

# Manheim Borough Council Meeting

October 27, 2015, 7:00 P.M.

Manheim Borough Building, Manheim

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President David Fenicle, Vice President Chris Simon, Pro-Tempore Brad Roth, Carol Phillips, Bryan Howett, Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, PE, Police Chief, Joseph Stauffer.

**Approval of Minutes,** 10/13/15 Council meeting. Motion to approve, as presented, by Dr. Phillips, second by Mr. Roth, passed unanimously.

**Visitors:** David Christian, RLA made a presentation on the proposed veterans' memorial plaza proposed for Memorial Park. After the presentation, several council members commended Mr. Christian on the presentation. After further discussion on the proposed project, Mr. Simon made a motion to continue to move forward with the design and planning for the project, second by Mr. Roth, passed unanimously.

**Mayor and Police Chief Report:** Mayor Funk noted that Mr. Peters passed away recently and that he will be missed as he was involved in the community for many years. Chief Stauffer presented his report to council. No action items were presented.

**Borough Engineer Report:** Ben Craddock, PE discussed his report regarding ongoing projects. The Adele Avenue project was discussed – bids were received by 10 contractors. The low bidder was Barrasso Excavation, and a motion was made by Mr. Howett, second by Dr. Phillips to award the contract to Barrasso Excavation in the amount of \$269,637.50. Passed unanimously.

It was noted that a preconstruction conference for the police station project will be held on Thursday 10/29/15. Mr. Craddock was asked to confirm that the appropriate representatives from MAWSA will be invited to the conference.

**Borough Code Officer Report:** Rob Moyer discussed his report. Questions were raised about the status of several properties that had been previously cited for violations. Mr. Moyer stated that the violations were in various stages of follow-up and he will continue to work toward bringing the properties into compliance. Mr. Moyer also provided updates on recent and upcoming zoning hearings.

A question was raised about the structures located at Hollinger Park. Staff was requested to review the possibilities of having the structures removed to discourage their use for shelter by individuals.

**Borough Manager Report:** The Manager's Summary Report was briefly discussed. Mr. Fisher brought up the issue of truck idling as it relates to the noise ordinance. A number of complaints were received by a resident regarding this issue. Council requested staff to keep apprised of the status of the tax sale for the Phoenix property as this may offer the possibilities for truck parking. Council also directed the

Manager and Police Chief to review the ordinance and come back to Council with recommendations for amendments.

A discussion was held regarding the current lease agreement with the Manheim Central School District, specifically as it relates to the football (turf) field. A request from Mike Henning, VP & Tournament Director at PA Classics AC was submitted to the Borough to use the referenced facility for two weekends in December for the PA Winter College Showcase. A motion was made by Mr. Roth to approve the use of the facility conditioned on the School District also approving the use, second by Dr. Phillips. A discussion followed on the motion. Upon completion of the discussion a vote was taken, with Mr. Roth, Dr. Phillips, and Mr. Fenicle voting yes, and Mr. Simon voting no, and Mr. Howett abstaining due to his position with the School District. Motion passed. Council also directed the Manager to initiate discussions with the School District to discuss the terms of the lease as it relates to the use of the turf field facilities.

Motion made by Mr. Simon and second by Dr. Phillips to include Mr. Fisher, Ms. Weaver, Mr. Fenicle and Mr. Simon as signators in the *“Master Resolution and Authorization for Depository Accounts and Treasury Management Services”* provided by PNC Bank. Passed unanimously.

Motion was also made by Mr. Roth and second by Mr. Simon to begin the process of closing out PNC accounts and transferring them to another bank. Passed unanimously.

**Financial/bills** – Financial reports were presented to Council, and the following bills payable were approved.

**GENERAL FUND \$ 37,396.41** Motion by Mr. Simon, second by Dr. Phillips motion passed unanimously

**CAPITAL FUND \$ 2,442.50** Motion by Dr. Phillips, second by Mr. Howett motion passed unanimously

**ENBLOAN \$ 174,697.17 To be deposited in Susquehanna Capital** Motion by Mr. Simon, second by Mr Howett motion passed unanimously

**LIQUID FUELS FUND \$ 442.68** Motion by Dr. Phillips, second by Mr. Roth motion passed unanimously

**Committee Reports:**

a) Finance Committee – Draft budget provided to Council to review for further comment at next Council meeting

b) Parks and Pools – No meeting held

DG March - \$3,114 of previously authorized \$7,000 has been billed and paid. Evaluation resulted in recommendations for up to \$9,980 in repairs. Motion by Mr. Roth, second by Dr. Phillips to approve D. G. March to perform necessary repairs for \$9,980.00. Passed unanimously.

c) Personnel/Police – met after last council meeting, continuing to work on finalizing 2016 wages.

d) Public works – Street sweeping will occur the week of Nov 16<sup>th</sup>.

**New Business:** Request from iStage to use basement facilities for Saturday rehearsals as has been done since 2011. Motion by Dr. Phillips second by Mr. Simon to approve request, passed unanimously.

Audit Engagement Proposal from Brown Schultz Sheridan & Fritz - \$13,900 (no change in fee from 2012 – 2015). Motion by Mr. Roth second by Mr. Howett to accept proposal, passed unanimously.

**Old Business:** Verizon Wireless – Mr. Fisher Contacted Chris Phillips at Verizon about the conditions of reimbursing/covering all of our legal and engineering/consulting costs associated with the proposal, as well as the request to investigate other location options. She is awaiting a response from her superiors.

Cable Franchise Agreement – Motion by Mr. Roth second by Mr. Simon to approve temporary extension to allow for audit/renegotiation of agreement, passed unanimously.

A motion was made by Mr. Roth to accept the resignation of Ms. Weiss from the Zoning Hearing Board, second by Mr. Simon. Passed unanimously.

**Resolution 16-2015 to appoint Benjamine Lescavage to fill vacancy, unexpired term (until 12/31/16) on the Zoning Hearing Board.** Motion to approve Resolution 16-2015 by Mr. Roth, second by Mr. Simon, passed unanimously.

Discussion on leaf pickup on Dec 12<sup>th</sup> – Lebanon Farms is allowed under the contract to do the pickup beginning at 2 am. They believe they could have everything accomplished by the start of the downtown event if they start at that time, but they would like to be able to have the extra 2 hours by starting at midnight to give them the most flexibility. There is no additional costs to the Borough. They also cannot do the pickup after the event based on their equipment schedules. Motion by Dr. Phillips, second by Mr. Roth, to allow leaf pickup to begin at midnight for the December 12<sup>th</sup> leaf pickup, passed unanimously.

Island Field – Request regarding fencing and foul poles was tabled so that the Pool and Recreation Committee could review further.

Additional Correspondence in packets was noted: NW EMS report, DCED Financing Approval

**Adjournment: Motion by Mr. Simon second by Mr. Howett to adjourn the meeting at 9:26 pm, passed unanimously.**

Respectfully submitted,

James R Fisher, PE

Borough Manager, Secretary

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