

Manheim Borough Council Meeting
August 28, 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, 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: 8/14/2018 Borough Council Meeting Minutes: Motion to approve by Ms. Leech, seconded by Mr. Roth, passed unanimously.

Visitors:

- a) Ms. Akira May-Owens of St. Paul's Church was present to request street closures on Sunday, September 30th from 6:00 PM to 8:00 PM for a Fall Festival in their church parking lot. They will be blocking off the alley from Main Street down to the stop sign at the corner of Hart Street and Kready Alley, as well as the street from Hart Street to West Danner Alley. Motion to approve by Mr. Roth, seconded by Ms. Gates, passed unanimously. Barricades will be provided for them to block the streets that night.

Borough Codes:

- a) The Codes Officer Report will be presented at the next meeting

Borough Engineer Report:

- a) The Borough Engineer Report will be presented at the next meeting.
- b) Mr. Mike Huxta from the ELA Group and representatives from the Grace Brethren Church of Manheim were present to the field any questions on a Waiver from the land development process requested for their building project. Mr. Craddock had prepared a review letter and had no items of concern. The Waiver was reviewed and recommended by the Borough Planning Commission for approval. Mr. Huxta gave an explanation of the small addition and minor earth disturbance associated with the project. They would be completing and submitting a Minor Land Disturbance Application with the plan. Motion to approve by Ms. Leech, seconded by Mr. Roth, passed unanimously.
- c) The Application for Payment #1 from Unitex for the South Charlotte Street Project in the amount of \$83,382.88 was presented for approval. A portion of this project is being reimbursed to us by MAWSA for part of the street project. Motion by Mr. Enck, seconded by Ms. Leech, passed unanimously.

Mayor and Police Chief Report:

Mayor Funk updated council on an event that Officer Colwell, Casper and himself attended at the Pennsylvania State Police Camp Cadet Program held at a site near the Maryland border.

Police Chief Stauffer distributed his report and reviewed it with council. He reviewed the current statistics, the Crossing Guard meeting for the coming school year, the budgeting process with a draft being sent to the committee on August 31st and the start of planning for the Manheim Farm Show October 8th thru the 12th, as well as their continued community outreach events. Press releases were also included. The current status of the drug situation in the borough was questioned.

Borough Manager Report:

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

- a) Mr. Fisher met with the architect for the Old Fire Hall/Borough Office Building Project to follow-up with questions that were raised at the last project meeting. Some comments were offered on the plans being

considered for the building. Council was updated on the temporary structural reinforcement supports that are currently being installed.

- b) Council was updated on a number of Stormwater Meetings concerning the Chiques Creek Watershed with several state agencies that he has been attending.
- c) The budgeting process has started as the Finance Committee begins meeting next week. The borough is back to full staff. Council was updated on the scheduled projects for the Public Works Department in the next few weeks.

Treasurer Report/Payment of Bills:

Presented for approval – General Fund in the amount of **\$73,619.66** and **Capital Fund** in the amount of **\$83,382.88**. Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.

Committee Reports:

- a) Finance Committee – There is a public budget meeting scheduled on Tuesday, September 4th.
- b) Parks and Pools – The Playground year-end summary report was in the council packet. It was noted that there will be an end of the year meeting for all the appropriate groups involved in the Playground and Pool Operation this year. The status of the newly formed committee to research financing and possible other options for the pool in the future was questioned.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – There was nothing new to report.
- e) Shade Tree Commission – The application for the TreeVitalize Grant had been submitted and we are still waiting for the results. It was noted that the results should be available on Friday this week.

Old Business:

- a) The draft sign regulations amendments (within the zoning ordinance) are being finalized, with initial review being started by the Manheim Borough Planning Commission at their August 20th. They will have a follow-up review and discussion at their September Meeting. The section on existing non-conforming signs had been drafted and sent to Council previously.
- b) The Snow/Ice Removal regulations will be reviewed and marked up by council for changes and additions. It had been previously been forwarded to Council.
- c) The position of MAWSA Liaison is still open, if anyone is interested. This is still on the agenda as the search for a volunteer for this position continues.

New Business:

- a) The Fire Police request for the East Petersburg Community Days event was presented for approval. Motion to approve by Mr. Roth, seconded by Ms. Gates, passed unanimously.
- b) Resolution 34-2018 for the adoption of the 2018 Emergency Management Plan was presented for approval. Motion by Mr. Enck, seconded by Ms. Gates, passed unanimously. There were minor revisions to the plan, with Penn Township approving it at their Supervisor Meeting on August 27th. It needs to be approved by both municipalities since it is a regional plan. Mr. Roth gave a quick overview of the situations this regional plan covers.
- c) Resolution 35-2018 – Adoption of the 2019 MMO for the Police and Non-Uniform Pension Plans was presented for approval. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Correspondence: The correspondence was distributed with the packet. President Phillips complimented Mr. Dunkle on the continued success of the library.

Public Comment: There was no public comment.

Motion by Mr. Roth to adjourn the Council Meeting at 7:45 PM, seconded by Mr. Enck, passed unanimously.

Respectfully submitted,

Linda Gerhart
Recording Secretary
August 28, 2018