

# Manheim Borough Council Meeting

July 14, 2015, 7:00 PM

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, Bonnie Martin, Kayla Heiserman, Junior Council, & Mayor Scot Funk
- **Staff:** James Williams, Interim Borough Manager, Joseph Stauffer, Police Chief & Suzi Martin, Recording Secretary

## Visitors:

Ms. Shannon Shultz was present to discuss having a part of Cherry Street closed for a block/birthday party. She asked to have part of Cherry Street, from the railroad area to Eby Street, blocked off on August 8, 2015 from 6 p.m. to 12 a.m. Council was concerned with the hours of the event, if the neighbors are aware of the event happening, noise since it's a residential area, and also about parking. Chief Stauffer was asked to check out the area where the block/birthday party will be held and Ms. Shultz was asked to obtain a copy of the Noise Ordinance. Council decided that she will need to come back with more information and discuss this matter with Council at the next meeting.

Mrs. Doreen Ober and Sarah Sylvia from MDDG were present. Mrs. Ober discussed the Santa Run 5K and updates for the MDDG. She presented Council with the event idea of a Santa Run 5K, which would be held on December 12, 2015 from 8 a.m. to 10 a.m. The event would bring business into the downtown. The square would be closed from 7:30 a.m. to 10:30 a.m., and they hoped to have 500 to 1,000 participants. The race route would be the same as the Rock-N-Glow but it would be run in reverse. It would be a benefit to local businesses since people would come into town for the race and stay in town to shop and eat for the day. Council had some concerns about the time of the event due to it having an impact on the businesses in that area that would be open at that time. Mrs. Ober was asked to get in touch with local businesses and obtain their input and opinions about the event. Further discussion on this matter will be tabled until the next meeting to obtain feedback from the businesses.

Mrs. Ober provided information on a Downtown mobile App that you can be used that offers coupons and specials for the local businesses. The car show is scheduled for October and all businesses have been notified. Also there will be a meeting on September 24, 2015 from 7 p.m. to 8 p.m., with the Keystone Community program to discuss grants for Manheim. Lastly, Aaron's Acres is helping the Borough by painting the trash receptacles in the area.

## Mayor & Police Chief Reports:

The Mayor informed Council that the Borough recently had several visitors from Germany and that the visit went well.

The Mayor provided updated information concerning the Drugs 101 program (for parents only) that will be held at the middle school on October 29, 2015 at 6:30 p.m. The Police Department and the School District are putting on the program.

Also the 2<sup>nd</sup> annual K-9 softball game will be held at the baseball field on July 22, 2015 at 6:00 p.m., to raise money for the MBPD K-9 fund. The Police will play the Manheim Central High School basketball team.

Chief Stauffer distributed his report and reviewed it with Council.

Chief Stauffer discussed that there is currently a crossing guard position available, and provided information about Elizabethtown Borough Police Department's use of an outside company to handle all issues concerning the crossing guards.

Chief Stauffer updated Council about a new chaplain meeting that was held on July 8<sup>th</sup> to increase the number of chaplains available for the police department when needed. A new version for parking tickets he has been working on for the Borough and Rapho Township that contains more information. As well as he stated that the 2016 budget is currently being worked on and a preliminary meeting is scheduled for August 5<sup>th</sup>, but will need to be changed due to conflicts with vacation schedules.

The Mayor also provided information concerning two more of the police officers who recently received Citizen Accommodations. One lady was very happy when one of the officers stayed with her while she was having car issues.

#### **Borough Manager/Engineer Report:**

Ben Craddock provided an update on the current projects. The new police building will need to be approved at the next Council meeting so that bids can be accepted in August. Things are moving along well. Plans are ready to go and Ben Craddock will provide an explanation and copies of the plans at the next meeting.

East Stiegel Street Property Transfer – Jim Williams and Tom Showers from MAEDC will be meeting soon. There is a car dealer who is interested in the property.

Manheim Borough Downtown Connections Study – Contact has been made with Rapho Township to see if they will consider supporting this project. A rough draft of the scope of study was prepared. The project would be in 2016-2017, if the grant is approved. The grant application is being started and further information will be provided at the next Council meeting. The grant application is due by the end of July.

