

Manheim Borough News

OCTOBER 2017

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Fall/Winter Edition

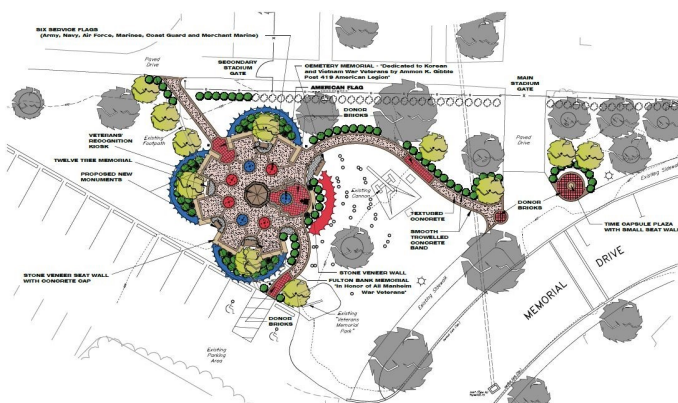
THEY SHALL NEVER BE FORGOTTEN

Air Force, Army, Navy, Marine, Coast Guard, Merchant Marine

To honor those men and women who gave their lives and service in the Armed Forces of the United States of America so that we may have the freedoms we cherish and have today; the Manheim Veterans Memorial Committee is planning to establish a garden in their honor.

The garden will be located at the Manheim Veteran Memorial Park at the cannon as this is a highly visible area and a gathering point for the Memorial Day festivities in the borough.

The committee is seeking support from community groups, businesses, and residents to help in its efforts to establish this memorial.



There will be memorial bricks available for purchase – size 4 x 4, cost is \$75.00, size 8 x 8, cost is \$125.00. Forms will be available at the Manheim Borough Office, the Manheim Community Library and with Jim Williams, (717) 341-2677, please feel free to call Jim with any questions; members serving on the committee with Jim are: Joel Mutschler, Jodie Hollinger, Walter Gerhart, Lyle Cunningham, Dick Martin, Mary Enterline and George Schwartz.

\$\$ Looking to invest in the Borough? Please check out the tax incentives that are available through LERTA by visiting the Borough's website!

www.ManheimBoro.org

We encourage everyone to bookmark and visit the Borough's website to keep up to date on current Borough activities. The front page is a bulletin board which is constantly updated with important information regarding community events, street closings, public works projects, trash and recycling dates, and much more. The website also includes upcoming meeting agendas and associated information, as well as meeting minutes, information on zoning and codes, stormwater management, and many other matters of interest to the residents of the Borough.

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Codes and Zoning

I'm pleased to say that I've spoken to and met a lot of residents since I started in February 2017. Many people have commented that they have noticed some changes in town and all for the better. These changes were made through your efforts and cooperation, I can only guide, it's you that makes the difference. So I thank you and I look forward to working with you towards continued progress.

The Borough website is your source for information, including applications, forms, ordinances, and current issues; check it out at www.manheimboro.org. The Codes office monthly report is also available online under the Borough Council menu. Following are some highlights I'd like to share with you as we head into the colder months.

Ice and snow on sidewalks must be removed within 12 hours from when the snow/sleet stops. As temperatures rise in the day and get colder at night, snow and ice will freeze and thaw several times over a few days. You are responsible to make your best efforts to ensure that it is maintained to help eliminate risk to anyone walking there and could help to minimize the chance of someone falling. This entails checking the sidewalk regularly until all ice and snow is gone. If you live at a corner it is your responsibility to do your best to keep it safe and clear for school children or those walking about and needing to safely cross the street. If you can't use it safely then no one else can either. Snow is not permitted to be thrown into the street or onto neighboring properties. **Landlords**, if it snows, the sidewalks need to be shoveled within the same timeline as owner occupied properties; if it snows at your house then it probably snowed in Manheim. It is recommended you appoint someone in the building or pay a willing participant if you can't do it yourself.



RENTAL PROPERTIES: Rental licenses are due by Feb 15 of every year. A reminder notice will be sent out in mid December. Rental Inspections, Year Three Cycle is due in 2018. You may contact the office to find out if your property is due this year. Paperwork will be sent out in late Winter for those properties that are due for inspections. Any landlord choosing to use a management company must provide a completed form to this office; those landlords living outside of 30 miles from the borough are required to have a management company or local contact and must provide the same completed form. The form will provide us with someone close by in case of an emergency. By signing the form they are equally responsible for violation compliance as the owner. Forms are available from this office.

