workman's Comp	452.10	314.64	137.46	143.7%	
401.196 · Health Insurance	28,588.23	53,200.32	-24,612.09	53.7%	
401.210 · Office Supplies	5,925.00	9,500.04	-3,575.04	62.4%	
401.215 · Postage Boro	4,132.88	7,500.00	-3,367.12	55.1%	
401.251 · Boro Car Maint	0.00	249.96	-249.96	0.0%	
401.320 · Telephone (Mgr Cell Phone)	387.46	699.96	-312.50	55.4%	
401.330 · Travel - Executive	0.00	50.04	-50.04	0.0%	
401.340 · Advertising/Printing	1,622.68	9,000.00	-7,377.32	18.0%	
401.352 · Liability Insurance	13,175.21	13,500.00	-324.79	97.6%	
401.420 · Dues/Membership/Subscriptions	744.50	999.96	-255.46	74.5%	
401.460 · Training - Executive	2,094.00	750.00	1,344.00	279.2%	
<b>Total 401 · Executive</b>	<b>148,380.14</b>	<b>277,632.24</b>	<b>-129,252.10</b>	<b>53.4%</b>	



# Manheim Borough -General Fund

## Profit & Loss Budget vs. Actual

### January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
<b>402 · Financial Administration</b>				
402.114 · Wages- FD/HRC	28,300.85	51,904.56	-23,603.71	54.5%
402.190 · Payroll Taxes - FD/HRC	1,983.52	3,892.80	-1,909.28	51.0%
402.194 · Unemploy Comp Tax ( FD/HRC)	285.01	285.00	0.01	100.0%
402.195 · Workmen Comp (FD/HRC)	83.92	77.04	6.88	108.9%
402.196 · Health Ins (FD/HRC)	7,213.87	11,006.88	-3,793.01	65.5%
402.311 · Auditing	15,942.00	20,000.04	-4,058.04	79.7%
402.317 · Processing Payroll	2,121.88	2,750.04	-628.16	77.2%
402.330 · Travel Expense	0.00	99.96	-99.96	0.0%
402.352 · Liability Insurance	647.85	496.08	151.77	130.6%
402.353 · Bond Insurance FD/HRC/Mgr	750.00	750.00	0.00	100.0%
402.460 · Training FD/HRC	0.00	249.96	-249.96	0.0%
403.116 · Tax Coll - Fee/Commission	1,247.65	2,499.96	-1,252.31	49.9%
<b>Total 402 · Financial Administration</b>	<b>58,576.55</b>	<b>94,012.32</b>	<b>-35,435.77</b>	<b>62.3%</b>
<b>404.000 · Professional Legal, Engineering</b>				
404.310 · Professional Legal Service	11,118.00	35,000.04	-23,882.04	31.8%
404.314 · Ordinance Update Exp	406.00	5,000.04	-4,594.04	8.1%
408.313 · Engineer Contract	45,584.48	45,000.00	584.48	101.3%
<b>Total 404.000 · Professional Legal, Engineering</b>	<b>57,108.48</b>	<b>85,000.08</b>	<b>-27,891.60</b>	<b>67.2%</b>
<b>409 · General Government Buildings</b>				
409.200 · Material/Supplies	0.00	1,500.00	-1,500.00	0.0%
409.213 · Computer Equipment	8,392.34	8,000.04	392.30	104.9%
409.250 · Minor Equip Repair / Purchase	0.00	249.96	-249.96	0.0%
409.317 · Cleaning Services	4,580.00	11,000.04	-6,420.04	41.6%
409.320 · Telephone	0.00	500.04	-500.04	0.0%
409.351 · Property Insurance	972.12	2,505.96	-1,533.84	38.8%
409.360 · Utilities	8,136.40	15,999.96	-7,863.56	50.9%
409.370 · Maintenance/Repair	18,008.10	9,999.96	8,008.14	180.1%
<b>Total 409 · General Government Buildings</b>	<b>40,088.96</b>	<b>49,755.96</b>	<b>-9,667.00</b>	<b>80.6%</b>
<b>415.000 · Public Safety</b>				
<b>410 · Police Dept</b>				
410.110 · Chief Police Wages	59,351.31	107,042.04	-47,690.73	55.4%
410.112 · Police Secretary Full-time	25,681.28	51,503.28	-25,822.00	49.9%
410.114 · Wages - Officers	623,773.24	1,267,418.40	-643,645.16	49.2%
410.115 · Police Secretary - Part-time	0.00			
410.117 · SRO Wages	42,341.12	86,494.68	-44,153.56	49.0%
410.118 · Crossing Guard Wages	11,848.63	44,166.96	-32,318.33	26.8%
410.119 · DTF Officer Wages	44,799.04	90,741.96	-45,942.92	49.4%
410.192 · PD Payroll Taxes	13,747.59	27,998.04	-14,250.45	49.1%
410.194 · Unempl Com Tax PD	5,467.68	5,130.00	337.68	106.6%
410.195 · Workmen's Comp PD	90,738.69	102,300.00	-11,561.31	88.7%
410.196 · Health Insurance PD	252,432.06	458,276.28	-205,844.22	55.1%
410.198 · Life Insurance PD	4,366.54	7,254.12	-2,887.58	60.2%
410.210 · Office Supplies	3,647.07	10,200.00	-6,552.93	35.8%
410.215 · Postage PD	405.14	999.96	-594.82	40.5%
410.216 · Office Equipment PD	2,407.74	9,000.00	-6,592.26	26.8%
410.220 · Operating Supplies	30,984.29	49,898.04	-18,913.75	62.1%
410.231 · Vehicle Operation (Fuel)	14,717.43	42,776.52	-28,059.09	34.4%
410.238 · Officer's Uniforms	13,622.89	23,000.04	-9,377.15	59.2%
410.252 · Computer Equip PD	42,249.44	51,000.00	-8,750.56	82.8%
410.311 · Auditing - Police	2,750.00	4,005.00	-1,255.00	68.7%
410.314 · Legal Services	1,709.00	8,499.96	-6,790.96	20.1%
410.317 · Rapho Fines	8,877.58	20,000.04	-11,122.46	44.4%
410.320 · Telephone	5,446.15	9,300.00	-3,853.85	58.6%
410.327 · Radio PD	16,244.66	18,000.00	-1,755.34	90.2%
410.351 · Property Insurance	1,928.12	4,961.28	-3,033.16	38.9%
410.352 · Liability Insurance PD	32,289.20	42,016.32	-9,727.12	76.8%
410.360 · Utilities PD	7,923.85	17,510.04	-9,586.19	45.3%
410.373 · Building Maint	7,794.27	18,500.04	-10,705.77	42.1%
410.374 · Minor Equip Repair	2,301.71	9,999.96	-7,698.25	23.0%
410.384 · Cruiser Lease	46,900.86	60,272.04	-13,371.18	77.8%

