

## MANHEIM BOROUGH COUNCIL

April 29, 2014

**Roll Call:** President David Fenicle, Pro-Tempore Brad Roth, Rebekah Bowers, Bonnie Martin and Mayor Scott Funk

**Staff:** Mark Stivers, Borough Manager, Linda Gerhart, Recording Secretary and Police Chief Joseph Stauffer

### **Visitor Comments:**

- Mr. Rod Geib of 103 S. Hazel Street was present to question the timeline and handling of the blighted properties in the borough. Mr. Stivers and Ms. Martin explained the status of several properties that had been identified and are currently being handled as abandoned and blighted properties. Mr. Geib mentioned several properties that he felt need to be investigated by the Borough. Mr. Geib was invited to stop at the Borough Office and meet with the Code Enforcement Officer and the Borough Manager so they can show him the process that is used to handle this enforcement and answer any questions he may have.

### **Mayor and Police Chief Report:**

- Mayor Scot Funk discussed the need for council support for Senate Bill 1340 and House Bill 1272 enabling all Municipal Police to use the same Motor Vehicle Speed-Timing Equipment as the Pennsylvania State Police.
  - A Motion was moved by Mr. Roth to approve Resolution 4-2014 in support of Senate Bill 1340 and House Bill 1272. The Motion was seconded by Ms. Martin and passed unanimously.
- Council was also updated on the 100th Year Celebration being held for the Stiegel Elementary School, the new Ice Cream Shop that is opening on South Charlotte Street and the great job that the Manheim Downtown Development Group volunteers did on Saturday, April 26<sup>th</sup> cleaning and mulching Market Square and the Mini-Park.
- Chief Stauffer distributed his report and reviewed it with Council. Council was updated on the language that is currently being revised in the Rapho Police Contract.
- Chief Stauffer reviewed the Prom Promise Program, which is actually a very realistic mock situation of things that could happen on prom night. It is conducted in conjunction with the emergency services in our area. It has not been conducted in our school district for quite a few years and is being proposed for next year.
- Elizabethtown High School has requested Police coverage for their graduation being held at LCBC. It was mentioned that Manheim Central graduation is also there. Extra Police coverage was also requested for the Rock-N-Glow Race on May 31<sup>st</sup>.
  - A Motion was moved by Mr. Roth to approve the requested Police security for the Elizabethtown High School and Manheim Central High School graduations at LCBC. The Motion was seconded by Ms. Bowers and passed unanimously.
  - A Motion was moved by Mr. Roth to approve the extra security for the Rock-N-Glow Race on May 31<sup>st</sup>. The Motion was seconded by Ms. Martin and passed unanimously.

### **Borough Manager Report:**

- Mr. Stivers distributed his report and reviewed it with Council.

- Mr. Stivers gave an update on the stormwater issue at the Deloris Miller property on North Laurel Street. The Engineer has issued a final letter on his review of this property stormwater problem. He also reviewed some suggestions that would help eliminate some of the large amounts of water that collects along this portion of the street.
- Street sweeping is currently being scheduled with East Hempfield Township.
- The Draft of the Stormwater Ordinance was distributed to council for review and comment so it can be approved at a future meeting.
- Council was updated on the current status of the MS4 Report from DEP. Enforcement of MS4 regulations with regards to stormwater was discussed.
- Lancaster CTC will be starting to prep and paint 45 Market Square in preparation for the Auction of the property to be held this summer by Kline, Kreider and Good.
- Senator Brubaker will be holding a Town Hall Meeting on May 21<sup>st</sup> at the train station starting at 6:00 PM. Since we are the host municipality, attendance by elected officials is being encouraged.
- The County Commissioners have scheduled their regular meeting for June 11<sup>th</sup> starting at 7:00 PM at the Farm Show Building. Since we are the host municipality, attendance by elected officials is being encouraged.
- Rapho Township has tentatively agreed to the police contract with the revised language currently being reviewed by the Borough Solicitor.

