

Manheim Borough Council Meeting
May 26, 2020 7:00 PM
Manheim Borough, Manheim, PA

- **Roll Call:** President Carol Phillips, Vice President Brad Roth, Pro Tempore Chad Enck, Noah Martin, Jared Longenecker 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.

The Meeting was called to order by President Carol Phillips.

Representatives from Landis Communities presented a possible preliminary project scope for senior housing that they are considering and researching for the vacant property at the end of North Hazel Street. Since it would include a request for a change in Zoning, this presentation will give Council a chance to consider this for the future, if they do officially submit it for consideration and rezoning. They explained the scope of the project and income levels this senior housing project would benefit. The Danner Home which serves 12 residents will be closing and this new plan would be for approximately 50 units. There was a clearance letter issued by DEP in 2016 with requirements and restrictions for building on this site, since it was used as a Quarry/Dump years ago. The letter from DEP will be shared for all as it is public information. Many comments were offered for consideration. Access roadways, traffic patterns and emergency vehicle access were mentioned, as well as walkability to the downtown area. Mr. Fisher gave an overview of the process for this type of Zoning Change, as there would be reviews by Planning Commissions, Public Hearings, Advertisements and the final Approval that would be a Borough Council decision. The requested zoning change for this location would probably be to R-4. Landis Communities is looking for input and comments from the community and the immediate neighbors. A additional public meeting was also suggested should Landis Communities decide to pursue this further. Council was thanked for giving time for the presentation to get the conversation, consideration and thought process started.

ACTION ITEMS:

1. **Approval of 5/12/20 Borough Council Meeting Minutes:** Motion to approve by Mr. Martin, seconded by Mr. Enck, 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 **\$132,308.44**, **Capital Fund** in the amount of **\$24,988.20** and **Greenways Grant** in the amount of **\$2,137.75**. Motion to approve by Mr. Roth, seconded by Mr. Longenecker, passed unanimously. Mr. Fisher gave a brief update on the status of the budget to date and how the revenue figures compare to other years. The EIT payments are fairly close to budget, but the real estate tax payments are lower than past years at this date.
3. **Municipal Concurrence Letter for West High Street Bridge Replacement** – Mr. Fisher explained the acknowledgement by the Borough of the minor environmental impact that is involved with this project to the area both temporarily & permanently. It was suggested to inquire about having help with truck traffic

routing if possible. Proposed Plans for the bridge replacement will be available on the Borough Website. The plans for the temporary traffic control will be available as well as contact phone numbers for PennDOT if residents have questions for them directly. These letters are a start with our approval for the final design of the plans to move forward. There will be sidewalks across the bridge. The project time line is approximately starting middle of 2021 and lasting 15 to 18 months. Motion to approve the letters to move forward by Mr. Roth, seconded by Mr. Martin, passed unanimously.

- 4. Opening of Playgrounds** – Mr. Fisher gave some background on the playgrounds currently being closed and staying closed for the Yellow Phase that is scheduled for June 5th. Discussion was held on the pros and cons of opening the playgrounds against Phase Yellow Guidelines. Signs were suggested with language that will show the responsibility of the parents to make wise choices when allowing their children on the playground equipment as they are to stay closed. There would not be constant sanitizing and supervised use of the equipment for the public as they are not to be opened during the Yellow Phase. There are also playgrounds on the school properties, which would not involve the Borough. It was noted that these are uncharted waters for how to deal with these issues of liability. Our solicitor and insurance agent have been contacted for their input. It was suggested not to put caution tape on the equipment anymore since people have been continuously removing it. Motion by Mr. Roth to take down all caution tape on the equipment and place signs that say the playground equipment is closed by order of the state and that the equipment is not being sanitized, seconded by Mr. Longenecker, passed unanimously. It was noted that when the Yellow Phase is in effect, the borough will again be renting pavilions to gatherings of 25 people maximum. The portable toilets will not be sanitized daily, when they are placed back in the parks as the Yellow Phase goes into effect.

Mayor Funk updated council on the Memorial Day placement of a wreath donated Mr. Enck at the Fulton Bank Memorial along with Chief Stauffer, Officer Goss and Officer Miller. The MCHS Graduating Senior Posters are being displayed throughout the Borough. Council was updated on modified Graduation Ceremony to be held June 4th & 5th at Memorial Stadium. Mr. Funk has been in touch with the Farm Show Committee as they decide on the scheduling of the Farm Show for this year. They will be making a decision in August as they are currently working to proceed full speed ahead for now with the blessing of council.

Police Chief Stauffer presented and reviewed his report with council. He highlighted the statistics and noted that there were zero traffic accidents in the borough this past month which never happens. They will be doing aggressive driver enforcement in the following weeks. Council was updated on attempted Vehicle Break-Ins, the MCS D Graduation, Crime Watch, a Combative Subject Incident, COVID-19 Response and the Lancaster County District Attorney's guidance on handling citations.

Borough Codes:

- a) The monthly Code Officer & Admin Report was presented and briefly reviewed by Mr. Fisher.

Borough Engineer:

- a) There was nothing new to present by the Borough Engineer.

Borough Manager Report:

- a) Mr. Fisher presented his Monthly Manager's Summary to Council. Council was updated on some of the changes in the office to accommodate staff because of COVID-19, the work on getting a quote for a Buzz-In System from Select Security for the Borough Building for the future when we open again, and the East High Street/South Wolf Street Intersection Paving Project which will be starting on Wednesday May 27th. The current status of the YMCA for providing services next year to manage the pool was mentioned as their plans to merge with another YMCA have changed. Some grants have been delayed due to the COVID-19 situation but some approvals are starting to come in so projects will be able to keep moving. The situation with coordination of payment plan arrangements for past due trash payments with these residents was discussed. It was decided to be flexible for another month with payment plans as the staff

works with these property owners to help bring their accounts current. Trash Bills will be processed as usual.

- b) Letters offering Free Radon Kits by the American Lung Association will be mailed to Borough Residents.
- c) Street Sweeping and the handling of parking tickets was discussed as more residents are currently home during the day. Chief Stauffer explained their struggles each year to citing the residents. They will follow the road crew as they clean streets as they have in the past.

