

# Manheim Borough Council Meeting

July 12, 2016, 7:00 PM

Manheim Borough Building, Manheim

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** Vice President Brad Roth, Pro-Tempore Bryan Howett, Jean Gates, Chad Enck, Junior Council Person Aiesha Elwakdy and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher , Police Chief, Joseph Stauffer & Recording Secretary, Linda Gerhart

**Public Comments:** No public comments.

**Approval of Minutes:** 6/28/16 Borough Council Meeting, Motion to approve, as presented by Mr. Howett, seconded by Ms. Gates, passed unanimously.

**Visitors:** No Visitors

## **Mayor and Police Chief Report:**

Newly hired Officer Richard Rhinier was introduced and sworn in by Mayor Scot Funk.

Mayor Funk updated council on the upcoming softball benefit game against Manheim Central High School Basketball Team scheduled for Wednesday, July 13<sup>th</sup>. Aarons Acres will be holding their second open house on July 15<sup>th</sup> at 9:30 AM.

Chief Stauffer distributed his report and reviewed it with Council. Council was updated on the current active shooter training. Chief Stauffer has met with the Manheim Central School District to discuss guidelines for security issues pertaining to bomb threats for the next school year. Council was updated on the installation of the pool cameras and also reminded about keeping cars locked. The Crossing Guard proposal from ACMS was presented for discussion and consideration. After discussion it was decided to wait a school year to consider this proposal for outside services. Motion by Mr. Enck, seconded by Ms. Gates, passed unanimously. Motion by Mr. Enck to allow the Police Chief to advertise for 2 additional crossing guard, seconded by Ms. Gates, passed unanimously. The mayor will be attending the Pennsylvania State Mayors Conference in Gettysburg. Discussion was held on checking access to the cameras at the pool.

**Borough Engineer Report:** Mr. Craddock updated council on the final stages of the South Penn/West Stiegel Streets Paving Project. The new Police Building is going well. The new street paving projects will be starting in possibly mid-July as soon as the final paperwork is completed. A change order for the basin at the Police Building for better drainage was explained. NWEMS Escrow Reduction in the amount of \$101,235.94 was presented for approval. Motion by Mr. Howett, seconded by Mr. Enck, passed unanimously.

**Borough Code Officer Report:** Mr. Moyer presented his report to council. He updated council on the historical review for 181-185 S. Main Street and current status of 168 S. Main Street renovation. Weed control in the borough at our properties as well as residential properties was discussed. Keeping the barricades up at 69 N. Charlotte Street and the high weeds on South Oak Street was discussed.

**Borough Manager Report:** Mr. Fisher presented his report to council. The audit is complete and copies were distributed to council members. There were no issues with the audit. Council was updated on the scoreboard installation, which was postponed due to an injury to the installer. Council was updated on the County Land Bank, which is currently organizing their board and will be meeting late July. As soon as they meet and organize the paperwork and the information is available the borough will continue its move to become a member. The current status of the liens in the borough was questioned.

**Payment of Bills: Presented for approval - Construction Loan Draw Requisition #10** in the amount of **\$383,779.26** Motion by Mr. Howett, seconded by Ms. Gates, passed unanimously. **Ratified Funds** in the amount **\$2,729.87**, **General Fund** in the amount of **\$405,740.03 (including \$300,000.00 transfer to Fulton Bank Account)**, **Capital Fund** in the amount of **\$300,000.00 (transfer to Fulton Bank Account)**, **Fulton (Police Construction)** in the amount of **\$383,779.26**. Motion by Ms. Gates, seconded by Mr. Enck, passed unanimously.

**Committee Reports:**

- a) Finance Committee – Committee will begin meeting in July for budget related work with Chief Stauffer for his department.
- b) Parks and Pools – Committee will be meeting before the next council meeting. Council was updated on the current statistics from the playground program which is going well and the pool attendance. Adding enhancements to the pool was discussed. The 5 year commitment plan was discussed and seems to be heading in a positive direction, as the revenue figures seem to be higher. Council was updated on the preventive maintenance that has already been taken. There is of course daily maintenance issues, which are handled by borough staff.
- c) Personnel/Police – Nothing to report.
- d) Public Works – Public Works met before the council meeting and was given a presentation on the furniture for the new Police Building. The next Public Works Meeting in August there will figures available for the furniture costs. West Saylor Alley has been patched and repaired. The possibility of a traffic signal at West Colebrook and North Main Streets was discussed and will be researched for a presentation at the next council meeting to see what requirements would be involved as well as other alternatives. Crash data will be retrieved by the Police Chief. Mr. Moyer will check on the cigarette signs at the Village Market near West Colebrook and Main Street that may be blocking sight distance at the intersection. The No Turn on Red signs which were discussed at an earlier council meeting are being taken care of at Market Square so all the intersections will have the same signage.

**New Business:**

- a. Mr. Enck is interested in the Chiques Creek Project and will be contacting Chiques Creek Watershed Alliance for information.

**Old Business:**

- a. Verizon Wireless –They have sent back the agreement with most of our comments incorporated, but there is still some things that need to be addressed for the final agreement.
- b. Borough Building & EMS Building - Mr. Roth asked for any suggestions and input for the use of the current EMS building, since council had taken the tour of the facility.

- c. Shade Tree Commission – Resolution 33-2016 appointing Karen Weiss to the Shade Tree Commission was presented for approval. Motion by Ms. Gate, seconded by Mr. Howett, passed unanimously. Discussion was held concerning the procedure to proceed with landscaping Market Square. Past concept plans to change the design of Market Square that had been completed a few years ago were also discussed. Discussion was held concerning design changes, parking issues and pedestrian friendly changes. The concept plans for Market Square are available for review on our website. The current status of the Veteran Memorial Project was also questioned.

**Public Comment:** Ms. Sue Wolf owner of 59 N. Main Street A & B was present to question the inspection process in the borough for rental properties. She requested council take into consideration if landlords could possibly have an inspection and then we would let the owners know what has to be repaired. It was explained that the same letter is sent to all landlords.

Mayor Funk questioned the interest of the borough to send non-profit property owners a letter to request consideration of a donation in the amount of a percentage of what their assessed property taxes.

With no further business the Meeting was adjourned at 8:30 PM. Motion by Mr. Enck, seconded by Ms. Gates, passed unanimously.

Respectfully submitted,

Linda Gerhart

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