

Manheim Borough Council Meeting
March 13, 2018 7:00 PM
Manheim Borough Building, Manheim, PA

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President Carol Y. Phillips, Vice President Brad Roth, Pro Tempore Chad Enck, Bryan Howett, Jean Gates, Elaine Leech, and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher and Recording Secretary, Linda Gerhart

Public Comments: The VITA program for assistance of the preparation of Income Taxes for 2017 will be held here at the Borough Building in the Council Chamber on Saturday, April 7th from 9:00 AM to 3:00 PM.

Approval of Minutes: 2/27/2018 Borough Council Meeting Minutes: Motion to approve by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Visitors:

- a) Ms. Nancy Husser from the Manheim Lions Club and Ms. Kelly Lauver from the Manheim Chamber of Commerce were present to discuss the proposed Public Works and Police Department charges that will be assessed their organizations for their events in 2018 and the future. Valuable information was presented from the organizations for consideration as well as from the borough and the police. After a lengthy discussion between council and the representatives of the organizations, a favorable agreement was reached. Motion by Mr. Roth to not charge for the Public Works hours and charge only 50% of what the charges would be for the Police Department coverage for Manheim Borough special events, seconded by Ms. Leech, passed unanimously.

Borough Codes:

- a) Ms. Czeiner presented her report to council. She updated council on her current work with rental licenses and inspections, and what she plans as enforcement issues for the spring and summer. She updated council on the on-going enforcement for the property on North Main Street concerning exterior painting and the new software for the Codes Department.

Borough Engineer Report:

- a) Mr. Craddock presented his report to council. Council was updated on the Main Street drainage improvements and the sidewalk repair questions and concerns from residents who were notified to repair curbs and sidewalks for our current street projects. The Battery Backup Units Project for each of the borough traffic signals has gone out to bid with the bids due April 5th. The recommendation for award will be available at the April 10th Public Works Committee Meeting and Council Meeting. Work is currently being done on the Hazel Street Project bid, with the anticipated bid opening to be mid-April with possible award at the April 24th Council meeting. It was noted that he did follow up with UGI about the restoration on their trench work on South Penn Street and UGI will be checking with the restoration supervisor to follow up on the repair.

Mayor and Police Chief Report:

Mayor Funk noted that he did follow up with Turkey Hill about the pay phone at their location on South Main Street that was discussed at the last council meeting and it has been removed.

- a) The Police Chief was not available for the meeting due to a meeting at the Police Station. His news release report was presented to Council by Mayor Funk. He will have a full report for the next council meeting.

- b) The SPCA Agreement for 2018 was presented for approval. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.

The ticketing of unlicensed vehicles in the borough was discussed.

Borough Manager Report:

- a) It was noted that the current Borough office phone system has been having increasing problems, and staff is still evaluating replacement options.
- b) Resolution 28-2018 and the PPL Street Light Conversion Contract were presented for approval. Mr. Fisher gave a brief update of the contract and the price which he found to be considerably less than originally stated after he discussed it further with PPL. Motion to approve Resolution 28-2017 and the PPL Street Light Conversion Contract by Mr. Roth, seconded by Mr. Enck, passed unanimously.
- c) The Warihay proposal for mowing the Police Station area was presented for approval. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.
- d) The resignation of Mr. Tony Patschorke from the Zoning Hearing Board was presented approval. Motion to approve by Mr. Enck, seconded by Ms. Leech, passed unanimously. It will be posted so we can fill the vacancy quickly.
- e) The Annual Logan Park Compliance Monitoring and Maintenance Agreement from LandStudies for the Logan Park Stream and Floodplain Restoration Project for \$5,730.00 was presented for approval. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Treasurer Report/Payment of Bills:

Presented for approval – General Fund in the amount of **\$68,458.23** and **Capital Fund** in the amount of **\$2,265.00**. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.

