

# Manheim Borough Council Meeting

August 25, 2015, 7:00 P.M.

Farm Show Building, Manheim

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President David Fenicle, Vice President Chris Simon, Pro-Tempore, Brad Roth, Carol Phillips, Mayor Scot Funk, Diana Netherton, Recording Secretary.
- **Staff:** Borough Manager, Jim Williams, Police Chief Joseph Stauffer, Rob Moyer.

## Mayor and Police Chief Reports:

- Chief Stauffer distributed his report and reviewed it with Council. Notations of two fatal accidents. There were some things added to the budget. Question arose of why Rapho Township is not included in the stats, but stated they are separate but can be provided, if requested. All statistics will be tallied at the end of the year report.
- Mayor Funk announced the Saturday, August 29<sup>th</sup>, 10:00 a.m. grand opening of Creekside Café, formerly known as Jimbo's.
- Mayor Funk brought up the K-9 account and the recent vote by Council concerning this account, the account that is currently under the Police Association. Council had said to have the monies moved to the Borough, under the Borough's control. There had been some queries raised as to who actually controlled the account and the varying balances, that the Mayor started it, removed the money and controls the money. The solicitor, Mike Davis, and the auditor were asked to look at the account. The funds are directly donated to the K-9 account, not the Borough, and has its own tax ID number. Mayor Funk stated that the solicitor and the auditor were in agreement that the setup was satisfactory and asked for a re-vote in this situation to have the money for the K-9 stay where it is presently.

\*A motion was moved by Mr. Simon to keep the funds where they are presently, seconded by Ms. Phillips. All in favor; opposed by Mr. Roth.

## Borough Manager's Report:

Borough management report of ongoing activities. Work is being done on the Logan Park floodplain, hope to complete by the beginning of October. Adele Street improvement project is out to bid. Bids due back on the 2<sup>nd</sup>, looked at, and possibly awarded at the next council meeting. The Police Headquarters, the bids are out. Held a pre-meeting. Bids are due Friday, August 28<sup>th</sup>, and will be taken into Council on the 8<sup>th</sup> for award of bids. Traffic signal damage at Fruitville Pike is being addressed. TMDL(s) are in place at Chiques Creek, working on a study

looking at nutrients. Phosphorous is the issue. Storm water permits will be looked at and issued. DEP is going to start releasing some of the permits. Money should be put into storm water management. Tour was taken of the new facility. There was a suggestion made of waiving the fee for the police and the EMS, Ambulance Association.

\*A motion was made to waive the fee for the police building by Mr. Simon, seconded by Ms. Phillips and passed unanimously.

\*A motion was made to waive the fee for the Ambulance Association by Mr. Simon, seconded by Ms. Phillips and passed unanimously.

Discussion of the church at Market Square about the sidewalk, permits and driveways. It is currently under review.

#### **Action Items:**

- There are currently no minutes to approve until the next session, September 8<sup>th</sup>, 2015.
- Bills to be paid out of general funds \$75,110.94. Motion asked for.  
\*A Motion was moved by Mr. Simon, seconded by Ms. Phillips, and passed unanimously.
- Capital Fund, \$18,730.83. A motion was asked for.  
\*A Motion was moved by Mr. Simon, seconded by Ms. Phillips, and passed unanimously.
- Discussion about Page 4, line item general expense for vouchers. 7,000 this year; actual is 12,000. This will be checked, as well as the general fund. Wrong numbers used. Need accountability for that, as that is used for the drug test kits.
- Liquid fuels, \$5,565.14. A motion was requested.  
\*A Motion was moved by Mr. Roth, seconded by Ms. Phillips, and passed unanimously.

#### **Committee Reports:**

- List that the finance committee submitted to make some adjustments. It has been adjusted. It was suggested that the account numbers be included for ease of reference.
- Finance committee met with the Chief and the Mayor, went over preliminary numbers for Rapho. Gave a list of items to Jim Williams and changing the way some of the accounting is done so it is easier to track. Breaking that apart, such things like crossing guards, etc., to track where the money is going. Budget calendar passed around that is recommended for current year. Looking at dates to get the budget approved for the upcoming year. Need to finalize the numbers to get another meeting scheduled.

- Jim Williams will be phasing out and Mr. Fisher is to take over. He will be getting an e-mail address so he can start receiving Borough mail.
- Pool/Parks. The Pool Committee submitted 2016 rates. Currently are working on selling passes during the year. Feel that the rates are sustainable to keep growth at the pool. Motion asked for.

\*A Motion was moved by Mr. Simon to adopt the 2016 rate schedule, seconded by Ms. Phillips, and passed unanimously.

- The Pool Committee will submit a budget for those items for the 2016 budget. There were several repairs, cracks and caulking, resulting in a savings of over 6,000 gallons of water the previous year for a budget up to \$7,000. The cost of \$3,050. The wish is the same can be done for the 25 meter pool by autumn. Estimated costs of \$7,000 to be the same. It is fairly certain that the leaks are determined and can be repaired. There was a utilities budget of 32, of which 16 was used. A dollar amount was fixed at not to exceed \$7,000 in repairs. A motion was asked for.

\*A Motion was moved by Mr. Simon for repairs not to exceed \$7,000. The Motion was seconded by Mr. Roth and passed unanimously.

- The Personnel/Police have nothing to report.
- Mr. Fisher was offered the job as Borough Manager, and there was question about his expenses for training. Talked to the solicitor. There is protection for liability in place. While he does have a PE degree, the Borough engineer will still be retained. Because there are no errors and omissions, Mr. Fisher will not be the engineer. The solicitor prepared a document to the effect. A motion was asked for regarding this document.

\*Motion to was moved to adopt the solicitor's document by Mr. Roth and seconded by Mr. Simon, and passed unanimously.

- Public Works. Nothing to report.

#### **New Business:**

- Mr. Fenicle brought up the state of the Caddyshack property, Kauffman Park, reporting that the waterway is in rough shape due to the recent storms. The condition, he feels, needs to be addressed, as this is an important asset to the Borough. There is a lot of stream erosion. He suggested that fellow council members go and take a look. There is 42,000 of grant money left over that needs to be closed out. This is trying to be resolved, and studies are recommended to address the erosion issues. This will be addressed in future sessions.

**Old Business:** No old business.

**Visitors:**

- Ms. Emily Ditzler praised the Borough for flying the flag at half-mast in honor of the recruits that were recently murdered. Ms. Ditzler brought up a concern about the traffic situation at the corner of the Turkey Hill on Main Street, stating that cars are dangerously passing in the left lane. Officer Stauffer responded by stating that he will alert his officers to this situation.

**Executive Session:**

- A Motion was moved by Mr. Simon to adjourn to Executive Session at 7:58 p.m., to discuss personnel matters. The Motion was seconded by Mr. Roth and passed unanimously.
- A Motion was moved by Mr. Simon to adjourn from Executive Session and return to the public meeting at 8:38 p.m. The Motion was seconded by Mr. Roth and passed unanimously.

**Adjournment:**

- A Motion was moved by Mr. Simon to adjourn at 8:40 p.m. The Motion was seconded by Ms. Phillips and passed unanimously.

Respectfully submitted,

Diana Netherton