Committee Reports: The committees have not been meeting.

- a) Finance Committee – There was nothing new to report. They will start meeting in August.
- b) Parks /Pool Committee – There was nothing new to report.
- c) Public Works – There was nothing new to report.
- d) Shade Tree Commission – There was nothing new to report.
- e) Land Bank – There was nothing new to report. They did meet on May 20th. They are basically on hold right now with potential projects.

Old Business:

- a) There was no old business.

New Business:

- a) There was no new business.

Correspondence: MAWSA Manager's Report was in the Packet.

Public Comment: There was no public comment.

Executive Session: The Meeting was recessed to Executive Session at 9:00 PM by President Phillips for a litigation matter.

The Meeting returned from Executive Session at 9:17 PM.

Motion by Mr. Roth to direct the Solicitor to not file a response to the Objection to the Proof of Claim regarding the outstanding trash and recycling lien for the account discussed in Executive Session, seconded by Mr. Enck, passed unanimously.

Adjournment:

With no further business the meeting was adjourned at 9:19 PM.

Respectfully submitted,

Linda Gerhart
Recording Secretary
May 26, 2020

Manheim Borough

6/9/2020

BILLS TO BE APPROVED FOR PAYMENT

RATIFIED GENERAL FUND	\$	67,795.00	US Bank Debt Service Payment (wired)
RATIFIED CAPITAL FUND	\$	-	
GENERAL FUND	\$	98,661.44	
K-9 FUND	\$	-	
GREENWAYS GRANT	\$	-	
CAPITAL FUND	\$	4,112.00	
LIQUID FUELS FUND	\$	-	
	\$	<u>170,568.44</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						
Capital Fund	Fulton	\$ 431,856	\$ 432,605	\$ 417,415	\$ 434,553	\$ 425,478	\$ 422,543						
Liquid Fuel	Fulton	\$ 7,984	\$ 7,993	\$ 8,002	\$ 156,700	\$ 156,713	\$ 156,727						
Stormwater	Fulton	\$ 19,441	\$ 19,463	\$ 19,484	\$ 19,492	\$ 19,494	\$ 19,495						

2:47 PM

06/08/20

Accrual Basis

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

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Income				
01 · General Fund Income				
301 · Real Estate Taxes				
301.100 · Real Estate Tax Current	1,302,139.98	1,609,969.44	-307,829.46	80.9%
301.200 · Real Estate Tax Prior	18,891.76	24,999.96	-6,108.20	75.6%
310.100 · Real Estate Transfer Tax	26,844.29	65,000.04	-38,155.75	41.3%
Total 301 · Real Estate Taxes	1,347,876.03	1,699,969.44	-352,093.41	79.3%
310 · Wage Tax				
310.200 · Earned Income Tax	180,655.64	600,000.00	-419,344.36	30.1% ~39% in 2019
310.500 · Local Service Tax	29,279.27	80,000.04	-50,720.77	36.6%
Total 310 · Wage Tax	209,934.91	680,000.04	-470,065.13	30.9%
331 · Code Violation				
331.110 · MV Code Violation	6,129.71	21,000.00	-14,870.29	29.2%
331.111 · Rapho MV Code Violation	3,190.97	21,000.00	-17,809.03	15.2%
331.130 · State MV Code Violation	0.00	1,749.96	-1,749.96	0.0%
331.140 · Parking Tickets	450.00	750.00	-300.00	60.0%
331.141 · Rapho Twp Parking Tickets	90.00	249.96	-159.96	36.0%
Total 331 · Code Violation	9,860.68	44,749.92	-34,889.24	22.0%
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	4,878.46	18,950.04	-14,071.58	25.7%
Total 355 · Government	15,043.60	246,763.08	-231,719.48	6.1%
360 · Police				
357.020 · DTF Reimbursement	0.00	96,999.96	-96,999.96	0.0%
362.000 · Rapho Township Contract	581,999.65	1,396,799.16	-814,799.51	41.7%
362.110 · Police Income Reports, Misc	3,638.57	15,000.00	-11,361.43	24.3%
362.140 · Crossing Guards	0.00	30,000.00	-30,000.00	0.0%
362.150 · SRO / Police Officer Reimb.	6,810.48	54,999.96	-48,189.48	12.4%
Total 360 · Police	592,448.70	1,593,799.08	-1,001,350.38	37.2%
361 · Code Enforcement				
322.400 · Dumpster Permits	460.00			
331.120 · Violation- Ordinances	0.00	999.96	-999.96	0.0%
361.100 · Final Certs	1,242.82			
361.300 · Bldg/Zoning Permits	1,769.00	8,000.04	-6,231.04	22.1%
361.310 · Sub Div Land Dev Fee	300.00			
361.340 · Zoning Hearing Fees	2,250.00	5,000.04	-2,750.04	45.0%
362.470 · Annual Rental Occ Permit Fees	39,185.00	38,499.96	685.04	101.8%
362.471 · Apartment Inspection Fees	4,705.00	15,999.96	-11,294.96	29.4%
362.480 · Code Enforcement Rev	3,913.38	2,499.96	1,413.42	156.5%
Total 361 · Code Enforcement	53,825.20	70,999.92	-17,174.72	75.8%
364 · Municipal Services				
364.310 · Refuse Tags	1,890.50	8,000.04	-6,109.54	23.6%
383.000 · Trash/ Recycling Fees	235,896.56	450,000.00	-214,103.44	52.4%
Total 364 · Municipal Services	237,787.06	458,000.04	-220,212.98	51.9%