Committee Reports:

- a) Finance Committee – There was nothing new to report.
- b) Parks and Pools – There was nothing new to report.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works –
 - i. Old Fire Hall – Currently waiting for building appraisals.
 - ii. Mr. Craddock presented a request for approval for the North Main Street Storm Sewer relocation of UGI services for up to \$48,000.00, to be invoiced for the actual figure when the work is complete. The calculations by UGI for the work were explained. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously.
 - iii. Approval for Letter of Intent to be sent for CDBG funds for the North Wolf Street/East High Street crosswalk improvements for accessibility to the Borough Building was requested. It was also suggested to submit Letter of Intent for the Linden Street project as well since more than one letter can be submitted at a time. Motion to approve the submission of both Letters of Intent by Ms. Leech, seconded by Mr. Roth, passed unanimously.
 - iv. It was requested that the lack of storm drains in the area of North Hershey, North Laurel and North Point Streets going into Hamaker Road be researched.
- e) Shade Tree Commission – Ms. Gates asked for input from Council on where they would suggest more trees be planted. Suggestions on how to have trees that are removed by residents be replaced was discussed.

Old Business:

- a) There was no old business.

New Business:

- a) A request was presented from Mr. Tom Reiner of the Manheim Central Little League for approval of the opening day activities on April 21st being held in Memorial Park. Motion by Mr. Howett, seconded by Mr. Enck, passed unanimously.
- b) A request from the Manheim Performing Arts Community Theatre (formerly iStage) to use the Community Room for play rehearsals on Saturday until the end of May free of charge was presented for approval. Motion by Mr. Howett, seconded by Mr. Enck, passed unanimously.

Correspondence: This was distributed as part of the packet.

Public Comment: There was no public comment.

Motion by Mr. Roth to adjourn to Executive Session at 8:27 PM for personnel matters, seconded by Ms. Leech, passed unanimously.

Executive session was adjourned at 8:52 PM by President Phillips.

Motion by Mr. Roth to hire full-time Public Works staff person at the rate of \$18.00 per hour, seconded by Ms. Gates, passed unanimously.

Motion by Mr. Howett to cancel extra maintenance services pool contract with Lititz Rec, seconded by Mr. Roth, passed unanimously.

With no further business, Council President Phillips adjourned the Council Meeting at 8:55 PM.

Respectfully submitted,

Linda Gerhart
Recording Secretary
March 13, 2018

**BOROUGH OF MANHEIM,
LANCASTER COUNTY, PENNSYLVANIA**

ORDINANCE NO. _____

AN ORDINANCE OF THE BOROUGH OF MANHEIM, LANCASTER COUNTY, PENNSYLVANIA, AMENDING THE MANHEIM BOROUGH CODE OF ORDINANCES BY (1) AMENDING SUBSECTION R. OF SECTION 100-2, ENTITLED “DELETIONS, ADDITIONS AND INSERTIONS”, OF ARTICLE I, ENTITLED “PROPERTY MAINTENANCE CODE”, OF CHAPTER 100, ENTITLED “CONSTRUCTION CODES” OF THE MANHEIM BOROUGH CODE OF ORDINANCES GOVERNING THE LEASING OF ALL RESIDENTIAL RENTAL UNITS IN THE BOROUGH BY REQUIRING A RENTAL PERMIT FOR EACH RESIDENTIAL RENTAL UNIT AND INSPECTION OF EACH RESIDENTIAL RENTAL UNIT IN THE BOROUGH; AND (2) AMENDING THE DEFINITION OF “RENTAL PERMIT” SET FORTH IN SECTION 166-2, ENTITLED “DEFINITIONS AND WORD USAGE”, OF ARTICLE I, ENTITLED “RESIDENTIAL RENTAL UNITS”, OF CHAPTER 166, ENTITLED “RENTAL PROPERTY” TO CORRECT A REFERENCE TO A SUBSECTION OF SECTION 100-2 OF THE MANHEIM BOROUGH CODE OF ORDINANCES

WHEREAS, on November 10, 1999 the Pennsylvania Legislature passed the Pennsylvania Construction Code Act (Act 45), as amended (“Construction Code Act”); and

WHEREAS, pursuant to the Construction Code Act, the Pennsylvania Department of Labor and Industry adopted certain uniform codes as the Uniform Construction Code (“UCC”) for the Commonwealth of Pennsylvania, including but not limited to the property maintenance code; and

WHEREAS, the Construction Code Act requires municipalities who desire to enforce the UCC to adopt it by ordinance; and

WHEREAS, the Borough of Manheim, Lancaster County, Pennsylvania (“Borough”), in order to protect the health, safety and welfare of Borough residents, adopted the International Property Maintenance Code, 2009 Edition, as published by the International Code Council (“Property Maintenance Code”), pursuant to Ordinance No. 635 dated September 24, 2013, regulating and governing the conditions and maintenance of all properties, buildings and structures in the Borough, including but not limited to residential rental units (“Ordinance No. 635”); and

