

Manheim Borough Council Meeting
October 29, 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 and Junior Council Person Makayla Regan
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

Approval of Minutes: 10/8/2019 Borough Council Meeting Minutes: Motion to approve by Ms. Leech, seconded by Mr. Enck, passed unanimously.

Visitors

There were no registered visitors.

Mayor and Police Chief Report:

There was no report from the Mayor.

Police Chief Stauffer presented and reviewed his report with council. He updated Council on the monthly statistics, the New Radios, Tasers and Side Arms, the Body Cams that are scheduled to be fully deployed in January 2020, Trick or Treat Night, the Santa Run and Speed Details continuing in areas of concern. Press Releases were also included in the report.

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.

Borough Manager Report:

- a) Mr. Fisher presented his summary report to Council. He updated them on Junior Achievement Day at MCHS.
- b) The Bond Sale for the refinancing went very well. The closing was held yesterday October 28th and the new bonds are in place.
- c) MAEDC took a vote at their last board meeting to dissolve as they had been holding discussions on the future of the organization. The vote was not unanimous, but the majority did vote to dissolve the corporation and the process has been started. A motion was approved by the MAEDC board that the remaining funds left after all dissolution costs are covered will be distributed to the Borough for Economic Development, primarily for the Market Square Project. It is estimated to be at least \$100,000. The Multimodal Transportation Funding Grant Application currently being completed was explained, as this money from MAEDC would be used as part of the Borough's Matching Funds.
- d) After explanation of what would be involved with the Project in Market Square and the time frame for the grant of 3 years for completion of this project, the Multimodal Transportation Funding Grant Application was presented for approval to apply. It was explained that we would include everything being considered for this project at the time of the application and then could make adjustments to the scope later depending on the outcome of the grant application. Motion by Mr. Roth, seconded by Mr. Howett, passed unanimously, to submit the grant application and all supporting documents and resolutions as required.
- e) CDBG Project – AFP #1 was presented for approval. Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.

- f) Mr. Fisher explained the South Oak Street Bridge repair work that had been performed earlier this year and the most recent bridge inspection report, which was completed just prior to the start of the repair work. It had been noted in the Bridge Inspection Report that it would need to be posted with a weight limitation. However, the proactive repair work schedule by the Borough resulted in the elimination of the need for the weight limitation.

Treasurer Report/Payment of Bills:

Presented for approval – Ratified in the amount of **\$13,246.99, General Fund** in the amount of **\$101,246.73** and **Capital Fund** in the amount of **\$51,520.30**. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously.

Committee Reports:

- a) Finance Committee – They are still waiting for a few numbers to complete the draft budget, but it is very close to completion and they may not need their last budget meeting.
- b) Parks /Pool Committee – The Committee met before the meeting tonight. Ms. Gates gave an update on the general consensus of the committee to keep the pool open, but the need to have a definite plan in place next spring for the future. The Committee meeting was attended by representatives from the YMCA who submitted a proposal to manage the pool for the 2020 season. Motion by Ms. Gates to keep the pool open for the 2020 Season and to keep working to beautify and make improvements to the complex, seconded by Mr. Enck, passed unanimously. Motion by Ms. Gates to approve and prepare the final agreement with the YMCA in the amount of approximately \$129,000.00 to manage the pool for the 2020 Season, seconded by Mr. Roth, passed unanimously. Motion by Ms. Gates to approve the proposed final agreement with Aarons Acres for the 2020 Season in the amount of \$6,212.12 plus an additional contribution of \$20,000.00 to be used for pool repairs, seconded by Ms. Leech, passed unanimously. The YMCA will be involved in reviewing the upgrades needed for the Pool Complex.
- c) Personnel/Police – The Committee will meet in Executive Session at the conclusion of the Council Meeting tonight for Personnel Matters and, will meet in Executive Session on November 12th at 5:30 PM with all of Council regarding Personnel Matters.
- d) Public Works – Nothing new to report and the next meeting scheduled for November 12 has been cancelled. All of Council will be meeting at that time for an Executive Session for Personnel Matters.
- e) Shade Tree Commission – Ms. Gates updated council on the start of the program to help with replacing trees in the Central Business District. Two very large trees have been removed and will be replaced. The new trees for these locations will be planted in the near future. Mr. Fisher will be forwarding the draft Shade Tree Ordinance to all of Council for review.
- f) Land Bank – The committee met Tuesday, October 22nd and had a good meeting. They will be meeting monthly the third Thursday of the Month at 6:30 PM. This is an advisory board to make recommendations to the School District and the Borough and will be advertised with the other Public Committee Meetings for 2020.

Old Business:

- a) Resolution 10-2019 – Police Vehicle Lease was presented for approval. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously. This resolution is being prepared due to the financing of the vehicle.
- b) The Zoning Ordinance Amendment has been advertised for the hearing and action at the November 12th Council Meeting.

New Business:

- a) Trash Bid Results – Bids were received from Good’s Disposal, Eagle Disposal and Waste Industries/GFL. The low bidder was Waste Industries/GFL for \$126/unit without toters and \$138/unit with toters. There was discussion and review of the bids by Council. Motion by Mr. Enck to approve the low bidder and to not use the toters, seconded by Mr. Howett, passed unanimously.
- b) Mr. Fisher presented increased cost information for the trash and recycling program for next year and a recommendation to set the 2020 Solid Waste Fee to a yearly fee of \$220.00 with billing twice a year on January 2nd and July 1st for \$110.00 with the payment due on or before the 31st of each of those months.

Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously. Newsletter will now be mailed with all this new information. The current Opt Out Program for Trash Service was explained. The new Solid Waste Ordinance that needed to be revised for all of the changes for the Trash & Recycling Program will be advertised and enacted at the November 26th Council Meeting, as it will go into effect on January 1, 2020 with all the changes to the new contract approved tonight.

- c) There was only one bid submitted for the Mowing Contract, from our current provider Warihay Enterprises for \$45,150.00 (the itemized list per location is included in the packet). There was an increase from last year. Motion to approve by Mr. Roth, seconded by Ms. Leech, passed unanimously. It was noted that they need to do a better job of trimming and edging.
- d) The annual contribution request from the Manheim Historical Society was presented for approval. Motion by Mr. Howett to contribute their requested amount of \$1,037.00 for 2020, seconded by Ms. Leech, passed unanimously.

It was suggested to start looking at future personnel needs if the maintenance costs for the parks and fields continue to increase each year.

Correspondence: There was no correspondence in the packet.

Public Comment:

- There was no public comment.

Adjournment:

Meeting was adjourned for Council and to Executive Session as well for the Personnel Committee at 7:47 PM by President Phillips for Personnel Matters with no action to follow.

Respectfully submitted,

Linda Gerhart
Recording Secretary
October 29, 2019