

Manheim Borough News

OCTOBER 2018

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Fall/Winter

MAJOR RECYCLING CHANGES FOR LANCASTER COUNTY

New Guidelines for Curbside Recycling in Lancaster County have been recently announced by the Lancaster County Solid Waste Management Authority (LCSWMA).

A common misconception people have about recycling is that you need to place as many items as possible in your recycling bin. However, recycling is actually a system of collecting and processing used materials that still have value, in order to transform them into new products. This means not everything is recyclable. Just because a product has a recycling symbol on the bottom does not mean it can be recycled. Though most of us have good intentions, when we put materials in our bins that don't belong we are actually contaminating the recycling stream, which in turn negatively impacts our environment and economy.

WE NEED YOUR HELP TO RECYCLE RIGHT!

To address the contamination issue in Lancaster County, and ensure curbside recycling is sustainable, we are going "back to the basics" with four material types that have a strong domestic market—meaning, there is a demand for these materials by manufacturers in the U.S. We call these materials the **"Big 4"**: **1)** Corrugated Cardboard (like shipping and packing boxes), **2)** Metal Food and Beverage Cans, **3)** Plastic Bottles and Jugs with a neck, and **4)** Glass Bottles and Jars.

Some items, like newspapers, cereal boxes and plastic bags, can be recycled but should **not** go in your curbside recycling bin. If you think something could be recycled, please visit earth911.com to verify if there is a drop-off location near you.

Fortunately, in Lancaster County, material placed in the trash do not always go to a landfill. LCSWMA owns two waste-to-energy (WTE) facilities where trash is combusted and turned into renewable energy.

Visit Lancaster County Solid Waste Municipal Authority's website at www.lcswma.org for helpful advice and information, as well as the Borough's website shown below.....

www.ManheimBoro.org

We encourage everyone to bookmark and visit the Borough's website to keep up to date on current Borough activities. The front page is a bulletin board which is constantly updated with important information regarding community events, street closings, public works projects, trash and recycling dates, and much more. The website also includes upcoming meeting agendas and associated information, as well as meeting minutes, information on zoning and codes, storm-water management, and many other matters of interest to the residents of the Borough.

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Codes and Zoning



My favorite time of year...Fall! Time to do a quick home inspection before winter arrives. Are your windows and doors weathertight? Have you cleaned your furnace and replaced the filter lately? Check your roof gutters for holes or open seams and seal them; clean out the leaves and debris, and sometimes a little garden from the gutters; flush the downspouts. The bottom part of the downspout should be directed away from the foundation and preferably into a grassy area. Any loose roof shingles or siding need to be secured? Chimney cleaning reduces the risk of fire from built up creosote; it is recommended you clean your chimney annually. Check your foundation for any entry areas for mice and seal it up; did you know that mint is a natural mouse repellent – it irritates their noses!

With some warm weather still to come grass continues to grow and may still call for a trim a few more times this year. Grass and weeds may only be a maximum of 6" high including yard, sidewalks and street gutter areas. Yard waste can be disposed of by using a free "brown bag" available at the Borough office and a green tag for a small fee. The last pick-ups of the season are October 11 & 25th. Contact the Borough office for more information. And when you thought the yard work was over, the winds blow and the leaves start falling. You may not rake or blow leaves into the street but they can be removed as noted in this newsletter.

Time marches on and Mother Nature doesn't let up, and we have snow and ice to look forward to when the temperatures drop. Ice and snow on sidewalks must be removed within 24 hours from when the snow/sleet stops. As temperatures rise in the day and get colder at night, snow and ice will freeze and thaw several times over a few days. You are responsible to make your best efforts to ensure that it is maintained to help eliminate risk to anyone walking there and could help to minimize the chance of someone falling. This entails checking the sidewalk regularly until all ice and snow is gone. If you live at a corner it is your responsibility to do your best to keep it safe and clear for school children or those walking about and needing to safely cross the street. If you can't use it safely then no one else can either. Snow is not permitted to be shoveled/blown into the street or onto neighboring properties. **Landlords**, if it snows, the sidewalks need to be shoveled within the same timeline as owner occupied properties; if it snows at your house then it probably snowed in Manheim. It is recommended you appoint someone in the building or pay a willing participant if you can't do it yourself.



