

## MANHEIM BOROUGH COUNCIL

April 28, 2015

**Roll Call:** President Dave Fenicle, Pro-Tempore Brad Roth, Bryan Howett, Bonnie Martin, Kayla Heiserman, Junior Council, and Mayor Scot Funk

**Staff:** Jim Williams, Interim Borough Manager, Police Chief Joseph Stauffer, and Suzi Martin, Recording Secretary

### **Action Item:**

- Carol Phillips letter requesting to become a member of Borough Council for Ward 1 now due to a recent Council member resigning was reviewed and discussed.
  - A Motion was moved by Mr. Howett to appoint Carol Phillips to Borough Council for Ward 1 at this time. The Motion was seconded by Mr. Roth and passed unanimously.
- Carol Y. Phillips was sworn in by the Mayor as a member of Borough Council and an Oath of Office was signed by Ms. Phillips and Mayor Funk.

### **Visitors:**

- Mr. Charles Tshudy and Boy Scout Troop 307 attended to meet the requirements for their Citizenship in the Community merit badge. Mr. Tshudy explained that the Troop is in attendance as one of the requirements to receive this badge.
- Mr. Matthew Groff was present for Dwight Miller concerning camping at the Farm Show. The last two years they have worked on the Manheim Compassion Project and have set up camp at the Farm Show. Their project is known as “Mission Week in Manheim” and they help various people in the community with projects needing done at their homes. They are asking to be allowed to stay at the Farm Show building from Sunday, July 26<sup>th</sup> through Friday, July 31<sup>st</sup>. A Motion was moved by Mr. Roth to allow the group to stay at the Farm Show building. The Motion was seconded by Mr. Howett and passed unanimously.
- Mr. Bill Loercher, the Secretary/Treasurer for Manheim Township, was present concerning the addition of a practice wall for tennis by the tennis courts. They would like to donate another practice wall where the current tennis courts are located. Mr. Loercher brought along a slide show of the proposed practice wall. The wall would be paid for by donations with no cost to the Borough. The school district will also need to approve the project. Mr. Roth is not opposed if the school district is fine with it. Council has no objections. Mr. Loercher should talk to school, confirm zoning and come back to Council with some concepts that might work.
- Mr. Phil Fiore from Metro America Auto Sales was present as a follow-up from the last meeting. Mr. Fiore’s request to use clean stone as the parking lot surface at 133 North Main Street was approved by our engineer, Ben Craddock. A Motion was made by Mr. Howett to accept the proposed use of clean stone as the parking lot surface. The Motion was seconded by Mr. Roth and passed unanimously.

### **Mayor & Police Chief Reports:**

- The Mayor provided an update on the Great American Cleanup which took place on Saturday, April 25<sup>th</sup>. The event was successful with at least 50 volunteers and lots of support. It had the largest turnout yet and they hope it will continue to grow next year.
- The Mayor reported that The Caddy Shack in Manheim is under new management. The new owners are Mark and Rhonda Morrison from York County. They are having a grand opening on Wednesday, April 29<sup>th</sup> at 5:00 p.m., with specials on mini-golf and food.
- Chief Stauffer distributed his report and reviewed it with Council.
- Chief Stauffer made note that a \$12,000 grant was received from the Elstonville Sportsmen's Club. The police department will be presenting a plaque memorializing their generous gift to them at the May 7<sup>th</sup> Rapho Township meeting. Elstonville also provided grant assistance to the Mastersonville Fire Department, the Manheim Hope Fire Department and Northwest EMS.
- Chief Stauffer discussed the future purchase of body cams with Council. Due to legislation not passing law for the use of body cams this year, Chief Stauffer proposed that the purchase of a speed limit sign be approved in lieu of body cams. Rapho Township will also be approached and asked to purchase a second speed limit sign.
  - A Motion was moved by Mr. Howett to approve the purchase of one speed limit sign for the Borough. The Motion was seconded by Mr. Roth and passed unanimously.
- Ms. Martin asked Chief Stauffer about the current need for crossing guards. The school district is doing some data gathering from the parents so it can be determined as to what corners are most in need of crossing guards. Ms. Martin was asking about the busses getting backed up at High Street. She received some complaints from the bus drivers. There should not be any crossing guards directing traffic in the street as they are not certified to do this. Jim Williams will contact the Fire Police Department to see if they have any retired fire police who may be interested in directing traffic for the Borough and the school district.
- Chief Stauffer provided updates on current scams and solicitations that are going on in our area. They are also posted on the Police Department website.

### **Borough Manager Report:**

- Aaron's Acres is seeking a contract for using the pool again this year. The contract is currently being worked on and updated and will be provided to the Solicitor for review. There was discussion about possibly signing a five (5) year contract.
- Carol Phillips is currently on the Planning Commission and was asked and agreed to be on the Pools and Parks Committee and Friends of the Pool Committee. Public Works Committee also has a position that needs filled. Chris Simon (absent from this meeting) was appointed to the Public Works Committee.

### **President's Report:**

- President Fenicle updated Council on the status of the Interim Borough Manger, Deb Caskey, the new part-time employee, and the temp that is filling in for Linda Gerhart during

her medical leave. All of these people are doing well and things are slowly getting back to normal.

