

Manheim Borough Council Meeting
July 30, 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, Pro Tempore Chad Enck, Jean Gates, Elaine Leech, Bryan Howett and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

Approval of Minutes: 7/9/2019 Borough Council Meeting Minutes: Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.

Visitors:

- a) Ms. Kim Hatfield and Ms. Kim Kirchner from the Manheim Swim Team were invited to attend so they could be recognized and thanked for their positive efforts during the summer at the pool with the Swim Team and other pool activities. They gave a recap of another successful swim team season and great invitational swim meet hosted by them in July.

Borough Codes:

- a) The Monthly Code Report will be presented at the next council meeting.

Borough Engineer Report:

- a) The Monthly Engineer Report will be presented at the next council meeting.

Mayor and Police Chief Report:

Mayor Funk gave an update on a very positive discussion he had with Risa Paskoff from Aarons Acres. The Manheim Project is in their second week and he stopped at several sites to thank them for this great yearly event. He gave an update on the many topics discussed at the State Mayor's Conference he recently attended at State College. He noted a positive discussion he had with Senator Scott Martin about Manheim Borough, as well as other events and presentations focusing on Economic Development in different regions of the state.

Police Chief Stauffer presented his report to council. He updated Council on current statistics, a reminder about the National Night Event scheduled for Tuesday, August 6th, a Grant approved for pedestrian channeling devices for intersections, as well as the signage for the new school. There was a meeting held at the New Baron Elementary school to update parents on walking students. All the crossing guards have been hired and will be having their yearly meeting on August 14th at the Police Station. Press releases were also attached. The Mayor thanked Chief Stauffer for applying for the recently approved Grant. It was noted that repairs are needed for the older pedestrian channeling devices already at crosswalks in the borough. Line painting as well as crosswalk painting is currently underway.

Borough Manager Report:

- a) Mr. Fisher presented his summary report to Council. Council was updated on the signs being ordered for the new Baron Elementary School as well as the request to PennDOT to have the School Zone approved. South Hazel Street UGI work is complete. They will begin final restoration work on South Penn, West Stiegel and other Borough streets affected by their work beginning in mid-August. All contracted work on S Hazel and N Linden is scheduled to be completed prior to the start of school. Design work in Memorial Park is continuing. Work on the Waste Management Ordinance is continuing and letters will be sent to property owners that have businesses to let them know that they can opt out of the new trash contract if they qualify. This will help us to get a final number for the contract bid documents scheduled to go out in September. A Norfolk Southern culvert on South Oak, which had fallen over in the past has now had the bank wash away, which in turn affected the road. It was straightened out with a quick response from the

railroad and our Public Works Department. The center line on West High Street is being questioned as to the location being correct. PennDOT measured it today and it is only a few inches off. PennDOT is currently looking at the situation.

- b) The Land Bank
 - i. Ordinance #665 Authorizing Manheim Borough participation in the Land Bank was advertised properly and was presented for approval. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously. The protocol for identifying eligible properties was questioned. The procedure for identifying these eligible properties was explained as it is handled with the establishment of a committee for these decisions.
 - ii. The Intergovernmental Cooperation Agreement for Land Bank was presented for approval. Motion to approve by Ms. Leech, seconded by Mr. Enck, passed unanimously. It was noted that the agreements for each Land Bank property are individualized.
- c) Approval for Resolution 6-2019 prohibiting Video Gaming Terminals within the Borough was presented for review and approval. Motion to approve by Mr. Roth, seconded by Ms. Gates, passed unanimously.
- d) There is currently an opportunity to lock in the rate for the current loan the borough acquired in 2015 which currently has a short-term fixed rate which converts to a variable rate. The new proposal would not extend the length of the term of the current loan. Mr. Fisher explained the lower risk involved with the rate going lower versus higher than the current rate. The process involved to gather the information for council consideration was explained. There would also be an immediate savings to the Borough as well. Authorization to move forward with financial consultant's offer to review this opportunity by Mr. Enck, seconded by Mr. Howett, passed unanimously.

Treasurer Report/Payment of Bills:

Presented for approval – Ratified in the amount of **\$132.30 & \$29,976.07** (For IRS Check & Police Vehicle Lease Payment), **General Fund** in the amount of **\$93,523.85** and **Capital Fund** in the amount of **\$24,294.68**. Motion to approve by Mr. Roth, seconded by Mr. Howett passed unanimously.

Committee Reports:

- a) Finance Committee – The first budget meeting is scheduled for August 20th at 6:30 PM.
- b) Parks and Pools – The committee met before the council meeting. Discussion was held concerning the future of the pool. Comments and suggestions were offered by several individuals in attendance in support of the pool. It was noted that any considerations for continuing operation of the pool for the future should be a 5 year commitment and not continue just year-to-year. Discussion continued concerning the future of a possible Recreation/Community Center, with a feasibility study currently being funded by MAEDC. The borough is currently the only one funding the pool with tax payer money. Continuing and increasing costs for maintenance issues were explained and discussed. Memberships have slightly decreased and the annual loss is approximately \$100,000.00. The need for contributions to the pool by Penn & Rapho Townships was discussed, as many Rapho and Penn Township residents were in attendance. The feasibility of applying for grants was explained and discussed.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – There was nothing new to report.
- e) Shade Tree Commission – There was nothing new to report.

Old Business:

- a) Old Fire House – The Historical Society presented a letter to Council thanking them for the opportunity to acquire the Old Fire House, but they will have to decline after checking into the costs involved to renovate the building for their use. Suggestions for other uses for the building were discussed. The Land Bank could prove very useful for this property. The old fire house property and the current borough office building will be part of the agenda for the next Public Works Committee Meeting.
- b) Draft copies of the Zoning Ordinance Amendments related to limited lodging, signs and CBD parking had been distributed to Council Members and the Mayor for review. The CBD parking comments from the Borough Planning Commission were in favor of the changes. The Sign changes had been recommended previously. The only outstanding draft that was still under review was the limited lodging amendment, which had a few items to define before the advertising process is started. Some concerns with this

amendment were discussed concerning the zoning districts where it would be allowed as guidelines are set for enforcement. Motion by Mr. Roth to move forward only the Sign and CBD Parking related ordinance amendments to the next step and put the limited lodging related amendment on hold, seconded by Mr. Howett, passed unanimously. Motion by Ms. Leech to also move the limited lodging related amendment to the next step as well, seconded by Mr. Howett. After discussion & comments, the motion passed with a vote of 4 to 3 with the Mayor's tie breaking vote. Roll Call Vote: President Phillips - No, Mr. Roth - No, Mr. Enck - No, Ms. Leech - Yes, Ms. Gates - Yes, Mr. Howett - Yes, Mayor Funk - Yes.

New Business:

- a) It was noted that we need to appoint a Manheim Borough Representative to serve on the MAWSA Board due to a vacancy.

Correspondence: The correspondence was in the packet (Library Director's Report, MAWSA Reports)

Public Comment:

- Questions were raised by Ms. Kim Hatfield on the future of the Burgard Elementary School building. Mr. Howett explained the process the school is following to officially approve that school for closure at their next board meeting. They will then look for options for the use of that building. The Stiegel Elementary School is tentatively scheduled for closing in September.

Having no further business, President Phillips adjourned the meeting at 8:12 PM.

Respectfully submitted,

Linda Gerhart
Recording Secretary
July 30, 2019