

Manheim Borough Council Meeting

January 26, 2016, 7:00 PM

Manheim Borough Building, Manheim

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President Carol Y. Phillips, Vice President Brad Roth, Jean Gates, Elaine Leech & Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher , Police Chief, Joseph Stauffer & Recording Secretary, Linda Gerhart

Approval of Minutes: 1/12/16 Borough Council Meeting, Motion to approve, as presented by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Visitors: Fire Chief Dan Wagner and Fire Company President Terry Theal presented the 2015 Fire Company Report to Council. Fire Chief Wagner reviewed the December 2015 report with council as well as the year-end report for 2015. He thanked the Police Department for their prompt assistance at calls especially in Rapho Township, as this has become a great working relationship between the departments. The Fire Company as well was thanked by Council for their continued efforts to keep the Borough safe.

Mr. David Hilliard from 23 Railroad Avenue was present to address Council on his continued concern with the noise from idling trucks at McCracken's Feed Mill. Borough Council and the Borough Manager are currently working on an update to the noise ordinance, which is currently with the solicitor for review. Chief Stauffer gave some background concerning the enforcement of this noise issue with regard to the truck situation. Other possible options for the parking of these trucks was discussed. Enforcement of Act 124 was discussed. Mr. Hilliard also questioned the enforcement of trash haulers coming into the borough outside the allowed hours for emptying of dumpsters.

Mayor and Police Chief Report:

Mayor Funk updated council on the activities of the Lancaster County Mayors Association, which has now become a formalized organization. The group is currently involved in spreading the word on the outreach programs in effect to help curtail the increasing heroin epidemic. He complimented the Street Department on their great effort with the removal of the snow as well as complimenting the Police Officers who spent extended hours in the borough.

Police Chief Stauffer presented and reviewed his report with council. Council was updated on the Drugs 101 program presented last year at the school district, as well as the implementation of Prom Promise that will be presented to the students this year. He described all that would take place during this event to bring continued awareness to the students about the effects of drugs and alcohol. The Police Department for the second year received a SRO Grant which will be split with the school district. Department Statistics were presented for review and comparison. Chief Stauffer explained the enforcement procedures of the Dog Ordinance and handling of the billing for these services and recoveries. Sergeant Szulborski, Officer Goss, Officer Starr and Officer Herr were presented for removal

of their probationary status to make them full time officers. Motion to remove the officers from probationary status to make them full time officers was moved by Mr. Roth, seconded by Ms. Leech, passed unanimously. Chief Stauffer presented the SPCA agreement for 2016 and recommended approval. Motion by Mr. Roth, seconded by Ms. Gates, passed unanimously. The Declaration of Emergency for the borough during the snow storm this past weekend was presented for ratification. The reason for the Declaration of Emergency was explained as we can request reimbursement if any is being allowed by the state or federal governments. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Borough Engineer Report: Mr. Benjamin Craddock presented and reviewed his report with Council. He updated council on the Police Station project and the change orders. Change Order #3 and #4 for Police Station Project in the amounts of \$6,062.58 and \$6,462.88 concerning unsuitable soils which will require additional excavation and aggregate to stabilize were presented for approval. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously. Mr. Craddock explained the ratification of the ROW agreement for electric line relocation at Police Station project in the amount of \$4,000.00 being presented for approval. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously. Council was also updated on the Adele Street Project and change order #1 in the amount of a decrease for \$16,788.00 for a change to the inlets and pipes. Motion by Mr. Roth, seconded by Ms. Gates, passed unanimously. It was noted that the residents involved with this project were notified. A request for authorization to re-bid the Penn & Stiegel Streets Project was explained and presented for approval. Motion by Ms. Gates, seconded by Mr. Roth, passed unanimously. Construction would not start until after the school year is complete.

Borough Manager Report:

a) The Borough Manager reviewed his Summary Report with Council. The new administrative assistant for Codes and Zoning has started.

Payment of Bills: Presented for approval - General Fund in the amount of **\$66,040.79**, **Capital Fund** in the amount of **\$7,259.39** and **Liquid Fuels Fund** in the amount of **\$1,454.00**. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously. Mr. Fisher updated council on the issues we had with the HVAC system in the borough building that have been resolved. The issues with the elevator, Schindler Elevator Company and the alarm company and an exuberant invoice for services has also been resolved for the handling of future emergency calls.

