

## MANHEIM BOROUGH COUNCIL

February 10, 2015

**Roll Call:** President Dave Fenicle, Pro-Tempore Brad Roth, Bryan Howett, Bonnie Martin, Rebekah Bowers and Mayor Scot Funk

**Staff:** Mark Stivers, Borough Manager, Police Chief Joseph Stauffer and Linda Gerhart, Recording Secretary

### **Visitors:**

- Ms. Barbara Basile from the Manheim Community Library was present to invite everyone to the Annual Library Open House and to thank Mr. David Thompson for allowing the library patrons to use his parking spaces adjacent to the borough building.
- Mr. Phil Grahek representing the Friends of the Manheim Pool Committee was present to update council on the current status and strategy of the group as they have started meeting the first Tuesday of each month. Their primary objective currently is the marketing of the pool for 2015 through the news media, increased directional and property signage and mailings. A sample of suggested signage for the property was distributed. An extension of the fee schedule discount was also suggested for a longer period of time into April. The graduated fee schedule changes were discussed and a recommendation from the Parks/Pool Committee will be presented for approval at the next council meeting. The issue of capital funding was presented for consideration. The process for suggested and requested spending was discussed. This process will be more detailed and defined between council and the handling of recommendations from this committee in the future. It was requested that the Parks/Pool Committee meeting be scheduled for the second Tuesday of the month and the Public Works Committee meeting be scheduled for the last Tuesday of the month in the future to coincide with the Friends of the Manheim Pool Committee meeting.
- Mr. Skip Hetrich made suggestions concerning purchases of daily ticket deals that may boost pool sales for those who do not purchase seasonal passes.
- Mr. David Thompson was present to discuss his request to the Manheim Downtown Development Group to switch his parking space behind the borough building back to his business only instead of the general public. He outlined his reasoning that the spaces are not being used for their original intent. He feels the use of the spaces is being abused by staff and the police and the original agreement between the MDDG and himself was not fulfilled. He explained the easements and parking requirements at the borough building. He will not pull them if all parties involved can come to an agreement and have parking available for the library. Discussion was held as to how to handle this situation. The possibility of researching the draft copy of a past parking plan was suggested. Mr. Thompson and Mr. Stivers will meet and research this situation further to come to an agreeable parking solution.

### **Mayor & Police Chief Report:**

- The Mayor mentioned that the handling of the weather events by borough staff has gone well. He announced that there will be two new eating establishments in the area opening in April. One is in Penn Township and the other will be located at the former location of Jo Boys on South Main Street.

- The Chief Stauffer distributed his report and reviewed it with Council.
- It was noted that a donation of \$2,000 was received from Rohrer's Quarry by the Police Department and will be acknowledged at a public presentation in the near future.
- Council was updated on the status of the training for the three new officers, and it is going well.
- Chief Stauffer explained the current Naloxone funding program which has begun in Lancaster County through the District Attorney's Office.

**Borough Manager Report:**

- Mr. Stivers presented his report to Council.
- He updated council on the current status of the PennDOT meetings and conversations regarding the construction and maintenance of the three bridges bordering the borough that are located on PennDOT roads.
- Council was updated on the current discussions that are being held with DEP concerning the permit to start on the creek cleanouts to help with the flooding issues. This work would be planned in conjunction with PennDOT maintenance work once the DEP permit is obtained. Hopefully, some of this process will be expedited so the work could possibly be started this year.
- Council was updated on a request from Verizon Wireless to install mini cells in the borough on our traffic signal standards.
- Council was updated on CCWA meeting Mr. Stivers attend with the main topic of discussion being the Logan Park project, funding for Doe Run and changes to TMDL for Chiques Creek.

**Action Items:**

- A request for the Manheim Fire Police to help with the Penryn Fire Company Mud Sale on March 20<sup>th</sup> and 21<sup>st</sup> was presented for approval.
  - A Motion was moved by Mr. Roth to approve the Fire Police helping with the Penryn Fire Company Mud Sale on March 20<sup>th</sup> and 21<sup>st</sup>. The Motion was seconded by Mr. Howett and passed unanimously.
- The proposed configurations alterations for the back to back billboard at 315 South Main Street was presented for discussion and approval. Mr. Stivers explained the negotiations involved with this appeal from a Zoning Hearing Board denial for their original application. He explained the reduction in the size of the sign and other alterations that were made, as well as time provided for digital messages and announcements from the borough. The appeal process and council's involvement in this appeal was explained. It was requested that the sign ordinance be reviewed.
  - A Motion was moved by Mr. Howett to approve the negotiated billboard sign configuration as presented. The Motion was seconded by Mr. Roth and passed with a vote of 4 to 1. Ms. Bowers was the nay vote.