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

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
367 · Community Facilities				
342.200 · Rent Boro Bldg/Comm Room	2,407.33	7,500.00	-5,092.67	32.1%
367.110 · Pool Income	0.00	110,000.04	-110,000.04	0.0%
367.140 · Rent Pivilions/Parks	430.00	9,999.96	-9,569.96	4.3%
367.250 · MCSD Lease	0.00	76,650.00	-76,650.00	0.0%
Total 367 · Community Facilities	2,837.33	204,150.00	-201,312.67	1.4%
368 · Miscellaneous				
320.800 · Cable Franchise	0.00	61,500.00	-61,500.00	0.0%
341.000 · Interest Income	9,876.48	60,000.00	-50,123.52	16.5%
363.000 · Street Opening Permits	959.85	7,500.00	-6,540.15	12.8%
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)	7,477.24	99,999.96	-92,522.72	7.5%
395.530 · Kaufmann Park Tax	0.00	6,999.96	-6,999.96	0.0%
368 · Miscellaneous - Other	-7,973.17			
Total 368 · Miscellaneous	10,400.40	247,099.92	-236,699.52	4.2%
Total 01 · General Fund Income	2,480,013.91	5,245,531.44	-2,765,517.53	47.3%
Total Income	2,480,013.91	5,245,531.44	-2,765,517.53	47.3%
Gross Profit	2,480,013.91	5,245,531.44	-2,765,517.53	47.3%
Expense				
01E · General Fund Expense				
400 · Expenses				
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%
Total 400 · Expenses	2,436.49	3,348.12	-911.63	72.8%
401 · Executive				
401.110 · Wages-Borough Manager	39,409.60	102,947.52	-63,537.92	38.3%
401.112 · Wages - Admin Asst.	25,214.80	65,436.00	-40,221.20	38.5%
401.190 · Payroll Taxes - Executive	4,828.98	12,628.80	-7,799.82	38.2%
401.194 · Unemployment Comp Tax	778.17	855.00	-76.83	91.0%
401.195 · Workman's Comp	452.10	314.64	137.46	143.7%
401.196 · Health Insurance	20,520.69	53,200.32	-32,679.63	38.6%
401.210 · Office Supplies	4,025.45	9,500.04	-5,474.59	42.4%
401.215 · Postage Boro	1,675.88	7,500.00	-5,824.12	22.3%
401.251 · Boro Car Maint	0.00	249.96	-249.96	0.0%
401.320 · Telephone (Mgr Cell Phone)	276.24	699.96	-423.72	39.5%
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	645.50	999.96	-354.46	64.6%
401.460 · Training - Executive	0.00	750.00	-750.00	0.0%
Total 401 · Executive	112,625.30	277,632.24	-165,006.94	40.6%

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

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
402 · Financial Administration				
402.114 · Wages- FD/HRC	21,623.60	51,904.56	-30,280.96	41.7%
402.190 · Payroll Taxes - FD/HRC	1,642.73	3,892.80	-2,250.07	42.2%
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)	5,417.75	11,006.88	-5,589.13	49.2%
402.311 · Auditing	13,542.00	20,000.04	-6,458.04	67.7%
402.317 · Processing Payroll	1,350.45	2,750.04	-1,399.59	49.1%
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	0.00	750.00	-750.00	0.0%
402.460 · Training FD/HRC	0.00	249.96	-249.96	0.0%
403.116 · Tax Coll - Fee/Commission	680.14	2,499.96	-1,819.82	27.2%
Total 402 · Financial Administration	45,273.45	94,012.32	-48,738.87	48.2%
404.000 · Professional Legal, Engineering				
404.310 · Professional Legal Service	12,541.50	35,000.04	-22,458.54	35.8%
404.314 · Ordinance Update Exp	406.00	5,000.04	-4,594.04	8.1%
408.313 · Engineer Contract	39,437.48	45,000.00	-5,562.52	87.6%
Total 404.000 · Professional Legal, Engineering	52,384.98	85,000.08	-32,615.10	61.6%
409 · General Government Buildings				
409.200 · Material/Supplies	0.00	1,500.00	-1,500.00	0.0%
409.213 · Computer Equipment	7,550.41	8,000.04	-449.63	94.4%
409.250 · Minor Equip Repair / Purchase	0.00	249.96	-249.96	0.0%
409.317 · Cleaning Services	3,380.00	11,000.04	-7,620.04	30.7%
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	6,636.85	15,999.96	-9,363.11	41.5%
409.370 · Maintenance/Repair	11,283.14	9,999.96	1,283.18	112.8%
Total 409 · General Government Buildings	29,822.52	49,755.96	-19,933.44	59.9%
415.000 · Public Safety				
410 · Police Dept				
410.110 · Chief Police Wages	47,000.91	107,042.04	-60,041.13	43.9%
410.112 · Police Secretary Full-time	19,738.88	51,503.28	-31,764.40	38.3%
410.114 · Wages - Officers	477,827.84	1,267,418.40	-789,590.56	37.7%
410.115 · Police Secretary - Part-time	0.00			
410.117 · SRO Wages	32,539.52	86,494.68	-53,955.16	37.6%
410.118 · Crossing Guard Wages	11,848.63	44,166.96	-32,318.33	26.8%
410.119 · DTF Officer Wages	34,507.84	90,741.96	-56,234.12	38.0%
410.192 · PD Payroll Taxes	10,773.82	27,998.04	-17,224.22	38.5%
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	181,005.58	458,276.28	-277,270.70	39.5%
410.198 · Life Insurance PD	3,978.72	7,254.12	-3,275.40	54.8%
410.210 · Office Supplies	2,285.97	10,200.00	-7,914.03	22.4%
410.215 · Postage PD	301.04	999.96	-698.92	30.1%
410.216 · Office Equipment PD	1,478.95	9,000.00	-7,521.05	16.4%
410.220 · Operating Supplies	30,799.07	49,898.04	-19,098.97	61.7%
410.231 · Vehicle Operation (Fuel)	10,335.13	42,776.52	-32,441.39	24.2%
410.238 · Officer's Uniforms	11,927.90	23,000.04	-11,072.14	51.9%
410.252 · Computer Equip PD	37,823.20	51,000.00	-13,176.80	74.2%
410.311 · Auditing - Police	2,575.00	4,005.00	-1,430.00	64.3%
410.314 · Legal Services	1,709.00	8,499.96	-6,790.96	20.1%
410.317 · Rapho Fines	4,515.68	20,000.04	-15,484.36	22.6%
410.320 · Telephone	3,688.80	9,300.00	-5,611.20	39.7%
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	6,141.38	17,510.04	-11,368.66	35.1%
410.373 · Building Maint	5,857.84	18,500.04	-12,642.20	31.7%
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%
Total 410 · Police Dept	1,145,646.60	2,668,265.04	-1,522,618.44	42.9%
411 · Fire Dept				
411.163 · Workmen's Comp	10,023.00	18,219.96	-8,196.96	55.0%
411.231 · Vehicle Operation FD	1,746.52	5,499.96	-3,753.44	31.8%
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%
Total 411 · Fire Dept	11,769.52	85,719.96	-73,950.44	13.7%
412.000 · Ambulance				
412.540 · NW EMS Donation	5,000.00	9,999.96	-4,999.96	50.0%
Total 412.000 · Ambulance	5,000.00	9,999.96	-4,999.96	50.0%
413 · Code / Zoning Enforcement				
413.114 · Wages - Code Officer	21,571.95	56,276.28	-34,704.33	38.3%
413.190 · Payroll Taxes - Code / Zoning	1,638.79	4,243.32	-2,604.53	38.6%
413.194 · Unemploy Comp Tax - Code	285.00	285.00	0.00	100.0%
413.195 · Workmen's Comp	154.80	181.56	-26.76	85.3%
413.196 · Codes - Health Insurance	3,671.80	11,006.88	-7,335.08	33.4%
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	155.00	500.04	-345.04	31.0%
414.240 · Misc Operating Supplies	1,124.53	999.96	124.57	112.5%
414.310 · ZHB Solicitor	1,250.00	5,000.04	-3,750.04	25.0%
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	2,595.52	2,499.96	95.56	103.8%
Total 413 · Code / Zoning Enforcement	35,779.55	86,455.68	-50,676.13	41.4%
415.300 · Emergency Magmt	59.31	500.04	-440.73	11.9%
419.300 · Task Force	4,858.00	4,857.96	0.04	100.0%
Total 415.000 · Public Safety	1,203,112.98	2,855,798.64	-1,652,685.66	42.1%
420.000 · Health & Human Services				
422.000 · Animal Control	0.00	1,500.00	-1,500.00	0.0%
Total 420.000 · Health & Human Services	0.00	1,500.00	-1,500.00	0.0%
431 · Public Works				
427 · Sanitation				
427.367 · Solid Waste Collection Contract	86,562.00	260,000.04	-173,438.04	33.3%
427.368 · Tipping Fee	84,020.09	170,000.04	-85,979.95	49.4%
Total 427 · Sanitation	170,582.09	430,000.08	-259,417.99	39.7%
428.000 · Public Works - Weed Control				
428.450 · Grass Cutting	8,141.18	48,000.00	-39,858.82	17.0%
Total 428.000 · Public Works - Weed Control	8,141.18	48,000.00	-39,858.82	17.0%