# Manheim Borough -General Fund

## Profit & Loss Budget vs. Actual

### January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
410.420 · Civil Service Commission	0.00	500.04	-500.04	0.0%
410.451 · Cruiser Maintenance	7,733.81	9,999.96	-2,266.15	77.3%
410.460 · Training PD	3,381.17	9,000.00	-5,618.83	37.6%
410.500 · Youth Aid	0.00	500.04	-500.04	0.0%
<b>Total 410 · Police Dept</b>	<b>1,427,861.56</b>	<b>2,668,265.04</b>	<b>-1,240,403.48</b>	<b>53.5%</b>
<b>411 · Fire Dept</b>				
411.163 · Workmen's Comp	12,757.00	18,219.96	-5,462.96	70.0%
411.231 · Vehicle Operation FD	2,671.07	5,499.96	-2,828.89	48.6%
411.500 · State Fire Relief	0.00	30,000.00	-30,000.00	0.0%
411.540 · Fire Department Contribution	0.00	32,000.04	-32,000.04	0.0%
<b>Total 411 · Fire Dept</b>	<b>15,428.07</b>	<b>85,719.96</b>	<b>-70,291.89</b>	<b>18.0%</b>
<b>412.000 · Ambulance</b>				
412.540 · NW EMS Donation	5,000.00	9,999.96	-4,999.96	50.0%
<b>Total 412.000 · Ambulance</b>	<b>5,000.00</b>	<b>9,999.96</b>	<b>-4,999.96</b>	<b>50.0%</b>
<b>413 · Code / Zoning Enforcement</b>				
413.114 · Wages - Code Officer	28,066.35	56,276.28	-28,209.93	49.9%
413.190 · Payroll Taxes - Code / Zoning	2,132.18	4,243.32	-2,111.14	50.2%
413.194 · Unemploy Comp Tax - Code	812.66	285.00	527.66	285.1%
413.195 · Workmen's Comp	154.80	181.56	-26.76	85.3%
413.196 · Codes - Health Insurance	5,467.44	11,006.88	-5,539.44	49.7%
413.220 · Code Enforcement Supplies	0.00	249.96	-249.96	0.0%
413.310 · Professional Services	0.00	500.04	-500.04	0.0%
413.352 · Liability Insurance	1,019.16	1,212.72	-193.56	84.0%
413.460 · Training - Code / Zoning	355.00	500.04	-145.04	71.0%
414.240 · Misc Operating Supplies	1,223.95	999.96	223.99	122.4%
414.310 · ZHB Solicitor	2,050.00	5,000.04	-2,950.04	41.0%
414.311 · Secretary for Zoning Hearing	705.00	999.96	-294.96	70.5%
414.314 · Legal (Municipal Attorney)	1,608.00	2,499.96	-891.96	64.3%
414.340 · Advertising/Printing	3,061.84	2,499.96	561.88	122.5%
<b>Total 413 · Code / Zoning Enforcement</b>	<b>46,656.38</b>	<b>86,455.68</b>	<b>-39,799.30</b>	<b>54.0%</b>
415.300 · Emergency Magmt	88.74	500.04	-411.30	17.7%
419.300 · Task Force	4,858.00	4,857.96	0.04	100.0%
<b>Total 415.000 · Public Safety</b>	<b>1,499,892.75</b>	<b>2,855,798.64</b>	<b>-1,355,905.89</b>	<b>52.5%</b>
<b>420.000 · Health &amp; Human Services</b>				
422.000 · Animal Control	0.00	1,500.00	-1,500.00	0.0%
<b>Total 420.000 · Health &amp; Human Services</b>	<b>0.00</b>	<b>1,500.00</b>	<b>-1,500.00</b>	<b>0.0%</b>
<b>431 · Public Works</b>				
<b>427 · Sanitation</b>				
427.367 · Solid Waste Collection Contract	129,843.00	260,000.04	-130,157.04	49.9%
427.368 · Tipping Fee	115,055.25	170,000.04	-54,944.79	67.7%
<b>Total 427 · Sanitation</b>	<b>244,898.25</b>	<b>430,000.08</b>	<b>-185,101.83</b>	<b>57.0%</b>
<b>428.000 · Public Works - Weed Control</b>				
428.450 · Grass Cutting	26,010.94	48,000.00	-21,989.06	54.2%
<b>Total 428.000 · Public Works - Weed Control</b>	<b>26,010.94</b>	<b>48,000.00</b>	<b>-21,989.06</b>	<b>54.2%</b>

# Manheim Borough -General Fund

## Profit & Loss Budget vs. Actual

### January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
<b>430.000 · Roads and Streets</b>				
430.112 · Wages	91,561.57	184,008.36	-92,446.79	49.8%
430.190 · Payroll Taxes - Public Works	6,297.76	13,874.40	-7,576.64	45.4%
430.194 · Unemployment Tax - PW	1,306.55	1,140.00	166.55	114.6%
430.195 · Workmen's Comp - PW	10,163.88	17,128.44	-6,964.56	59.3%
430.196 · Health Insurance - PW	41,015.94	74,924.64	-33,908.70	54.7%
430.200 · Material/Supplies	7,234.40	18,000.00	-10,765.60	40.2%
430.233 · Vehicle Operation (Fuel) PW	3,029.06	6,000.00	-2,970.94	50.5%
430.238 · Uniforms Street Department	269.99	750.00	-480.01	36.0%
430.245 · Highway Materials	0.00	2,250.00	-2,250.00	0.0%
430.251 · Vehicle Parts/Maint	499.36	1,749.96	-1,250.60	28.5%
430.320 · Tele/call/internet	3,911.00	4,500.00	-589.00	86.9%
430.351 · Property Insurance	1,815.42	2,756.28	-940.86	65.9%
430.360 · Utilities Maintenance Shed	6,693.30	8,499.96	-1,806.66	78.7%
430.370 · Maintenance/Repairs	1,687.81	11,000.04	-9,312.23	15.3%
430.374 · Minor Equip Repair	611.88	3,000.00	-2,388.12	20.4%
431.372 · Road Maint/Repairs	2,449.19	9,999.96	-7,550.77	24.5%
432.200 · Snow Materials/Supplies	5,650.76	12,999.96	-7,349.20	43.5%
432.450 · Supplemental Snowplow	0.00	5,000.04	-5,000.04	0.0%
433.200 · Signs Materials/Supplies	2,352.79	4,500.00	-2,147.21	52.3%
433.361 · Traffic Signals - Electric	2,103.17	3,200.04	-1,096.87	65.7%
433.370 · Maintenance Traffic Signals	829.04	5,499.96	-4,670.92	15.1%
434.361 · Street Lighting	52,337.25	80,000.04	-27,662.79	65.4%
435.370 · Paint / Maintenance	3,624.08	3,999.96	-375.88	90.6%
<b>Total 430.000 · Roads and Streets</b>	<b>245,444.20</b>	<b>474,782.04</b>	<b>-229,337.84</b>	<b>51.7%</b>
<b>446.000 · Public Works - Other</b>				
446.300 · Grow Green/Professional Svcs	25.98			
446.370 · Storm Water - MS4	5,706.77	9,999.96	-4,293.19	57.1%
448.370 · Hydrants	11,013.94	18,750.00	-7,736.06	58.7%
<b>Total 446.000 · Public Works - Other</b>	<b>16,746.69</b>	<b>28,749.96</b>	<b>-12,003.27</b>	<b>58.2%</b>
<b>Total 431 · Public Works</b>	<b>533,100.08</b>	<b>981,532.08</b>	<b>-448,432.00</b>	<b>54.3%</b>
<b>450.000 · Culture and Recreation</b>				
<b>452 · Pool</b>				
452.221 · Pool Chemicals	4,996.98	15,000.00	-10,003.02	33.3%
452.260 · Pool Equip/Supply	319.70	5,000.04	-4,680.34	6.4%
452.360 · Pool Utilities	7,331.62	24,999.96	-17,668.34	29.3%
452.370 · Pool Maint / Repairs	2,332.07	7,500.00	-5,167.93	31.1%
452.450 · Pool Contract	5,722.00	129,000.00	-123,278.00	4.4%
<b>Total 452 · Pool</b>	<b>20,702.37</b>	<b>181,500.00</b>	<b>-160,797.63</b>	<b>11.4%</b>
<b>453.000 · Spectator - Museums, etc.</b>				
453.540 · Historical Society Donation	0.00	1,500.00	-1,500.00	0.0%
<b>Total 453.000 · Spectator - Museums, etc.</b>	<b>0.00</b>	<b>1,500.00</b>	<b>-1,500.00</b>	<b>0.0%</b>
<b>454 · Parks</b>				
454.351 · Property Insurance	8,090.27	11,907.00	-3,816.73	67.9%
454.360 · Park Utilities	6,212.96	14,000.04	-7,787.08	44.4%
454.370 · Park Maintenance/Repairs	7,048.80	15,999.96	-8,951.16	44.1%
454.371 · Park Tree Services	3,500.00	9,999.96	-6,499.96	35.0%
454.430 · Park Taxes	6,997.35	6,962.28	35.07	100.5%
<b>Total 454 · Parks</b>	<b>31,849.38</b>	<b>58,869.24</b>	<b>-27,019.86</b>	<b>54.1%</b>
<b>456.540 · Library Donation</b>	<b>6,300.00</b>	<b>6,300.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Total 450.000 · Culture and Recreation</b>	<b>58,851.75</b>	<b>248,169.24</b>	<b>-189,317.49</b>	<b>23.7%</b>
<b>465.000 · Community Development</b>				
465.360 · 26 E High Utilities	149.94			
465.430 · 26 E High Property Taxes	165.00			
<b>Total 465.000 · Community Development</b>	<b>314.94</b>			