SORRY, SON...THERE'S NO APP FOR THAT



RENTAL PROPERTIES: BIG NEWS! The Rental Ordinance has recently had a "make over"! Ordinance 659 was adopted on 7/31/2018. It replaces the prior ordinance in its entirety and is on the website for review. The process has basically stayed the same, however the language, application forms, penalty processes and timelines have been revised. Landlords will be receiving an annual Rental Occupancy Permit application in mid-October. The deadline to return the completed form and respective fee, \$55 per unit, is December 31, 2018; this is your due date. Once we receive your application and confirm that the property is current with trash/recycling, water & sewer fees and real estate taxes a "Rental Occupancy Permit" will be mailed out. This Permit is applicable from January 1 through December 31 of 2019.

Designated Year 1 rental units will receive an inspection application including the inspection checklist around March 2019 with a compliance date before October 2019. The display of the annual Rental Permit is now required on-site as part of the inspection process. Inspection reports will be emailed directly to you from the inspection site and if you don't have email, I will mail you a paper copy for your review and files. Once everything is complying, an Inspection Certificate will be issued. The Certificate is for your records and is valid for 3 years unless a new tenant moves in after one year of the inspection date. Is your unit a Year 1? Feel free to contact us to confirm.

VIOLATIONS: Unfortunately violations do occur, and while many times they are unintentional, they still need to be addressed. How the violation process works: The first notice sent is informational and explains the violation and provides the owner an opportunity to address the issue prior to being issued a formal violation notice; the second notice is the formal violation notice which provides timelines for corrective action as well as appeals procedures as specified in the applicable ordinance; the third notice is a citation which is filed with the Magisterial District Court. Our goal is compliance, not penalties, so we are always available to answer questions and willing to work with your particular situation to address the violations; just give us a call.

MISCELLANEOUS: It is part of the Building Code and PA state law to provide a Co2 detector if you have any type heat except for electric. One should be located outside the bedrooms and one in the basement near your mechanicals. Smoke detectors are required in every bedroom; one within 10' of the bedrooms and one on every floor including the basement and attic if the attic is occupied. Combo detectors are now available, many with a 10-year life span; always follow the manufacturers recommendations for installation.



Merry Christmas! Always use the properly sized and type of extension cords; ratings and use are usually on the tags and whatever packaging they come in. Read them, and that information will help you make the right choices, also be sure they are "UL Listed". An overload or use of an interior cord for the exterior strings of lights can over heat and cause a fire. Outdoor cords must be plugged in to an exterior outlet not pinched through a window or door.

I am available at extension 223, Monday thru Friday or email me at dczeiner@manheimboro.org for questions or comments. To read the Codes report go to www.manheimboro.org, click on "Government", hover over "Borough Council" and click on "Council Minutes", scroll down below the Council minutes and you will find what I've been up to that month.

Have a Happy Halloween; be safe, have fun and save a peanut butter cup for me! Donna

RECYCLING & TRASH UPDATES

The Borough participates in a single stream recycling program which enables you to place all permissible recycled materials in one recycling container. See Page 1 of this newsletter for permissible items.

Recycling Bins

Recycling Bins are available at the Borough Office for \$6.00. However, you can now use your own plastic container up to 32 gallons for recycling. Stop by the Borough Office today and pick up 2 **Free** large Recycling Decals to put on each side of your container so our Recycling Drivers can easily spot your recycling. Contact the Borough Office with any questions.

Cardboard Dumpsters

Four corrugated cardboard dumpsters are located at the Logan Park Parking Lot off of West Ferdinand Street.

Magazine Dumpster

There is a magazine dumpster sponsored by the VFW Auxiliary in the Logan Park Parking Lot off of West Ferdinand Street for the recycling of magazines. Money from this dumpster is used for the Ronald McDonald House in Hershey.

Battery Bags

Regular household batteries are not to be thrown in the trash. Orange Battery Collection Bags are available at the Borough Office at no charge. Fill the bag, seal it and place it next to your recycling container. The trash hauler will collect the bag during regular trash/recycling days. This does not include auto and utility vehicle batteries, which should also not be placed in your trash as they contain several toxic elements.

Over Size Items

These items can be put out with your regular trash. They need to have an Orange Over Size Item tag on them, which can be purchased at the Borough Office for \$5.00. You are allowed 2 tagged items per week with your trash.

