

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