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

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
430.000 · Roads and Streets				
430.112 · Wages	70,528.76	184,008.36	-113,479.60	38.3%
430.190 · Payroll Taxes - Public Works	5,257.74	13,874.40	-8,616.66	37.9%
430.194 · Unemployment Tax - PW	1,139.98	1,140.00	-0.02	100.0%
430.195 · Workmen's Comp - PW	10,163.88	17,128.44	-6,964.56	59.3%
430.196 · Health Insurance - PW	29,424.34	74,924.64	-45,500.30	39.3%
430.200 · Material/Supplies	7,013.85	18,000.00	-10,986.15	39.0%
430.233 · Vehicle Operation (Fuel) PW	1,965.19	6,000.00	-4,034.81	32.8%
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	3,072.31	4,500.00	-1,427.69	68.3%
430.351 · Property Insurance	1,815.42	2,756.28	-940.86	65.9%
430.360 · Utilities Maintenance Shed	6,136.73	8,499.96	-2,363.23	72.2%
430.370 · Maintenance/Repairs	921.81	11,000.04	-10,078.23	8.4%
430.374 · Minor Equip Repair	204.95	3,000.00	-2,795.05	6.8%
431.372 · Road Maint/Repairs	266.69	9,999.96	-9,733.27	2.7%
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	1,547.74	3,200.04	-1,652.30	48.4%
433.370 · Maintenance Traffic Signals	630.49	5,499.96	-4,869.47	11.5%
434.361 · Street Lighting	39,865.24	80,000.04	-40,134.80	49.8%
435.370 · Paint / Maintenance	0.00	3,999.96	-3,999.96	0.0%
Total 430.000 · Roads and Streets	188,728.02	474,782.04	-286,054.02	39.8%
446.000 · Public Works - Other				
446.370 · Storm Water - MS4	3,667.00	9,999.96	-6,332.96	36.7%
448.370 · Hydrants	7,867.10	18,750.00	-10,882.90	42.0%
Total 446.000 · Public Works - Other	11,534.10	28,749.96	-17,215.86	40.1%
Total 431 · Public Works	378,985.39	981,532.08	-602,546.69	38.6%
450.000 · Culture and Recreation				
452 · Pool				
452.221 · Pool Chemicals	1,959.44	15,000.00	-13,040.56	13.1%
452.260 · Pool Equip/Supply	319.70	5,000.04	-4,680.34	6.4%
452.360 · Pool Utilities	4,754.97	24,999.96	-20,244.99	19.0%
452.370 · Pool Maint / Repairs	1,431.94	7,500.00	-6,068.06	19.1%
452.450 · Pool Contract	5,722.00	129,000.00	-123,278.00	4.4%
Total 452 · Pool	14,188.05	181,500.00	-167,311.95	7.8%
453.000 · Spectator - Museums, etc.				
453.540 · Historical Society Donation	0.00	1,500.00	-1,500.00	0.0%
Total 453.000 · Spectator - Museums, etc.	0.00	1,500.00	-1,500.00	0.0%
454 · Parks				
454.351 · Property Insurance	8,090.27	11,907.00	-3,816.73	67.9%
454.360 · Park Utilities	4,606.50	14,000.04	-9,393.54	32.9%
454.370 · Park Maintenance/Repairs	5,107.46	15,999.96	-10,892.50	31.9%
454.371 · Park Tree Services	2,700.00	9,999.96	-7,299.96	27.0%
454.430 · Park Taxes	1,599.26	6,962.28	-5,363.02	23.0%
Total 454 · Parks	22,103.49	58,869.24	-36,765.75	37.5%
456.540 · Library Donation	6,300.00	6,300.00	0.00	100.0%
Total 450.000 · Culture and Recreation	42,591.54	248,169.24	-205,577.70	17.2%
465.000 · Community Development				
465.360 · 26 E High Utilities	149.94			
465.430 · 26 E High Property Taxes	165.00			
Total 465.000 · Community Development	314.94			

