

MANHEIM BOROUGH COUNCIL

January 28, 2014

Roll Call: President David Fenicle, Vice President Chris Simon, Pro-Tempore Brad Roth, Rebekah Bowers, Bryan Howett and Mayor Scot Funk

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

Visitor Comments:

- Mr. Pete DeVitry presented a review of the preliminary cost opinions for the new Police Building Project. He gave the three options and the cost differences. The Legion Building will be demolished, but it was noted that display cases will be located in the lobby of the new building for the display of American Legion memorabilia. Mr. DeVitry is also working with the Northwest Emergency Medical Services for construction of their new building, as well. The borough will try to help accommodate the American Legion members with meeting space.
- Ms. Emily Ditzler questioned the amount Manheim Borough paid for the American Legion building because it was listed in the paper as \$1.00. It was explained that the purchase price was \$90,000. The amount listed in the newspaper will be verified as it was probably a misprint.

Mayor Report:

- Mayor Funk reported a Snow Emergency was declared for the snow storm last Tuesday. He commended the Public Works Department for all they did. Communicating with residents for removal of cars from snow routes will be discussed further to hopefully make residents aware that they need to be moved so plowing can be completed curb to curb. Mayor Funk would like our ordinances possibly updated to meet the needs of our residents and businesses. He would like to see tables on Market Square for use of the public during the spring and summer months. He used this as an example of making ordinances more business friendly as a variance would be needed to make this happen. Parking is always a concern as well for the businesses on Market Square and this may also need to be researched.

Police Chief Report:

- Chief Stauffer distributed his report and reviewed it with Council.
- Chief Stauffer is currently researching a new App to make notifications and alerts to the residents on police matters more readily available. The GPS units are working well and have already been proven to be invaluable to the department for tracking and verifying the locations of vehicles. It is also being looked into for use on early warnings to rising water situations in the borough in the future. Chief Stauffer updated council on grants that are currently being submitted for State Capital Improvement Funds for the new Police Building and to the Federal Government for bullet proof vests and equipment. The Department has also received a Federal grant for \$18,000 in evidence software and equipment through the County. The Department has already received funds from the County for DUI enforcement.

Borough Manager Report:

- Mr. Stivers distributed his report and reviewed it with Council.
- A Ratification of the Declaration of the Snow Emergency was presented for approval.
 - A Motion was moved by Mr. Simon to ratify the Declaration of the Snow Emergency on Tuesday, January 21st. The Motion was seconded by Mr. Howett and passed unanimously.
- Council was updated on the Flood Grant Application currently being completed by the SRBC on behalf of the borough with the NFWF for the complete study of about 10 miles of stream within the watershed. Mr. Stivers read a list of the agencies and entities currently showing total support for this project. He gave an update of the time line for this project as it moves ahead to be used as a model for the rest of the country dealing with flood situations like ours.
- PennDOT will be lifting the bridge restriction on East and West High Street bridges as soon as their crews can remove the signs. These bridges are supposedly on the next funding list from PennDOT for replacement.
- GPS units have been installed in 3 of the admin vehicles and the rest will be installed in conjunction with the scheduled installations on the new police cruisers.
- The Walkability Audit for the new elementary school has been completed and the full report will be available to council in the next few weeks.
- The Borough website is currently in the design phase and will hopefully be available soon for review and recommendations so it can be available to the residents by early March.
- The Regional Leaders Meeting went well and will be held quarterly.
- Mayor Funk thanked Mark for all his hard work.

Action Items:

- The Resolution 3-2014 - 2013 Hazard Mitigation Plan was presented for approval. Mr. Stivers explained what effect this resolution will have on receiving PEMA funding.
 - A Motion was moved by Mr. Roth to approve Resolution 3-2014 - 2013 Hazard Mitigation Plan. The Motion was seconded by Ms. Bowers and passed unanimously.
- There were no bids received for the 45 Market Square property. The next step for this process was explained. The necessity of marketing the property more aggressively was discussed. Discussion was held to see if sealed bids should be tried again or if a public auction is a better direction to proceed. There is interest from several parties for the property who possibly did not have enough time the first time around to prepare their bids.
 - A Motion was moved by Mr. Roth to have Mark talk to several auctioneers to start the process to have an auction at the 45 Market Square property. The Motion was seconded by Mr. Simon and passed unanimously.
- Approval of the January 14, 2014 Minutes:
 - A Motion was moved by Mr. Simon to approve the Minutes of the January 14, 2014 Borough Council Meeting. The Motion was seconded by Mr. Howett and passed unanimously.
- Approval of the Voucher List for January 28, 2014 in the amount of \$172,460.46. The number of leases for Police Cruisers was questioned and explained. The Police Association dues were questioned and explained. The reimbursement to Rapho Township for police fines was questioned and explained.

