

Manheim Borough Council Meeting
1/9/2024 at 7:00 PM
15 E High St., Manheim, PA 17545

ROLL CALL: President Jared Longenecker, Vice President Jim Blanck, Pro Tempe Steve Gergely, Brad Roth, Jared Zeamer, Keith Hatfield and Mayor Scot Funk.

STAFF: Borough Manager/Secretary James R. Fisher and Recording Secretary, Lindsey Kirchner

This meeting was held in person and via Zoom. The information for public viewing via Zoom was provided on the Borough's website. These proceedings were recorded for the purpose of preparation of meeting minutes.

The meeting was called to order by President Longenecker at 7:00 PM followed by the Pledge of Allegiance and a Moment of Silence.

1. Approval of the 1/2/2024 Borough Reorganization Meeting Minutes:

A motion to approve the 1/2/2024 Borough Council Meeting Minutes was made by Mr. Roth, seconded by Mr. Blanck, passed unanimously.

HEARING OF VISITORS:

1. None

Financials (Bill Lists, Budget YTD, reports in packet):

- a) Approval of Contractor Invoices: none

Payment of bills presented for approval-

- 1) Ratified General Fund - \$0-
- 2) General Fund - **\$242,616.76**
- 3) Capital Fund - **\$21,862.48**
- 4) Liquid Fuels - \$0-

A motion to approve the payment of the bills was made by Mr. Blanck and seconded by Mr. Roth, passed unanimously.

MAYOR AND POLICE CHIEF REPORTS:

- a) Mayor Funk shared that they had met with the civil service commission to determine the needs of the police force. Mayor Funk asked the council to consider the promotion of a new Sergeant. He also asked the council to advertise for the hiring of 1-2 new officers. There was discussion, and it was determined that a decision would be made after the executive session.
- b) Sergeant Riggle shared his report including the officer CPR and AED training, toys for tots' success and his press releases. Sergeant Riggle then recommended to council the two handicap applications at 71 S Charlotte St and 126 W Ferdinand St.

A motion was made by Mr. Roth to approve the two handicap spaces at 71 S Charlotte St and 126 W Ferdinand St, and seconded by Mr. Blanck, passed unanimously.

STAFF/CONSULTANT/COMMITTEE REPORTS:

1. **Borough Engineer (in packet)**
2. **Borough Manager (in packet)**
 - a. Mr. Fisher shared that the borough is working on a few insurance claims.
3. **Public Works Director (in packet)**
 - a. Mr. Roth shared that the public works crew did a great job plowing in the last snow storm.
4. **Borough Codes Officer (in packet)**
 - a. Mr. Vargas shared that the zoning hearing from Monday January 8, 2024 was continued until February 5, 2024.
5. **Admin Report (in packet)**

NEW BUSINESS:

1. A motion was made to approve Resolution 28-2024, the appointment of Steve Gergely to the planning commission by Mr. Roth and Seconded by Mr. Blanck, passed unanimously.
2. A motion was made to approve the public works crew to attend the public workers day on January 10, 2024 at the Farm Show by Mr. Roth and seconded by Mr. Gergely, passed unanimously.
3. A motion was made to approve the time extension for the Stevens Feed Mill Land development plan by Mr. Blanck and seconded by Mr. Gergely, passed unanimously.
4. A motion was made to approve the council members, mayor, and borough manager to attend the Lancaster County Boroughs Association Quarterly Meetings for the year by Mr. Blanck and seconded by Mr. Roth, passed unanimously.

OLD BUSINESS:

1. Market Square improvement Project – a meeting is scheduled with State Representative Mindy Fee and PennDOT on January 11, 2024
2. NWEMS building acquisition – no action, updates in executive session.

CORRESPONDENCE IN PACKETS: (None)**PUBLIC COMMENTS:** None

EXECUTIVE SESSION: A motion to move to executive session was made by Mr. Roth at 7:27 pm and seconded by Mr. Blanck, passed unanimously.

ACTIONS FROM EXECUTIVE SESSION:

The meeting reconvened from executive session at 9:06.

It was noted that executive session discussion items included those stated on the agenda as well as real estate regarding the acquisition of the NWEMS building.

A Motion by Mr. Blanck, second by Mr. Zeamer, to make a conditional offer for the position of police chief to Officer in Charge Sgt. Jason Riggle, based on the terms discussed in executive session, passed unanimously.

Motion by Mr. Blanck, second by Mr. Gergely, to authorize proceeding with the hiring process for one police officer, passed unanimously.

Motion by Mr. Blanck, second by Mr. Gergely, to authorize proceeding with the interview process for the position of police sergeant, passed unanimously.

ADJOURNMENT: With no further business, a motion was made to adjourn the meeting at 9:11 PM by Mr. Blanck and seconded by Mr. Zeamer, passed unanimously.

Respectfully submitted,

Lindsey Kirchner
Recording Secretary
12/12/2023