

Manheim Borough Council Meeting
July 10, 2018 7:00 PM
Manheim Borough Building, Manheim, PA

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President Carol Y. Phillips, Vice President Brad Roth, Pro Tempore Chad Enck, Bryan Howett, Jean Gates, Elaine Leech, Junior Council Person Brian Lauver and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

Approval of Minutes: 6/26/2018 Borough Council Meeting Minutes: Motion to approve by Mr. Roth, seconded by Ms. Gates, passed unanimously.

Visitors:

There were no registered visitors.

Borough Codes:

- a) Ms. Donna Czeiner, Codes Officer presented her report and reviewed it with council. She updated council on the current enforcement of grass and weed violations. Residents have been informed that the Manheim Project will be held again this year in case any residents cited for maintenance issues could possibly use their services the last 2 weeks of July. Deadline for rental inspections is in October. Issues with weeds in street gutters are and will be addressed, as well as the trimming of trees, bushes and shrubs growing out into the streets and sidewalks.

Borough Engineer Report:

- a) Mr. Craddock presented his report to council. The Main Street Drainage Improvements are complete. The final balancing Change Order #4 with a net reduction of \$7,465.00 for the project was presented for approval. Motion by Mr. Roth, seconded by Mr. Enck, passed unanimously. The South Charlotte Street paving project is also complete. The Battery Backup Units for the Traffic Signals are under contract. It was noted that grant money was used for all 3 projects mentioned above. Council was updated on grant applications currently being prepared for other projects. The Final Application for Payment for the Main Street Project in the amount of \$134,548.90 was also presented for approval. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Mayor and Police Chief Report:

Mayor Funk updated council on Aarons Acres. Their carnival will be held on Saturday, July 21st from 12:00 Noon to 2:00 PM at the pavilions in Memorial Park.

Police Chief Stauffer distributed his report and reviewed it with council. Council was updated on the start of the plans for the National Night Out event on August 7th from 6:00 PM to 9:00 PM, the Magisterial Judge change taking effect in September, a home invasion robbery on July 6th, the department training for the CODY RMS police reporting system and the new cruiser that is being prepared to be put into service. There have been requests for Children at Play signs at 2 locations. Motion to approve by Mr. Howett, seconded by Ms. Leech, passed unanimously. It was noted that residents are very happy with the new LED Street Lights. It was noted the tilt of the poles sometime affects the direction of the lights.

Borough Manager Report:

The Borough Manager's report was presented and reviewed with council.

- a) The "Paper" Street at the end of North Pitt Street at Rapho Street was discussed concerning an issue with neighbors disagreeing on how they feel this area between their two properties should be maintained. They both have done maintenance on it, but it is borough property with a storm pipe easement. It was

recommended to either have the borough maintain the property only or vacate the property to the adjacent property owners. Motion by Ms. Leech to vacate this property to the two adjacent properties, seconded by Mr. Enck, passed unanimously.

- b) Council was updated on a major UGI Project being scheduled in the borough in the near future. It is an increase to capacity and service lines. It was noted that new gas main installations are based on the requests that UGI received from our residents. It was noted that residents need to be kept informed by UGI when work is being performed at their residences.

Treasurer Report/Payment of Bills:

Presented for approval – Ratified in the amount of **\$568.68 (Trash/Recycling Bill Postage)**, **General Fund** in the amount of **\$115,491.19** and **Capital Fund** in the amount of **\$49,604.00**. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Mr. Fisher explained the format of the Profit & Loss Budget vs. Actual Report in the packet, as it is different than what council usually receives. The budget is right on track so far for the year.

Committee Reports:

- a) Finance Committee – There was nothing new to report. They will start meeting in August.
- b) Parks and Pools – There was nothing new to report.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works –
 - I. Old Fire Hall/Borough Office Building - Mr. Fisher has met with the architect and is currently working on the feasibility study and conceptual plan for the borough.
 - II. Mr. Craddock explained the status of the South Hazel Street project. He explained the change in the scope of the project since it had originally been bid and it has been discovered that UGI has a main in the street that they are going to replace in spring of 2019. It is being recommended to terminate the current South Hazel Street contract and rebid it next year with the Linden Street project. Motion by Mr. Roth to void the current contract for the South Hazel Street project so UGI can complete their work, seconded by Ms. Leech, passed unanimously. The handling of the effect of cancelling the project because of UGI work this year on pricing for next year's bid was explained. The curb heights for replaced sections of curb for projects was questioned and explained.
 - III. The results of the traffic study to possibly place All-Way Stop Signs at Ferdinand and Fulton Street is complete. That intersection does not meet the requirements for All-Way Stop Signs.
- e) Shade Tree Commission – The application for the TreeVitalize Grant has been submitted.

Mr. Luke Fisher questioned various items on the agenda for updates, since he has been unavailable to attend council meetings. He offered his thoughts on the Old Fire Hall building and the use of Stiegel Elementary School.

Old Business:

- a) The draft sign regulations amendments (within the zoning ordinance) are almost complete.
- b) The snow/ice removal regulations have been provided for review and future approval.
- c) The LED Streetlight Conversion Update Map was provided to council.
- d) The 2 North Charlotte Street sidewalk request for financial consideration was questioned. The borough is currently waiting for more information from this resident.
- e) It was noted that Manheim Medical has been notified in writing of their much appreciated help with resolving the loading/delivering situation at their company on North Wolf Street.

New Business:

- a) The Trash/Recycling Contract Renewal (5th Year Option – Final Year of Contract) needs to be decided by August 31st deadline to notify Lebanon Farms Disposal and LCSWMA of the borough's decision. Mr. Fisher updated council on the bidding process for new trash/recycling contracts. Mr. Luke Fisher commented on his positive interaction with the current trash hauler.

Correspondence: The correspondence was distributed with the packet. President Phillips commented on the correspondence just received from NWEMS for their meeting scheduled at the end of August.

Public Comment:

Mr. Luke Fisher was questioning the status of the Proposed Dog Park Project by his wife Ms. Catherine Prozzillo. Council is currently waiting for more information that she was going to provide. He was also questioning the Truck Traffic problem in Market Square as they continually run up over the curb at the Fulton Bank corner. This is currently being discussed with PennDOT Engineers and staff. He also questioned the legality of these trucks being allowed to travel thru the borough.

Motion to adjourn the Council Meeting at 7:55 PM by Mr. Roth, seconded by Mr. Enck, passed unanimously.

Respectfully submitted,

Linda Gerhart
Recording Secretary
July 10, 2018