WHEREAS, it is the intent of the Borough Council (“Borough Council”) of the Borough to follow the legislative intent of the Property Maintenance Code in regulating and governing the conditions and maintenance of residential rental units in the Borough; and

WHEREAS, the Borough Council, in order to follow the legislative intent of the Property Maintenance Code, deems it in the best interest of the Borough and its residents, and the public

health, safety and general welfare of the Borough and its residents, to amend Ordinance No. 635 to require a rental permit for each residential rental unit and inspection of each residential unit in the Borough;

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Borough Council of the Borough of Manheim, Lancaster County, Pennsylvania, and it is hereby ENACTED AND ORDAINED by the authority of the same as follows:

Section 1. Subsection R. of Section 100-2, entitled “Deletions, additions and insertions”, of Article I, entitled “Property Maintenance Code”, of Chapter 100, entitled “Constructions Codes”, of the Manheim Borough Code of Ordinances is hereby amended and restated in its entirety so as to hereafter read as follows:

“R. A new Chapter 9, Leasing of Residential Dwelling Units, shall be added, which shall provide as follows:

Section 900.0. General.

Section 900.1. Scope. The provisions of this chapter shall govern the leasing of all residential rental units, rooming houses, multiple-family dwellings, rooming units and one- and two-family dwellings.

Section 900.2. Responsibility. The owner of any structure shall be responsible for compliance with the requirements of this chapter. If any structure is managed by a person other than the owner, that person shall also be responsible for compliance with the requirements of this chapter.

Section 900.3. Definitions. For the purposes of this chapter, the terms "landlord", "rental permit" and "residential rental unit" shall be defined as follows:

LANDLORD - A person who owns or manages and who leases or offers for lease residential rental units to occupants for a consideration, monetary or otherwise.

RENTAL PERMIT – A document issued by the Code Official to the owner of a residential rental unit pursuant to this chapter, as may be amended from time to time.

RESIDENTIAL RENTAL UNIT – A rooming unit, or a dwelling unit let for rent, or a residential unit occupied by any person other than one occupied solely by the owner and members of the owner's family. Each individual townhouse dwelling, each individual apartment unit, each individual unit in a multi-family building, and each rooming unit shall be considered a separate residential rental unit. If a structure contains a rooming unit or if any portion of the structure is let for rent, it shall be considered a residential rental unit, whether or not the owner or a relative of the owner also resides in the structure. A residential rental unit shall not include a hotel unit or a hospital room utilized for medical services. A residential rental unit includes

a dwelling unit under a lease-purchase agreement or long-term (greater than six (6) months) agreement of sale.

Section 901.0. Reports to owners.

Section 901.1. Required reports. Each landlord who owns, rents or has available one or more residential dwelling units to let for occupancy shall submit to the Code Official, on a form provided by the Code Official, the following information:

- (1) Each residential rental unit owned by the owner located within the Borough let for occupancy, whether presently occupied or unoccupied.
- (2) The complete address of each residential rental unit and a description of such residential rental unit.
- (3) Whether or not such residential rental unit is occupied and, if so occupied, the name of each occupant of the residential rental unit, specifying whether each such occupant is over eighteen (18) years of age. Submission of a copy of the lease agreement, if it includes all such information, will be satisfactory.

If a landlord has previously filed such a report with the Borough Manager in accordance with Borough Ordinance. No. 517, no initial report shall be required by this section. Notwithstanding the foregoing, the landlord shall be required to obtain a rental permit if so required by Section 902.0 herein.

Section 901.2. Reports by persons or entities upon becoming landlord. Any person or entity who becomes a landlord who owns, rents or has available one or more residential rental units let for occupancy shall submit to the Code Official, on a form provided by the Code Official, within thirty (30) days thereafter, the information set forth in Section 901.1 above.

Section 901.3. Reports by landlord upon change in occupancy. Each time there is a change in the occupancy of any residential rental unit owned or leased by any landlord, the landlord shall submit to the Code Official, on a form provided by the Code Official, within thirty (30) days thereafter, the information set forth in Section 901.1 above. A change in occupancy shall include the residential rental unit becoming vacant.

Section 902.0. Licensing of residential rental units.