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Accrual Basis

**Manheim Borough -General Fund**  
**Profit & Loss Budget vs. Actual**  
 January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
<b>471.000 · Debt Service</b>				
471.200 · 2019 Bond Series Principle	0.00	230,000.04	-230,000.04	0.0%
472.000 · 2019 Bond Series Interest	67,795.00	134,000.04	-66,205.04	50.6%
<b>Total 471.000 · Debt Service</b>	67,795.00	364,000.08	-296,205.08	18.6%
<b>483.000 · Employer Paid Benefits</b>				
483.100 · Act 205 Pension MMO (Police)	0.00	244,599.96	-244,599.96	0.0%
483.300 · Act 205 Pension MMO (non-unif)	0.00	51,653.04	-51,653.04	0.0%
<b>Total 483.000 · Employer Paid Benefits</b>	0.00	296,253.00	-296,253.00	0.0%
<b>492.010 · To Capital</b>	0.00	6,000.00	-6,000.00	0.0%
<b>Total 01E · General Fund Expense</b>	2,466,545.14	5,263,001.76	-2,796,456.62	46.9%
<b>406.490 · Borough COVID-19 Expense</b>	3,622.47			
<b>410.490 · Police COVID-19</b>	3,616.67			
<b>Total Expense</b>	2,473,784.28	5,263,001.76	-2,789,217.48	47.0%
<b>Net Income</b>	<b>1,237,743.47</b>	<b>-17,470.32</b>	<b>1,255,213.79</b>	<b>-7,084.8%</b>

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## Manheim Borough -General Fund

## Check Detail

July 29 through August 11, 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5313	08/11/2020	Berkheimer Associates	102.000 · Cash 2203326201	
Bill	407	07/31/2020		403.116 · Tax Coll - Fee/Commission	-96.43
TOTAL					-96.43
Bill Pm...	5314	08/11/2020	Buckman's Inc.	102.000 · Cash 2203326201	
Bill	720282	07/02/2020		452.221 · Pool Chemicals	-414.62
Bill	723588	07/27/2020		452.221 · Pool Chemicals	-283.96
TOTAL					-698.58
Bill Pm...	5315	08/11/2020	DAKTARI, LLC	102.000 · Cash 2203326201	
Bill	1227	05/15/2020		409.370 · Maintenance/Repair	-198.00
TOTAL					-198.00
Bill Pm...	5316	08/11/2020	Donna Czeiner	102.000 · Cash 2203326201	
Bill	07152...	07/15/2020		409.370 · Maintenance/Repair	-25.43
TOTAL					-25.43
Bill Pm...	5317	08/11/2020	Eagle Wireless Communications	102.000 · Cash 2203326201	
Bill	INV-0...	08/01/2020		410.252 · Computer Equip PD	-169.50
				430.320 · Tele/call/internet	-67.80
TOTAL					-237.30
Bill Pm...	5318	08/11/2020	Ennis-Flint, Inc.	102.000 · Cash 2203326201	
Bill	248390	07/28/2020		435.370 · Paint / Maintenance	-2,662.88
TOTAL					-2,662.88
Bill Pm...	5319	08/11/2020	Erie Family Life Insurance Co.	102.000 · Cash 2203326201	
Bill	Hoffn...	09/03/2020		410.198 · Life Insurance PD	-387.82
TOTAL					-387.82
Bill Pm...	5320	08/11/2020	Executive Printing	102.000 · Cash 2203326201	
Bill	59893	07/24/2020		410.210 · Office Supplies	-131.00
TOTAL					-131.00
Bill Pm...	5321	08/11/2020	Fulton Bank Visa	102.000 · Cash 2203326201	
Bill	75850...	07/13/2020		410.220 · Operating Supplies	-374.52
				430.370 · Maintenance/Repairs	-69.61
				401.210 · Office Supplies	-59.65
				401.210 · Office Supplies	-23.87
				409.213 · Computer Equipment	-29.81
				401.210 · Office Supplies	-88.49
TOTAL					-645.95

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## Manheim Borough -General Fund

## Check Detail

July 29 through August 11, 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5322	08/11/2020	Garden Spot Electric, Inc.	102.000 · Cash 2203326201	
Bill	8515	07/10/2020		452.370 · Pool Maint / Repairs	-101.00
TOTAL					-101.00
Bill Pm...	5323	08/11/2020	Garman's Cleaning	102.000 · Cash 2203326201	
Bill	6062	08/03/2020		409.317 · Cleaning Services	-600.00
TOTAL					-600.00
Bill Pm...	5324	08/11/2020	General Code, LLC	102.000 · Cash 2203326201	
Bill	GC00...	07/31/2020		408.313 · Engineer Contract	-1,195.00
TOTAL					-1,195.00
Bill Pm...	5325	08/11/2020	Hickory Run Logging	102.000 · Cash 2203326201	
Bill	60	07/30/2020		454.371 · Park Tree Services	-800.00
TOTAL					-800.00
Bill Pm...	5326	08/11/2020	Higher Information Group	102.000 · Cash 2203326201	
Bill	220966	08/01/2020		410.216 · Office Equipment PD	-53.00
Bill	220962	08/01/2020		410.210 · Office Supplies	-39.00
TOTAL					-92.00
Bill Pm...	5327	08/11/2020	J. L. Honberger Co, Inc.	102.000 · Cash 2203326201	
Bill	7778	06/02/2020		452.221 · Pool Chemicals	-167.90
TOTAL					-167.90
Bill Pm...	5328	08/11/2020	JGF Funding	102.000 · Cash 2203326201	
Bill	220964	08/01/2020		410.252 · Computer Equip PD	-180.73
Bill	220968	08/01/2020		410.252 · Computer Equip PD	-316.00
Bill	220967	08/01/2020		410.252 · Computer Equip PD	-140.30
Bill	220965	08/01/2020		410.252 · Computer Equip PD	-52.36
Bill	220963	08/01/2020		410.252 · Computer Equip PD	-1,131.43
TOTAL					-1,820.82
Bill Pm...	5329	08/11/2020	Jim's Welding & Automotive, Inc.	102.000 · Cash 2203326201	
Bill	23228	07/23/2020		446.370 · Storm Water - MS4	-340.76
TOTAL					-340.76
Bill Pm...	5330	08/11/2020	John A. Zern & Son	102.000 · Cash 2203326201	
Bill	60515	07/30/2020		430.200 · Material/Supplies	-12.00
Bill	60514	07/30/2020		410.210 · Office Supplies	-60.00
TOTAL					-72.00

