

# Manheim Borough News

NOVEMBER 2019

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CODES

FISCAL  
DIRECTOR  
Anna Weaver

ZONING/CODES  
OFFICIAL  
Donna Czeiner

## Fall/Winter Edition

### NEW TRASH CONTRACT

The new Trash Contract has been awarded to Waste Industries/GFL and will go into effect on January 1, 2020. Beginning on this date, certain properties will be either required to opt out of the municipal trash service, or will have the option to opt out. Other properties will be required to remain in the program. The conditions for each of these property categories are as follows.

1. All properties with 4 or less residential units and NO nonresidential units will continue to be required to remain a part of the municipal trash service.
2. All properties with 5 or more residential or nonresidential units, or any combination thereof, will NOT be part of the municipal trash service and will be required to obtain the services of their own trash hauler.
3. All properties with at least 1 nonresidential unit may choose to opt out of being a part of the municipal trash service as long as the total number of units (residential AND nonresidential) on the property is 4 or less.

Properties that are opted out will be required to obtain the services of their own trash hauler. Requests to opt out will be allowed once per year.

Notices have already been mailed to property owners who we have on file as owning properties who are either required or will be allowed to be opted out voluntarily. Should you own one of these types of properties and have not received a notice, please contact the Borough office immediately.

There will be an increase this year for the Trash/Recycling Bills, which will be the first increase in over 5 years. Rising and added costs with the operation of the County Recycling and Trash Programs have made this increase necessary, not only with Manheim but with other municipalities throughout Lancaster County as well. The yearly cost for Trash & Recycling service will be \$220.00, billed in two installments on January 1<sup>st</sup> and July 1<sup>st</sup> at \$110.00 each, and will be due by the 31<sup>st</sup> of January and July, respectively.

### WE NEED YOUR HELP TO RECYCLE RIGHT!

To address the contamination issue in Lancaster County, and ensure curbside recycling is sustainable, we are going “back to the basics” with four material types that have a strong domestic market—meaning, there is a demand for these materials by manufacturers in the U.S. We call these materials the “**Big 4**”: 1) Corrugated Cardboard (like shipping and packing boxes), 2) Metal Food and Beverage Cans, 3) Plastic Bottles and Jugs with a neck, and 4) Glass Bottles and Jars.

If you think something could be recycled, please visit [earth911.com](http://earth911.com) to verify if there is a drop-off location near you.

Visit Lancaster County Solid Waste Municipal Authority’s website at [www.lcswma.org](http://www.lcswma.org) for helpful advice and information, as well as the Borough’s website shown below.....

[www.ManheimBoro.org](http://www.ManheimBoro.org)

Please bookmark and visit the Borough’s website to keep up to date on current activities. The front page is a bulletin board which is constantly updated with important information regarding community events, street closings, public works projects, trash and recycling dates, and much more. The website also includes meeting agendas and minutes and other information, on zoning and codes, stormwater management, and many other matters of interest to the residents of the Borough.

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## Codes and Zoning



My favorite time of year...Fall! Time to do a quick home inspection before winter arrives. Are your windows and doors weathertight? Have you cleaned your furnace and replaced the filter lately? Check your roof gutters for holes or open seams and seal them; clean out the leaves and debris, and sometimes a little garden from the gutters; flush the downspouts. The bottom part of the downspout should be directed away from the foundation and preferably into a grassy area. Any loose roof shingles or siding need to be secured? Chimney cleaning reduces the risk of fire from built up creosote; it is recommended you clean your chimney annually. Check your foundation for any entry areas for mice and seal it up; did you know that mint is a natural mouse repellent – it irritates their noses!

Time marches on and Mother Nature doesn't let up, and we have snow and ice to look forward to when the temperatures drop. Ice and snow on sidewalks must be removed within 24 hours from when the snow/sleet stops. As temperatures rise in the day and get colder at night, snow and ice will freeze and thaw several times over a few days. You are responsible to make your best efforts to ensure that it is maintained to help eliminate risk to anyone walking there and could help to minimize the chance of someone falling. This entails checking the sidewalk regularly until all ice and snow is gone. If you live at a corner it is your responsibility to do your best to keep it safe and clear for school children or those walking about and needing to safely cross the street. If you can't use it safely then no one else can either. Snow is not permitted to be shoveled/blown into the street or onto neighboring properties. **Landlords**, if it snows, the sidewalks need to be shoveled within the same timeline as owner occupied properties; if it snows at your house then it probably snowed in Manheim. It is recommended you appoint someone in the building or pay a willing participant if you can't do it yourself.



**Planning a yard sale? Register your yard sale with the Borough at least one week prior to the date of the sale; there is no fee. Our sign ordinance has changed so check out the guidelines below...**



Signs may be put up 5 days prior to the yard sale date and removed within 24 hours after the event is over. One sign is permitted on each premise frontage where the event is to take place – a maximum of 2 signs are permitted on corner lots, 1 per frontage.

In addition, 2 free-standing directional signs are permitted at 2 separate intersections leading to the event. It is the responsibility of the sign owner to get permission of the property owner at their 2 chosen locations. At no time shall the sign or anything attached to the sign (balloons, etc.) block the public right-of-way or any vehicle sight distance. No yard sale sign shall be larger than of 5 square feet and shall be freestanding. Signs attached to poles, signs or trees are prohibited and may be removed by Borough staff. Signs shall include the address and date of the sale. Yard sale signs shall be removed by Borough staff if found placed without a permit. Signs shall remain at the Borough office for pick-up and disposed of as permitted by law.

