

MANHEIM BOROUGH  
COUNCIL MEETING  
March 8, 2011

**Roll Call:** 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

Vice President Doug Shaub convened the council meeting at 7:00 PM.

**Approval of the February 22<sup>nd</sup> Minutes:**

- A Motion was moved by Mr. Eshelman to approve the Minutes of the February 22, 2011 Borough Council meeting. The Motion was seconded by Mr. Enterline and passed unanimously.

**Financial Reports:**

- A Motion was moved by Mr. Enterline to accept the voucher list in the amount of \$51,278.80. The Motion was seconded by Mr. Eshelman and passed unanimously.

**Visitors:**

- Mr. Brett Hallacher, a member of the Historic Commission and Planning Commission was present to update borough council on his research to date on the light poles and light fixtures being considered as a project by the 250<sup>th</sup> Anniversary Committee. This project is being considered to replace the lights at Market Square, which are in need of repair. Borough Council Members gave their suggestions for consideration for this project.

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

- Officer Ronald Shank was presented a letter of commendation by Mayor Eric Phillips on behalf of the borough for his service during a recent burglary in Penn Township on February 18<sup>th</sup>.
- A request for a handicap parking space at 230 South Magnolia Street was presented for approval.
  - A Motion was moved by Mr. Enterline to approve the request for a handicap parking space at 230 South Magnolia Street. The Motion was seconded by Mr. Eshelman and passed with 2 nay votes.
- Chief Stauffer presented paperwork for to be signed by council to continue the Police Department's membership in the consortium for hiring and testing of police officers. This membership is a budget item.
- Chief Stauffer presented the probationary letter for Officer Vincent Arzamendi and requested the approval to take him off probation.
  - A Motion was moved by Mr. Eshelman to end the probationary period for Office Vincent Arzamendi and add him to the police department as a full time officer. The Motion was seconded by Mr. Enterline and passed unanimously.
- Chief Stauffer distributed his report and explained the statistics and news releases.
- Chief Stauffer requested approval for the disposal of police equipment no longer needed that is being stored in the street shed.

- A Motion was moved by Mr. Eshelman to approve the disposal and liquidation of the police equipment no longer needed that is being stored in the street shed. The Motion was seconded by Ms. Miller and passed unanimously.
- Chief Stauffer explained the notification process that is necessary to inform borough residents that a Sexually Violent Predator has moved into the borough. Chief Stauffer also informed council that there is also an ordinance being drafted to address some of the issues of having Sexually Violent Predators residing in the borough.
- Mayor Phillips informed council that an Elizabethtown work camp group is interested in offering their service to Manheim residents to do repair work and clean up at no cost.

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

- Mr. Behling distributed his Borough Manager Report and reviewed it with council.
- Mr. Behling explained the procedure for code enforcement.
- Council agreed to allow a discounted daily pool rate for groups of 25 or more people regardless of age to be \$4.00 a day.
- The portable toilets for the parks will be provided by Walters.
- The dump/plow truck will need significant repairs.
- Council has been invited to the Planning Commission Meeting on March 21<sup>st</sup> at 7:00 PM to participate in the discussion being held on the zoning changes that are to be implemented to the zoning ordinance due to the approved regional comprehensive plan.
- The street vendor ordinance comments from the solicitor have been received and will be presented for adoption at the next council meeting.

**Committee Reports:**

**Street Committee**

- The Streets/Utilities Committee is recommending replacement of the dump/plow truck purchased several years ago. A recent inspection shows it will need \$3,000 in brake repairs and another \$5,000 to \$6,000 in other repairs to get it through the winter.
  - A Motion was moved by Ms. Miller to find an economical replacement for the dump/plow truck total price not to exceed \$25,000. The Motion was seconded by Mr. Simon and passed unanimously.

It was noted that the sale of the dump truck will help to offset the \$25,000 that is being used as a total not to exceed price. The sale of the dump truck is not to be used as additional funds for the purchase.

- The Streets/Utilities Committee also needs to purchase a vehicle for use in the parks and is recommending a small pick-up truck, so it can be used on the street. They know there are several currently available and are looking for approval to continue the possible purchase of a vehicle.
  - A Motion was moved by Mr. Eshelman to approve the purchase of a pickup truck for use in the parks. The Motion was seconded by Mr. Enterline and passed unanimously.
- Mr. Behling presented the report from the consultant for the pool.

**Police Committee**

- The Police Committee is recommending that Manheim Police Chief prepare a response to Rapho Township for their request for a contract proposal to provide 24 hour police coverage for the entire Township or a designated service area.
  - A Motion was moved by Mr. Eshelman for Police Chief Stauffer to prepare a contract proposal for Rapho Township for 24 hour police coverage for the entire Township or a

designated service area. The Motion was seconded by Ms. Miller and passed unanimously.

**New Business:**

- The reappointment of Mr. Anthony Haldeman to the Planning Commission was presented for approval.
  - A Motion was moved by Mr. Eshelman to appoint Mr. Anthony Haldeman to the Planning Commission for a 4 year term. The Motion was seconded by Mr. Simon and passed unanimously.
- The Sex Offender Residency Restriction Ordinance draft prepared by the Police Chief was reviewed by the borough solicitor. He has researched the ordinance with other municipalities and has suggested some revisions.
  - A Motion was moved by Mr. Eshelman to direct the solicitor to finalize the Sex Offender Residency Restriction Ordinance for advertising and adoption. The Motion was seconded by Mr. Simon and passed unanimously.

**Old Business:**

- Mr. Behling presented a request for a letter of credit release from Penway Construction for the Oaks development in the amount of \$49,474.50. There is approximately \$14,000 worth of work that still needs to be completed in the development. The engineer is recommending either a reduction in the letter of credit or a \$14,270.00 certified check to cover the balance of work still needed and that the work is completed by October 1, 2011.
  - A Motion was moved by Mr. Eshelman to approve the letter of credit reduction in the amount of \$35,204.50 leaving an outstanding balance of \$14,270.00. A second alternative is that Penway present a \$14,270 certified check to cover the balance of work still needed and that the entire amount be released. The work needs to be completed by October 1, 2011. The Motion was seconded by Mr. Enterline and passed unanimously.

**Council Reports:**

- Mr. Simon gave an update to council on the current status of the Minsec situation. The legislative hearing for the introduction of House Bill #111 by Representative Creighton is scheduled for March 17<sup>th</sup> at the Manheim Central Middle School at 3:30 PM.
- It was noted that the patching still needs to be completed on the areas in the borough that were excavated by UGI.
- Code enforcement was requested at a property on East Stiegel Street that has debris, limbs and many items strewn through the property.
- Goal sheets will be handed in by council members at the next council meeting on March 29<sup>th</sup>.

**Executive Session:**

- A Motion was moved by Mr. Eshelman to adjourn to executive session at 8:12 PM. The Motion was seconded by Ms. Miller and passed unanimously.

**Adjournment:**

- A Motion was moved by Mr. Eshelman to adjourn from Executive Session at 8:37 PM. The Motion was seconded by Mr. Simon and passed unanimously.

- A Motion was moved by Mr. Eshelman to adjourn at 8:38 PM. The Motion was seconded by Ms. Miller and passed unanimously.

Respectfully Submitted,

Linda Gerhart