Large Appliance

The next large appliance pick-up is scheduled for Thursday, October 25th. A large appliance, or white good, is an appliance with a motor, engine, or compressor. For disposal of your appliance please be sure to purchase a \$15.00 Large Appliance Tag from the Borough Office.

Tire Pick-up

Tires will also be picked up curbside on the day of large appliance pick-up. Tires must display a \$3.00 tire tag, also available for purchase at the Borough Office.

Woody Yard Waste Pick-up (For 2019)

WYW Days (on regular trash days) All Tags are still purchased at the Borough Office and the Library. **APRIL 18TH ONLY FREE NO TAG DAY. GREEN TAG DAYS** May 2, 16 & 31, June 13 & 27, July 11 & 25, August 8 & 22, September 6 & 19 and October 3, 17 & 31.

Leaf Pick-ups (For 2018)

Leaf Pick-ups (Saturdays) start November 3. They will also be held November 17 and December 1, 8 & 15.

Reminder

Trash and Recycling pick up is every Thursday except for an adjusted schedule for the following holidays. (New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas) Cancellations and rescheduling for inclement weather will be posted on our website. Trash and recycling is not to be placed curbside before 6:00 PM the evening before your pick-up day. It does need to be placed curbside no later than 5:00 AM to ensure pick up that day. You are allowed 3 containers (weighing approximately 40 pounds) of trash per week. If your trash or recycling is missed, please contact the Borough Office immediately at 717-665-2461.

**SUPPORT OUR
LOCAL
BUSINESSES**

Community Calendar www.ManheimBoro.org

OCTOBER 13th
Cruisin' the Square Car Show

OCTOBER 25th
Large Appliance & Tire Pick-up

OCTOBER 25th
Last Day for WYW Pick ups

OCTOBER 31st
Trick or Treat Night

NOVEMBER 3rd
First Day for Leaf Pick up (No Tags)

NOVEMBER 6th
Election Day

NOVEMBER 22nd THANKSGIVING
Borough Office Closed

NOVEMBER 23rd
Borough Office Closed
TRASH DAY

1st WEEKEND OF DECEMBER
Christmas in Manheim (Starts November 30th)

DECEMBER 1st
Santa 5K Run and Walk
Christmas Tree Lighting

DECEMBER 3rd to 7th
Street Sweeping

DECEMBER 15th
Last Day for Leaf Pick up

DECEMBER 24th CHRISTMAS EVE
Borough Office Closed

DECEMBER 25th CHRISTMAS
Borough Office Closed

DECEMBER 28th
TRASH DAY

*******2019*******

JANUARY 1st NEW YEARS DAY
Borough Office Closed

JANUARY 4th
TRASH DAY

JANUARY 12th
Christmas Tree Pick up

FEBRUARY 18th PRESIDENTS DAY
Borough Office Closed

APRIL 18TH
WYW Pick ups Starts— (ONLY Free Day with No Tags)

APRIL 19th GOOD FRIDAY
Borough Office Closed

Trash Bill Payments

The Trash and Recycling Bill for the Borough is mailed January 1st and July 1st with the payment due the 15th of the following month. Payments can be made by check, cash or credit card at the Manheim Borough Office, 15 East High Street, dropped off at Fulton Bank on Market Square or by Credit Card on our website. There is also a drop box at the front door of the Borough Building for your convenience. Look for a new format in January for your Trash and Recycling Bills.

If you have any questions, please call the Manheim Borough Office at 665-2461 or contact us on the website at **www.ManheimBoro.org**.



- **4th Annual Santa Run & Walk 5K**
- **Breakfast with Santa at St. Paul's UCC on Main**
- **Craft Day at the Library**
- **Holiday Crossings at Historic Manheim Railway Station**
- **Christmas Tree Lighting with Caroling on Market Square**
- **Glassblowing at Stiegel Glassworks**
- **Women's Club Holiday Tour of Homes**
- **And More!**