VIOLATIONS: Unfortunately violations do occur, and while many times they are unintentional, they still need to be addressed. How the violation process works: The first notice sent is informational and explains the violation and provides the owner an opportunity to address the issue prior to being issued a formal violation notice; the second notice is the formal violation notice which provides timelines for corrective action as well as appeals procedures as specified in the applicable ordinance; the third notice is a citation which is filed with the Magisterial District Court. Our goal is compliance, not penalties, so we are always available to answer questions and willing to work with your particular situation to address the violations; just give us a call.

MISCELLANEOUS: Changing fuel types (e.g. going from heating oil to natural gas) will need a permit. CO2 detectors are required with any fossil fuel type use; wood, coal, gas, pellets. Excessive use of extension cords and overloaded receptacles can catch fire, multiple plug adaptors as well as multiple extension cords plugged together is prohibited. Stoves/ovens may not be used as any heat source. Space heaters – electric and kerosene may only be used in a safe manner according to manufacturer's instructions and only in an emergency situation; they may not be used as a permanent heat source. Doors and windows shall be weathertight. You can test for drafts by using a lit candle. If the flame blows or flickers when held up to a door or window the area is not weathertight. There are a lot of inexpensive winterizing products on the market that can save on heat loss. Windows and doors may not be caulked closed. Power strips and surge protectors are not the same. Not all power strips offer surge protection. Surge protectors shall be identified as UL listed, usually stamped into the back of it and will protect your device(s) if a power surge occurs by cutting off the electric before it reaches your equipment. Surge protectors shall be used if you need multiple plugs in close proximity of just one receptacle and shall be plugged directly into the wall and not into an extension cord.

WORDS OF WISDOM: Mouse proof around pipes or any place that is large enough to allow rodent access. Check for holes around the exterior walls as well as inside the basement; use steel wool or caulk if needed to remove the local "mouse drive-through"! Close curtains at night and open in the morning to let the sun shine in; shades and heavy or insulated curtains may also help to keep the cold out. Close and lock windows properly; make sure the storm windows are closed. Remove AC units from windows or be sure to properly cover them with plastic or fitted covers to prevent drafts. Furnaces shall be maintained; if the filter is changed regularly it will run more efficiently and is safer and healthier for the occupants. Chimney cleaning reduces the risk of fire from built up creosote; it is recommended you clean your chimney annually.



And finally, during bad weather the elderly and those with health problems that can't get out should be checked on regularly. Do the right thing: friends, neighbors and relatives should make sure that their space is heated appropriately AND safely. Lend a hand or loan your kid to shovel snow to someone in need. Consider dropping off a loaf of bread, coffee, milk or eggs if the weather has us snowed in. Acts of kindness warms the heart. Stay warm, smile at strangers and keep in touch... Donna

RECYCLING & TRASH UPDATES

The Borough participates in a single stream recycling program which enables you to place all recycled materials in one container.

Recycling Bins

Recycling Bins are available at the Borough Office for \$6.00. However, you can now use your own plastic container up to 32 gallons for recycling. Stop by the Borough Office today and pick up 2 **Free** large Recycling Decals to put on each side of your container so our Recycling Drivers can easily spot your recycling container. Contact the Borough Office with any questions.

Cardboard Dumpsters

Four corrugated cardboard dumpsters are located at the Logan Park Parking Lot off of West Ferdinand Street.

Magazine Dumpster

There is a dumpster sponsored by the VFW Auxiliary in the Logan Park Parking Lot off of West Ferdinand Street for the recycling of magazines. All the money from this dumpster is used for the Ronald McDonald Houses in Hershey.

Battery Bags

Regular household batteries are not to be thrown in the trash. Orange Battery Collection Bags are available at the Borough Office at no charge. Fill the bag, seal it and place it next to your recycling container. The trash hauler will collect the bag during regular trash/recycling days. This does not include auto and utility vehicle batteries, which should also not be placed in your trash as they contain several toxic elements.

Large Appliance & Pick-up

The next large appliance pick-up is scheduled for Thursday, October 19th. A large appliance, or white good, is an appliance with a motor, engine, or compressor. For disposal of your appliance please be sure to purchase a \$15.00 Large Appliance Tag from the Borough Office.

Tire Pick-up

Tires will also be picked up curbside on the day of large appliance pick-up. Tires must display a \$3.00 tire tag, also available for purchase at the Borough Office.

