

MANHEIM BOROUGH COUNCIL

March 10, 2015

Roll Call: President Dave Fenicle, Pro-Tempore Brad Roth, Bonnie Martin, Bryan Howett, Rebekah Bowers and Kayla Heiserman, Junior Council Member

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

Visitors:

- There were no visitor comments.

Police Chief Reports:

- Chief Stauffer distributed his regular and yearly reports. He reviewed and highlighted important items with Council. He presented statistics and a ranking of focal efforts for the department, with drugs being number one as they have such a direct effect on the increased crime.
- Council requested mileage figures per car to help better monitor the maintenance of the vehicles.

Borough Manager Report:

- The CDBG presentation for the Adele Street project was postponed due to weather and has been rescheduled. The residents in the project area have been a huge help in preparing the presentation with photos. The Borough is requesting the full allowable amount. The use of liquid fuels funds to cover this project were discussed and explained since we cannot use them totally for our portion of the project. A breakdown of the budget for this project was requested for the next meeting.
- Council was updated on the construction schedule and other details for the CCWSA project in Logan Park. Residents directly affected by the project in Baron Circle will be notified and asked to sign easement paperwork so workers can access their properties.
- The Touchdown Club has requested waiver of the Building Permit Fee for the installation of the new scoreboard at the Football Stadium. Council discussed the project and thought that a copy of the renderings could possibly be obtained for them to review.
 - A Motion was moved by Mr. Roth to approve the request of the waiver of the Building Permit Fee for the installation of the new scoreboard at the Football Stadium. The Motion was seconded by Ms. Bowers and passed unanimously.
- Copies of the plan set for the Police/EMS Campus were distributed to Council for consideration to start the formal review process with the Borough and County Planning Commissions. Also, being considered is the possibility of the borough owning the whole property and a long term lease being put in place with Northwest to help with the cross access easements and possible site grading issues. Mr. Stivers explained the reasoning for the lease option. The project costs as they currently stand for the site work were discussed. There is a deficit on the project currently but since it is an estimate, these figures will be discussed further when the bid packages go out and also the alternates suggested for the project bid will be reviewed. Reconciliation of all the costs for both parties will be conducted at the completion of the project, to see who actually owes what portion of the

project. Ms. Shenk from Northwest EMS reported that they were receptive to the idea of the lease option with the Borough that is being considered as well as the possible thought of them owning the property. By the next council meeting there will hopefully be some good construction costs available and then ownership of the lots can be discussed further. Initial costs versus long term cost for this project were discussed and will be discussed further in the future. A meeting will be scheduled to discuss the lease option with all parties involved in this project including legal counsel, engineering staff etc... President Fenicle and Mr. Roth will be the council representatives who will attend the meeting.

➤ A Motion was moved by Mr. Roth to release the plans for the Police Building/EMS Campus for the start of the formal review process with the Manheim Borough Planning Commission and the Lancaster County Planning Commission with minor adjustments. The Motion was seconded by Mr. Howett and passed unanimously.

- Mr. Ben Craddock was present and will be working on more firm project cost figures for the next meeting.
- An invitation to the Fire Company Banquet was distributed to council.

Action Items:

- The Parks/Pool Committee met before the council meeting and are recommending not to change the fee schedule at this time, but possibly coming up with a coupon book to purchase for daily trips to the pool instead.
- The Borough Council Meeting Minutes for February 24, 2015 were presented for approval.
 - A Motion was moved by Mr. Roth to approve the minutes for February 24, 2015. The Motion was seconded by Mr. Howett and passed unanimously.
- The Voucher List in the amount of \$640.00 was presented for ratification.
 - A Motion was moved by Mr. Howett to ratify the Voucher List in the amount of \$640.00. The Motion was seconded by Ms. Bowers and passed.
- The Authority Voucher List in the amount of \$1,915.71 was presented for approval.
 - A Motion was moved by Mr. Howett to approve the Authority Voucher List in the amount of \$1,915.71. The Motion was seconded by Mr. Roth and passed with a vote of 4 to 0. President Fenicle recused himself, as he is an employee of MAWSA.
- The Voucher List in the amount of \$67,163.35 was presented for approval.
 - A Motion was moved by Ms. Martin to approve the Voucher List in the amount of \$67,163.35. The Motion was seconded by Mr. Howett passed unanimously.
- The Voucher List in the amount of \$45,880.21 was presented for approval.
 - A Motion was moved by Mr. Howett to approve the Voucher List in the amount of \$45,880.21. The Motion was seconded by Mr. Roth and passed unanimously.
- The Capital Fund Voucher List in the amount of \$1,150.00 was presented for approval.
 - A Motion was moved by Ms. Martin to approve the Capital Fund Voucher List in the amount of \$1,150.00. The Motion was seconded by Ms. Bowers and passed unanimously.
- The Capital Voucher List in the of \$27,236.50 was presented for approval

- A Motion was moved by Ms. Bowers to approve the Capital Fund Voucher List in the amount of \$27,236.50. The Motion was seconded by Mr. Roth and passed unanimously.

Committee Reports:

- The Parks/Pool Committee met before the council meeting. They discussed the cosmetic needs of the pool complex for this year to make it more appealing. They discussed painting, ordering an awning for over the concession stand area which they will research further and lounge chairs. Signage was also discussed. They will be discussing the plastering the bottom of the big pool. They are hoping to pull the covers of the pools by the end of March. The committee is always looking for as much volunteer help that they can rally as possible.
- The Personnel/Police Committee will be meeting in executive session. Nothing for the public meeting.
- The Public Works Committee did not meet, but it was noted that the Street Department did a tremendous job on taking care of the last snow storm. The use of three wheelers during snow storms was discussed.
- There was no report from the MDDG.

New Business:

- There was no New Business.

Old Business:

- The organizing is continuing of the Committee for the Community Days Event scheduled in June.
- Discussion was held concerning the draft of the Noise Ordinance, which was distributed to council for their review and comment. There were no major changes or additions. There have been complaints about modified vehicle noise.
- The handling of trash during snow storms was discussed and the procedure will be researched in our new contract.

Council Reports:

- This category will be taken off future agendas.

Executive Session:

- A Motion was moved by Mr. Roth to adjourn to Executive Session at 8:46 PM to discuss a personnel matter. The Motion was seconded by Ms. Bowers and passed unanimously.
- A Motion was moved by Mr. Howett to adjourn from Executive Session and return to the public meeting at 9:49PM. The Motion was seconded by Mr. Roth and passed unanimously.
- A Motion was moved by Mr. Howett to approve a blended rate for the Public works staff who work during times the administrative office is closed due to inclement weather and the admin staff are compensated for the missed time and to approve the payout of the unused

PTO time for the administrative assistant. The Motion was seconded by Mr. Roth and passed unanimously.

Adjournment:

- A Motion was moved by Mr. Roth to adjourn at 9:50PM. The Motion was seconded by Mr. Howett and passed unanimously.

Respectfully Submitted,

Linda Gerhart