

MANHEIM BOROUGH  
COUNCIL MEETING  
August 9, 2011

**Roll Call:** President Bonnie Martin, Vice President Doug Shaub, Pro-Tempore Philip Enterline, Susan Miller, Chris Simon, John Eshelman and Mayor Eric Phillips

**Staff:** Robert Behling, Borough Manager, Linda Gerhart, Recording Secretary and Police Chief Joseph Stauffer

President Martin convened the council meeting at 7:00 PM.

**Approval of the July 26th Minutes:**

- A Motion was moved by Mr. Enterline to approve the Minutes of the July 26, 2011 Borough Council Meeting. The Motion was seconded by Mr. Shaub and passed unanimously.

**Financial Reports:**

- A Motion was moved by Mr. Eshelman to approve the voucher list in the amount of \$72,513.43. The Motion was seconded by Mr. Simon and passed unanimously.

**Visitors:**

- Officer Phillip Groff was presented a Certificate of Recognition from the Manheim Borough Police Department for being honored as Lancaster County Special Response Team “Officer of the Year”.

**Mayor and Police Chief Report:** (see attached News Release and Report)

- Mayor Phillips distributed his report and reviewed it with council. Mayor Phillips congratulated Officer Groff for being Officer of the Year for the Lancaster County Special Response Team and updated council on the current activities of the Stiegel Glassworks and the upcoming activities for the Manheim Downtown Development Group.
- Chief Stauffer distributed his report and reviewed it with council. A finalized draft of the Police Services Agreement between Manheim Borough and Rapho Township was distributed to council for their review and would be presented for consideration at the next council meeting on August 30<sup>th</sup>. Civil Service process has begun for the testing and hiring of new police officers. Bonnie Martin and Susan Miller will assist with the testing for the officers on Saturday, August 27<sup>th</sup>. The Baron Stiegel Mile will not be part of the Farm Show Parade night this year. The Mid-Block Pedestrian Crossing Study for Market Square was also presented.

**Borough Managers Report:**

- Mr. Behling distributed his Borough Manager Report and reviewed it with council. A request was received from the Borough Solicitor for guidance from Borough Council as to including a nonresident Earned Income Tax in the Borough’s new Act 32 Earned Income Tax Ordinance. More information will be provided at the next council meeting.
- Mr. Mike Tuscan was present to answer any questions on the efforts to enforce codes concerning rental property maintenance and the new ordinance which now requires all rental properties to have a rental permit issued as the units are inspected. The ordinance also gives the borough and the police department better control over disruptive tenants. Mr. Tuscan

distributed a copy of the permit that he will be issuing as he inspects the rental properties. The problem with hoarding on properties was discussed.

- Mr. Behling read the letter that was received from the attorney for Minsec, LLC officially requesting their application be withdrawn and removed from the agenda for the October 3<sup>rd</sup> Zoning Hearing Board Meeting.
- Mr. Behling stated that the draft agreement between Rapho Township and Manheim Borough for police service was given to each council member for their review. The agreement will be presented at the next council meeting for approval. Concerns for the necessity of more space for the new officers were noted.
- Our Public Works Facility will be host to a LTAP Work Zone and Traffic Control class on Wednesday, October 12<sup>th</sup> from 8:00 AM to 3:00 PM.
- The South Main Street project is scheduled to start Monday, August 15<sup>th</sup>. PennDOT and all others involved in this project have been informed about the Farm Show Parade so the street will be passable for that evening.
- A grant application for the Market Square Mid-Block Crosswalk Project has been filed with PennDOT.
- The bid opening for the Power Road Bridge project being completed in conjunction with Penn Township is scheduled for October 6<sup>th</sup>, with Council approval of the results scheduled for October 11<sup>th</sup>.
- Crosswalk painting is scheduled to start next week so it will be completed before school starts.

### **Committee Reports**

- The Police Committee met before the council meeting to discuss ending the probationary period for Chief Stauffer. The committee is recommending that Chief Stauffer be removed from the probationary period and that evaluations be completed by all of the council members and the police officers. Mayor Phillips will be taking care of the evaluations.
  - A Motion was moved by Ms. Miller to remove Chief Stauffer from probationary status. The Motion was seconded by Mr. Simon and passed unanimously.
- The appointment of a Pool and Parks Committee was discussed. Philip Enterline and Chris Simon were appointed to the committee with an additional council person to be appointed at a later date.
- Removal of trees and tree replacement within the borough was discussed. Discussion was held concerning the formation of a Shade Tree Commission. Mr. Behling will meet with the resident who is interested in being part of a Shade Tree Commission.
- Starting on September 13<sup>th</sup> the Finance Committee will meet before each council meeting at 6:00 PM to prepare the 2012 budget.
- The 250<sup>th</sup> Anniversary Committee is asking for a possible \$7,000 donation from the borough. This would bring the contribution for the anniversary celebration from the borough to \$10,000, which is what they will be requesting from Penn Township and Rapho Township. President Martin gave a brief update of the activities currently being planned by the 250<sup>th</sup> Anniversary Committee.

### **New Business:**

- Resolution 7-2011 which is required by PennDOT was presented for approval. This would designate Mr. Behling as a representative of the borough to sign the grant reimbursement agreement for the traffic preemptors.
  - A Motion was moved by Mr. Enterline to approve Resolution 7-2011, which designates Mr. Behling as a representative of the borough to sign the grant reimbursement

agreement for the traffic preemptors as required by PennDOT. The Motion was seconded by Ms. Miller and passed unanimously.

**Executive Session:**

- A Motion was moved by Mr. Simon to adjourn to Executive Session for the discussion of personnel and real estate matters at 8:08 PM. The Motion was seconded by Mr. Eshelman and passed unanimously.
- A Motion was moved by Mr. Eshelman to adjourn from Executive Session at 8:40 PM. The Motion was seconded by Mr. Simon and passed unanimously.

**Adjournment:**

- A Motion was moved by Ms. Miller to adjourn at 8:41 PM. The Motion was seconded by Mr. Eshelman and passed unanimously.

Respectfully Submitted,

Linda Gerhart