

MANHEIM BOROUGH  
COUNCIL MEETING  
May 31, 2011

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

**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 May 10th Minutes:**

- A Motion was moved by Mr. Enterline to approve the Minutes of the May 10, 2011 Borough Council meeting. The Motion was seconded by Mr. Shaub and passed unanimously.

**Financial Reports:**

- A Motion was moved by Mr. Enterline to approve the voucher list in the amount of \$66,388.63. The Motion was seconded by Mr. Simon and passed unanimously.
- A Motion was moved by Mr. Simon to ratify the voucher list in the amount of \$9,622.46. The Motion was seconded by Mr. Enterline and passed unanimously.
- Mr. James Koontz from Brown Schultz Sheridan Fritz presented a draft of the 2010 Audit Report. He gave a brief overview of each section and explained the reason the Manheim Borough Authority is included in this audit.
- Ms. Sandra Mitchell distributed and explained the Account Service Management Audit, which is the agreement between Manheim Borough and the Manheim Borough Authority for contract services. She gave a brief explanation of the items and costs included in this agreement.

**Visitors:**

- Manheim Fire Chief Dan Wagner presented the April report for the Manheim Fire Company. He gave a brief explanation of the Fire Company's plans for the future.
- Ms. Barbara Basile from the Manheim Community Library gave a presentation on the plans for the new library building currently being proposed for another location in the borough. Mr. Skip Hetrich explained the process used by the Board of Directors to decide on the location they are considering. Mr. Dave Christian concluded the presentation by explaining the land development portion of the project.

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

- Chief Stauffer distributed his report and reviewed it with Council.
- Chief Stauffer reviewed each point briefly and answered questions.

**Borough Managers Report:**

- Mr. Behling distributed his Borough Manager Report and reviewed it with council.

- General Code has provided a formal proposal for Code Revitalization Services for the Borough's Code of Ordinances. Approval was requested to proceed at a total COSTAR's price of \$12,400.00, with billing not to exceed \$6,200.00 in 2011.
  - A Motion was moved by Mr. Enterline to continue with the codification effort according to the formal proposal received from General Code for Code Revitalization Services in the amount of \$12,400.00. The Motion was seconded by Mr. Shaub and passed unanimously.
- Mr. Behling reported that the pool opening went very well and he will have numbers to report at the next meeting. The possibility of increasing the insurance for the diving board was discussed.
- Mr. Alan Shaffer was named Public Works Foreman. Interviews will be held next week to fill the position currently held by Mr. Shaffer.
- Pot holes were discussed and weather permitting repairs are being scheduled for the week of June 6<sup>th</sup>. The problem with the manhole lid at East Gramby and North Wolf Street has been reported to the Authority.

#### **Committee Reports:**

- The Street Committee met to discuss the needs of the borough for next year. The Borough has filed a letter of intent with the Lancaster County Housing and Redevelopment Authorities for a 2012 CDBG funds project. The project will include street milling and paving, associated ADA compliant sidewalk ramp work, code enforcement curb and sidewalk work by property owners and sinkhole repairs under utilities and streets.
- There is a meeting on June 1<sup>st</sup> for the Chiques Creek Watershed Alliance at Mummau Park.

#### **New Business:**

- Resolution 5-2011 authorizing the liquidation by sale, auction or trade-in of one 1989 Ford L 8000 green dump truck and plow and one soft-serve ice cream machine was presented for approval.
  - A Motion was moved by Mr. Shaub to approve Resolution 5-2011 authorizing the liquidation by sale, auction or trade-in of one 1989 Ford L 8000 green dump truck and plow and one soft-serve ice cream machine. The Motion was seconded by Mr. Enterline and passed unanimously.
- Resolution 6-2011 authorizing and directing the Borough Council President and the Borough Secretary to execute on behalf of the Borough an acquisition of property at 13 and 15 South Main Street and 16 South Wolf Street in Manheim.
  - A Motion was moved by Mr. Shaub to approve Resolution 6-2011 authorizing and directing the Borough Council President and the Borough Secretary to execute on behalf of the Borough an acquisition of property at 13 and 15 South Main Street and 16 South Wolf Street in Manheim. The Motion was seconded by Mr. Enterline and passed unanimously.

#### **Old Business:**

- The flooding situation at Logan Park parking lot was discussed. The area that floods in the parking lot at Rettew Lane has already been repaired.

#### **Executive Session:**

- A Motion was moved by Mr. Simon to adjourn to executive session at 8:32 PM. The Motion was seconded by Mr. Enterline and passed unanimously.

- A Motion was moved by Mr. Enterline to adjourn from Executive Session at 9:21 PM. The Motion was seconded by Mr. Simon and passed unanimously.

**Adjournment:**

- A Motion was moved by Mr. Shaub to adjourn at 9:22 PM. The Motion was seconded by Ms. Miller and passed unanimously.

Respectfully Submitted,

Linda Gerhart