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

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
471.000 · Debt Service				
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%
Total 471.000 · Debt Service	67,795.00	364,000.08	-296,205.08	18.6%
483.000 · Employer Paid Benefits				
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%
Total 483.000 · Employer Paid Benefits	0.00	296,253.00	-296,253.00	0.0%
492.010 · To Capital	0.00	6,000.00	-6,000.00	0.0%
Total 01E · General Fund Expense	1,935,342.59	5,263,001.76	-3,327,659.17	36.8%
406.490 · Borough COVID-19 Expense	1,112.98			
410.490 · Police COVID-19	2,311.49			
Total Expense	1,938,767.06	5,263,001.76	-3,324,234.70	36.8%
Net Income	541,246.85	-17,470.32	558,717.17	-3,098.1%

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**Manheim Borough -General Fund
Check Detail
May 21, 2020**

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5167	05/21/2020	3T Security LLC	102.000 · Cash 2203326201	
Bill	1559	06/01/2020		452.360 · Pool Utilities	-239.40
TOTAL					-239.40
Bill Pm...	5168	05/21/2020	American United Life Insurance Company	102.000 · Cash 2203326201	
Bill	0G00...	05/21/2020		410.196 · Health Insurance PD	-598.55
				401.196 · Health Insurance	-50.41
				430.196 · Health Insurance - PW	-92.08
				413.196 · Codes - Health Insurance	-25.58
				402.196 · Health Ins (FD/HRC)	-25.82
TOTAL					-792.44
Bill Pm...	5169	05/21/2020	Buckman's Inc.	102.000 · Cash 2203326201	
Bill	716046	05/28/2020		452.221 · Pool Chemicals	-1,144.22
TOTAL					-1,144.22
Bill Pm...	5170	05/21/2020	C. M. High, Inc.	102.000 · Cash 2203326201	
Bill	96401...	05/20/2020		433.370 · Maintenance Traffic Signals	-98.40
Bill	96402...	05/27/2020		433.370 · Maintenance Traffic Signals	-139.40
TOTAL					-237.80
Bill Pm...	5171	05/21/2020	Dave's Lawn & Garden	102.000 · Cash 2203326201	
Bill	54145	05/22/2020		430.200 · Material/Supplies	-15.90
TOTAL					-15.90
Bill Pm...	5172	05/21/2020	Eagle Wireless Communications	102.000 · Cash 2203326201	
Bill	INv-0...	06/01/2020		410.252 · Computer Equip PD	-169.50
				430.320 · Tele/call/internet	-67.80
TOTAL					-237.30
Bill Pm...	5173	05/21/2020	Executive Printing	102.000 · Cash 2203326201	
Bill	59585	06/02/2020		410.210 · Office Supplies	-121.00
Bill	59586	06/02/2020		410.210 · Office Supplies	-202.00
TOTAL					-323.00
Bill Pm...	5174	05/21/2020	Fulton Bank Visa	102.000 · Cash 2203326201	
Bill	75850...	06/01/2020		410.220 · Operating Supplies	-66.80
				410.220 · Operating Supplies	-195.10
				410.490 · Police COVID-19	-51.82
				454.370 · Park Maintenance/Repairs	-442.16
				409.213 · Computer Equipment	-21.71
				401.420 · Dues/Membership/Subscr...	-90.00
				410.220 · Operating Supplies	-1,671.48
TOTAL					-2,539.07

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Manheim Borough -General Fund

Check Detail

May 21, 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5175	05/21/2020	Garman's Cleaning	102.000 · Cash 2203326201	
Bill	5584	06/01/2020		409.317 · Cleaning Services	-620.00
TOTAL					-620.00
Bill Pm...	5176	05/21/2020	Gretna Computer Consulting, Inc.	102.000 · Cash 2203326201	
Bill	7446	06/04/2020		409.213 · Computer Equipment	-3,520.00
Bill	7447	06/05/2020		406.490 · Borough COVID-19 Expe...	-315.00
TOTAL					-3,835.00
Bill Pm...	5177	05/21/2020	Higher Information Group	102.000 · Cash 2203326201	
Bill	213181	06/01/2020		401.210 · Office Supplies	-39.00
Bill	213185	06/11/2020		410.216 · Office Equipment PD	-53.00
TOTAL					-92.00
Bill Pm...	5178	05/21/2020	Janette Dill	102.000 · Cash 2203326201	
Bill	06272...	05/29/2020		454.370 · Park Maintenance/Repairs	-85.00
TOTAL					-85.00
Bill Pm...	5179	05/21/2020	JGF Funding	102.000 · Cash 2203326201	
Bill	213183	06/01/2020		410.252 · Computer Equip PD	-180.73
Bill	213182	06/01/2020		410.252 · Computer Equip PD	-1,131.43
Bill	213184	06/01/2020		410.252 · Computer Equip PD	-52.36
Bill	213186	06/11/2020		410.252 · Computer Equip PD	-316.00
TOTAL					-1,680.52
Bill Pm...	5180	05/21/2020	John A. Zern & Son	102.000 · Cash 2203326201	
Bill	60424	05/28/2020		410.210 · Office Supplies	-72.00
TOTAL					-72.00
Bill Pm...	5181	05/21/2020	Keller Bros	102.000 · Cash 2203326201	
Bill	44354	05/04/2020		410.451 · Cruiser Maintenance	-423.40
TOTAL					-423.40
Bill Pm...	5182	05/21/2020	Kocman Insurance Group	102.000 · Cash 2203326201	
Bill	63030	06/01/2020		409.351 · Property Insurance	-568.04
				410.352 · Liability Insurance PD	-964.06
				430.351 · Property Insurance	-605.14
				454.351 · Property Insurance	-2,696.76
				401.352 · Liability Insurance	-4,486.52
				402.352 · Liability Insurance	-271.79
				410.352 · Liability Insurance PD	-10,432.87
				413.352 · Liability Insurance	-271.79
				400.352 · Public Official Liability Ins	-597.04
				401.195 · Workman's Comp	-113.02
				413.195 · Workmen's Comp	-51.60
				402.195 · Workmen Comp (FD/HRC)	-20.98

