

Manheim Borough Council Meeting

November 8, 2016, 7:00 PM

Manheim Borough Building, Manheim

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** Vice President Brad Roth, Jean Gates, Elaine Leech, Chad Enck, and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, and Police Chief, Joseph Stauffer

Public Comments: No comments

Approval of Minutes: 10/25/16 Borough Council Meeting, Motion to approve as presented by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Visitors: None.

Mayor and Police Chief Report:

Mayor Funk acknowledged Boy Scout Troop 47 who was in attendance, commented on trick-or-treat night going well with no incidents, acknowledged MC Girls Soccer on their championship, and commented on Farm Show wrap up and banquet. Chief Stauffer also acknowledged Boy Scout Troop 47, and presented his report.

Borough Engineer Report: Mr. Craddock discussed the police station project and a time extension request. He noted that the requests were reasonable in his opinion, and after a brief discussion, a motion was made by Mr. Enck, second by Ms. Leech, to approve time extensions of 29 days (December 2nd, 2016) and 30 days (December 3rd, 2016) to BR Kreider and to Perrotto, respectively. Passed unanimously. Mr. Craddock also presented change orders for HVAC in the computer room of the police station (\$12,144.56) and for an alarm bell as required by code in the mechanical room of the police station (\$1,229.73). Motion to approve change orders by Ms. Leech, second by Mr. Enck. Passed unanimously. The issue related to damaged curb during the 2016 Streets Projects work was discussed, and Mr. Craddock stated that the contractor was going to take care of the Daugherty property curb replacement. A discussion on the status of the other two properties followed, and Mr. Craddock was directed to contact the contractor about those as well.

Borough Code Officer Report: The Commonwealth Code Officer report was distributed to council for review. Mr. Moyer was not present at the meeting.

Borough Manager Report: Mr. Fisher presented his report to council. Mr. Fisher discussed the need to adopt the LERTA application form by resolution. Motion by Ms. Leech, second by Mr. Enck to approve resolution 36-2016 adopting the LERTA application form. Passed unanimously. Mr. Fisher reminded Council that the Borough will be hosting the next Manheim Central Partners' Meeting on November 16th, 2016 at 7 PM.

Payment of Bills: Presented for approval - Construction Loan Draw Requisition #18 in the amount of **\$194,269.46** Motion by Mr. Enck, seconded by Ms. Gates, passed unanimously. **General Fund** in the amount of **\$62,900.61, Fulton (Police Construction)** in the amount of **\$194,269.46**. Motion to approve by Ms. Gates, seconded by Ms. Leech, passed unanimously.

Committee Reports:

a) Finance Committee – The committee met on November 1st. A draft final budget was completed and had been distributed to Council for review. Several questions were discussed to clarify portions of the budget, the police budget, and the outstanding debt. It was stated by Mr. Roth that the intent would be to authorize public advertisement of the budget at the 11/29/16 meeting, with adoption occurring at the 12/13/16 meeting.

b) Parks and Pools – Will be meeting prior to next council meeting.

c) Personnel/Police – Nothing to report.

d) Public Works – Nothing to report.

e) Shade Tree Commission – Ms. Gates reported that the new trees were planted in the square today.

New Business: Motion by Mr. Enck, second by Ms. Leech to approve iStage request for use of the community room as in years past. Passed unanimously.

Old Business:

- a. Vacancy on the Zoning Hearing Board: Motion by Ms. Leech, second by Ms. Gates to approve resolution 37-2016 appointing James Williams and Benjamin Lescavage to terms on the Zoning hearing Board. Passed unanimously.
- b. Verizon Wireless –Mr. Fisher anticipates having his final review distributed prior to the 11/29/16 meeting.
- c. Borough Building & EMS Building – Mr. Fisher updated council on the winterization that has begun since the building is now vacant.
- d. Tax Exempt Properties – There was nothing new to report.
- e. Veterans Memorial Project – Work will be resuming on this project in the near future.
- f. Attorney's Fees Ordinance Update – Advertised for adoption at 11/29 Council Meeting.
- g. Solid Waste Ordinance Update - Advertised for adoption at 11/29 Council Meeting.

Correspondence: None received.

Public Comment: There was no public comment.

EXECUTIVE SESSION – An executive session was held on Nov 1st to discuss personnel matters

Motion to adjourn meeting at 7:58 PM by Mr. Enck, second by Ms. Gates. Passed unanimously

Respectfully submitted,

James R Fisher

Borough Manager/Secretary

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