- A Motion was moved by Mr. Howett to approve the treasurer report and the voucher list in the amount of \$172,460.46. The Motion was seconded by Ms. Bowers and passed unanimously.

Committee Reports:

- Parks/Pool Committee met to discuss the handling of the baseball and softball fields and the pool daily rates for 2014. It is recommended by the committee to have Mr. Stivers develop a facility use/rental form so there is a clear understanding of the use policies of our properties. Everyone involved will know the fees and expectations of each renter at every one of the borough's properties.
A conceptual drawing for two future baseball fields and a parking lot with a bathroom facility on a property at the end of North Hazel Street was presented to the committee by Mr. Stivers. The Committee recommended that Mr. Stivers pursue looking at this land for that purpose. This would replace the fields that are lost due to flooding issues and the new police building project which has a legion field on the property. Mr. Stivers updated council on his discussions with DEP concerning this property since it cannot be developed due to its past use as a landfill, but it could be used as a park. There are some stormwater issues in this area as well, that may be improved if this site is developed for this park. Mr. Stivers explained that the landfill situation is also a concern in part of the Greentree Project as well.
 - A Motion was moved by Mr. Simon to have Mr. Stivers pursue a cost analysis for possible purchase of the property at the end of North Hazel Street. The Motion was seconded by Mr. Howett and passed unanimously.It was noted that Hollinger Field is an area that may be involved in the Chiques Creek Project. The backstop at the lower field at Logan Park will be dismantled and moved to Island Field to replace that backstop.
The day rates for the pool will be reviewed in the near future. Mr. Howett will be the chairman of this committee.
- Public Works Committee met to discuss the options available for the new police building. The Committee is recommending after reviewing the options to proceed with the one story building.
 - A Motion was moved by Mr. Howett to proceed with the plans for a one story police building. The Motion was seconded by Mr. Roth and passed unanimously.
 - A Motion was moved by Mr. Roth to retain Mr. Pete DeVitry to proceed with the next level of the project. The Motion was seconded by Mr. Simon.
 - A Motion was moved by Mr. Roth to retain Mr. David Christian to proceed with the next level of the project with the site plan work. The Motion was seconded Mr. Simon and passed unanimously.Mr. Stivers informed council there will be a special Borough Planning Commission Meeting on February 3rd to keep this project on schedule. He also explained the procedure for submitting plans to the Lancaster County Planning Commission. At the February 11th Public Works Committee Meeting there will be discussion on the 102" wide trailer issue. Some of the businesses in the borough are requesting help with this issue and further consideration on the current ban for these trailers in the borough.

Executive Session:

- A Motion was moved by Mr. Simon to adjourn to Executive Session for real estate matters and the Police Contract at 8:17 PM. The Motion was seconded by Mr. Howett and passed unanimously.

- A Motion was moved by Mr. Simon to adjourn from Executive Session at 9:20 PM. The Motion was seconded by Mr. Howett and passed unanimously.
- A Motion was moved by Mr. Simon to present a draft Police Contract to Rapho Township. The Motion was seconded by Mr. Howett and passed with a vote of 3 to 2. Mr. Roth's nay vote was due to language in the document. Ms. Bower's nay vote was due to need for more homework on the draft document. After a brief discussion and further explanation of this motion a recall vote was requested.
- A Motion was moved by Ms. Bowers for a recall vote concerning the presentation of a draft Police Contract to the Rapho Township motion made previously. Motion was seconded by Mr. Simon and passed unanimously.
- A Motion was moved by Mr. Simon to present a draft Police Contract to Rapho Township. The Motion was seconded by Mr. Howett and passed with a vote of 4 to 1. Mr. Roth's nay vote was due to his thought that some things still need to be addressed.
- A Motion was moved by Mr. Howett to use Shaub Dry Cleaning as the dry cleaner for the Police Contract. The Motion was seconded by Mr. Simon and passed unanimously with of a 4 to 0 vote. Mr. Roth abstained due to conflict of interest with his wife's employment.

Adjournment:

- A Motion was moved by Mr. Simon to adjourn at 9:30 PM. The Motion was seconded by Mr. Howett and passed unanimously.

Respectfully Submitted,

Linda Gerhart