Woody Yard Waste Pick-up (for 2018)

WYW Days (on regular trash days) All Tags are still purchased at the Borough Office and the Library. **APRIL 12TH FREE NO TAG DAY ONLY. GREEN TAG DAYS** April 26, May 10 & 24, June 7 & 21, July 6 & 19, August 2, 16 & 30, September 13 & 27 and October 11 & 25.

Leaf Pick-ups

Leaf Pick-ups (Saturdays) start November 4. They will also be held November 11 & 18 and December 2 & 9.

Reminder

Trash and Recycling pick up is every Thursday except for an adjusted schedule for the following holidays. (New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas) Cancellations and rescheduling for inclement weather will be posted on our website. Trash and recycling is not to be placed curbside before 6:00 PM the evening before your pick-up day. It does need to be placed curbside no later than 5:00 AM to ensure pick up that day. If your trash or recycling is missed, please contact the Borough Office immediately at 717-665-2461.

As of January 2013, Covered Devices (televisions, computers, monitors etc...) are no longer collected curbside. The County offers free disposal of household hazardous waste. Visit their website at www.lcswma.org/lcswma_facilities_hhw.html for helpful advice and information.

**SUPPORT OUR
LOCAL
BUSINESSES**

Community Calendar www.ManheimBoro.org

OCTOBER 19th
Large Appliance & Tire Pick-up

OCTOBER 26th
Last Day for WYW Pick ups

OCTOBER 31st
Trick or Treat Night

NOVEMBER 4th
First Day for Leaf Pick up

NOVEMBER 7th
Election Day

NOVEMBER 23rd THANKSGIVING
Borough Office Closed

NOVEMBER 24th
Borough Office Closed
TRASH DAY

DECEMBER 1st, 2nd & 3rd
Christmas in Manheim

DECEMBER 2nd
Christmas Tree Lighting

DECEMBER 9th
Last Day for Leaf Pick up

DECEMBER 25th CHRISTMAS
Borough Office Closed

DECEMBER 26TH
Borough Office Closed

DECEMBER 29th
TRASH DAY

*******2018*******

JANUARY 1st NEW YEARS DAY
Borough Office Closed

JANUARY 5th
TRASH DAY

JANUARY 13th
Christmas Tree Pick up

FEBRUARY 19th PRESIDENTS DAY
Borough Office Closed

MARCH 30th GOOD FRIDAY
Borough Office Closed

APRIL 12TH
WYW Pick up Starts— (ONLY Free Day
with No Tags)

Municipal Fee Payments

The Trash and Recycling Bill for the Borough is mailed every January 1st and July 1st with payment due the 15th of the following month. Payments can be made by check, cash or credit card at the Manheim Borough Office, 15 East High Street, dropped off at Fulton Bank on Market Square or by Credit Card on our website. There is also a drop box at the front door of the Borough Building for your convenience.

If you have any questions, please call the Manheim Borough Office at 665-2461 or contact us on the website at **www.ManheimBoro.org**.



CHRISTMAS
December 1 - 3
IN
MANHEIM

- 3rd Annual Santa Run & Walk 5K
- Free Breakfast with Santa at St. Paul's UCC on Main
- Crafts at the Library
- Holiday Crossings at Historic Manheim Railway Station
- Miniature Train Display Located Beside the Historic Manheim Railway Station
- Christmas Tree Lighting with Caroling on Market Square
- Glassblowing at Stiegel Glassworks 1976
- Women's Club Holiday Tour of Homes
- And More!