Section 902.1. Requirement to license. Each landlord shall obtain a rental permit from the Code Official, on an annual basis, for each residential rental unit which is let for occupancy in any structure. Annual rental permits shall be valid for the period from January 1 to December 31. Failure to obtain a rental permit for any residential rental unit in any structure shall be a violation of this article.

Section 902.2. Rental permit fee. The landlord of each residential rental unit which is let for occupancy shall pay the annual rental permit fee set by resolution or ordinance of Borough Council upon application for the annual rental permit for such residential rental unit.

Section 903.0. Inspections.

Section 903.1. Inspections. Each residential rental unit which is let for occupancy shall be subject to inspection by the Code Official in accordance with a schedule for regular inspections of all residential rental units at least once every three (3) years, or if a complaint concerning the residential rental unit is received, or if the Code Official otherwise determines that a violation of this article may exist, or whenever the tenant of the residential rental unit changes; provided, however, that a residential rental unit shall not be inspected solely as a result of the changing of tenant(s) more frequently than once each twelve (12) month period. The landlord of each residential rental unit shall make suitable arrangements with the Code Official for each such inspection.”

Section 2. The definition of Rental Permit set forth in Section 166-2, entitled Definitions and word usage”, of Article I, entitled “Residential Rental Units”, of Chapter 166, entitled “Rental Property, of the Manheim Borough Code of Ordinances is hereby amended and restated in its entirety so as to hereafter read as follows:

“RENTAL PERMIT

A document issued by the Housing Officer to the owner of a residential rental unit pursuant to §100-2.R of the Manheim Borough Code of Ordinances, as it may be amended from time to time.”

Section 4. The provisions of this Ordinance are severable, and if any section, sentence, clause, part or provision hereof shall be held to be illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court shall not affect the remaining sections, sentences, clauses, parts or provisions of this Ordinance. It is hereby declared to be the intent of the Borough that such Ordinance would have been enacted if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

Section 5. The Manheim Borough Code of Ordinances, as amended, shall be and remain unchanged and in full force and effect except as amended, supplemented or modified by this Ordinance. This Ordinance shall become a part of the Manheim Borough Code of Ordinances, as amended, upon adoption.

Section 6. All ordinances or parts of ordinances of the Borough which are inconsistent herewith are hereby repealed.

Section 7. This Ordinance shall become effective at the earliest date permitted by law following the date of its enactment.

DULY ENACTED AND ORDAINED this _____ day of _____, 2018.

BOROUGH OF MANHEIM
LANCASTER COUNTY, PENNSYLVANIA

By: _____
Carol Phillips, President

Attest: _____
James R. Fisher, Secretary

Examined and approved this _____ day of _____, 2018.

Scot Funk, Mayor

MUNICIPAL CERTIFICATION

I, James R. Fisher, Secretary of the Borough of Manheim, Lancaster County, Pennsylvania, do hereby certify that the foregoing Ordinance No. _____ was advertised in the *LNP*, a daily newspaper of general circulation in the Borough of Manheim, Lancaster County, Pennsylvania on _____, 2018, and was duly enacted and approved as set forth at a regular meeting of the Borough Council of the Borough of Manheim, Lancaster County, Pennsylvania held on _____, 2018.

Date: _____, 2018

James R. Fisher, Secretary

[SEAL]

