

MANHEIM BOROUGH  
COUNCIL MEETING  
March 29, 2011

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

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

President Martin convened the council meeting at 7:04 PM.

**Approval of the March 8th Minutes:**

- A Motion was moved by Mr. Eshelman to approve the Minutes of the March 8, 2011 Borough Council meeting. The Motion was seconded by Mr. Simon and passed unanimously.

**Financial Reports:**

- A Motion was moved by Mr. Enterline to accept the voucher list in the amount of \$72,196.41. The Motion was seconded by Mr. Eshelman and passed unanimously.

**Visitors:**

- William King, Commander of the Manheim VFW was presented a commendation by Police Chief Stauffer for the Manheim VFW in recognition of their kind and generous contribution to completely fund the police bike patrol purchases
- Ms. Rebekah Bowers requested that the traffic light at the intersection of West Gramby Street and South Charlotte Street be reviewed by the Police Department for possible visibility improvement and light timing.

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

- Chief Stauffer distributed his report.
- A proposal was presented for the lettering for the new 2011 Crown Victoria Cruiser. This design will also be phased in for the other police cruisers.

**Borough Managers Report:** (see attached)

- Mr. Behling distributed his Borough Manager Report and reviewed it with council.
- The VFW was thanked for ordering the flags that needed to be replaced on Market Square.
- The curb and sidewalk project South Main Street is tentatively scheduled to start July 1<sup>st</sup>.
- A list of municipal liens for unpaid Municipal Service Fees was distributed.
- The mowing contract for the summer is ready to be awarded.
- Interviews have been conducted for the part-time seasonal maintenance worker position.
- Approximately 100 season pool memberships have been purchased to date.
- Repairs for the pool are scheduled to start within the next two weeks.
- There is possibly someone interested in operating the pool concession stand for the summer, but they have not submitted a proposal. It was suggested that the public be made aware of the need for someone to operate the concession stand. Mr. Behling will handle notifying the public.
- The public hearing for the zoning ordinance updates will be held on May 31<sup>st</sup>.

- The signals at the five points intersection are now in full mode.
- The pothole repairs for the borough are scheduled for the week of April 4<sup>th</sup>, weather permitting.
- The VFW was thanked for their continued efforts in recycling magazines for the Ronald McDonald House.
- The possibility of using some of the field areas in and near Memorial Park for parking as a fundraiser during events such as the farm show, soccer games etc. was discussed.

## **Committee Reports:**

### **Property Committee**

- The Property Committee had a meeting before the council meeting and will continue the discussion at the Executive Session at the conclusion of the council meeting.

### **New Business:**

- Street Vendor Ordinance - 620 was presented for approval. After a discussion it was decided to amend the presented ordinance to increase the fee for the annual agreement to \$450.00, change the description of the allowed signage and limit the season to April 1<sup>st</sup> to September 30<sup>th</sup>.
  - A Motion was moved by Mr. Eshelman to approve the Street Vendor Ordinance – 620 with the following amendments of; an increase to the fee for the annual agreement to \$450.00, changing the description of the allowed signage and limiting the season to April 1<sup>st</sup> to September 30<sup>th</sup>. The Motion was seconded by Mr. Simon and passed unanimously.
- A Motion was moved by Mr. Shaub to increase the fee for a vendor permit to \$450.00 per season. The Motion was seconded by Ms. Miller and passed unanimously.
- The Three Strikes Ordinance - 619 was presented for approval. Police Chief Stauffer gave a brief overview of the ordinance, the permit requirements and the enforcement procedures.
  - A Motion was moved by Mr. Shaub to approve the Three Strikes Ordinance - 619. The Motion was seconded by Mr. Enterline and passed unanimously.
- Sex Offender Residency Restriction Ordinance - 621 was presented for approval. Police Chief Stauffer gave a brief overview of the ordinance and the classifications of sex offenders covered under the ordinance. Ms. Donna Quinn owner of the Caribbean Inn was present to ask questions concerning the ordinance.
  - A Motion was moved by Mr. Shaub to approve the Sex Offender Residency Restriction Ordinance - 621. The Motion was seconded by Mr. Simon and passed unanimously.
- The Lease Agreements for the Manheim Soccer Club, Manheim Summer Swim Team and Manheim Athletic Association were presented for approval. Discussion was held on the availability of fields.
  - A Motion was moved by Mr. Enterline to approve the Lease Agreements for the Manheim Soccer Club, Manheim Summer Swim Team and Manheim Athletic Association. The Motion was seconded by Mr. Shaub and passed unanimously.
- The bid results for the mowing contract for 2011 season were presented for approval. The low bid was submitted by J & J Estates and has been recommended by the property committee and staff for approval. Mr. Behling gave a brief overview of the properties that are included in the contract.

- A Motion was moved by Mr. Shaub to accept and award the contract for the 2011 season to J & J Estates. The Motion was seconded by Mr. Simon and passed unanimously.
- A request for a Release of the Letter of Credit for the maintenance escrow at the Clair Brothers property on South Oak Street in the amount of \$28,722.00 was presented for approval.
  - A Motion was moved by Mr. Eshelman to approve the request for a Release of the Letter of Credit for the maintenance escrow at the Clair Brothers property on South Oak Street in the amount of \$28,722.00. The Motion was seconded by Mr. Enterline and passed unanimously.
- The Joint Use Agreement with Penn Township for the Brush Chipper was presented for approval.
  - A Motion was moved by Mr. Eshelman to approve the Joint Use Agreement with Penn Township for the Brush Chipper. The Motion was seconded by Mr. Simon and passed unanimously.
- A quote from ELA Group was presented for approval for engineering work to be completed jointly with Penn Township on the Power Road Bridge in the amount of \$18,200. The estimated cost for the construction work will be \$70,000. The Penn Township Public Works Department will be doing some of the work. The cost for the materials will be presented to council at a later date for approval.
  - A Motion was moved by Mr. Enterline to approve the quote from ELA Group for the engineering work on the joint project with Penn Township for the repairs to the Power Road Bridge project. The Motion was seconded by Mr. Shaub and passed unanimously.

**Old Business:**

- It was noted that the covered bridge roof is in need of repair.
- The agreement for the fields with the Manheim Central School District is currently being negotiated.

**Council Reports:**

- It was requested that borough residents receive advance notice when UGI is going to work in the borough. Mr. Behling will be contacting UGI.
- It was noted that there are car repairs being performed in the street on North Penn Street off of West High Street.

**Executive Session:**

- A Motion was moved by Mr. Eshelman to adjourn to executive session at 9:05 PM. The Motion was seconded by Mr. Simon and passed unanimously.
- A Motion was moved by Mr. Enterline to adjourn from Executive Session at 10:38 PM. The Motion was seconded by Mr. Eshelman and passed unanimously.
- A Motion was moved by Mr. Shaub to make an offer on the property located at 15 South Main Street. The Motion was seconded by Mr. Simon and passed unanimously.
- A Motion was moved by Mr. Shaub for a probationary salary adjustment to Mr. Behling's salary. The Motion was seconded by Mr. Enterline and passed unanimously.

**Adjournment:**

- A Motion was moved by Mr. Eshelman to adjourn at 10:41 PM. The Motion was seconded by Ms. Miller and passed unanimously.

Respectfully Submitted,

Linda Gerhart