Chiques Creek Sediment Removal Route 72 – The grant application for this project has been submitted to DCED and the permit to DEP for sediment removal has also been submitted.

Draft Resolution "Complete Streets Policy" – Once this Resolution draft is complete it will be send to the Borough Solicitor for his review and input. This Resolution is related to the grant for Connections Study above. Council agreed to send the draft Resolution to the Solicitor for review.

MS4 – DEP Reporting – Submission of this annual report will be done within a month and an audit will be done with it.

Adele Avenue Project – The test pits have been completed and we are waiting for the results from UGI.

S. Penn/W. Stiegel Street Project – Liquid fuels money has been received and the project can now be put out for bid. All liquid fuels money will be used for this project.

Fruitville Pike Light – A new light will need to be installed at a new location at this intersection to meet PennDOT regulations. Plans need signed to obtain bids. A Motion was requested to obtain bids for this project so they can be reviewed at the August 11<sup>th</sup> Council meeting. The Motion was made by Mr. Simon, seconded by Mr. Roth and passed unanimously.

**Zoning Officer, Rob Moyer Updates:**

78 South Hazel Street – Romberger property – now that the property has been condemned, the cats are almost all gone.

19 and 21 New Charlotte Street – Mobley and Reidenbach properties – meeting is set for Thursday, July 23<sup>rd</sup> at 8:00 a.m. with the Lancaster County Redevelopment program to keep this matter moving along.

116 South Main Street – The Zoning Hearing Board met and denied all aspects of the special exception request. The property will be changed back to commercial and the tenants were removed. Parking was the issue for denial.

Eyman property – Mr. Eyman discussed the status of the repair job at his property. Flaking paint on his building needed to be removed and it has been removed.

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

**CAPITAL FUND \$12,816.09** Motion by Ms. Martin; seconded by Mr. Simon; motion passed unanimously.

**GENERAL FUND \$90,251.98** Motion by Mr. Simon; seconded by Ms. Martin; motion passed unanimously.

**NORTHWEST EMS DONATION \$8,500.00** Motion by Mr. Simon; seconded by Ms. Martin; motion passed unanimously.

**GENERAL FUND \$20,796.16 (less \$417.40 to Coca-Cola Refreshments USA, Inc., bill)** Motion by Ms. Martin; seconded by Mr. Simon; motion passed unanimously.

**Committee Reports:**

a) Finance Committee – Discussed budget timelines and that they will start with police budget. Status of 2014 Audit was also discussed. The Finance Committee will meet with the auditor before the next Council meeting.

b) Parks and Pools – Met and discussed the status of the pool. The payment to Lititz Rec was made. The pool has over 200 memberships and the pool repairs helped the leaking problem. Aaron's Acres contributed a refrigerator and will be painting the building. Council discussed possibly putting in a skateboard park to get skateboarders off the streets.

c) Personnel/Police – Borough Manager final interviews will be next week. The Financial Director position will be filled after the new Borough Manager is hired.

d) Public Works – A request was received to rent the community building for a fitness class one or two times per week. Council decided they need a more detailed request to be able to make a decision on this matter.

**New Business:**

a) Logan Park – Rife Run Water Quality Improvement Project is going very well. Should be completed mid to late September.

**Old Business:**

a) Community Days Update – The Time capsule needs buried. Council talked about burying it on October 2<sup>nd</sup> possibly in Memorial Park. They need a location and a date by the first Council meeting in August. Mr. Simon, Ms. Martin and Kayla Heiserman will work on this project.

b) Cat Ordinance – The Solicitor’s comments concerning a Cat Ordinance were provided to Council. Overall a Cat Ordinance is not a good idea primarily because it is too time consuming to enforce. The Solicitor does not recommend a Cat Ordinance being created.

**With nothing further needing to be discussed in Executive Session the meeting was adjourned.**

**A Motion was moved by Mr. Simon to adjourn at 9:08 PM. The Motion was seconded by Mr. Roth and passed unanimously.**

Respectfully submitted,

Suzanne S. Martin

July 14, 2015