

Manheim Borough Council Meeting
August 27, 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: 8/13/2019 Borough Council Meeting Minutes: Motion to approve by Ms. Gates, seconded by Mr. Roth, passed unanimously.

Visitors:

- a) Mr. Rob Geib of 103 South Hazel Street was present to discuss the paving project on South Hazel Street. He noted that when the ADA ramp work at the corner of South Hazel Street and East Ferdinand Street was installed, they neglected to protect the brick wall at his property and splashed concrete on an eight foot section. He is requesting a guarantee from council that the repairs to the wall, which needs to be professionally cleaned, will not be his responsibility. Mr. Fisher gave a history of the situation, as the contractor was made aware of the issue and had been in contact with Mr. Geib. The contractor offered to address the issue, and Mr. Geib initially agreed to that, but later decided that he wanted to get his own contractor to address the issue. Pennsy agreed to review a quote from Mr. Geib's contractor, and if it was acceptable to them they would reimburse him. Mr. Geib was advised to submit the quote from his contractor to Mr. Fisher who would present it to Pennsy for review.

Mr. Geib also noted that quite a few portions of the curbing on his street were damaged during the project, as well as curbing on North Linden Street. He is questioning if this is considered acceptable and who is responsible for replacing the curb in the future, as it affects all the properties on the street. The contractor was made aware of the situation and they agreed it was unacceptable and should have not happened. The damage was limited to the surface and did not appear to be structural. The contractor will be repairing the curbs with an approved patching material. There is a walk through schedule for the project on Thursday with the borough engineer to review all punch-list items.

Mr. Tom Reiner of 73 South Hazel Street also commented on the damage to his driveway by a backhoe for the UGI portion of this project. UGI used cold patch to make the repair and he is still waiting for a return call to see how they are going to permanently repair this damage. He has not received a return call back for the recent voice mail he had left to make sure it is going to be repaired before winter. Mr. Fisher stated he would also contact UGI as well about this.

Ms. Catherine Prozzillo also commented on the damage from this project to Swan Park as a result of the installation of the new storm sewer. Mr. Fisher mentioned that they are not finished with the project, as there is still a punch list to be completed for this project, including Swan Park, that includes restoration work items.

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.

- b) The CDBG Project Bid Results were presented to Council by Mr. Craddock, with the low bidder being Doug Lamb Construction for \$232,976, which includes the alternate bid of \$9,724 for additional paving on North Wolf Street to Scout Alley. Motion by Mr. Roth to approve the total bid of \$232,976 from Doug Lamb Construction which includes the alternate bid, seconded by Mr. Howett, passed unanimously. It was noted there will be a possible need to monitor truck traffic using North Wolf with the change in the design of the intersection and turning radius.

Mayor and Police Chief Report:

Mayor Funk gave an update on the opening of the new elementary school and the new traffic flow. He questioned the installation of the new school signs, which will be mounted as soon as they are received as the posts are already installed. The reason they were not received and installed for the opening of school was questioned and explained.

Police Chief Stauffer presented his report to council. He updated Council on the current statistics, the start of their budget process, specialized training received by Officer Webb, SRO; as well as current speed details, football game security and the opening day of school. The Pedestrian Channel Devices have been placed in the streets and the locations were discussed as to the effect it has on truck traffic making local deliveries. Mr. Gene Gehman explained the difficulty his drivers have maneuvering past these devices. The Mayor noted that some of the older Pedestrian Channel Devices need to be repaired, he will be getting a quote for the repairs.

Borough Manager Report:

- a) Mr. Fisher presented his summary report to Council. Council was updated on the painting of the crosswalks at Linden Street for the elementary walkers, the completed audit which has no issues, the draft solid waste ordinance & property owner notifications and the lien payment plan letters that were mailed. The Carel Project is complete and they are ready to have their financial security released. Motion to approve release of the financial security, conditioned on the recording of the as-built plans, by Mr. Enck, seconded by Mr. Roth, passed unanimously.

Treasurer Report/Payment of Bills:

Presented for approval – General Fund in the amount of **\$79,343.23** and **Capital Fund** in the amount of **\$4,937.95**. Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.

Committee Reports:

- a) Finance Committee – The first budget meeting was held August 20th and the next meeting is scheduled for September 17th for the Police portion of the budget. The issue this year will be the Capital budget funding for the Memorial Park stream restoration MS4 project.
- b) Shade Tree Commission – Ms. Gates updated council on the current projects. A replacement tree has been ordered for the tree that burned on Market Square. One person is interested in having their tree stump ground out by the Commission.
- c) Parks /Pool Committee – The Committee met before the Council Meeting. The representatives from the Swim Team that are interested in managing the pool next year will be presenting a plan for consideration, which will hopefully be more cost effective. The committee is very interested in having it open for 5 years. Aarons Acres will be contacted to see if they are interested in continuing to contribute utilize the pool and park for their program and if so, to work out the terms of such an agreement. The Mayor noted that the softball field in Memorial Park needs to be repaired prior to the spring softball season, after the Community Farm Show is completed this year. He said the bleachers also need some updating.
- d) Personnel/Police – There was nothing new to report.
- e) Public Works – There was nothing new to report.
- f) Land Bank – The appointment of committee members was discussed, with 4 members representing the Borough and 2 members representing the School District. The recommended representation on the committee was explained and the qualifications for appointment were discussed. Mr. Roth and Mr. Enck will serve from the Borough and Mr. Howett will possibly serve on behalf of the School District. These

recommended appointments are tabled until the next council meeting so all appointments can be made at the same time.

Old Business:

- a) It was noted that we still need to appoint a Manheim Borough Representative to serve on the MAWSA Board due to a recent vacancy.
- b) Mr. Fisher explained the bond process involved with selecting brokers, the auction scenario versus dealing with a broker directly. It was noted that the School District actually uses the direct broker process. There is no increase in risk choosing one scenario over the other. Motion by Mr. Roth to work with broker RBC directly, seconded by Mr. Enck, passed unanimously.

New Business:

- a) Burgard Elementary School has been officially closed by the School District. It was questioned, if there is still a need for the No Parking signs on South Penn Street in front of the school for school days. The signs will be taken down and then the traffic ordinance will be amended. The Snow Emergency Route will be updated as well. This will be added to the agenda for the Public Works Committee. It was noted that the "Make A Wish Convoy" will be moving to the Manheim area but will not travel through the Borough. The staging area will be at the Manheim Auto Auction.

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

Public Comment:

- Ms. Catherine Prozzillo commented on the possibility of creating more green space, by using the empty green space at Burgard Elementary for a small park. She thought this could be considered in conjunction with the School District. It was suggested that she attend the next School Board Meeting.
- It was noted that there is a tree line of approximately 30 dead Ash trees at 311 East Stiegel Street, which will soon need to be taken down.

With no further business President Carol Phillips adjourned the meeting at 8:12 PM.

Respectfully submitted,

Linda Gerhart
Recording Secretary
August 27, 2019