1:46 PM

03/26/18

Manheim Borough -General Fund

Check Detail

March 13 - 26, 2018

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	2900	03/26/2018	JGF Funding	102.000 · Cash 2203326201	
Bill	inv 10...	03/26/2018		410.252 · Computer Equip PD	-180.73
Bill	inv 10...	03/26/2018		410.220 · Operating Supplies	-239.03
Bill	inv 10...	03/26/2018		410.252 · Computer Equip PD	-69.25
TOTAL					-489.01
Bill Pmt -Check	2901	03/26/2018	Lancaster Civil Engineering Co.	102.000 · Cash 2203326201	
Bill	1830	03/21/2018		408.313 · Engineer Contract	-914.65
Bill	1836	03/21/2018		408.313 · Engineer Contract	-154.50
Bill	1835	03/21/2018		408.313 · Engineer Contract	-77.25
Bill	1834	03/21/2018		408.313 · Engineer Contract	-1,287.50
Bill	1833	03/21/2018		446.370 · Storm Water - MS4	-309.00
Bill	1832	03/21/2018		408.313 · Engineer Contract	-334.75
Bill	1828	03/21/2018		408.313 · Engineer Contract	-257.50
Bill	1829	03/21/2018		408.313 · Engineer Contract	-128.75
Bill	1831	03/21/2018		408.313 · Engineer Contract	-566.50
TOTAL					-4,030.40
Bill Pmt -Check	2902	03/26/2018	Lebanon Farms Disposal	102.000 · Cash 2203326201	
Bill	inv 13...	03/26/2018		430.200 · Material/Supplies	-225.00
TOTAL					-225.00
Bill Pmt -Check	2903	03/26/2018	LNP Media Group, Inc.	102.000 · Cash 2203326201	
Bill	Ad 391...	03/26/2018		401.340 · Advertising/Printing	-545.68
TOTAL					-545.68
Bill Pmt -Check	2904	03/26/2018	American United Life Insurance Company	102.000 · Cash 2203326201	
Bill	AUL03...	03/26/2018		410.198 · Life Insurance PD	-591.62
				401.196 · Health Insurance	-50.85
				430.196 · Health Insurance - PW	-81.97
				413.196 · Codes - Health Insurance	-25.65
				402.196 · Health Ins (FD/HRC)	-24.66
TOTAL					-774.75
Bill Pmt -Check	2905	03/26/2018	BB&T Commercial Equipment Capital	102.000 · Cash 2203326201	
Bill	3914206	03/07/2018		410.384 · Cruiser Lease	-29,489.54
TOTAL					-29,489.54
Bill Pmt -Check	2906	03/26/2018	Blue Ridge Communications	102.000 · Cash 2203326201	
Bill	03593...	03/08/2018		410.360 · Utilities PD	-149.90
TOTAL					-149.90
Bill Pmt -Check	2907	03/26/2018	CNH Productivity Plus	102.000 · Cash 2203326201	
Bill	WK80...	03/12/2018		430.374 · Minor Equip Repair	-59.10
TOTAL					-59.10
Bill Pmt -Check	2908	03/26/2018	County of Lancaster	102.000 · Cash 2203326201	
Bill	02	03/16/2018		410.252 · Computer Equip PD	-2,000.00
TOTAL					-2,000.00

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03/26/18

Manheim Borough -General Fund

Check Detail

March 13 - 26, 2018

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	2909	03/26/2018	Eagle Wireless Communications	102.000 · Cash 2203326201	
Bill	14248	03/01/2018		410.252 · Computer Equip PD 430.320 · Tele/call/internet	-135.60 -67.80
TOTAL					-203.40
Bill Pmt -Check	2910	03/26/2018	Elm Ridge Construction	102.000 · Cash 2203326201	
Bill	0002897	03/19/2018		409.370 · Maintenance/Repair	-4,400.00
TOTAL					-4,400.00
Bill Pmt -Check	2911	03/26/2018	Intergovernmental Ins. Coop.	102.000 · Cash 2203326201	
Bill	Medica...	03/01/2018		410.196 · Health Insurance PD 401.196 · Health Insurance 413.196 · Codes - Health Insurance 430.196 · Health Insurance - PW 402.196 · Health Ins (FD/HRC) 222.000 · Health Insurnace W/H	-33,080.92 -4,172.68 -893.75 -4,744.06 -893.75 -2,940.00
TOTAL					-46,725.16
Bill Pmt -Check	2912	03/26/2018	Longeneckers Hardware Company	102.000 · Cash 2203326201	
Bill	553255	03/09/2018		409.370 · Maintenance/Repair	-57.20
Bill	553611	03/13/2018		409.370 · Maintenance/Repair	-32.99
Bill	553789	03/14/2018		409.370 · Maintenance/Repair	-24.84
Bill	553731	03/14/2018		409.370 · Maintenance/Repair	-38.97
Bill	553922	03/15/2018		430.200 · Material/Supplies	-1.99
Bill	553873	03/15/2018		409.370 · Maintenance/Repair	-32.99
TOTAL					-188.98
Bill Pmt -Check	2913	03/26/2018	MAWSA	102.000 · Cash 2203326201	
Bill	916	03/12/2018		430.251 · Vehicle Parts/Maint	-29.95
TOTAL					-29.95
Bill Pmt -Check	2914	03/26/2018	NMS Labs	102.000 · Cash 2203326201	
Bill	1019587	03/23/2018		410.314 · Legal Services	-340.00
Bill	1026035	03/23/2018		410.314 · Legal Services	-698.00
TOTAL					-1,038.00
Bill Pmt -Check	2915	03/26/2018	Office Basics, Inc.	102.000 · Cash 2203326201	
Bill	I-869735	03/19/2018		410.210 · Office Supplies	-44.19
TOTAL					-44.19
Bill Pmt -Check	2916	03/26/2018	PA Chief's of Police Assoc	102.000 · Cash 2203326201	
Bill	9544	03/09/2018		410.460 · Training PD	-410.00
TOTAL					-410.00
Bill Pmt -Check	2917	03/26/2018	PA State Association of Boroughs	102.000 · Cash 2203326201	
Bill	7204 ...	02/22/2018		401.420 · Dues/Membership/Subscriptions	-25.00
TOTAL					-25.00