More information at
www.manheimchamber.com

WINTER TIPS FROM THE PUBLIC WORKS DEPARTMENT

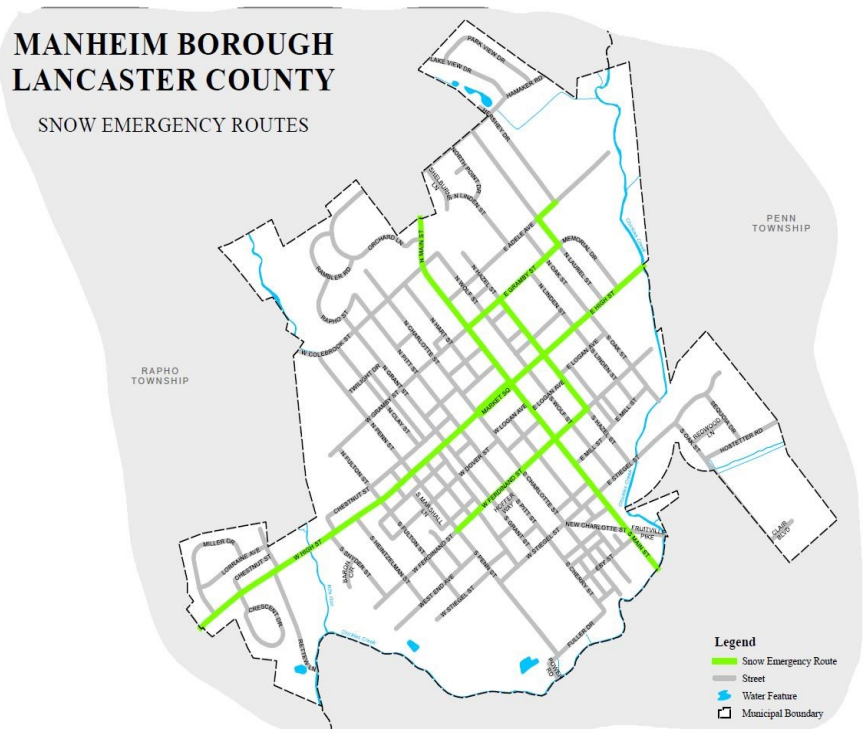
The Winter Season is quickly approaching and with that comes the need for borough residents to work together so each snow and ice event can be handled in the safest way possible. The following tips will assist the Public Works Department in effectively removing snow and ice from the streets during a snow event.

1. Whenever possible, use off-street parking during a snow event. This allows the snowplows to clear the street back to the curb, and clears space for the next storm and helps water to run from the snow melt toward the storm drains.
2. DO NOT THROW OR BLOW SNOW ONTO THE STREET. When this is done and the snow refreezes overnight it can become quite icy and dangerous to traffic and a potential liability to the homeowner. Violators may be subject to prosecution as this is a citable offense. If you have someone other than yourself doing your snow removal remind them as well as you would be responsible for your property.
3. NO CARS SHOULD BE PARKED IN A CUL-DE-SAC. Plowing cul-de-sacs can be time consuming, and having cars on the street makes it very difficult to clear the snow and turn around.
4. During a plowing operations, snow will go into your driveway. If possible, wait until the street is plowed before clearing driveway openings. Shoveling the snow to the right side of your driveway as you face the street allows the snowplow to take the snow away from your driveway.

Municipal Parking Lots are available during these events at the intersection of North Wolf St. & East High St. and Danner Alley behind the BBT Bank.

MANHEIM BOROUGH LANCASTER COUNTY

SNOW EMERGENCY ROUTES



Please visit www.ManheimBoro.org regarding snow emergencies and other important Borough information.

MS4/PRP: Small abbreviations with large ramifications.

MS4 stands for Municipal Separate Storm Sewer System, and represents all of the streets, gutters and pipes within the Borough — basically anything that carries storm water runoff from where it falls and into streams...and eventually into the Chesapeake Bay. PRP stands for Pollution Reduction Plan, which is a new requirement to demonstrate how we will physically reduce the amount of pollutants reaching the streams and Bay. As an MS4 municipality located within the Chesapeake Bay watershed, we are responsible for not only the quantity of that water runoff, but also the quality. Rules and regulations have been established by US EPA, passed down to the PA DEP, and, of course, passed further down to us as a local government for ultimate implementation. Be assured that your Borough staff is working hard to maintain compliance with the regulations, and to do so in the most cost-efficient manner possible.



The goals of the Borough's MS4 program are to reduce the discharge of pollutants into our waterways. The water that runs off your property and from the streets goes either into the ground and becomes groundwater or flows through a series of facilities such as swales and pipes to the waterways. If this water isn't cleaned, all the pollutants the water carries end up in the stream and ultimately into the Chesapeake Bay. You can help to keep our water clean by doing the following:

What residents can do...

- Properly dispose of water from your property (rainwater, pool water, sump pumps, etc.) – directing water runoff over grassy areas, and not into streets and gutters, is required whenever this option is possible.
- Do not wash your car in your driveway or in the street.
- Clean up after your pets.
- Use fertilizers, pesticides, and herbicides correctly, beginning by using absolute minimum recommended application rates.
- Properly secure and store materials that could pollute storm water. When servicing your vehicle, do not allow oil, antifreeze, or other fluids to spill or drain onto any surface of the ground.

In addition, please monitor the storm water facilities that you see or live near. If you see something that simply looks “wrong” or that is causing these facilities to be polluted or blocked, please call the Borough office at (717) 665-2461.

