

Manheim Borough Council Meeting

July 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, Pro-Tempore Bryan Howett, Jean Gates, Chad Enck, Elaine Leech and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher , Police Chief, Joseph Stauffer & Recording Secretary, Linda Gerhart

Public Comments: Mr. Tom Sweeney presented to council his thoughts on his company State Farm Insurance located on Market Square possibly being the principal sponsor of a Movie Night for the Community in Memorial Park. He would also be looking for other businesses to contribute and participate in the event as well. The idea was well received and he will keep council updated through the borough office on the details of the event. Several suggestions were given as contacts for additional help with the event.

Approval of Minutes: 7/12/16 Borough Council Meeting, Motion to approve, as presented by Mr. Roth, seconded by Mr. Howett, passed unanimously.

Visitors: There were no other visitor comments.

Mayor and Police Chief Report:

Mayor Funk updated council on the benefit softball game between the Police Department and the Manheim Central High School Basketball Team, which they won 6 to 5. They raised \$861.10 for the K-9 Fund. He noted that it was a good community event for the Police Officers. Council was also updated on the Mayor's attendance at the State Mayor's Conference in Gettysburg. Regionalization of Police Departments and eliminating blighted properties in communities were some of the topics presented. Façade grants, the addition of trees in communities and weed control in communities was also discussed at the conference.

Chief Stauffer distributed his report and reviewed it with council. Council was updated on the K9 Softball game, the hiring of Crossing Guards for the school year and the great community support the Department has been receiving in light of the police shootings across the country. A National Night Out event location is being planned for next year.

Borough Engineer Report: Mr. Craddock distributed his report and reviewed it with council. The review by DEP for our MS4 Report showed nothing was missing. The work for the Penn/Stiegel Project is complete. The Change Order for this project in the amount of \$5,615.33 was explained. Motion to approve the Change Order by Ms. Leech, seconded by Ms. Gates, passed unanimously. AFP #1 in the amount of \$68,854.00 for this project was presented for approval. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously. Council was updated on the possibility of installing a traffic signal at the intersection of West Colebrook Street and North Main Street and the 11 warrants associated with that type of project. After much discussion and input considering this intersection, it was decided to research the placement of a warning sign. The WIFI change order for Police Building was explained.

Borough Code Officer Report: Mr. Moyer presented his report to council. Council was updated on the grass cutting issue on Oak Street, enforcement of chipping paint, the status of 69 N. Charlotte Street, expansion project at Penn Pac, lot review for B P Neal and the new Gun Shop being proposed for a location on North Main Street. The procedure for citing properties with weed problems was explained. Residence need to be reminded that they are responsible for curb clean up at their properties. A problem with the spouting and shutters at 101 North Main Street was reported and will be checked. The issue with stones being dumped on the street on Memorial Drive for a driveway project will be addressed.

Borough Manager Report: Mr. Fisher presented his report to council. The scoreboard installation has been completed. Information and maps have been forwarded to council concerning LERTA. The school district is also looking at this information. Council was updated on the Vertex Audit for HVAC and upgrades to the doors in the Community Room. A meeting has been scheduled with Mr. Justin Eby for updates on the proposed Lancaster County Land Bank and it was noted that there is a cost for participation in this program if the borough would consider opting in. Everyone was reminded of the next Manheim Central Partner's Meeting on Wednesday, August 17th at the Manheim Central School District new District Office at the Middle School. It was suggested that agendas and packets be sent out before council meetings in addition to what is posted on line. Mr. Fisher will send it to whoever would like to receive these e-mails. Updates to the website will be made for any board and commission changes.

Payment of Bills: Presented for approval - Construction Loan Draw Requisition #11 in the amount of **\$8,702.61** Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously. **Ratified Funds** in the amount **\$138.88**, **General Fund** in the amount of **\$81,885.29**, **Capital Fund** in the amount of **\$60,000.00 (transfer to Fulton Bank Account)**, **Fulton (Police Construction)** in the amount of **\$8,702.61**, **Liquid Fuels Fund** in the amount of **\$72,677.23** and **Kauffman Park Fund** in the amount of **\$28.37 (transfer of remaining balance to Storm Water Fund)**. Motion to approve by Ms. Leech, seconded by Mr. Enck, passed unanimously.

Committee Reports:

a) Finance Committee – Committee will begin with their first public budget meeting on August 16th at 6:30 PM for budget related work for Chief Stauffer's department, with subsequent meetings being held the first Tuesday of September, October and November at 6:30 PM in the Community Room. These meeting dates will be advertised to the public. Motion to advertise the Finance Committee Meetings as scheduled by Mr. Roth, seconded by Ms. Leech, passed unanimously. The Budget is scheduled to be ready to present to Council the beginning of November, with advertisement the end of November and adoption the beginning of December.

b) Parks and Pools – Committee met before the council meeting. The hours the borough parks are open was discussed. The committee is recommending that the parks be open dawn to dusk with the lighted basketball court only being open until 8:00 PM. The exception to this would be special scheduled pavilion/park events, which would be allowed until later as scheduled. This will be put in place by a resolution, since the hours are set by the Parks & Pool Committee. Council was updated on the current statistics from the pool as they are ahead this year on both memberships and daily guest fees. Upgrades to the pool for next year were discussed and will be tabled for further discussion until the end of the season. New higher grade umbrellas are needed for the Mini-Park and Market Square. In the future we may check with local businesses if they would be interested in sponsoring the purchase of new umbrellas. Playground attendance has been good so far averaging 27 children a day and will be concluding for the summer next week. The trees around the lights at Mummau Park need to be trimmed, the Public Works Department is currently working on this.

c) Personnel/Police – Nothing to report.

d) Public Works – Nothing to report

New Business:

- a. There was no New Business.

Old Business:

- a. Verizon Wireless –We are still waiting to hear back from them on the modified agreement.
- b. Borough Building & EMS Building – Still researching possible uses for the EMS Building.
- c. Tax Exempt Properties - A request for in-lieu payments from tax exempt properties discussed at a previous council meeting was recommended for consideration. Motion to send out an in-lieu of payment request letter to tax exempt properties by Mr. Roth, seconded by Mr. Howett, passed unanimously.
- d. Veterans Memorial Project – This project was discussed as we need to keep the process moving so the memorials can have a centralized location for the memorials located throughout the borough that need to be moved. The VFW will be contacted.

Public Comment: There was no public comment.

Mr. Enck led a discussion on a possible use for the EMS building that was brought to his attention. Possible lease options and parking issues, as well as maintenance of the building were discussed. Mr. Enck will pursue the possibility with the interested party and Mr. Fisher will set up a tour of the building.

With no further business the Meeting was adjourned at 8:52 PM by President Phillips.

Respectfully submitted,

Linda Gerhart

July 26, 2016