

Manheim Borough Council Meeting  
March 27, 2018 7:00 PM  
Manheim Borough Building, Manheim, PA

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** Vice President Brad Roth, Bryan Howett, Jean Gates, Elaine Leech, Junior Council Person Destiny Lebron and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

**Approval of Minutes:** 3/13/2018 Borough Council Meeting Minutes: Motion to approve by Mr. Howett, seconded by Ms. Leech, passed unanimously.

**Visitors:**

- a) Ms. Joanne Tome of South Fulton Street was present to ask questions as to why she as a property owner is responsible to repair streets for sewer repairs to her property. The reason for the property owner being responsible was explained. It was suggested that the borough look for additional ways to better inform residents of what is required from them when making repairs to their properties, whether it is emergency or their choice.

**Borough Codes:**

- a) The Monthly Report will be presented at the next council meeting.

**Borough Engineer Report:**

- a) The Monthly Report will be presented at the next council meeting.

**Mayor and Police Chief Report:**

There was no report from the Mayor.

Police Chief Stauffer distributed his report and reviewed it with council. Council was updated on statistics, the Snow Emergency called by the Mayor for the last snow event, the reduction on vehicle break-ins, the completed investigation of the fatal accident on Lebanon Road and the organizing of the Prom Promise program for the school scheduled for May 1<sup>st</sup>.

Mayor Funk added comments on the notification procedures used by the borough to notify residents during Snow Events & Emergency situations. The lack of available off street parking for snow events was also discussed as well as possible future adjustments to the emergency route once the new elementary school is opened.

**Borough Manager Report:**

- a) A rental property ordinance amendment to help better clarify the ordinance for enforcement was presented for approval to advertise. Motion to approve advertisement by Ms. Leech, seconded by Ms. Gates, passed unanimously.

**Treasurer Report/Payment of Bills:** It was noted that more detailed financial reports will hopefully be available for the next council meeting.

**Presented for approval – General Fund** in the amount of **\$102,703.64**. Motion to approve by Ms. Leech, seconded by Ms. Gates, passed unanimously.

**Committee Reports:**

- a) Finance Committee – There was nothing new to report. They will start meeting later in the year.
- b) Parks and Pools – There was nothing new to report.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – Appraisals for the Old Fire Hall/Borough Office Building will be available later this week.
- e) Shade Tree Commission – Ms. Gates updated council on the direction the committee is taking for the spring. There is a tentative meeting being scheduled for the Shade Tree Commission on Thursday April 5<sup>th</sup> with Julie Fisher, PA State Forester to discuss ideas and suggestions for future tree projects in the Borough. Ms. Gates requested guidance from council on their opinion of planting borough landscape trees on Main Street. Ms. Fisher will also discuss with the commission the possibility of applying for a grant to offset some of these projects. It was requested that the broken water spigot on Market Square be repaired to make watering the trees and shrubs easier this summer. Public works is currently working on the problem.

**Old Business:**

- a) The appointment of Catherine Prozzillo to the Zoning Hearing Board was presented for approval. Motion to approve by Mr. Howett, seconded by Ms. Leech, passed unanimously.

**New Business:**

- a) A request from Manheim Christian School for the donation of a 2018 Manheim Community Pool Pass for their benefit auction was presented for approval. Motion to approve by Ms. Leech, seconded by Ms. Gates, passed unanimously.
- b) A request from MCFEE for the donation of a 2018 Manheim Community Pool Pass for their benefit auction was presented for approval. Motion to approve by Ms. Leech, seconded by Ms. Gates, passed unanimously.
- c) The Manheim VFW annual agreement for seasonal use of fields was presented for approval. This agreement includes a request to install fencing with advertising signs, putting up the scoreboard (conditioned on meeting requirements of the flood ordinance) and turning on the electric at the building, all of which will be maintained by the VFW at Hollinger Field. It was noted that they may use a temporary fence this year at Hollinger Field, if there is work that needs to be done to meet flood ordinance requirements. Motion to approve by Ms. Leech, seconded by Ms. Gates, passed unanimously.
- d) It was noted that Mr. Roth was honored for 40 years of service by the Fire Department.

**Correspondence:** There was no correspondence.

**Public Comment:**

Mr. Bill Ulrich of 303 West High Street was present to discuss with council the bad condition of West Saylor Alley that runs behind his property. He distributed pictures and requested the borough to consider repairing the alley. He noted that it is actually the worst at each end of the alley in that block. It will be put on the agenda for discussion at the next Public Works Committee Meeting. He noted that the farm lot where he was dumping grass clippings near his property is posted for no more grass clippings. He was checking if the borough has any thoughts of setting up an area for dumping grass clippings for residents.

Ms. Gretchen Smith of South Hazel Street was concerned with the discrepancy between the snow emergency map, and the actual portion of South Hazel Street (East side) that is marked as snow emergency for removal of vehicles enforcement. This issue has been dealt with and all the routes and the map will be marked clearly for next winter. The personnel involved with enforcement will be informed.

Mr. Bill Ulrich also questioned the weight restriction signs that are posted in Rapho Township for a borough bridge that had the weight limits removed the other year. It was noted that this is PennDOT sign.

**Council was adjourned to Executive Session at 7:54 PM for personnel matters by Vice President Roth.**

**Motion to adjourn the Executive session at 8:10 PM by Mr. Howett, seconded by Ms. Leech, passed unanimously.**

Motion to adjourn the Council Meeting at 8:11 PM by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Respectfully submitted,

Linda Gerhart  
Recording Secretary  
March 27, 2018