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## Manheim Borough -General Fund

## Check Detail

July 29 through August 11, 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5331	08/11/2020	Lancaster County Solid Waste Mangement	102.000 · Cash 2203326201	
Bill	13040...	07/31/2020		427.368 · Tipping Fee	-15,973.98
TOTAL					-15,973.98
Bill Pm...	5332	08/11/2020	Lezzer Lumber	102.000 · Cash 2203326201	
Bill	83022...	04/08/2020		454.370 · Park Maintenance/Repairs	-10.90
Bill	83092...	07/29/2020		452.370 · Pool Maint / Repairs	-17.94
TOTAL					-28.84
Bill Pm...	5333	08/11/2020	LNP Media Group, Inc.	102.000 · Cash 2203326201	
Bill	42511...	07/23/2020		414.340 · Advertising/Printing	-466.32
TOTAL					-466.32
Bill Pm...	5334	08/11/2020	Longeneckers Hardware Company	102.000 · Cash 2203326201	
Bill	E33153	07/08/2020	Longeneckers Hardware Company	20000 · Accounts Payable	0.00
Bill	645705	07/14/2020		401.210 · Office Supplies	-0.75
				446.370 · Storm Water - MS4	-2.30
Bill	646485	07/22/2020		454.370 · Park Maintenance/Repairs	-11.28
Bill	646663	07/24/2020		452.370 · Pool Maint / Repairs	-40.99
Bill	646961	07/27/2020		410.220 · Operating Supplies	-27.96
Bill	647338	07/30/2020		452.370 · Pool Maint / Repairs	-4.91
Bill	647694	08/03/2020		454.370 · Park Maintenance/Repairs	-10.98
Bill	648099	08/06/2020	Longeneckers Hardware Company	20000 · Accounts Payable	0.00
Bill	64827	08/07/2020		454.370 · Park Maintenance/Repairs	-4.79
Bill	648269	08/07/2020	Longeneckers Hardware Company	20000 · Accounts Payable	0.00
TOTAL					-103.96
Bill Pm...	5335	08/11/2020	MAWSA	102.000 · Cash 2203326201	
Bill	23096...	07/20/2020		410.360 · Utilities PD	-153.10
Bill	23098...	07/20/2020		452.360 · Pool Utilities	-61.27
Bill	23101...	07/20/2020		454.360 · Park Utilities	-16.16
Bill	23101...	07/20/2020		452.360 · Pool Utilities	-291.60
Bill	23101...	07/20/2020		452.360 · Pool Utilities	-454.40
Bill	23101...	07/20/2020		454.360 · Park Utilities	-11.60
Bill	23104...	07/20/2020		409.360 · Utilities	-65.93
Bill	23107...	07/20/2020		454.360 · Park Utilities	-11.60
Bill	23116...	07/20/2020		430.360 · Uilties Maintenance Shed	-71.42
Bill	23123...	07/20/2020		448.370 · Hydrants	-1,573.42
TOTAL					-2,710.50
Bill Pm...	5336	08/11/2020	Office Basics, Inc.	102.000 · Cash 2203326201	
Bill	I-1548...	07/16/2020		401.210 · Office Supplies	-125.95
Bill	I-1548...	07/16/2020		410.210 · Office Supplies	-16.90
Bill	I-1563...	08/07/2020		401.210 · Office Supplies	-194.91
				452.370 · Pool Maint / Repairs	-146.60
TOTAL					-484.36

11:00 AM

08/10/20

## Manheim Borough -General Fund

## Check Detail

July 29 through August 11, 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5337	08/11/2020	Penn Stone	102.000 · Cash 2203326201	
Bill	2007-...	07/22/2020		452.370 · Pool Maint / Repairs	-147.88
TOTAL					-147.88
Bill Pm...	5338	08/11/2020	Pennsylvania One Call System	102.000 · Cash 2203326201	
Bill	867989	07/31/2020		430.320 · Tele/call/internet	-52.50
TOTAL					-52.50
Bill Pm...	5339	08/11/2020	PP&L	102.000 · Cash 2203326201	
Bill	77299...	07/08/2020		410.360 · Utilities PD	-525.84
Bill	07680...	07/09/2020		454.360 · Park Utilities	-27.53
Bill	07280...	07/10/2020		452.360 · Pool Utilities	-522.12
Bill	07480...	07/10/2020		454.360 · Park Utilities	-236.66
Bill	79480...	07/10/2020		454.360 · Park Utilities	-47.36
Bill	40870...	07/14/2020		409.360 · Utilities	-607.27
Bill	20269...	07/20/2020		434.361 · Street Lighting	-29.67
Bill	65320...	07/21/2020		433.361 · Traffic Signals - Electric	-155.18
Bill	71330...	07/22/2020		433.361 · Traffic Signals - Electric	-77.60
Bill	92560...	07/23/2020		454.360 · Park Utilities	-37.63
Bill	10956...	07/23/2020		454.360 · Park Utilities	-29.61
Bill	98626...	07/31/2020		434.361 · Street Lighting	-5,786.02
Bill	87401...	07/31/2020		434.361 · Street Lighting	-384.89
Bill	84224...	08/09/2020		430.360 · Utilities Maintenance Shed	-101.65
TOTAL					-8,569.03
Bill Pm...	5340	08/11/2020	Quality Digital Office Solutions	102.000 · Cash 2203326201	
Bill	290939	08/03/2020		401.210 · Office Supplies	-63.49
TOTAL					-63.49
Bill Pm...	5341	08/11/2020	Rapho Township	102.000 · Cash 2203326201	
Bill	02-3-...	07/31/2020		410.317 · Rapho Fines	-1,555.04
TOTAL					-1,555.04
Bill Pm...	5342	08/11/2020	Roberts Oxygen Co, Inc.	102.000 · Cash 2203326201	
Bill	297603	07/22/2020		452.221 · Pool Chemicals	-177.26
Bill	311918	07/30/2020		452.221 · Pool Chemicals	-198.16
Bill	17482...	07/31/2020		452.221 · Pool Chemicals	-93.50
TOTAL					-468.92
Bill Pm...	5343	08/11/2020	Shaub's Dry Cleaning	102.000 · Cash 2203326201	
Bill	10009...	07/31/2020		410.238 · Officer's Uniforms	-600.80
TOTAL					-600.80
Bill Pm...	5344	08/11/2020	USPS Hasler	102.000 · Cash 2203326201	
Bill	2020 ...	08/03/2020		401.215 · Postage Boro	-1,500.00
TOTAL					-1,500.00