**Discussion Item:**

- President Fenicle presented for discussion the handling of financial support for the organizations within the borough that receive budgeted support amounts each year. Council asks for financial statements from the organizations each year, to make sure the contribution benefits the borough. Discussion was held to determine the time line for receiving financial statements, what constitutes a financial statement and how they want to handle the distribution of the money for the future. Discussion was held concerning the definition of what council considers to be a financial statement so that each organization is required to submit the same type of financial reports to keep this process consistent. The accounting procedures for MAEDC and the Manheim Downtown Development Group were questioned and the borough involvement was explained.
  - A Motion was moved by Mr. Roth to have organizations that receive contributions from the borough submit invoices up to their budgeted contribution amount to the borough for payment as long as they submit financial statements during the year to council. Also, if an organization wants their full designated contribution they need to provide a financial statement before that check is issued. The Motion was not seconded.
  - A Motion was moved by Ms. Martin to approve the current budgeted amount of \$10,000 for the Manheim Downtown Development Group and that the process for distributing contribution for the future be re-evaluated. However, financial statements still need to be submitted for this year for any lump sum payments for any group receiving a contribution from the borough. The Motion was not seconded.
  - A Motion was moved by Ms. Bowers to approve the \$10,000 budgeted contribution for the Manheim Downtown Development Group as long as the borough receives their

financial statement sometime during the calendar year. The process for distributing contributions for the next year will be reviewed. The Motion was seconded by Ms. Martin and passed with a vote of 3 to 1. Mr. Roth was the nay vote.

### **Action Items:**

- The Borough Council Meeting Minutes for April 8, 2014 were presented for approval.
  - A Motion was moved by Ms. Martin to approve the Minutes of the April 8, 2014 Borough Council Meeting. The Motion was seconded by Ms. Bowers and passed unanimously.
  
- The Voucher List for April 8, 2014 in the amount of \$10,201.91 was presented for ratification.
  - A Motion was moved by Mr. Roth to ratify the voucher list in the amount of \$10,201.91. The Motion was seconded by Ms. Martin.
  
- The Voucher List for April 8, 2014 in the amount of \$85,309.19 was presented for approval.
  - A Motion was moved by Mr. Roth to approve the voucher list in the amount of \$85,309.19. The Motion was seconded by Ms. Bowers.

### **Committee Reports:**

- The Parks/Pool Committee met before the council meeting.
  
- The Committee is recommending that Mr. Stivers pursues the possible acquisition of the parcel of land at the end of North Hazel Street as a park with ball fields, maybe possibly as a donation of the land since it cannot be developed.
  
- A proposal was received from Land Studies to do a Greenway Park Study not to exceed \$3,500. This was presented as a recommendation to enhance our efforts for applying for grants by having them prepare a Parks and Greenway Master Plan. Mr. Stivers explained the positive affect this plan would have on future grant requests.
  - A Motion was moved by Ms. Martin to have Land Studies prepare a Greenway Parks Study not to exceed \$3,500.00. The Motion was seconded by Ms. Bowers and passed unanimously.
  
- Pool Memberships figures to date for 2014 were discussed.
  
- The possible Community Gardens project is currently on hold. Discussion was held as to possible property that could be used for next year.
  
- The Time Capsule is currently being scheduled to be buried on June 8<sup>th</sup> in conjunction with the Ice Cream Social being held by the Zion Lutheran Church. Ms. Martin updated council on some activities that are possibly being considered for that weekend by the 250<sup>th</sup> Committee.

### **New Business:**

- Ms. Martin discussed the placement of 4 new Welcome to Manheim signs at each of the 4 main corridors into the borough. The materials, design, pricing and actual wording was discussed.

- Discussion was held concerning each council committee handling their portion of the budget items and then pulling them together for the draft copy that would be reviewed by the full council in the fall. These committee discussions will probably start at the June meetings.

**Old Business:**

- Mr. Stivers presented his recommendation and explained his choice of Kline, Kreider & Good as the auctioneer for the sale of 45 Market Square. The Auction is scheduled for August 28<sup>th</sup>.
- The Noise Ordinance is currently under review for modifications and updates.
- Chief Stauffer was asked to check parking issues on the first block of South Pitt Street.
- Discussion was held concerning zoning and noise issues for organizations that hold events outside in the summer.
- It was noted that gentlemen driving his tractor across country will be in our area around May 1<sup>st</sup>.

**Adjournment:**

- A Motion was moved by Mr. Roth to adjourn at 9:33 PM. The Motion was seconded by Ms. Bowers and passed unanimously.

Respectfully Submitted,

Linda Gerhart