

Manheim Borough Council Meeting

March 8, 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: 2/23/16 Borough Council Meeting and 8/11/15 Borough Council Meeting, Motion to approve, as presented by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Visitors: Ms. Tina Thompson from Senator Ryan Aument's Office was present in his absence as they are visiting all the municipalities in his district to let them know that their office in Lititz is there to help to assist the borough when needed.

Mayor and Police Chief Report:

Mayor Funk updated council on the State Mayors Association's attendance at the Rally for Road Safety in Harrisburg being held on April 5th in support of Senate bill #535 and House bill #71 concerning radar use by officers other than State Police. He updated council on the current status of the restaurant being proposed for the property on South Main Street.

Police Chief Stauffer presented his report and reviewed it with council. Chief Stauffer offered additional information on the support of the House and Senate Bills for the use of radar by our officers. He updated council on the \$12,000 grant from the Elstonville Sportsman Association, the Memorial Day Parade and the increasing concern of phone fraud in the borough. Motion by Mr. Roth to approve permission for the Manheim VFW Post Parade on Monday March 30th with police escort, seconded by Ms. Gates, passed unanimously.

Borough Engineer Report: Mr. Benjamin Craddock gave a MS4 Presentation, which is a requirement for the Clean Water Act. He explained the Municipal Separate Storm Sewer System covering 6 guidelines which are part of our permit requirements. He distributed a handout explaining each step of the Borough's Stormwater Management Program.

Mr. Craddock outlined the current status of the new Police Building which had been temporarily hampered by weather, the bids that are due for the South Penn Street/West Stiegel Street project on March 23rd and the start of the Adele Avenue Stormwater Project.

Borough Code Officer Report: Mr. Moyer distributed his report and reviewed it with council. He updated council on the Zoning Hearing Board approval for McCrackens Feed Mill for a height variance. There are also 2 more Zoning Hearing Board Applications for a one chair salon and a screened in porch for a dimensional variance.

Borough Manager Report:

- a) The Borough Manager presented his Summary Report and updated council on the scoreboard that was damaged beyond repair during a recent storm and the claim that has been submitted to our insurance company. It was suggested to check with the other organizations that use our fields for possible help with the cost of the scoreboard replacement. He updated council on the current reserves for the borough which is over 6 months.

Payment of Bills: Presented for approval - Construction Loan Draw Requisition #4 in the amount of **\$63,009.54** Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously. **General Fund** in the amount of **\$93,240.37** and **Capital Fund** in the amount of **\$ 40,514.03**. Motion by Ms. Gates, seconded by Ms. Leech, passed unanimously. A new way of keeping better track of the Police Department Donations through the Capital Fund Account was explained.

Committee Reports:

a) Finance Committee – The Revenue & Expense Report was distributed for review. Also, noted and commended was the Cost Savings Initiative Report presented by Mr. Fisher with his Manager’s Report.

b) Parks and Pools – The Pool Rates were presented for approval. The Free Age was “2 and under” and is now “3 and under”. The family rate was explained with the elimination of the \$25.00 fee for extra family members. We are now offering a Nanny Pass for families who have babysitters for their children over the summer, which was explained. Motion by Mr. Roth to approve the new pool rates, seconded by Ms. Leech, passed unanimously. Presented for approval was the purchase of a replacement robotic pool cleaner for \$ 4,544.00. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously. A request from the baseball association for foul pole placement at Island Field with the poles from Hollinger Field was presented for approval. The association would do all the labor. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously.

c) Personnel/Police – Nothing to report.

d) Public works –. The report from the Public Works Department was presented as well as a thank you from them for the new truck. The committee met before the council meeting. They had discussed the new Police Building phone system. They also discussed possible uses for the current ambulance building as well as the current Police Department space when both agency move into their new facilities. Discussion was held by the committee to move the council chamber back upstairs where it was originally located and setting up a small conference room behind that council chamber to be used for executive sessions when necessary. They discussed the possible contract between the Borough and MAWSA for help with snow events in the future. Discussion was held by the committee and then council and Mr. Craddock as to the sign design for the Police Building and who to include as council members involved in the project. Mr. Fisher will contact the two former council persons no longer on the board to see if they want to be included on the sign for recognition. Since the committee did not have any solid recommendations for the design it was moved by Mr. Roth to have the architect make the recommendation on the font and color, seconded by Ms. Leech, passed unanimously.

New Business:

- a) Manheim Christian Day School requests to reserve Market Square for Friday April 29th for a chicken BBQ, including signs to be placed one week before and removed upon completion of event. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously.
- b) Mastersonville Fire Company requests to place signs for a chicken BBQ on Market Square for Saturday April 16th in accordance with our sign policy. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously.
- c) Elizabethtown Beagle Club requests to place signs for chicken BBQ on Market Square for Friday March 18th and Friday April 8th. Motion by Ms. Leech, seconded by Ms. Gates, passed unanimously.
- d) PA Borough's Association Annual Conference – Authorization for attendance for the following individuals to attend (designate delegate(s) if desired):
 - i. James Fisher
 - ii. Carol PhillipsMotion by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Old Business:

- a) SALDO – Authorization for advertising for the hearing and adoption at 3/29 Council meeting. Motion by Ms. Leech, seconded by Mr. Roth, passed unanimously.
- b) Flood Ordinance – Authorization for advertising for adoption at 3/29 Council meeting. Motion by Ms. Leech, seconded by Mr. Roth, passed unanimously.
- c) Verizon Wireless – Submitted to Verizon Wireless, still waiting for response.
- d) Borough Building (EMS Building) – Part of discussion from Public Works Committee report.
- e) Police Grievance – Awaiting response regarding settlement agreement.
- f) Solicitor RFP – Two proposals have been received from Eckert Seamans and Kozloff Stoudt. Barley Snyder has chosen not to submit a proposal, and tendered their resignation as of 4/15, with an offer to extend to 4/30 if requested by Council. The Police Department would like to be able to keep Barley Snyder if possible to handle their labor issues since they already have a good working relationship with them. The final decision will be tabled for the next Council meeting
- g) Ms. Gates discussed the dying trees on Market Square and was requesting possibly removing and replacing a dying tree near the gazebo. It will be on the agenda for the next council meeting.
- h) We did receive a draft copy of the DCED audit if council would like to review it. Mr. Fisher had reviewed it and found everything to be in order.

With no further business the meeting was adjourned at 8:12 PM.

Respectfully submitted,

Linda Gerhart

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