11:00 AM

08/10/20

## Manheim Borough -General Fund

## Check Detail

July 29 through August 11, 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5345	08/11/2020	Verizon Wireless	102.000 · Cash 2203326201	
Bill	98590...	07/20/2020		410.320 · Telephone	-224.85
Bill	98595...	08/18/2020		410.320 · Telephone	-327.95
				430.320 · Tele/call/internet	-127.84
				401.320 · Telephone (Mgr Cell Phone)	-56.08
				414.240 · Misc Operating Supplies	-40.01
TOTAL					-776.73
Bill Pm...	5346	08/11/2020	Vertex Mechanical, Inc	102.000 · Cash 2203326201	
Bill	57148...	07/01/2020		409.370 · Maintenance/Repair	-2,766.00
TOTAL					-2,766.00
Bill Pm...	5347	08/11/2020	Walters Services, Inc.	102.000 · Cash 2203326201	
Bill	A-275...	07/29/2020		454.360 · Park Utilities	-428.00
Bill	A-275...	07/29/2020		454.360 · Park Utilities	-428.00
TOTAL					-856.00
Bill Pm...	5348	08/11/2020	Warihay Enterprises, Inc.	102.000 · Cash 2203326201	
Bill	W072...	08/03/2020		428.450 · Grass Cutting	-6,745.00
				410.373 · Building Maint	-300.00
TOTAL					-7,045.00
Bill Pm...	5349	08/11/2020	Wex Bank	102.000 · Cash 2203326201	
Bill	66788...	07/31/2020		411.231 · Vehicle Operation FD	-586.00
				410.231 · Vehicle Operation (Fuel)	-2,125.53
				430.233 · Vehicle Operation (Fuel) ...	-341.11
TOTAL					-3,052.64
Bill Pm...	5350	08/11/2020	Windstream	102.000 · Cash 2203326201	
Bill	02139...	07/24/2020		430.320 · Tele/call/internet	-73.36
Bill	02139...	07/24/2020		409.360 · Utilities	-236.12
TOTAL					-309.48
Bill Pm...	5351	08/11/2020	Zeiset Electric, Inc.	102.000 · Cash 2203326201	
Bill	2159	08/03/2020		454.370 · Park Maintenance/Repairs	-254.75
TOTAL					-254.75

11:01 AM

08/10/20

Accrual Basis

**Manheim Borough -General Fund**  
**Check Run**  
**July 29 through August 11, 2020**

Date	Num	Name	Amount
<b>Jul 29 - Aug 1, 20</b>			
Jul 29 - Aug 1, 20			
<b>Week of Aug 2, 20</b>			
Week of Aug 2, 20			
<b>Aug 9 - 11, 20</b>			
08/11/2020	5313	Berkheimer Associates	-96.43
08/11/2020	5314	Buckman's Inc.	-698.58
08/11/2020	5315	DAKTARI, LLC	-198.00
08/11/2020	5316	Donna Czeiner	-25.43
08/11/2020	5317	Eagle Wireless Communications	-237.30
08/11/2020	5318	Ennis-Flint, Inc.	-2,662.88
08/11/2020	5319	Erie Family Life Insurance Co.	-387.82
08/11/2020	5320	Executive Printing	-131.00
08/11/2020	5321	Fulton Bank Visa	-645.95
08/11/2020	5322	Garden Spot Electric, Inc.	-101.00
08/11/2020	5323	Garman's Cleaning	-600.00
08/11/2020	5324	General Code, LLC	-1,195.00
08/11/2020	5325	Hickory Run Logging	-800.00
08/11/2020	5326	Higher Information Group	-92.00
08/11/2020	5327	J. L. Honberger Co, Inc.	-167.90
08/11/2020	5328	JGF Funding	-1,820.82
08/11/2020	5329	Jim's Welding & Automotive, Inc.	-340.76
08/11/2020	5330	John A. Zern & Son	-72.00
08/11/2020	5331	Lancaster County Solid Waste Mangement	-15,973.98
08/11/2020	5332	Lezzer Lumber	-28.84
08/11/2020	5333	LNP Media Group, Inc.	-466.32
08/11/2020	5334	Longeneckers Hardware Company	-103.96
08/11/2020	5335	MAWSA	-2,710.50
08/11/2020	5336	Office Basics, Inc.	-484.36
08/11/2020	5337	Penn Stone	-147.88
08/11/2020	5338	Pennsylvania One Call System	-52.50
08/11/2020	5339	PP&L	-8,569.03
08/11/2020	5340	Quality Digital Office Solutions	-63.49
08/11/2020	5341	Rapho Township	-1,555.04
08/11/2020	5342	Roberts Oxygen Co, Inc.	-468.92
08/11/2020	5343	Shaub's Dry Cleaning	-600.80
08/11/2020	5344	USPS Hasler	-1,500.00
08/11/2020	5345	Verizon Wireless	-776.73
08/11/2020	5346	Vertex Mechanical, Inc	-2,766.00
08/11/2020	5347	Walters Services, Inc.	-856.00
08/11/2020	5348	Warihay Enterprises, Inc.	-7,045.00
08/11/2020	5349	Wex Bank	-3,052.64
08/11/2020	5350	Windstream	-309.48
08/11/2020	5351	Zeiset Electric, Inc.	-254.75
Aug 9 - 11, 20			-58,059.09
<b>TOTAL</b>			<b>-58,059.09</b>

9:47 AM

08/10/20

# Manheim Borough Capital Fund

## Check Detail

July 29 through August 11, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1886	08/11/2020	Doug Lamb Construction, L...		109.000 · Cash - Capital Boro		-29,786.40
Bill	AFP5	06/05/2020			446.604 · CDBG Pedestrian Improvements	-29,786.40	29,786.40
TOTAL						-29,786.40	29,786.40

9:52 AM

08/10/20

Manheim Borough K9

Check Detail

July 29 through August 11, 2020

Type	Num	Date	Name	Memo	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1008	08/11/2020	Kirk Colwell			01.104.000 Cash		-97.50
Bill	08062...	08/06/2020		Dog Food		410.220	-97.50	97.50
TOTAL							-97.50	97.50

## ZONING HEARING REQUEST

Hearing No. 10-2020

Date Received 8-4-20

Fee/Check No. 750.00

You must fill in every part of this Application and pay the application fee at the time of submission. The entire Zoning Ordinance is online at [www.manheimboro.org](http://www.manheimboro.org) for reference and review to provide necessary information to the Zoning Hearing Request Applicant. Certain applications may require plans and other additional exhibits to be submitted with this form. Questions may be directed to the Zoning Officer at 717-665-2461 Ext 14. If you do not submit everything that the Ordinance requires your Application may be denied and the hearing delayed.

- Name of the Applicant Mitchell Hess
- Address of the Applicant 43 South Charlotte Street Manheim PA
- Phone 717- [REDACTED] Email [REDACTED]@Gmail.com
- Subject Property Address 43 South Charlotte Street Zone

### THIS IS AN APPLICATION FOR (CHECK ONE):

- ☒ A Variance - Complete Section I : reference s/s 220-111 D
- ☐ A Special Exception - Complete Section II : reference s/s 220-111 C
- ☐ An Appeal to the Zoning Officers Decision - Complete Section III : reference s/s 220-111 E

- Who's name is on the Deed to the property Mitchell Hess
  - ♦ If the Applicants name is not on the deed state the address of the legal owner \_\_\_\_\_
  - ♦ If the Applicant is not on the deed explain what interest you have in the property (option to buy, lease, etc) \_\_\_\_\_

I acknowledge that I am entitled to have a hearing on this Application within 60 days after submission of a complete Application and fee(s); I waive the right and extend to the Zoning Hearing Board 75 days in which to hold the hearing. X Yes  No

I have read and understand the applicable Zoning Ordinance sections and any associated information from the PA Municipalities Planning Code, Act of 1968 and hereby certify that the information submitted in this Application is true and correct and I further agree to pay all costs outlined in the adopted fee schedule.