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03/26/18

Manheim Borough -General Fund

Check Detail

March 13 - 26, 2018

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	2918	03/26/2018	PP&L	102.000 · Cash 2203326201	
Bill	77299-...	03/07/2018		410.360 · Utilities PD	-784.54
Bill	33070-...	03/08/2018		465.360 · 26 E High Utilities	-58.09
Bill	84224-...	03/09/2018		430.360 · Utilities Maintenance Shed	-278.61
Bill	79480-...	03/09/2018		454.360 · Park Utilities	-35.02
Bill	07680-...	03/09/2018		454.360 · Park Utilities	-28.17
Bill	07480-...	03/09/2018		454.360 · Park Utilities	-137.50
Bill	07280-...	03/09/2018		452.360 · Pool Utilities	-383.01
Bill	40870-...	03/13/2018		434.361 · Street Lighting	-33.43
				409.360 · Utilities	-378.72
TOTAL					-2,117.09
Bill Pmt -Check	2919	03/26/2018	Quality Digital Office Solutions	102.000 · Cash 2203326201	
Bill	236391	03/09/2018		401.210 · Office Supplies	-98.50
Bill	236755	03/16/2018		401.210 · Office Supplies	-142.80
TOTAL					-241.30
Bill Pmt -Check	2920	03/26/2018	Select Security	102.000 · Cash 2203326201	
Bill	1343683	03/09/2018		409.370 · Maintenance/Repair	-749.98
TOTAL					-749.98
Bill Pmt -Check	2921	03/26/2018	Staudt McGovern Holdings LLC	102.000 · Cash 2203326201	
Bill	1 S Ch...	03/14/2018		413.999 · .999 Refund of overpmt of licen	-825.00
TOTAL					-825.00
Bill Pmt -Check	2922	03/26/2018	Wells Fargo Vendor Fin. Serv.	102.000 · Cash 2203326201	
Bill	68150...	03/07/2018		410.220 · Operating Supplies	-235.99
TOTAL					-235.99
Bill Pmt -Check	2923	03/26/2018	Windstream	102.000 · Cash 2203326201	
Bill	02149...	03/07/2018		452.360 · Pool Utilities	-42.39
Bill	02144...	03/07/2018		452.360 · Pool Utilities	-63.39
Bill	02176...	03/13/2018		410.320 · Telephone	-327.83
Bill	02177...	03/15/2018		430.320 · Tele/call/internet	-47.02
TOTAL					-480.63
Bill Pmt -Check	2924	03/26/2018	Worley & Obetz, Inc.	102.000 · Cash 2203326201	
Bill	43097...	03/05/2018		410.360 · Utilities PD	-225.59
TOTAL					-225.59
Bill Pmt -Check	2925	03/26/2018	Zelenkofske Axelrod LLC	102.000 · Cash 2203326201	
Bill	2018-5...	03/15/2018		402.311 · Auditing	-7,000.00
TOTAL					-7,000.00

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Manheim Borough -General Fund