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Manheim Borough -General Fund

Check Detail

May 21, 2020

Type	Num	Date	Name	Account	Paid Amount
				430.195 · Workmen's Comp - PW	-2,540.92
				410.195 · Workmen's Comp PD	-22,684.22
TOTAL					-46,304.75
Bill Pm...	5183	05/21/2020	Kreiser's Garage	102.000 · Cash 2203326201	
Bill	61667	05/06/2020		430.251 · Vehicle Parts/Maint	-85.37
TOTAL					-85.37
Bill Pm...	5184	05/21/2020	Lancaster County Solid Waste Mangement	102.000 · Cash 2203326201	
Bill	10304...	05/31/2020		427.368 · Tipping Fee	-14,217.72
TOTAL					-14,217.72
Bill Pm...	5185	05/21/2020	LNP Media Group, Inc.	102.000 · Cash 2203326201	
Bill	42312...	05/24/2020		414.340 · Advertising/Printing	-551.68
TOTAL					-551.68
Bill Pm...	5186	05/21/2020	Longeneckers Hardware Company	102.000 · Cash 2203326201	
Bill	62921...	02/04/2020		452.370 · Pool Maint / Repairs	-18.98
Bill	639611	05/21/2020	Longeneckers Hardware Company	20000 · Accounts Payable	0.00
Bill	639790	05/22/2020	Longeneckers Hardware Company	20000 · Accounts Payable	0.00
Bill	639772	05/22/2020	Longeneckers Hardware Company	20000 · Accounts Payable	0.00
Bill	639811	05/22/2020		430.200 · Material/Supplies	-16.74
Bill	640128	05/26/2020	Longeneckers Hardware Company	20000 · Accounts Payable	0.00
Bill	640465	05/28/2020	Longeneckers Hardware Company	20000 · Accounts Payable	0.00
Bill	640987	06/02/2020		454.370 · Park Maintenance/Repairs	-29.98
Bill	640964	06/02/2020		430.200 · Material/Supplies	-16.99
TOTAL					-82.69
Bill Pm...	5187	05/21/2020	Manheim Historical Society	102.000 · Cash 2203326201	
Bill	05252...	05/25/2020		409.360 · Utilities	-27.57
TOTAL					-27.57
Bill Pm...	5188	05/21/2020	Manheim Motor Parts	102.000 · Cash 2203326201	
Bill	253344	06/02/2020		430.370 · Maintenance/Repairs	-23.94
TOTAL					-23.94
Bill Pm...	5189	05/21/2020	MAWSA	102.000 · Cash 2203326201	
Bill	22828...	05/20/2020		410.360 · Utilities PD	-155.24
Bill	22830...	05/20/2020		452.360 · Pool Utilities	-61.27
Bill	22831...	05/20/2020		454.360 · Park Utilities	-62.80
Bill	22833...	05/20/2020		454.360 · Park Utilities	-11.74
Bill	22833...	05/20/2020		452.360 · Pool Utilities	-283.74
Bill	22833...	05/20/2020		452.360 · Pool Utilities	-113.60
Bill	22833...	05/20/2020		454.360 · Park Utilities	-11.60
Bill	22835...	05/20/2020		409.360 · Utilities	-65.93
Bill	22838...	05/20/2020		454.360 · Park Utilities	-11.60

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Manheim Borough -General Fund

Check Detail

May 21, 2020

Type	Num	Date	Name	Account	Paid Amount
Bill	22848...	05/20/2020		430.360 · Utilities Maintenance Shed	-71.42
Bill	22854...	05/20/2020		448.370 · Hydrants	-1,573.42
TOTAL					-2,422.36
Bill Pm...	5190	05/21/2020	Michelle S. Parke	102.000 · Cash 2203326201	
Bill	2128	06/01/2020		414.311 · Secretary for Zoning Hear...	-150.00
TOTAL					-150.00
Bill Pm...	5191	05/21/2020	National Elevator Inspection Svc	102.000 · Cash 2203326201	
Bill	03889...	05/21/2020		409.370 · Maintenance/Repair	-91.85
TOTAL					-91.85
Bill Pm...	5192	05/21/2020	Office Basics, Inc.	102.000 · Cash 2203326201	
Bill	I-1515...	05/27/2020		401.210 · Office Supplies	-80.64
Bill	I-1520...	06/03/2020		401.210 · Office Supplies	-92.82
TOTAL					-173.46
Bill Pm...	5193	05/21/2020	Penn Township	102.000 · Cash 2203326201	
Bill	2020-...	05/20/2020		430.200 · Material/Supplies	-4,353.12
TOTAL					-4,353.12
Bill Pm...	5194	05/21/2020	Personalized Commercial Cleaning	102.000 · Cash 2203326201	
Bill	141726	04/25/2020		410.373 · Building Maint	-645.00
Bill	141727	05/25/2020		410.373 · Building Maint	-645.00
TOTAL					-1,290.00
Bill Pm...	5195	05/21/2020	PP&L	102.000 · Cash 2203326201	
Bill	2269-...	05/19/2020		434.361 · Street Lighting	-30.13
Bill	82130...	05/19/2020		454.360 · Park Utilities	-30.13
Bill	61279...	05/19/2020		433.361 · Traffic Signals - Electric	-39.75
Bill	58479...	05/19/2020		434.361 · Street Lighting	-41.85
Bill	65320...	05/20/2020		433.361 · Traffic Signals - Electric	-154.49
Bill	10560...	05/21/2020		454.360 · Park Utilities	-30.06
Bill	92560...	05/22/2020		454.360 · Park Utilities	-30.19
Bill	98626...	06/01/2020		434.361 · Street Lighting	-5,797.31
Bill	87401...	06/01/2020		434.361 · Street Lighting	-386.65
Bill	71330...	06/01/2020		433.361 · Traffic Signals - Electric	-77.54
TOTAL					-6,618.10
Bill Pm...	5196	05/21/2020	Quality Digital Office Solutions	102.000 · Cash 2203326201	
Bill	287627	06/01/2020		401.210 · Office Supplies	-101.39
TOTAL					-101.39