Signature of Applicant Mitchell Hess Date Aug 4

Also, Please Print Name Mitchell Hess

Signature of Property Owner \_\_\_\_\_ Date \_\_\_\_\_

Also, Please Print Name \_\_\_\_\_

## FOR VARIANCE ONLY – Section I

*A Variance is a modification of any provision of this chapter granted by the Zoning Hearing Board subject to findings specific to s/s 220-111 D of the Zoning Ordinance.*

Explain the purpose for which a Variance is sought (what do you want to do with the property; what is the current Use) PROVIDE OFF-STREET PARKING

FOR EXISTING 2 UNIT RESIDENTIAL BLDG. 1 IS OWNER OCCUPIED THE OTHER IS RENTED (APARTMENTS)  
5 CHARLOTTE ONLY HAS PARKING ON THE WEST SIDE OF STREET -

The Board may grant a Variance provided that all of the following findings are made where relevant in a case:

- ♦ That there are unique physical circumstances or conditions peculiar to the particular property and that the hardship is due to such conditions and not the circumstances or conditions generally created by the provisions of this Ordinance in the neighborhood or zone in which the property is located.
- ♦ That due to conditions as stated above that there is no possibility that the property can be developed in conformity with the Zoning requirements of the zone.
- ♦ That such unnecessary hardship has not been created by the Appellant
- ♦ That if granted that the essential character of the zone or neighborhood in which the property is located has not been altered, nor impair the appropriate use or development of an adjacent property or be detrimental to public welfare.
- ♦ That if granted the variance will represent the least modifications possible but still able to afford relief.

*Monetary loss or gain is not a consideration in granting a variance.*

What section(s) of the Manheim Borough Zoning Ordinance are impossible to comply with  
220-32 B Set backs

What is the hardship on which your Application is based with the property only sixteen feet wide, three feet subtracted on either edge would only allow for a 10 foot driveway. The property is a two unit apartment building so it would be unsafe and very challenging to provide off street parking for the tenants.

WILL BE UNDER THE MAX LOT COVERAGE OF 50%



August 6, 2020

James R. Fisher, PE  
Borough Manager  
Manheim Borough  
15 East High Street  
Manheim, PA 17545



**LANCASTER CIVIL**

★ ★ engineering company ★ ★

p.o. box 8972, lancaster, pa 17604-8972

[www.lancastercivil.com](http://www.lancastercivil.com)

Re: Borough Engineer's Report

Dear Mr. Fisher:

Below please find my update for the upcoming Borough Council meeting regarding the work performed during the past month.

**N. Linden/E. High Street Drainage Improvements:** Coordination with utility owners based on the results of the test pits along E. High Street is ongoing. We are awaiting notice on a grant application prior to beginning the majority of this work.

**N. Laurel Street drainage improvements:** A design for drainage improvements have been completed and I am reviewing the plans with residents who would be directly affected. I would like to request authorization to bid this project with bids due in September.

**Spahr Alley drainage improvements:** I received quotes from paving contractors to mill and repave a portion of Spahr Alley near the intersection with N. Wolf Street. The goal is to repair deteriorated asphalt and reduce the amount of runoff discharging onto a neighboring property.

**Saylor Alley drainage improvements:** I visited the site with Public Works staff and we have a concept in mind for reducing the ponding that occurs at Saylor / Potter Alleys. We plan to review this at the upcoming Public Works Committee meeting.

**Five Points Intersection improvements:** I created a plan for additional signage and pavement markings to improve safety at this intersection. We also plan to review this at the upcoming Public Works Committee meeting.

I trust that this report provides you with the information you need for the upcoming Council meeting; however please do not hesitate to contact me if you have questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Benjamin S. Craddock".

Benjamin S. Craddock, PE, President

**LANCASTER CIVIL**

cc: Manheim Borough Council  
Lindsey Uhlig, Public Works



**pennsylvania**  
DEPARTMENT OF TRANSPORTATION

July 6, 2020

Manheim Borough  
15 East High Street  
Manheim, PA 17545

RECEIVED

JUL 07 2020

Manheim Borough

**Agreement #: 3900038782**

Dear Borough Council:

Enclosed you will find your two copies of your Renewal Letter for Municipal Snow Removal, two copies of Exhibit A for the 2020-2021 Municipal Winter Agreement and an Emergency Contact Sheet.


We require a Renewal Letter and an Exhibit A from your municipality to be signed requesting the Department to reactivate the agreement for the 2020-2021 winter maintenance season.

Please have the appropriate designated and authorized personnel sign the Renewal Letters and the Exhibit A's. Fill out the Emergency Contact Sheet with township personnel phone numbers (NOT 911). Please return one of the Renewal Letters and Exhibit A's along with the Emergency Contact Sheet to me by Friday, August 14, 2020.

The second copy of the Renewal Letter and of the Exhibit A are for your records.

We would like to thank you for your past participation in the program and hope this year's agreement will continue to be a success.

If you have any questions, feel free to call me at 717- 299-7635.

Thank you,  


AnnaMarie Palm  
Roadway Program Technician 2

Enclosures



PENNDOT  
PO Box 4701  
Lancaster PA, 17604  
July 1, 2020

RE: Winter Traffic Services Agreement

To Whom It May Concern:

Attached is the 2020-2021 schedule "A" from the Pennsylvania Department of Transportation's Municipal Winter Agreement. Renewal agreements require a letter from the Municipality requesting the department to reactivate the agreement for each subsequent year of the contract. To simplify this procedure, a letter has been attached which satisfies this requirement and only necessitates your signature and a date. No other action is needed. Also attached is a form requesting the names of two (2) individuals this office can contact on a 24-hour basis if a problem would arise on a road maintained by your Municipality.

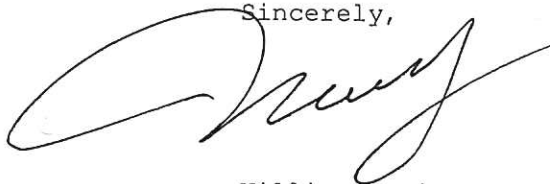
The rates for the winter of 2018-19 are as follows:

<u>MFC - B</u>	<u>MFC - C</u>	<u>MFC - D</u>	<u>MFC - E</u>
\$1183.73	\$1,183.73	\$989.67	\$989.67

Please return the three attached forms by August 25, 2020.

If you have any questions, please contact AnnaMarie Palm at (717)299-7621.

Sincerely,



*Acting*

William Davis  
Maintenance Manager  
Lancaster County

Attachment

**RENEWAL LETTER**  
**MUNICIPAL SNOW REMOVAL**  
**2020-2021**

MUNICIPALITY: Manheim Borough

ADDRESS: 15 East High Street  
Manheim, PA 17545

FED. ID : 23-6002893

AGREEMENT #: 3900038782

I wish to renew our Winter Municipal Snow Removal Contract listed above,  
with the Pennsylvania Department of Transportation for the winter season.

---

Signature

Date

2020-2021

AGREEMENT NO. 3900038782  
YEAR 2  
OF 5

**CONTRACT EXHIBIT A**  
Revised August 9, 2018

COUNTY: Lancaster  
MUNICIP: MANHEIM BOROUGH  
SAP # 138964

STATE ROUTE	LOCAL DESCRIPTION	BEGIN SEGMENT	BEGIN OFFSET	END SEGMENT	END OFFSET	SNOW LANE MILES	MFC	RATE PER MFC*	COST
0072	MAIN STREET	0300	0000	0310	1918	2.50	B	\$1,183.73	\$2,959.33
0772	HIGH STREET	0270	0000	0294	0602	2.90	C	\$1,183.73	\$3,389.43
0772	HIGH STREET	0295	0000	0295	0599	0.30	C	\$1,183.73	\$350.63
4026	OLD LINE/COLEBROOK ROAD	0080	2040	0090	1228	0.90	D	\$989.67	\$890.70
4040	EAST HIGH STREET	0010	0000	0020	1274	1.60	D	\$989.37	\$1,583.47

\*For the Standard Agreement, rates may vary per county depending on the MFC- see Attachment A Rate Schedule

\*For the Actual Cost Agreement, rates may not reflect those that appear on Attachment A because PennDOT is paying actual costs. Rates used must be pre approved by BOMO.

