

Manheim Borough Council Meeting
June 11, 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, Chad Enck and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart.

Approval of Minutes: 5/28/2019 Borough Council Meeting Minutes: Motion to approve by Mr. Enck, seconded by Mr. Roth, passed unanimously.

Visitors:

- a) There were no Visitors.

Borough Codes:

- a) Ms. Czeiner presented her report to council. She updated council on current research for policy clarification for unique situations in the borough with the help of Mr. Becker, Borough Solicitor and Mr. Fisher. Rental inspections are about 50% complete and reminder letters are being sent. Unique vehicle problems are being handled and quick tickets are continually being issued. Zoning Hearing Board met on June 3rd and approved the Special Exception requested for 201 North Main Street. Council was updated on the current situation with ongoing and new citations. The cost of a dumpster permit was questioned and explained.

Borough Engineer Report:

- a) Mr. Craddock presented his report to council. The MS4 Permit has been received and is being reviewed. As part of this permit the Pollutant Reduction Plan has been approved by DEP. Rettew, who was approved for this project, will be starting the work this week, if they have not already. The Borough has been approved for the CDBG in the amount of \$200,000. The Redevelopment Authority is looking for the bid documents to be complete by the middle of July. Motion by Mr. Roth to approve moving forward with the bid documents for this project, seconded by Mr. Enck, passed unanimously. Motion by Mr. Roth to approve the advertisement of the bid documents after a review by the Borough Manager as well, seconded by Ms. Gates, passed unanimously. Mr. Fisher explained that we have flexibility with the final contract bid costs because we will be able to prioritize and reduce the number of ADA ramps if deemed necessary. The bid documents will be forwarded to council when they are complete for review if they are available before the first council meeting in July. Questions were answered pertaining to the Memorial Park project in conjunction with School District Stormwater issues they are currently addressing as well as any effect it may have on the playing fields, Farm Show, etc. The possibility of the crosswalk on East High Street at Main Street being completed by PennDOT while they are working on Market Square was questioned. This work was not intended to be completed by PennDOT, but Mr. Fisher will inquire again to see if they can include it. Otherwise our PW crew is scheduled to complete this work this summer. The upgrade for the crosswalks at the west part of Market Square was also explained.

Mayor and Police Chief Report:

Mayor Funk gave an update on the Rock N Glow 5K Race held Saturday June 1st, which included a Kids Color Fun Run this year. There will be some adjustments made in the future to the closing of streets. Chief Stauffer and Mayor Funk attended the 50th Anniversary Celebration for the Mount Hope Nazarene Retirement Community. The Guns & Hoses Softball Game is scheduled for Wednesday, June 19th starting at 6:30 PM. Mr. Duane Ober will be displaying an old Manheim Fire Engine he recently purchased at the game.

Police Chief Stauffer presented his report to council. He updated Council on the Rock N Glow 5K Race, the Guns and Hoses Softball Game against the Fire Company, the Department's new email system with Webroot to ensure their data is not compromised and some changes with the department's hand guns that is currently being researched for new options to address a firing pin issue. Officer Webb received the Manheim Central School District Champion of Children Award for 2019 for his positive calming effect in the schools. Chief Stauffer has also submitted CDBG Applications for equipment.

A Manheim Central School District MOU between the Manheim Borough Police (Law Enforcement Authority) and Manheim Central School District (School Entity) was presented for approval for Chief Stauffer to sign. Chief Stauffer has reviewed it and feels comfortable signing it. Motion by Mr. Roth to approve, seconded by Ms. Gates, passed unanimously.

Borough Manager Report:

- a) Mr. Fisher presented his summary report to Council. Council was updated on the trash contract time table as this work progresses with LCSWMA through the summer to prepare our bid documents. The water leak in the basement security room was explained and an insurance claim was filed. A very successful Chiques Creek Watershed Expo was held in Memorial Park in the Farm Show Area with over 600 attendees. It was a great education outreach event sponsored by the Chiques Creek Watershed Alliance, whom we support, and helps us meet our MS4 regulatory requirements. An update was given on the paving project meeting for Market Square and West High Street, and in a couple of weeks it should be complete. The South Hazel Street and North Linden Street project will begin in July.
- b) CDBG application has been officially approved as Mr. Craddock had noted earlier in the meeting.
- c) The Roadbotics Project is complete and the data will be used to develop a good priority list and cost estimates for our road projects.
- d) A NRCS Grant application support letter was presented for approval as the Conservation District and the County are technically the sponsors for this grant application. Mr. Fisher briefly explained the 5 to 7 year time table for this project application. Motion to approve by Mr. Enck, seconded by Mr. Roth, passed unanimously. President Phillips thanked Mr. Craddock and Mr. Fisher and noted on behalf of Council their great leadership in moving forward pursuing the many opportunities available to help cover the expenses involved in the ongoing Watershed Projects.
- e) The Rec Center Study was questioned and Mr. Fisher gave a brief update and noted MAEDC will actually have more information available after their meeting next month.

Treasurer Report/Payment of Bills:

Presented for approval – General Fund in the amount of **\$119,418.52** and **Capital Fund** in the amount of **\$5,292.37**. Motion to approve by Mr. Roth, seconded by Mr. Enck passed unanimously.

Committee Reports:

- a) Finance Committee – The Budget process will be starting in the near future.
- b) Parks and Pools – There was nothing new to report. Mr. Enck gave a brief update on information he obtained at the PSAB Conference from community leaders who have had successful renovation projects for their pools, when upgrading them and adding new amenities. Aarons Acres and the Playground Program start next week.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – There was nothing new to report. The Public Works Report was in the packet.
- e) Shade Tree Commission – There was nothing new to report.

Old Business:

- a) Old Fire House – The Historical Society is meeting Thursday with the architect to receive and review the cost estimate for the improvements they are considering if they would take over the building. They will then start discussing whether to pursue the project.

New Business:

- a) There was no New Business.

Correspondence: The correspondence was in the packet (NW EMS Reports)

Public Comment:

- There was no Public Comment.

Ms. Mikayla Regan will be present at the next meeting for consideration as the next Junior Council Person.

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

Respectfully submitted,

Linda Gerhart
Recording Secretary
June 11, 2019