

Manheim Borough Council Meeting
April 24, 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, Junior Council Person Destiny Lebron and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, and Police Chief, Joseph Stauffer

Approval of Minutes: 4/10/2018 Borough Council Meeting Minutes: Motion to approve by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Visitors:

Ms. Catherine Prozzillo presented an update on her research regarding dog parks. She provided some preliminary cost estimates for various features (fencing, dog waste stations, water fountains, FOB systems, etc.), as well as other operational information. She will be re-contacting Harrington regarding their interest in support along with the possibility of utilizing the open area at their location, and then will provide that information to Council.

Borough Codes:

- a) Monthly report to be presented at next Council meeting.

Borough Engineer Report:

- a) Monthly report to be presented at next Council meeting.
- b) South Hazel Street reconstruction bids. Bids were received and the low bidder was Pennsy Supply at **\$291,952.20. Motion by Mr. Roth, second by Mr. Howett to award bid to Pennsy Supply. Passed unanimously.**

Mayor and Police Chief Report:

The Mayor reported that he attended the little league opening day and The Shack grand opening, and both events were well attended and successful.

Police Chief Stauffer distributed his report and reviewed it with council. News Releases were also presented.

Borough Manager Report:

- a) The Manager's report was presented and briefly discussed. Mr. Fisher reported that he is working on the amendments to the sign regulations of the zoning ordinance and that the rental ordinance regulations are being reviewed with the Solicitor to be finalized.
- b) The PPL ROW agreement for a new pole and light at Kauffman Park was presented for approval. Motion by Mr. Roth, second by Ms. Leech to approve. Passed unanimously.
- c) The Street Sweeping Agreement with East Petersburg Borough was presented for approval. Motion by Ms. Leech, second by Mr. Howett to approve. Passed unanimously.
- d) Motion by Mr. Roth, second by Ms. Leech to send Ms. Phillips and Mr. Fisher to the annual PSAB Conference, with Ms. Phillips designated as the voting delegate. Passed unanimously.

Treasurer Report/Payment of Bills:

Presented for approval – General Fund in the amount of **\$147,265.11**. Motion to approve by Mr. Roth, seconded by Mr. Enck, 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 – Committee met prior to tonight’s meeting.
 - a. Motion by Ms. Gates, second by Ms. Leech to approve changing the daily pass rate to a single rate for residents and non-residents, using the current resident rate, and to add a family pass rate of \$20 for up to five people with a maximum of 2 adults for Sundays only. Passed unanimously.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works –
 - i. The conversion of the old fire hall to Borough offices was briefly discussed. This will be on the next public works committee agenda.

- e) Shade Tree Commission – Mr. Fisher discussed the Letter of Intent for the proposed grant that would be used to prepare a master plan for the greening of Main St. Motion by Mr. Enck, second by Mr. Howett to authorize submission of the letter of intent. Passed unanimously.

Old Business:

- a) Temporary safety fencing at Memorial Park to restrict access to the areas with the infected Ash trees was discussed, and staff was directed to reinstall the fencing that had been previously damaged and removed. Mr. Enck also brought up the fishing derby and how the access restrictions may affect that event. He said he will contact the organizers to try to make some adjustments to location along the stream.
- b) Replacement of nets at the basketball courts was also discussed – this is on the regular spring schedule of the public works department.

New Business:

- a) Mr. Enck suggested providing an additional free yard waste day due the extended winter weather conditions that occurred this year. Motion by Mr. Enck, second by Ms. Leech to approve. Passed unanimously.

Correspondence: MAWSA and Library reports were part of the packet.

Public Comment: Ms. Prozzillo briefly discussed runoff and erosion issues they are having on their property.

Council was recessed to Executive Session at 8:22 PM for personnel matters by Vice President Roth.

Council was adjourned from Executive session at 8:30 PM and the regular Council meeting was reconvened.

Motion by Mr. Roth, second by Mr. Enck to proceed as directed with regard to the personnel matter in accordance with the Borough’s employee manual. Approved unanimously.

With no further action, President Phillips adjourned the meeting at 8:31.

Respectfully submitted,

James R Fisher, PE, CBO
Borough Manager and Secretary
April 24, 2018