MILEAGE MFC B = 2.5  
MILEAGE MFC C = 3.20  
MILEAGE MFC D = 2.50  
MILEAGE MFC E =  
TOTAL MILEAGE 8.20  
TOTAL COST = \$9,173.56

Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

**TERMS OF PAYMENT:** The Municipality will be compensated with a lump sum payment in the amount indicated as Total Cost, and as adjusted by the Department of Transportation at the end of each year. The Municipality will be compensated with an adjustment to offset severe winters at the following rate. The Municipality will receive an adjustment equal to the percentage of the Department's actual costs (for similar roads serviced) over and above the five-year average for a particular county less a \$1,000.00 deductible for Municipalities with agreements totaling \$5,000.01 or more and a \$500.00 deductible for all others.

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION

MUNICIPAL SNOW REMOVAL

Twenty-four Hour Contact Persons

2020-2021

TOWNSHIP NAME: Manheim Borough

Re: Individuals to be contacted on a twenty-four hour basis if a problem would arise on a road maintained by your Municipality. Please return this form with your package.

1. NAME : \_\_\_\_\_  
HOME PHONE : \_\_\_\_\_  
BUSINESS PHONE: \_\_\_\_\_

2. NAME : \_\_\_\_\_  
HOME PHONE : \_\_\_\_\_  
BUSINESS PHONE: \_\_\_\_\_

**NOTE:** If there are any changes in individuals to be contacted, please notify AnnaMarie Palm at (717)299-7621.

RENEWAL LETTER  
MUNICIPAL SNOW REMOVAL  
2020-2021

MUNICIPALITY: Manheim Borough

ADDRESS: 15 East High Street  
Manheim, PA 17545

FED. ID : 23-6002893

AGREEMENT #: 3900038782

I wish to renew our Winter Municipal Snow Removal Contract listed above,  
with the Pennsylvania Department of Transportation for the winter season.

---

Signature

Date

2020-2021

AGREEMENT NO. 3900038782  
YEAR 2  
OF 5

**CONTRACT EXHIBIT A**  
Revised August 9, 2018

COUNTY: Lancaster  
MUNICIPALITY: MANHEIM BOROUGH  
SAP #: 138964

STATE ROUTE	LOCAL DESCRIPTION	BEGIN SEGMENT	BEGIN OFFSET	END SEGMENT	END OFFSET	SNOW LANE MILES	MFC	RATE PER MFC*	COST
0072	MAIN STREET	0300	0000	0310	1918	2.50	B	\$1,183.73	\$2,959.33
0772	HIGH STREET	0270	0000	0294	0602	2.90	C	\$1,183.73	\$3,389.43
0772	HIGH STREET	0295	0000	0295	0599	0.30	C	\$1,183.73	\$350.63
4026	OLD LINE/COLEBROOK ROAD	0080	2040	0090	1228	0.90	D	\$989.67	\$890.70
4040	EAST HIGH STREET	0010	0000	0020	1274	1.60	D	\$989.37	\$1,583.47

\*For the Standard Agreement, rates may vary per county depending on the MFC - see Attachment A Rate Schedule

\*For the Actual Cost Agreement, rates may not reflect those that appear on Attachment A because PennDOT is paying actual costs. Rates used must be pre approved by BOMO.

MILEAGE MFC B = 2.5  
MILEAGE MFC C = 3.20  
MILEAGE MFC D = 2.50  
MILEAGE MFC E =  
TOTAL MILEAGE 8.20  
TOTAL COST = \$9,173.56

Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

**TERMS OF PAYMENT:** The Municipality will be compensated with a lump sum payment in the amount indicated as Total Cost, and as adjusted by the Department of Transportation at the end of each year. The Municipality will be compensated with an adjustment to offset severe winters at the following rate. The Municipality will receive an adjustment equal to the percentage of the Department's actual costs (for similar roads serviced) over and above the five-year average for a particular county less a \$1,000.00 deductible for Municipalities with agreements totaling \$5,000.01 or more and a \$500.00 deductible for all others.



July 23, 2020

James Fisher  
Borough Manager  
Manheim Borough  
15 East High Street  
Manheim, PA 17545

Re: 2020 Multimodal Transportation Fund  
Application Project ID 2020-08-36-065  
**SENT VIA E-MAIL**

Dear Mr. Fisher:

Thank you for submitting an application for assistance from the Multimodal Transportation Fund (MTF). This letter is to inform you that the Market Square Improvement Project was not selected for FY 2020-2021 Multimodal Transportation Funding. We appreciate your interest and the time you invested in preparing and presenting your proposed project to us.

We received 218 applications for financial assistance from the MTF during an open application window between September 2019 and November 2019. The MTF evaluation team reviewed and evaluated the applications. This was an extremely competitive process as numerous important transportation projects were proposed that would positively serve the citizens of Pennsylvania.

Although your project was not selected for funding for the 2020-2021 fiscal year, we encourage you to reapply during the next open application window. Please check for program updates on the Department of Transportation website at [www.penndot.gov](http://www.penndot.gov).

Should you have questions on the evaluation of your project, please contact me at (717) 705-1230 or via email at [djbratina@pa.gov](mailto:djbratina@pa.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "David J. Bratina".

David J. Bratina  
Office of Multimodal Transportation Fund

**From:** PD, Multimodal Fund [<mailto:RA-PDMULTIMODALFUND@pa.gov>]

**Sent:** Wednesday, August 05, 2020 10:56 AM

**To:** Jim Fisher <[JimFisher@manheimboro.org](mailto:JimFisher@manheimboro.org)>

**Subject:** RE: [External] RE: PennDOT Multimodal Transportation Fund

Hi Jim,

I took a look at the application, and I wanted to offer the following:

- PennDOT's MTF program is always a very competitive program, and the FY 2020/21 round was no different. PennDOT received 218 applications requesting \$247 million in funding. Available funding on an annual basis is a maximum of \$40 million, \$35 million of which is legislatively mandated to be awarded to highway/bridge projects. All other modes are competing for \$5 million. Since the Borough's Market Square Improvement project is a bicycle/pedestrian project, it was competing for the \$5 million.
- Overall, the application was well done.
  - The application proposed a sufficient amount of eligible local match.
  - All required exhibits were included.
  - Statement of the problem and proposed solution are addressed clearly and with enough detail and context to understand the scope of work and why it is necessary.
  - Safety, mobility, and economic benefits are well documented.
  - Project readiness is demonstrated and aligns with the goals of the MTF program.

I would encourage you to apply during the next round of funding. PennDOT anticipates accepting applications for MTF in the fall of 2020. Exact dates have not been determined or announced, yet. They will be posted on the PennDOT website when available.

Thanks,  
Susan



July 2020

## Public works Report

Good Evening Everyone hope everyone is enjoying this wonderful weather! Let me start by saying this month was very hot and presented its challenges. We managed to work through it, we spent most of our time at the pool.

Pool repairs we started out removing the cover on the L pool. We decide to drain it because of the condition of the water. With doing so, we have decided it would be beneficial to repair and patch the worst stops on the bottom of the pool. This will help us get a head start next season. We must note that these repairs are temporary. There will have to be decisions made to properly fix it. Talking to our contractor, he is schedule to replace the gutter covers. They have already completed the caulk repairs needed

Other improvement done by your Public Works crew is fresh new paint in both locker rooms. We still have a list of repairs and continue to work on them as we have time in our schedule.