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**Manheim Borough -General Fund
Check Detail
May 21, 2020**

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5197	05/21/2020	Rapho Township	102.000 · Cash 2203326201	
Bill	02-2-...	05/01/2020		410.317 · Rapho Fines	-329.01
TOTAL					-329.01
Bill Pm...	5198	05/21/2020	Roberts Oxygen Co, Inc.	102.000 · Cash 2203326201	
Bill	206334	05/27/2020		452.221 · Pool Chemicals	-721.72
Bill	131890	05/31/2020		452.221 · Pool Chemicals	-93.50
TOTAL					-815.22
Bill Pm...	5199	05/21/2020	Royer's Flowers & Gifts	102.000 · Cash 2203326201	
Bill	742772	05/31/2020		410.220 · Operating Supplies	-56.70
TOTAL					-56.70
Bill Pm...	5200	05/21/2020	Shaub's Dry Cleaning	102.000 · Cash 2203326201	
Bill	10009...	05/31/2020		410.238 · Officer's Uniforms	-582.70
TOTAL					-582.70
Bill Pm...	5201	05/21/2020	Sign Me Up	102.000 · Cash 2203326201	
Bill	8689	06/01/2020		406.490 · Borough COVID-19 Expe...	-162.00
TOTAL					-162.00
Bill Pm...	5202	05/21/2020	Triangle Press	102.000 · Cash 2203326201	
Bill	02005...	06/02/2020		401.340 · Advertising/Printing	-316.00
TOTAL					-316.00
Bill Pm...	5203	05/21/2020	Tristate Biomedical	102.000 · Cash 2203326201	
Bill	ZHB0...	05/31/2020		414.240 · Misc Operating Supplies	-750.00
TOTAL					-750.00
Bill Pm...	5204	05/21/2020	Verizon Wireless	102.000 · Cash 2203326201	
Bill	98554...	05/26/2020		410.320 · Telephone	-308.81
				430.320 · Tele/call/internet	-125.56
				401.320 · Telephone (Mgr Cell Phone)	-55.14
				414.240 · Misc Operating Supplies	-40.01
TOTAL					-529.52
Bill Pm...	5205	05/21/2020	Vertex Mechanical	102.000 · Cash 2203326201	
Bill	53279...	05/29/2020		409.370 · Maintenance/Repair	-281.00
TOTAL					-281.00

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06/08/20

Manheim Borough -General Fund

Check Detail

May 21, 2020

Type	Num	Date	Name	Account	Paid Amount
Bill Pm...	5206	05/21/2020	Walters Services, Inc.	102.000 · Cash 2203326201	
Bill	A-269...	06/02/2020		454.360 · Park Utilities	-856.00
Bill	A-269...	06/02/2020		454.360 · Park Utilities	-856.00
TOTAL					-1,712.00
Bill Pm...	5207	05/21/2020	Wex Bank	102.000 · Cash 2203326201	
Bill	65780...	05/31/2020		411.231 · Vehicle Operation FD	-349.71
				410.231 · Vehicle Operation (Fuel)	-1,590.76
				430.233 · Vehicle Operation (Fuel) ...	-377.21
TOTAL					-2,317.68
Bill Pm...	5208	05/21/2020	Windstream	102.000 · Cash 2203326201	
Bill	02139...	05/26/2020		430.320 · Tele/call/internet	-36.39
Bill	02139...	05/26/2020		409.360 · Utilities	-229.82
TOTAL					-266.21
Bill Pm...	5209	05/21/2020	Zeiset Electric, Inc.	102.000 · Cash 2203326201	
Bill	2109	05/25/2020		452.370 · Pool Maint / Repairs	-750.00
Bill	2110	05/25/2020		430.200 · Material/Supplies	-754.85
Bill	2108	05/25/2020		454.370 · Park Maintenance/Repairs	-207.50
TOTAL					-1,712.35
Bill Pm...	5210	05/21/2020	US Bank Operations Center	102.000 · Cash 2203326201	
TOTAL					0.00

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Manheim Borough -General Fund