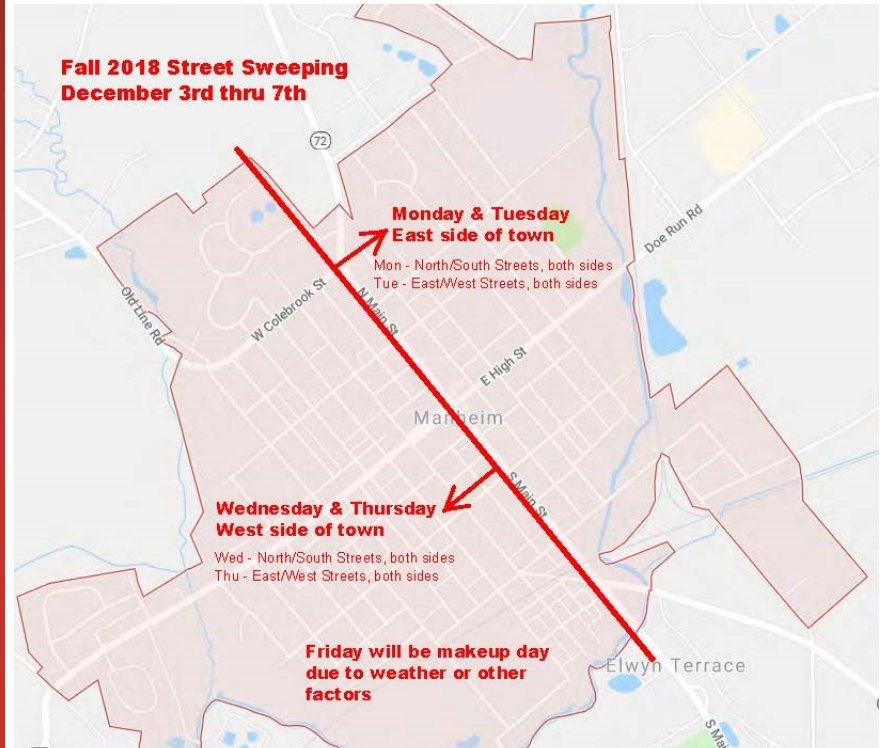
More information at
www.manheimchamber.com

WINTER TIPS FROM THE PUBLIC WORKS DEPARTMENT

The Winter Season is quickly approaching and with that comes the need for borough residents to work together so each snow and ice event can be handled in the safest way possible. The following tips will assist the Public Works Department in effectively removing snow and ice from the streets during a snow event.

1. Whenever possible, use off-street parking during a snow event. This allows the snowplows to clear the street back to the curb, and clears space for the next storm and helps water to run from the snow melt toward the storm drains.
2. **DO NOT THROW OR BLOW SNOW ONTO THE STREET.** When this is done and the snow refreezes overnight it can become quite icy and dangerous to traffic and a potential liability to the homeowner. Violators may be subject to prosecution as this is a citable offense. If you have someone other than yourself doing your snow removal remind them as well as you would be responsible for your property.
3. **NO CARS SHOULD BE PARKED IN A CUL-DE-SAC.** Plowing cul-de-sacs can be time consuming, and having cars on the street makes it very difficult to clear the snow and turn around.
4. During plowing operations, snow will go into your driveway. If possible, wait until the street is plowed before clearing driveway openings. Shoveling the snow to the right side of your driveway as you face the street allows the snowplow to take the snow away from your driveway.

Municipal Parking Lots are available during these events at the intersection of North Wolf St. & East High St. and Danner Alley behind the BBT Bank.



Please visit **www.ManheimBoro.org** regularly for important Borough information.

MS4/PRP: Small abbreviations with large ramifications.

MS4 stands for Municipal Separate Storm Sewer System, and represents all of the streets, gutters and pipes within the Borough — basically anything that carries storm water runoff from where it falls and into streams...and eventually into the Chesapeake Bay. PRP stands for Pollution Reduction Plan, which is a new requirement to demonstrate how we will physically reduce the amount of pollutants reaching the streams and Bay. As an MS4 municipality located within the Chesapeake Bay watershed, we are responsible for not only the quantity of that water runoff, but also the quality. Rules and regulations have been established by US EPA, passed down to the PA DEP, and, of course, passed further down to us as a local government for ultimate implementation. Be assured that your Borough staff is working hard to maintain compliance with the regulations, and to do so in the most cost-efficient manner possible.



The goals of the Borough's MS4 program are to reduce the discharge of pollutants into our waterways. The water that runs off your property and from the streets goes either into the ground and becomes groundwater or flows through a series of facilities such as swales and pipes to the waterways. If this water isn't cleaned, all the pollutants the water carries end up in the stream and ultimately into the Chesapeake Bay. You can help to keep our water clean by doing the following:

What residents can do...