We have started our thermoplastic improvements at pedestrian crossings. First intersection is done at E. Gramby St and N. Hazel St. Our next scheduled improvement will be at W. Gramby St. and N. Main St. We will be working at getting our thermoplastic done first. We feel it is most important and the most time consuming. When these are complete, we will be moving on to regular line painting.

We are still taking time to keep up with the weeding and trimming around the Borough. We have also done several sign repairs and replacements. This is something we have been slowly working though. We would like to continue to monitor and replace as needed. With our new CSdatum program as we repair or replace I will be entering this data into the program.

### Safety Talks ~ Maintaining Equipment

Cleaning and properly storing equipment

### MS-4

- Repaired storm drain box on S. Wolf St. and E. Stiegel St.
- Cleaned out box at E. Ferinand St. and S. Wolf St.
- Clean off storm drains after each weather event

Any concerns or question please feel free to contact us.

*Lindsey Uhlrig*

## **Manheim Fire Department July 2020 Fire Report**

By Fire Chief Andrew Kirchner

July 2020 Incidents - 28

2020 Year - to - Date Incidents - 176

298 members responded and spent 213.5 hours in service

Members spent a total of 9 hours in service

Averaged 24 minutes in service per incident

Averaged 11 members per incident

52 members spent 140 man-hours in fire department training

4 members spent 4 hours in Fire Prevention and Public service for the Community

4 Members spent over 30 man-hours on repairs and maintenance of equipment and apparatus

Property Endangered by Fire in July 2020 - \$0

Property Damaged by Fire in July 2020 - 0

Property Saved by Firefighters in July 2020 - 0

### **Notable Incidents:**

### **Incidents by Municipality**

Penn Township - 13 incidents  
Manheim Borough - 9 incidents  
Rapho Township - 4 incidents  
East Pete Boro - 1 Incidents  
Mount Gretna boro - 1 Incidents

### **Incidents by Fire District**

Manheim Fire Dept. - 22 Incidents  
Penryn Fire Dept. - 3 Incidents  
Mastersonville Fire Dept. - 1 Incident  
East Pete Fire Dept. - 1 Incident  
Mount Gretna Fire Dept. - 1 Incident

### **Incidents by Time of Day**

12AM - 8AM - 6  
8AM - 4PM - 11  
4PM - 12AM - 11

### **Incidents by Day of the Week**

Sunday - 2  
Monday - 4  
Tuesday - 3  
Wednesday - 4  
Thursday - 5  
Friday - 5  
Saturday - 5

### **Types of Incidents**

4 Vehicle Accidents  
7 Assist calls  
6 Good intent  
3 Building / Dwelling Fires  
2 Outside Rubbish fires  
2 smoke detector activations  
2 AED  
1 Power Line down  
1 Accident involving Machinery

### **Apparatus Use**

**Fire Chief** - 12 responses, 1 mutual aid  
**Duty Chief** - 6 responses  
**Duty Officer** - 16 responses  
**Engine 26-1** - 13 responses, 2 mutual aid  
**Rescue 26** - 16 responses, 4 mutual aid  
**Truck 26** - 5 responses, 3 mutual aid  
**Tanker 26** - 5 responses, 1 mutual aid  
**Squad 26-1** - 5 responses  
**Squad 26-2** - 5 responses 1 Mutal aid  
**Fire Police** - 8 responses, 4 mutual aid

### **Mutual Aid Received**

East Petersburg Fire Dept. - 3 incidents  
Penryn Fire Dept. - 1 incidents  
Mastersonville Fire Dept. - 1 incidents  
Lititz Fire Dept. - 2 incidents  
Hempfeild Fire Dept. - 1 incident

Northwest EMS - 9 incidents  
Susquehanna Valley EMS - 1 incidents

Manheim Boro Police - 10 incidents  
Northern Lancaster Regional Police - 12 incident

Incident Date between 2020-07-01 and 2020-08-01



## Northwest EMS Zone Breakdown Report July 2020

## Zone Breakdown

Zone	Calls
	3
Dauphin- Conewago Township (22910)	6
Dauphin- Derry Township (22912)	3
Dauphin- Londonderry Township (22920)	10
Lancaster - West Cocalico Township (82728)	1
Lancaster- Clay Township (36917)	14
Lancaster- Columbia Borough (36002)	16
Lancaster- Conoy Township (36920)	21
Lancaster- East Donegal Township (36925)	48
Lancaster- East Hempfield Township (36928)	10
Lancaster- Elizabeth Township (36932)	18
Lancaster- Elizabethtown Borough (36803)	105
Lancaster- Ephrata Borough (36804)	1
Lancaster- Lancaster City (36001)	11
Lancaster- Manheim Borough (36807)	29
Lancaster- Marietta Borough (36939)	25
Lancaster- Mount Joy Borough (36809)	18
Lancaster- Mount Joy Township (36942)	62
Lancaster- Penn Township (36944)	62
Lancaster- Rapho Township (36948)	43
Lancaster- Warwick Township (36955)	4
Lancaster- West Donegal Township (36958)	86
Lancaster- West Earl Township (82824)	1
Lancaster- West Hempfield Township (36960)	2
Lebanon- South Londonderry Township (38922)	1
York - Lower Windsor Township (45152)	2
York- Hellam Township (67929)	1
York- Wrightsville Borough (67968)	2
	<b>Total 605</b>

Incident Date between 2020-01-01 and 2020-08-01



## Northwest EMS Zone Breakdown Report January - July YTD

## Zone Breakdown

Zone	Calls
	13
Cumberland - Mechanicsburg Borough (21804)	1
Dauphin- Conewago Township (22910)	44
Dauphin- Derry Township (22912)	73
Dauphin- Londonderry Township (22920)	62
Dauphin- Lower Swatara Township (22922)	1
Dauphin- Middletown Borough (22002)	2
Lancaster - Denver Borough (18888)	1
Lancaster - Ephrata Township (23840)	1
Lancaster - West Cocalico Township (82728)	5
Lancaster- Clay Township (36917)	122
Lancaster- Columbia Borough (36002)	109
Lancaster- Conoy Township (36920)	127
Lancaster- East Donegal Township (36925)	387
Lancaster- East Hempfield Township (36928)	61
Lancaster- East Petersburg Borough (36930)	4
Lancaster- Elizabeth Township (36932)	99
Lancaster- Elizabethtown Borough (36803)	592
Lancaster- Ephrata Borough (36804)	6
Lancaster- Lancaster City (36001)	74
Lancaster- Lititz Borough (36806)	13
Lancaster- Manheim Borough (36807)	221
Lancaster- Manheim Township (36937)	6
Lancaster- Manor Township (36938)	1
Lancaster- Marietta Borough (36939)	114
Lancaster- Mount Joy Borough (36809)	114
Lancaster- Mount Joy Township (36942)	369
Lancaster- Mountville Borough (52016)	6
Lancaster- Penn Township (36944)	366
Lancaster- Rapho Township (36948)	255
Lancaster- Warwick Township (36955)	25
Lancaster- West Donegal Township (36958)	710

Lancaster- West Earl Township (82824)	1
Lancaster- West Hempfield Township (36960)	16
Lebanon - Cornwall Borough (38908)	1
Lebanon - Heidelberg Township	12
Lebanon - Richland Borough (64560)	1
Lebanon- Lebanon City (38001)	2
Lebanon- Mount Gretna Borough (38914)	1
Lebanon- South Londonderry Township (38922)	7
Lebanon- West Cornwall Township (38925)	2
York - Lower Windsor Township (45152)	6
York- Hellam Township (67929)	6
York- Wrightsville Borough (67968)	15
York- York City (67001)	1
	<b>Total 4055</b>