- The Borough Council Meeting Minutes for January 27, 2015 were presented for approval.
  - A Motion was moved by Mr. Roth to approve the minutes for January 27, 2015. The Motion was seconded by Ms. Bowers and passed unanimously.
- The Voucher List in the amount of \$3,000.00 was presented for ratification.
  - A Motion was moved by Mr. Howett to ratify the Voucher List in the amount of \$3,000.00. The Motion was seconded by Ms. Martin and passed unanimously.
- The Voucher List in the amount of \$1,968.66 was presented for approval.
  - A Motion was moved by Mr. Roth to approve the Voucher List in the amount of \$1,968.66. The Motion was seconded by Mr. Howett and passed with a vote of 4 to 0. President Fenicle recused himself since he is an employee of MAWSA.
- The Voucher List in the amount of \$20,828.06 was presented for approval.
  - A Motion was moved by Mr. Roth to approve the Voucher List in the amount of \$20,828.06. The Motion was seconded by Mr. Howett and passed unanimously.
- A letter was received from Ms. Kayla Heiserman stating her request to be considered for appointment as a Junior Council Person. Discussion was held concerning the length of term for this position. She would be sworn in at the next council meeting and begin her term.
  - A Motion was moved by Ms. Bowers to appoint Ms. Kayla Heiserman as a Junior Council Person. The Motion was seconded by Ms. Martin and passed unanimously.

#### **Committee Reports:**

- The Finance Committee will be meeting after the council meeting this evening.
- The Parks/Pool Committee items were discussed earlier in the meeting.
- The Personnel/Police Committee will be meeting soon to start the interview process for the applications received for the Finance Director position.
- The Public Works Committee presented their recommendation on the renovations to the Community Room. They recommend painting the upper portion of the room.
  - A Motion was moved by Ms. Martin to approve the painting of the ceiling in the Community Room from the duct work up. The Motion was seconded by Mr. Howett and passed unanimously.

It was also noted that prices are also being researched on upgrades to lighting and carpeting. Discussion was held on the future use of the Community Room.

The demo plan for the American Legion building is moving forward and the Cost Opinion is within the budget. The conceptual plans for the new police station will be presented at one of the next two council meetings. The cost opinions are still within the budget numbers presented. The Land Development Plans will hopefully be presented at the February 24<sup>th</sup> Meeting. It was suggested that a second cost opinion estimate may be feasible.

The conceptual storm water ideas from our Engineer for Mill Street were presented and discussed.

- There was no report from the MDDG. Mr. Stivers did update Council on the ER Committee Meeting he attended. They are planning another Realtor Connect since the previous one was so successful.

**New Business:**

- Ms. Martin and Ms. Bowers are involved in the burying of the time capsule event and will be meeting with Mr. Stivers to start planning this activity tentatively scheduled for the second weekend in June. The possibility of having food trucks involved was discussed.
- Council was reminded about the upcoming LCBA meeting scheduled for February 25<sup>th</sup>.

**Old Business:**

- The sign ordinance and noise ordinance are both currently being worked on.
- It was also asked that outdoor tables and chairs to be placed in the borough be researched for the spring.

**Council Reports:**

- Council was reminded to complete their ethic forms for 2014.
- It was noted that this is an election year and we have 3 council positions up for election. President Fenicle announced he will not be seeking re-election.
- The Chiques Creek TMDL and their impact on the borough was explained by President Fenicle.
- It was noted that we need to keep reminding residents that they need to clear their sidewalks with continual snow events we are experiencing. Discussion was held on the enforcement of this issue. Ms. Bowers noted a property on South Main Street that needs to be investigated for icy sidewalks.

**Adjournment:**

- A Motion was moved by Ms. Martin to adjourn at 8:52 PM. The Motion was seconded by Mr. Howett and passed unanimously.

Respectfully Submitted,

Linda Gerhart