Examples of Illicit Discharges include:

- Sediment leaving a construction site during a storm or being carried out onto the public road
- Spills (Chemical, Gas, Oil)
- Illegal dumping activity into streams or storm water facilities
- Dry weather flows from outfalls into streams (at least 72 hours after a storm)

www.ManheimBoro.org/stormwater-management

MANHEIM BOROUGH POLICE CHIEF JOSEPH C. STAUFFER



211 N. CHARLOTTE STREET, MANHEIM PA 17545

717-665-2481



Manheim Borough Police

Chief Joseph C. Stauffer

SERVICE, COURAGE AND PROTECTION



School is IN

School is
in session.
Please drive
carefully

in our School Zones, crosswalks and where crossing guards are located. And **especially** when you see children. They do not have the same perceptions of danger as adults do. Please remember that crossing guards are there for the pedestrian traffic and to cross school children. They are NOT to be used as traffic control in most cases. The Borough's crossing guards may direct buses or stop vehicles when permitted by law, but they are not to be used for our daily commuters.

Theft and Fraud

Remember MAIL, ONLINE ORDERS and packages are valuable. Protect your incoming packages from theft:

- TRACK** online orders
- ASK** neighbors or friends to pick them up if you are not home or can't
- REQUEST** signature for delivery
- ALTERNATE LOCATION** have the package delivered to a different address or business that accepts deliveries



Halloween Safety Tips

1. Older children should TAKE FRIENDS
2. Make sure a TRUSTED ADULT, older child, or you accompany younger children
3. Accompany, or make sure a trusted adult accompanies younger children to the door of every home
4. Teach your children to only enter homes with your permission
5. Teach your children to NEVER approach a vehicle unless they accompanied by you
6. Make sure your children wear reflective clothing and carry a flashlight or glow stick when traveling during evening hours.
7. Make sure your children are able to see and breathe properly and easily when using facial masks. All costumes and masks should be clearly marked as flame resistant.
8. Teach your children to always stay in well-lit areas
9. Teach your children to stay alert for suspicious incidents and report anything unusual to you and / or law enforcement



MANHEIM BOROUGH POLICE DEPARTMENT

K9 NASH

Meet K-9 Nash

Our new K-9 is training for 6 weeks from October 2, 2017 through November 10, 2017. The K-9 unit is not a tax based unit. We rely 100% on donations. If you or your business would like to donate to K-9 Nash's service costs please donate in person at the Manheim Borough Station, or at his go fund me account: gf.me/u/czhtfs



Donations

We have a variety of community businesses and residents who offer donations for various team efforts. They include our K-9 unit, our C.P.R. and A.E.D., Narcan supplies and our ongoing and constantly evolving training groups and specialties. If you wish to donate stop by our Station!

Manheim Borough

15 East High Street
Manheim, PA 17545

Phone: 717-665-2461

Fax: 717-665-7324

E-mail: adminassistant@manheimboro.org

www.ManheimBoro.org

PRST ST
US POSTAGE PD
PERMIT #2
LITITZ, PA
17543

Monthly Meeting Schedule

All meetings begin promptly at 7:00 PM
in Council Chambers, 15 East High Street

**Parking may be found in the lot at the
corner of North Wolf and East High Streets**

CA-RT SORT

POSTAL CUSTOMER LOCAL

Borough Council

2nd Tuesday

Last Tuesday

Committee meetings

begin at 5:30 on Council
meeting nights

Authority

2nd Thursday

Historic Commission

2nd Monday

Zoning Hearing Board

1st Monday

Planning Commission

3rd Monday

Boards & Commissions: Thank You for Serving

Manheim Borough Council

President, Carol Phillips

Vice President, Brad Roth

Pro Tempore, Bryan Howett

Chad Enck

Jean Gates

Elaine Leech

Destiny Lebron, Junior Council Person

Scot Funk, Mayor

Manheim Borough Authority

Robert Miller Chairman

Wade Baker, Vice Chairman

Paul Shaffer, Secretary

Joe Ardini, Treasurer

Jeffrey Sweater, Asst Secretary/Treasurer

Andrew Nelson

Charlie Heisey

Constable

Randall Kreiser

Zoning Hearing Board

Bernard Shimko, Chairperson

Jim Williams, Vice Chairman

Dale Peters, Secretary

Tony Patschorke

Benjamin Lescavage

Historic Commission

Brett Hallacher

Deborah Kimmert

Dillon Enck

Seth Weidle

VACANCY

Planning Commission

J. Michael Eshleman, Chairperson

Anthony Haldeman, Vice Chairperson

Claudia Zug, Secretary

Scot Funk

Carol Phillips