

Manheim Borough Council Meeting
May 14, 2019 7:00 PM
Manheim Borough Building, Manheim, PA

- Pledge of Allegiance and Moment of Silence.
- **Roll Call:** President Carol Phillips, Vice President Brad Roth, 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: 4/30/2019 Borough Council Meeting Minutes: Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Visitors:

- a) Mr. Dwight Miller from White Oak Church of the Brethren representing the Manheim Project gave an overview of the project being held in the Manheim area this year, the weeks of July 15th and July 22nd. This will be the 7th year they will have volunteers helping residents with projects in the borough and surrounding municipalities. It was noted that 137 various projects were completed last year. There are 9 churches participating in this project. The White Church of the Brethren will be volunteering the second week and are once again requesting permission to camp for the week in the Farm Show Building as in previous years. Motion by Ms. Leech to grant permission to the White Oak Church of the Brethren to camp at the Farm Show Building for the week of July 22nd and for all volunteers to be given free admission to the pool for both weeks if they wear their blue Manheim Project shirts, seconded by Mr. Roth, passed unanimously. They were thanked for this continued successful volunteer effort that keeps growing each year.

It was noted that the Short Term Lodging Ordinance and Sign Ordinance are ready to be sent to our Planning Commission for review and comment, as ample time has been allotted for comments. They will be listed on the next Planning Commission Agenda.

Borough Codes:

- a) Ms. Czeiner presented her report to Council. She updated council on her current activities; sidewalk permits are ongoing, the completion of the Annual Residential Occupancy Permits for 2019, the outstanding notices, current rental inspections and notices for high grass & weeds as well as ongoing citations. She noted that Ms. Weaver told her the Borough had collected \$2,500 in fines for the month of April for citations.

Borough Engineer Report:

- a) Mr. Craddock presented his report to Council. Council was updated on the presentation that was made to the Redevelopment Authority by himself and Mr. Fisher for the CDBG Application for the Pedestrian Improvements for the Wolf Street Parking Lot and the Handicap Ramps for the School Route.

Mayor and Police Chief Report:

There was not report from the Mayor

Police Chief Stauffer presented his report to council. He updated Council on the successful missing child search, the Guns & Hoses Annual K9 fundraiser, the preparation for police coverage at the Rock N Glow 5K race event on June 1st and the National Night Out event scheduled for August 6th. A request was presented for approval to have free admission to the pool the night of the National Night Out Event from 6:00 PM to 9:00 PM. Motion by Mr. Roth, seconded by Ms. Leech, passed unanimously. The Pennsylvania National Guard will be bringing a helicopter to the event for the evening and are requesting a land to owner indemnification form to be approved and signed

by Borough Council for the landing. The location for the landing will be determined. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously. Active Shooter Training was recently held at Fenner Drives. News Releases were also presented and noted.

Borough Manager Report:

- a) Mr. Fisher presented his summary report to Council. It was noted that the UGI work will not interfere with the 5K Race on June 1st. Council was updated on the PennDOT/UGI Project Meeting held at Pennsy Supply on Wednesday, May 8th. The schedule presented for the PennDOT/UGI work is all dependent on the weather, but it should be all complete by the end of June. There will be no complete street closures, only flaggers and lane restrictions. UGI will still need to complete the paving on the borough streets after this, probably July or August. UGI should be starting the South Hazel Street, in the near future to keep our portion of this project on schedule for completion by the end of summer. A joint meeting will be scheduled by representatives of the neighboring municipalities and the borough who are serviced by the Northwest EMS to discuss a restructuring of a contribution formula for the future by all municipalities involved. A short discussion concerning Northwest EMS future budgeting issues was held.
- b) A request for a letter of support for the NFWF Pre-Proposal "Chiques-Conoy-Conewago Regional Partnership" was presented for approval. Motion to approve by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Treasurer Report/Payment of Bills:

Presented for approval – Ratified in the amount of **\$504.11** and **General Fund** in the amount of **\$111,504.72**.

Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Committee Reports:

- a) Finance Committee – There was nothing new to report.
- b) Parks and Pools – There was nothing new to report.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – The committee met prior to the council meeting.
 - i. The estimate for the West Chestnut Street repairs was presented for approval. It was noted that the residents directly affected by this paving project were notified of the project and asked for their preference for the repairs. Since bidding the project for paving is not practical at this time, the committee is recommending temporarily stoning and repairing the base for \$1,360.00 and then putting it out for bid to pave in the winter. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously.
 - ii. The Traffic Ordinance Amendments were presented by Mr. Craddock. A request to authorize the Solicitor to prepare the ordinance amendments and advertise was recommended by Mr. Craddock and the Committee. The only change to the Amendments presented by the committee at their meeting was a change for trailer parking from 6 hours to 12 hours and no parking on West Chestnut Street on the North side. Motion to approve proceeding with the changes by Mr. Roth, seconded by Ms. Leech, passed unanimously.
 - iii. The Oak Street Bridge Repair Bid for \$51,143.40 was presented for approval. Motion to approve the bid received by Ms. Leech, seconded by Ms. Gates, passed unanimously.
 - iv. There were 3 Memorial Park MS4/PRP Consultant proposals received by the Borough. Committee is recommending approval of the proposal from Rettew for \$89,000.00. Motion to approve by Mr. Roth, seconded by Ms. Gates, passed unanimously.
 - v. A quote for painting the exterior of the borough building from Ville Painting for \$15,315.29 was presented and recommended for approval by the committee. Motion by Mr. Roth, seconded by Ms. Gates, passed unanimously.
- e) Shade Tree Commission – There was nothing new to report.

Old Business:

- a) Old Fire House – There was nothing new to report.

New Business:

- a) A request for permission to schedule a free movie night behind the pool by the Friends of the Pool Committee on June 19th was presented for approval. Motion to approve by Mr. Roth, seconded by Ms. Gates, passed unanimously.
- b) A request for the purchase of a new freezer and sink for the Pool Concession Stand totaling \$989.72 was presented for approval. Motion to approve by Mr. Roth to approve the purchases for the concession stand, seconded by Ms. Gates, passed unanimously.

Correspondence: The correspondence was in the packet (MAWSA reports, NWEMS reports)

Public Comment:

- It was questioned, as to which Oak Street Bridge is being repaired. The bridge is the one near Hostetter Road and G&G Feed and not the one that is currently closed to all traffic.

Council Meeting was adjourned at 7:49 PM by President Phillips.

Respectfully submitted,

Linda Gerhart
Recording Secretary
May 14, 2019