**Action Items:**

- VFW request letter concerning the Memorial Day parade on May 25<sup>th</sup> was reviewed. Blocking of some streets is being requested.
  - A Motion was moved by Mr. Roth to approve the VFW Memorial Day parade requests. The Motion was seconded by Ms. Martin and passed unanimously.
- Minutes from the April 14, 2015, meeting will be approved at the next meeting
- The Voucher List in the amount of \$42,158.94 to be ratified for the General Fund was presented for approval.
  - A Motion was moved by Mr. Howett to ratify the Voucher List in the amount of \$42,158.94. The Motion was seconded by Ms. Martin and passed unanimously.
- The Voucher List in the amount \$21,450.71 for the General Fund was presented for approval.
  - A Motion was moved by Ms. Martin to approve the Voucher List in the amount of \$21,450.71. The Motion was seconded by Mr. Roth and passed unanimously.
- The Voucher List in the amount \$10,156.23 for the Capital Fund was presented for approval.
  - A Motion was moved by Mr. Howett to approve the Voucher List in the amount of \$10,156.23. The Motion was seconded by Ms. Martin and passed unanimously.
- The Voucher List in the amount \$8,026.03 for the Liquid Fuels Fund was presented for approval.
  - A Motion was moved by Mr. Howett to approve the Voucher List in the amount of \$8,026.03. The Motion was seconded by Mr. Roth and passed unanimously.
- A letter from Blue Ridge Communications concerning renewing the Franchise Agreement for another 5-year term was received and reviewed. Borough resident, Lisa Giambalco, was present to voice her concerns about not signing this Agreement as it limits the Borough residents in that they cannot have any other cable provider. Jim Williams will pull the existing Contract and review it. This matter was tabled until the next meeting for further review and research to be completed.
- A letter requesting authorization for the Fire Police to help out with events in surrounding Boroughs and Townships was received and reviewed.
  - A Motion was moved by Mr. Roth to approve the request. The Motion was seconded by Ms. Martin and passed unanimously.
- Rapho Township provided a letter appointing Joe Ardini to serve as the Township's representative to the Manheim Area Water and Sewer Authority Board.
  - A Motion was moved by Mr. Roth to appoint Joe Ardini as a member of the Manheim Area Water and Sewer Authority Board. The Motion was seconded by Ms. Phillips and passed unanimously. Mr. Fenicle recused himself due to his position on the Authority.

- ECS Agreement to demolish the Legion building on the new police station property was presented by Ben Craddock. Work cost is not to exceed \$2,000.
  - A Motion was moved by Ms. Phillips to approve ECS to demolish the Legion building with the cost not to exceed \$2,000. The Motion was seconded by Mr. Howett and passed unanimously.
  
- Public works is asking if Council will approve getting an appraiser to provide a value to the East Stiegel Street property in order for the Borough to subdivide and sell the property.
  - A Motion was moved by Mr. Roth to hire an appraiser; seconded by Ms. Martin and passed unanimously.
  
- Update on the police building was provided by Ben Craddock and Dave Christian. Subdivision plans have been submitted and approved by the County Planning Commission and the Borough Planning Commission. Dave Christian presented all of the subdivision, lot add-on plans and drawings to Council as well as reviewed the County's letter and Ben Craddock's letter and waivers. Borough Planning Commission approved all waivers that were not withdrawn. Waivers #9, #13 and #15 in Ben Craddock's letter were withdrawn. Council was asked for a Motion to approve waivers #1, #11 and #16.
  - A Motion was moved by Mr. Roth; seconded by Mr. Howett and passed unanimously.
  - A Motion was moved by Ms. Phillips to approve the Stormwater Management Plan; seconded by Mr. Roth and passed unanimously.
  - Randy Stauffer was present at the meeting. His property is next to the new police building and Dave Christian explained that Mr. Stauffer's property not be affected by drainage problems when the new buildings are built.

**Committee Reports:**

- The Finance Committee – No report; committee will come up with a plan to implement the new accounting program.
  
- The Parks/Pool Committee – No report. Committee did not meet.
  
- The Personnel/Police Committee will be meeting in executive session. Nothing for public meeting.
  
- The Public Works Committee – met and discussed the East Stiegel Street project; the police building demolition; and the Mill Street project. Ben Craddock explained the Mill Street bridge cleanup project and how it relates to sediment clean up under the bridge and will improve water quality. PennDOT is willing to help fund project.
  
- MDDG – No report. A full report will be provided at the next meeting.

**New Business:**

- The letters received from the library and Lori Shenk from the EMS will be reviewed and questions can be brought to Council at the next meeting.

- Emily Ditzler questioned Council about maintaining PPL and Windstream poles. She has a leaning pole on the corner of her property that she is very concerned about. Jim Williams will follow up with Windstream to check on status of replacement of pole.
- Mayor Funk inquired as to whether there are plans to paint curbs and crosswalks during the summer. Jim Williams will check with Barry Weidman concerning this matter.
- A local church member inquired as to whether First Friday is still taking place. He was referred to MDDG.

**Old Business:**

- Noise Ordinance – President Fenicle will provide the current Noise Ordinance to Chief Stauffer for review.
- Junior Council Member Kayla Heiserman updated Council about Community Days. It was decided that the fall would be a better time for this event to take place. A new date for Community Days to be held will be discussed at the next Council meeting.

**Council Reports:**

- None.

**Executive Session:**

- A Motion was moved by Mr. Roth to adjourn to Executive Session at 9:24 PM to discuss personnel matters. The Motion was seconded by Mr. Howett and passed unanimously.
- A Motion was moved by Mr. Roth to adjourn from Executive Session and return to the public meeting at 10:00 PM. The Motion was seconded by Mr. Howett and passed unanimously.

**Adjournment:**

- A Motion was moved by Mr. Roth to adjourn at 10:01 PM. The Motion was seconded by Ms. Phillips and passed unanimously.

Respectfully Submitted,

Suzanne S. Martin