Committee Reports:

a) Finance Committee – Nothing to report.

b) Parks and Pools – Met prior to the Council Meeting. Council was updated on their discussion concerning pool upgrades for 2016. Discussion had been held concerning the purchase of benches for the pool. They discussed pool prices. The enforcement of the 9:00 PM or a Dusk to Dawn curfew at the park was mentioned by Mayor Funk.

c) Personnel/Police – Nothing to report.

d) Public works – The Committee will meet next month for debriefing for the 2016 Blizzard. Mr. Roth updated council on the plowing scenario for the blizzard and what is currently happening to start

removing snow from the streets. Mr. Roth and Mr. Fisher offered comments on the snow removal plan for the rest of the week.

Borough Code Officer Report:

Council was updated on the report distributed at the previous meeting which had few changes. There will be another case for the Zoning Hearing Board on February 1st from Mr. Eyman. Mr. Moyer is continually working on code enforcement issues. Mr. Moyer was asked to check a railing issue for a property on South Main Street. Discussion was held on previous Zoning Board denial at 168 S. Main Street as the property owners will be coming back to the board with a different plan.

New Business:

- a) The Floodplain Ordinance was presented for authorization to forward to the solicitor for final review. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously.
- b) Request from Penn Township for authorization for the Manheim Fire Police to help with the Penryn Fire Company Mud Sale was presented for approval. Motion by Mr. Roth, seconded by Ms. Gates, passed unanimously.
- c) Request to approve snow removal operations. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Old Business:

- a) Traffic Ordinance Amendment – Still under review by Solicitor.
- b) SALDO has been provided for Council review. Mr. Craddock explained the review process and the time line the LCPC has to review it once it is submitted to them. Motion by Mr. Roth to forward the SALDO to the LCPC, seconded by Ms. Gates, passed unanimously.
- c) Noise Ordinance. Proposed revisions to the Noise Ordinance are still under review by Solicitor as directed at December Council meeting.
- d) Verizon Wireless – Marked-up lease agreement will be provided within the next 2 days to the borough manager and then provided to Council for review prior to the next Council meeting for final approval to forward to Verizon. Mr. Fisher explained the process used by Cohen Group to finalize the draft agreement.
- e) Borough Building/ EMS Building – Nothing new to report.
- f) Pool/Park Security – Continuing to evaluate additional system options for the pool.
- g) Traffic Signal Insurance Claim – Nothing new to report. It should hopefully be completed by Mid-March.
- h) Police Grievance – Police Association has decided to take this to arbitration. Discussion will be held in Executive Session.

- i) Ms. Gates requested further discussion on a motion that was made at the last council meeting concerning the lights that have been replaced on Market Square being donated yearly to the McFee Auction. The Manheim Historical Society is very interested in obtaining the lights for installation at their historical properties throughout the borough. A Motion by Ms. Gates to reconsider the motion made at the last council meeting concerning the allocation of one light a year to the McFee Auction, seconded by Ms. Leech, passed unanimously. Discussion of donating the Market Square lights to the Manheim Historical Society with one of the lights going to the McFee Auction this year was held by council. Motion by Ms. Gates to amend the original motion from the January 12th council meeting to state that one light would be donated to the McFee Auction this year and have the remainder of the lights remain with the borough, seconded by Ms. Leech, passed unanimously. Motion to approve the motion as amended, passed unanimously.

Motion by Mr. Roth seconded by Ms. Leech to recess to Executive Session for litigation matter involving the police association grievance at 9:02 PM, passed unanimously.

Executive session adjourned at 9:18 PM, Mr. Roth moved to adjourn, seconded by Ms. Leech, passed unanimously.

Motion by Mr. Roth, seconded by Ms. Leech to approve the Borough's legal counsel to prepare a settlement agreement with the Police Association regarding the grievance with the intent of not needing to proceed to the full arbitration, passed unanimously.

With no further business meeting adjourned by President Phillips at 9:25 PM.

Respectfully submitted,

Linda Gerhart

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