06/08/20

Check Run

Accrual Basis

May 21, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
05/21/2020	5167	3T Security LLC	-239.40
05/21/2020	5168	American United Life Insurance Company	-792.44
05/21/2020	5169	Buckman's Inc.	-1,144.22
05/21/2020	5170	C. M. High, Inc.	-237.80
05/21/2020	5171	Dave's Lawn & Garden	-15.90
05/21/2020	5172	Eagle Wireless Communications	-237.30
05/21/2020	5173	Executive Printing	-323.00
05/21/2020	5174	Fulton Bank Visa	-2,539.07
05/21/2020	5175	Garman's Cleaning	-620.00
05/21/2020	5176	Gretna Computer Consulting, Inc.	-3,835.00
05/21/2020	5177	Higher Information Group	-92.00
05/21/2020	5178	Janette Dill	-85.00
05/21/2020	5179	JGF Funding	-1,680.52
05/21/2020	5180	John A. Zern & Son	-72.00
05/21/2020	5181	Keller Bros	-423.40
05/21/2020	5182	Kocman Insurance Group	-46,304.75
05/21/2020	5183	Kreiser's Garage	-85.37
05/21/2020	5184	Lancaster County Solid Waste Mangement	-14,217.72
05/21/2020	5185	LNP Media Group, Inc.	-551.68
05/21/2020	5186	Longeneckers Hardware Company	-82.69
05/21/2020	5187	Manheim Historical Society	-27.57
05/21/2020	5188	Manheim Motor Parts	-23.94
05/21/2020	5189	MAWSA	-2,422.36
05/21/2020	5190	Michelle S. Parke	-150.00
05/21/2020	5191	National Elevator Inspection Svc	-91.85
05/21/2020	5192	Office Basics, Inc.	-173.46
05/21/2020	5193	Penn Township	-4,353.12
05/21/2020	5194	Personalized Commercial Cleaning	-1,290.00
05/21/2020	5195	PP&L	-6,618.10
05/21/2020	5196	Quality Digital Office Solutions	-101.39
05/21/2020	5197	Rapho Township	-329.01
05/21/2020	5198	Roberts Oxygen Co, Inc.	-815.22
05/21/2020	5199	Royer's Flowers & Gifts	-56.70
05/21/2020	5200	Shaub's Dry Cleaning	-582.70
05/21/2020	5201	Sign Me Up	-162.00
05/21/2020	5202	Triangle Press	-316.00
05/21/2020	5203	Tristate Biomedical	-750.00
05/21/2020	5204	Verizon Wireless	-529.52
05/21/2020	5205	Vertex Mechanical	-281.00
05/21/2020	5206	Walters Services, Inc.	-1,712.00
05/21/2020	5207	Wex Bank	-2,317.68
05/21/2020	5208	Windstream	-266.21
05/21/2020	5209	Zeiset Electric, Inc.	-1,712.35
05/21/2020	5210	US Bank Operations Center	0.00
TOTAL			-98,661.44

Manheim Borough Capital Fund

Check Detail

May 27 through June 9, 2020

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	1876	06/09/2020	Select Security		109.000 - Cash - Capital Boro		-4,112.00
Bill	4481	05/29/2020			409.730 - Boro Bldg Renovations	-4,112.00	4,112.00
TOTAL						-4,112.00	4,112.00

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06/08/20

Accrual Basis

Manheim Borough Capital Fund

Check Run

May 27 through June 9, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
May 27 - 30, 20					
May 27 - 30, 20					0.00
Week of May 31, 20					
Week of May 31, 20					0.00
Jun 7 - 9, 20					
06/09/2020	1876	Select Security		-4,112.00	-4,112.00
Jun 7 - 9, 20				-4,112.00	-4,112.00
TOTAL				-4,112.00	-4,112.00

June 5, 2020

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

Re: Borough Engineer's Report



LANCASTER CIVIL

★ ★ engineering company ★ ★
p.o. box 8972, lancaster, pa 17604-8972
www.lancastercivil.com

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: The contractor has provided signed agreements and insurance. We await the necessary performance and payment bonds prior to issuing notice to proceed.

Hart Street Paving: The contractor plans to begin this work next week.

2019 Pedestrian Improvements (CDBG funded): Paving at the N. Wolf Street / E. High Street intersection was completed. I will perform a final inspection and provide a punch list to the contractor in the coming days.

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". The signature is written in a cursive style.

Benjamin S. Craddock, PE, President

LANCASTER CIVIL

cc: Manheim Borough Council
Lindsey Uhlig, Public Works

**Manheim Borough
Manager's Summary
6/9/20**

- Ongoing updates to Borough website and social media.
- Coordinating COVID-19 administrative response and updating office and PW operations procedures.
- Coordinating changes within building and office area to accommodate staff needs for safe and efficient operation.
- Buzz-in system will be installed at borough building (costars purchase, should be eligible for reimbursement).
- Assessing building air quality and any necessary improvements to system or operations (should be eligible for reimbursement).
- Ongoing communication with library director on building reopening preparations.
- Working with grant agencies on outstanding applications.
- CDBG Grant application update.
- Zoning Hearing Board meeting.
- Ongoing communication with Landis Communities regarding proposal for N. Hazel St. property.
- Addressing various resident concerns.
- Working with engineer and DEP on Stiegel Bridge repair work permitting related activities.
- Ongoing communication with stream restoration engineer regarding improvements, upcoming bidding process.
- Meeting w/Rapho, Penn Managers.

May 29, 2020

Dear Mr. Jim Fisher & Manheim Borough Council Members:

You have my permission and I am requesting that you read this letter at the next Manheim Borough Council meeting. I will not be able to zoom on that evening.

I have read the ongoing discussion on the "Little Town of Manheim" Facebook site regarding Landis Homes, and did not feel it was appropriate to make any additional responses there. However, I am encouraging any members of the Council, especially those under the age of 65, to read this request carefully.

Raybestos Manhattan (Raymark, or "The Asbestos" as it was called) provided a place to work and an income for hundreds of families in Manheim to be supported. However, if the truth had been known about raw asbestos, and more research done at the time, many lives could have been saved in this community. In addition to much suffering from the effects of asbestos by the workers, did you know that family members also had to have years of scans done to their lungs. Simply because, women washed all the clothing of the family together and those tiny particles of asbestos were brought home every day on shoes and clothing for many years.

The truth about asbestos and the fact that the "dump" on North Hazel street was used by Raybestos Manhattan is something many are afraid to speak of. There are many painful memories involved with watching loved ones suffer from a disease that possibly could have been avoided. Many could have seen their children and grandchildren grow, and my Dad could have fished with his kids just one more day. The pain in talking about the asbestos at Raymark is rooted somewhat in the fact that men worked there to support their families. If you allow digging in the old "dump" site, construction workers could possibly be endangering their families if they take asbestos fibers home on their shoes and clothing. If you are interested in reading available research, there is much published on this topic of disturbing contaminated soil.

I am not familiar with the current legalities of building in a "brown" zone and I do not know if the attraction to build there is because of tax incentives. What I am wondering is, is it worth it for a nursing home to build here and possibly cause cancer to the workers, the children in the neighborhood that might walk there, and others? Does Manheim Borough want the possibility of some day dealing with ongoing litigation related to asbestos fibers?

I ask your careful consideration in this request from Landis Homes. Thank you for the opportunity to express my concerns. Please do not disturb this site.

Sincerely,

Anne Umberger McFarland, MCHS class of 1973

Retired MCHS teacher and Penn Township resident