

Manheim Borough Council Meeting

August 11, 2015, 7:00 PM

Manheim Borough Building, Manheim

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President David Fenicle, Vice President Chris Simon, Pro-Tempore Brad Roth, Bryan Howett, Bonnie Martin & Mayor Scot Funk
- **Staff:** James Williams, Interim Borough Manager, Joseph Stauffer, Police Chief & Suzi Martin, Recording Secretary

Visitors:

Ms. Doreen Ober and Ms. Sarah Sylvia from MDDG were present. Ms. Ober read the letter to Council that was provided to the local businesses concerning the Santa Run 5K. It was brought up that Fulton Bank was not in favor this event. Ms. Ober had spoken to a top representative from Fulton Bank and they are fine with the event and the time. This event will be a huge benefit to our community just like the Rock-N-Glow which has received an award for its benefits. Ms. Sylvia read her letter to Council as to why she chose Manheim as a great place for this event as well as it being a huge benefit to this community. A Motion was made by Mr. Simon to support the Santa Run 5K at the times set forth; seconded by Mr. Howett; and passed. Ms. Martin and Mr. Roth voted no based on the time of the event.

Don Martzall, Director of Fast Pitch Softball in Manheim, attended to discuss upgrading the island field (the oldest field in the area), as well as adding a storage shed, a new batting cage and new benches for the team. A Motion was made by Mr. Roth to move forward with the new benches; seconded by Mr. Howett; and passed unanimously. It was decided that Mr. Martzall is to work with the Parks and Pools Committee concerning what is needed for the storage shed and the batting cage. Mr. Martzall is also to work with Rob Moyer to establish what permits are needed for these projects. Once all of this is completed it will be brought back to Council for a vote.

Mayor & Police Chief Reports:

The Mayor had no report.

Chief Stauffer distributed his report and reviewed it with Council.

Chief Stauffer updated Council concerning the Acutrak timing devices that will be placed in the Borough to monitor and enforce speed limits.

A sign survey is being worked on to see what crosswalk and stop signs the Borough will need to improve or update so the items can be budget considerations for 2016 through 2019.

Chief Stauffer updated Council on how the Police Department is now equipped and trained to use Narcan to save lives of heroin overdose patients.

Lastly, Chief Stauffer reported that the preliminary 2016 budget for the police department is completed and is ready for the Finance Committee meeting on August 12, 2015.

A lengthy discussion took place concerning who has access to the K-9 account funds and how the funds are handled. It was established that only Officer Ludman and Sgt. Szulborski, the K-9 handler, have access to the account. The Mayor has no access to the account. The K-9 account is donated money and self-funded. The Solicitor and Auditor were contacted since the last meeting. They feel the account should be handled by the Borough. A Motion was made by Mr. Roth to agree with the Solicitor and have the money returned to the Borough's control; seconded by Ms. Martin; and passed. Mr. Simon opposed the Motion. Upon further discussion it was established that it had been presented to the Solicitor that the Mayor has access to the K-9 account but he does not. Based on this new information, it was decided that Jim Williams would contact the Borough Solicitor and the Auditor one more time to confirm how these funds should be handled, and report back to Council at the next meeting.

Engineer Report:

Ben Craddock provided an update on the Borough's current projects.

MS4 – DEP Reporting – Application has been submitted.

S. Penn/W. Stiegel Street Project – Received one bid. The bid came in \$35,000 higher than expected. It was Ben's recommendation to hold off and re-bid the project in the spring. A Motion was made by Mr. Roth to reject the current bid for the Penn Street drainage project and re-bid the project in the spring; seconded by Mr. Howett; and passed unanimously.

Project 99 - Adele Avenue – Project has received UGI approval and MAWSA approval. Ben requested authorization to release the project for bids. A Motion was made by Mr. Howett to release the Adele Avenue improvements project for bids; seconded by Mr. Roth; and passed unanimously.

New Police Building – Ben reported that the building is out for bid; 15 CD(s) were picked up; there is a pre-bid meeting scheduled for August 13, 2015 at 9:00 a.m.; and final bids are due by August 28, 2015.

Fruitville Pike Light – It was discussed and agreed that since it is now an insurance claim that the insurance company should contract the job out to their contractor.

Zoning Officer, Rob Moyer Updates:

181-185 South Main Street – Permits have been issued to replace/stop the post work order. Property owner will be provided with a letter that the posts do not meet code and that the work was stopped.

168 South Main Street – Dad’s Bar & Grill – Renovations are complete and everything looks good. They will be coming before the Zoning Hearing Board at their next meeting to request the commercial space be changed to residential.

Borough Manager Report:

Jim Williams introduced the New Borough Manager, James Fisher, and announced that his start date will be August 31, 2015. Also the Borough will be temporarily hiring a stenographer to take the Minutes for the Council meetings as long as needed.

Financial/Bills – Financial reports were presented to Council, and the following bills payable were approved.

GENERAL FUND \$143,498.47 Motion by Mr. Howett; seconded by Mr. Simon; motion passed unanimously.

MAWSA \$3,447.67 Motion by Mr. Simon; seconded by Mr. Roth; motion passed unanimously. President Fenicle recused himself from the vote.

CAPITAL FUND \$14,302.50 Motion by Mr. Howett; seconded by Mr. Roth; motion passed unanimously.

LIQUID FUELS FUND \$4,207.00 Motion by Mr. Simon; seconded by Ms. Martin; motion passed unanimously.

Committee Reports:

a) Finance Committee – Meeting is scheduled for August 12, 2015, at 6:00 p.m. for the Chief, Mayor and Finance Committee to review the preliminary 2016 police department budget. Finance Committee will then continue working on the entire 2016 budget and should have it prepared by mid-November for Council’s review.

b) Parks and Pools – Aaron’s Acres/Lowe’s Project Update – Proposed color schemes and patterns for the pool building were presented to Council for review. A Motion was made by Mr. Simon to approve the design consisting of the two (2) blue colors; seconded by Ms. Martin; and passed unanimously. A Motion was made by Mr. Roth to approve the list of projects at the pool presented by Lowe’s; seconded by Mr. Simon; and passed unanimously. Lastly, a Motion was made by Mr. Roth to waive the permit fee for the handicapped ramp; seconded by Mr. Simon; and passed unanimously. Options for various 2016 memberships, including punch cards, were presented and discussed. It was proposed that there would be no increase in pool rates for 2016. Suggested new rules for the Adult Pool were also provided for Council’s review.

c) Personnel/Police – Matters will be discussed in Executive Session.

d) Public Works – Did not meet. No report.

e) MDDG – Did not meet. No report.

New Business:

a) There was no new business to be discussed.

Old Business:

a) The Shred-It Event took place on August 1st. It went well but the overall feeling was that people were not aware of it happening and therefore it needed to be advertised more.

b) Discussion took place concerning the condition of the storm drains in the Borough and the need for them to be painted.

Adjournment: Motion by Mr. Simon, seconded by Mr. Roth was made to adjourn to Executive Session for personnel matters at 9:12 PM, and passed unanimously.

A Motion was moved by Mr. Simon to adjourn from Executive Session and return to the public meeting at 9:55 PM, seconded by Mr. Roth, and passed unanimously.

A Motion was moved by Mr. Roth to adjourn at 9:56 PM; seconded by Mr. Simon, and passed unanimously.

Respectfully submitted,

Suzanne S. Martin

August 11, 2015