03/26/18

Check Run

Accrual Basis

March 13 - 26, 2018

Date	Num	Name	Memo	Amount	Balance
Mar 13 - 17, 18					
Mar 13 - 17, 18					0.00
Week of Mar 18, 18					
Week of Mar 18, 18					0.00
Mar 25 - 26, 18					
03/26/2018	2904	American United Life Insurance Company	G00615195-0000...	-774.75	-774.75
03/26/2018	2905	BB&T Commercial Equipment Capital		-29,489.54	-30,264.29
03/26/2018	2906	Blue Ridge Communications		-149.90	-30,414.19
03/26/2018	2907	CNH Productivity Plus		-59.10	-30,473.29
03/26/2018	2908	County of Lancaster		-2,000.00	-32,473.29
03/26/2018	2909	Eagle Wireless Communications		-203.40	-32,676.69
03/26/2018	2910	Elm Ridge Construction		-4,400.00	-37,076.69
03/26/2018	2911	Intergovernmental Ins. Coop.		-46,725.16	-83,801.85
03/26/2018	2900	JGF Funding		-489.01	-84,290.86
03/26/2018	2901	Lancaster Civil Engineering Co.		-4,030.40	-88,321.26
03/26/2018	2902	Lebanon Farms Disposal	6424298	-225.00	-88,546.26
03/26/2018	2903	LNP Media Group, Inc.	254012	-545.68	-89,091.94
03/26/2018	2912	Longeneckers Hardware Company	52461	-188.98	-89,280.92
03/26/2018	2913	MAWSA		-29.95	-89,310.87
03/26/2018	2914	NMS Labs		-1,038.00	-90,348.87
03/26/2018	2915	Office Basics, Inc.	6652461	-44.19	-90,393.06
03/26/2018	2916	PA Chief's of Police Assoc		-410.00	-90,803.06
03/26/2018	2917	PA State Association of Boroughs	7204	-25.00	-90,828.06
03/26/2018	2918	PP&L		-2,117.09	-92,945.15
03/26/2018	2919	Quality Digital Office Solutions		-241.30	-93,186.45
03/26/2018	2920	Select Security		-749.98	-93,936.43
03/26/2018	2921	Staudt McGovern Holdings LLC	Refund of overpa...	-825.00	-94,761.43
03/26/2018	2922	Wells Fargo Vendor Fin. Serv.		-235.99	-94,997.42
03/26/2018	2923	Windstream		-480.63	-95,478.05
03/26/2018	2924	Worley & Obetz, Inc.	43097128	-225.59	-95,703.64
03/26/2018	2925	Zelenkofske Axelrod LLC		-7,000.00	-102,703.64
Mar 25 - 26, 18				-102,703.64	-102,703.64
TOTAL				-102,703.64	-102,703.64

From: [C. P.](#)
To: [Jim Fisher](#)
Subject: Zoning Board Interest
Date: Tuesday, March 13, 2018 8:49:31 PM

Good evening Mr. Fisher,

During the Borough Council meeting tonight, it was announced that a position on the zoning board is open due to a member resigning.

I am very interested in filling the open position. If I need to provide any information to obtain the open spot, I will gladly comply.

I look forward to your response.

Best,
Catherine Prozzillo
[REDACTED]
Manheim, PA 17545
[REDACTED]

Jim Fisher

From: [REDACTED]@comcast.net
Sent: Thursday, March 08, 2018 11:42 AM
To: Jim Fisher
Subject: Manheim Christian Benefit Auction
Attachments: Manheim Christian Benefit Auction M_BOROUGH.pdf; Auction Sponsor & Donation Options 2018.pdf

Hi Mr. Fisher,

We hope you will consider supporting our school auction again this year. The family pool pass been a big hit & seller the last 2 years and we appreciate your support.

Please let me know if you have any questions.

Thanks again,

Amy Moyer
Auction Committee
[REDACTED]

From: [Doug Snavelly](#)
To: [Jim Fisher](#)
Subject: MCFEE Benefit Auction
Date: Thursday, March 15, 2018 1:10:31 PM
Attachments: [Donation form 2018.pdf](#)
[PastedGraphic-1.tiff](#)

Hello Jim,

As I mentioned to you on the phone, we are requesting donations for our 15TH annual benefit auction which will occur on Saturday 4/15/18. We appreciate the Boro's generous donations in the past and were hoping you would donate again this year. You, your staff, and council members are also invited to attend this year's event which is being held at the BIC Activity Center on N. Penryn Road. Attached is a MCFEE Benefit Auction form which can be used for table or ticket reservations and also as a receipt for donations.

Please call me with any questions at [REDACTED]

Thanks,

Doug

Douglas R. Snavelly
Broker, Realtor, GRI, e-Pro

[REDACTED]
[REDACTED]
[REDACTED]

www.lindermansnavelyrealtors.com

[REDACTED]
Linderman Snavelly Realtors, LLC
112 S. Main Street, Suite B
Manheim, PA 17545