- Properly dispose of water from your property (rainwater, pool water, sump pumps, etc.) – directing water runoff over grassy areas, and not into streets and gutters, is required whenever this option is possible.
- Do not wash your car in your driveway or in the street.
- Clean up after your pets.
- Use fertilizers, pesticides, and herbicides correctly, beginning by using absolute minimum recommended application rates.
- Properly secure and store materials that could pollute storm water. When servicing your vehicle, do not allow oil, antifreeze, or other fluids to spill or drain onto any surface of the ground.

In addition, please monitor the storm water facilities that you see or live near. If you see something that simply looks “wrong” or that is causing these facilities to be polluted or blocked, please call the Borough office at (717) 665-2461.

Examples of Illicit Discharges include:

- Sediment leaving a construction site during a storm or being carried out onto the public road
- Spills (Chemical, Gas, Oil)
- Illegal dumping activity into streams or storm water facilities
- Dry weather flows from outfalls into streams (at least 72 hours after a storm)

www.ManheimBoro.org/stormwater-management

Manheim Borough Police

211 N. Charlotte Street Manheim, PA 17545
Station 717-665-2481 Police Dispatch 717-664-1180 Emergency 911



As we head into fall, remember our children traveling to school. With all of the recent construction and traffic in town, it's even more important to watch for pedestrians. Help us to keep our children and our walkers safe.

Remember to report suspicious activity. Contact your local law enforcement. In the past, we have arrested individuals taking advantage of unlocked vehicles. Remember to lock your vehicles, residences and businesses. Remember if you see something suspicious say something. Describe what you observed, including: Who or what you saw, when you saw it, where it occurred and why it's suspicious. As always, if there is an emergency, call 9-1-1.

If you **see** something, **say** something®



A responsible adult should accompany young children on the neighborhood rounds.

If your older children are going alone, plan and review a route acceptable to you.

Agree on a specific time children should return home.

Teach your children never to enter a stranger's home or car

Instruct children to travel only in familiar, well-lit areas and stick with their friends.

Tell your children not to eat any treats until they return home.

All costumes, wigs and accessories should be fire-resistant

Avoid masks, which can obstruct vision.

If children are allowed out after dark, fasten reflective tape to their costumes and bags, or give them glow sticks.

When buying Halloween makeup, make sure it is nontoxic and always test it in a small area first.

Remove all makeup before children go to bed to prevent skin and eye irritation.



K9 Casper is also in need of donations. Please contact us to see how to donate to K9 Casper's care and service as he and our officers protect you.

Subscribe on Twitter and like us on Facebook

Manheim Borough

15 East High Street
Manheim, PA 17545

Phone: 717-665-2461

Fax: 717-665-7324

E-mail: adminassistant@manheimboro.org

www.ManheimBoro.org

PRST ST
US POSTAGE PD
PERMIT #2
LITITZ, PA
17543

Monthly Meeting Schedule

All meetings begin promptly at 7:00 PM
in Council Chambers, 15 East High Street

**Parking may be found in the lot at the
corner of North Wolf and East High Streets**

CA-RT SORT

POSTAL CUSTOMER LOCAL

Borough Council

2nd Tuesday

Last Tuesday

Committee meetings

begin at 5:30 on Council
meeting nights

Historic Commission

2nd Monday

MAWSA

2nd Thursday

Planning Commission

3rd Monday

Zoning Hearing Board

1st Monday

Boards & Commissions: Thank You for Serving

Manheim Borough Council

President, Carol Phillips

Vice President, Brad Roth

Pro Tempore, Chad Enck

Bryan Howett

Jean Gates

Elaine Leech

Brian Lauver, Junior Council Person

Scot Funk, Mayor

MAWSA

Robert Miller Chairman

Wade Baker, Vice Chairman

Paul Shaffer, Secretary

Joe Ardini, Treasurer

Jeffrey Sweater, Asst Secretary/Treasurer

Andrew Nelson

Charlie Heisey

Constable

Randall Kreiser

Zoning Hearing Board

Bernard Shimko, Chairperson

Jim Williams, Vice Chairman

Dale Peters, Secretary

Catherine Prozzillo

Benjamin Lescavage

Historic Commission

Brett Hallacher

Deborah Kimmert

Dillon Enck

Dennis Brennan

VACANCY

Planning Commission

J. Michael Eshleman, Chairperson

Anthony Haldeman, Vice Chairperson

Claudia Zug, Secretary

Scot Funk

Carol Phillips