**VIOLATIONS:** Unfortunately violations do occur, and while many times they are unintentional, they still need to be addressed. How the violation process works: The first notice sent is informational and explains the violation and provides the owner an opportunity to address the issue prior to being issued a formal violation notice; the second notice is the formal violation notice which provides timelines for corrective action as well as appeals procedures as specified in the applicable ordinance; the third notice is a citation which is filed with the Magisterial District Court. Our goal is compliance, not penalties, so we are always available to answer questions and willing to work with your particular situation to address the violations; just give us a call.

**MISCELLANEOUS:** It is part of the Building Code and PA state law to provide a Co2 detector if you have any type heat except for electric. One should be located outside the bedrooms and one in the basement near your mechanicals. Smoke detectors are required in every bedroom; one within 10' of the bedrooms and one on every floor including the basement and attic if the attic is occupied. Combo detectors are now available, many with a 10-year life span; always follow the manufacturers recommendations for installation.

Merry Christmas! Always use the properly sized and type of extension cords; ratings and use are usually on the tags and whatever packaging they come in. Read them, and that information will help you make the right choices, also be sure they are "UL Listed". An overload or use of an interior cord for the exterior strings of lights can over heat and cause a fire. Outdoor cords must be plugged in to an exterior outlet not pinched through a window or door.



I am available at extension 223, Monday thru Friday or email me at [dceiner@manheimboro.org](mailto:dceiner@manheimboro.org) for questions or comments. To read the Codes report go to [www.manheimboro.org](http://www.manheimboro.org), click on "Government", hover over "Borough Council" and click on "Council Minutes", scroll down below the Council minutes and you will find what I've been up to that month.

Have a Happy Thanksgiving! Donna

## RECYCLING & TRASH UPDATES

The Borough participates in a single stream recycling program which enables you to place all permissible recycled materials in one recycling container. See Page 1 of this newsletter for permissible items.

### Recycling Bins

Recycling Bins are available at the Borough Office for \$6.00. However, you can now use your own plastic container up to 32 gallons for recycling. Stop by the Borough Office today and pick up 2 **Free** large Recycling Decals to put on each side of your container so our Recycling Drivers can easily spot your recycling. Contact the Borough Office with any questions.

### Cardboard Dumpsters

Four corrugated cardboard dumpsters are located at the Logan Park Parking Lot off of West Ferdinand Street.

### Magazine Dumpster

There is a magazine dumpster sponsored by the VFW Auxiliary in the Logan Park Parking Lot off of West Ferdinand Street for the recycling of magazines. Money from this dumpster is used for the Ronald McDonald House in Hershey.

### Battery Bags

Regular household batteries are not to be thrown in the trash. Orange Battery Collection Bags are available at the Borough Office at no charge. Fill the bag, seal it and place it next to your recycling container. The trash hauler will collect the bag during regular trash/recycling days. This does not include auto and utility vehicle batteries, which should also not be placed in your trash as they contain several toxic elements.

### Over Size Items

These items can be put out with your regular trash. They need to have an Orange Over Size Item tag on them, which can be purchased at the Borough Office for \$5.00. You are allowed 2 tagged items per week with your trash.

### Large Appliance

The next large appliance pick-up is scheduled for Thursday, April 16, 2020. A large appliance, or white good, is an appliance with a motor, engine, or compressor. For disposal of your appliance please be sure to purchase a \$15.00 Large Appliance Tag from the Borough Office.

### Tire Pick-up

Tires will also be picked up curbside on the day of large appliance pick-up. Tires must display a \$3.00 tire tag, also available for purchase at the Borough Office.

### Woody Yard Waste Pick-up (For 2020)

**WYW Days (on regular trash days with Green Tags) All Tags are still purchased** at the Borough Office and the Library. **Please Note: APRIL 9TH ONLY FREE NO TAG DAY. GREEN TAG DAYS** April 23, May 7 & 21, June 4 & 18, July 2, 16 & 30, August 13 & 27, September 11 & 24 and October 8 & 22.

### Leaf Pick-ups (For 2019)

Leaf Pick-ups Days (Saturday) start November 9. They will also be held November 16 & 23 and December 7 & 14.

### Reminder

Trash and Recycling pick up is every Thursday except for an adjusted schedule for the following holidays. (New Years Day, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving and Christmas) Cancellations and rescheduling for inclement weather will be posted on our website. Trash and recycling is to be placed curbside after 6:00 PM the evening before your pick-up day. It does need to be placed curbside no later than 5:00 AM on pick up day. You are allowed 3 containers (weighing approximately 40 pounds) of trash per week. If your trash or recycling is missed, please contact the Borough Office immediately at 717-665-2461.

**SUPPORT OUR  
LOCAL  
BUSINESSES**

# Community Calendar [www.ManheimBoro.org](http://www.ManheimBoro.org)

**NOVEMBER 5th**  
Election Day

**NOVEMBER 9th**  
First Day for Leaf Pick up (No Tags for all Leaf Pick ups)

**NOVEMBER 28th THANKSGIVING**  
Borough Office Closed

**NOVEMBER 29th**  
Borough Office Closed  
TRASH DAY

**DECEMBER 2nd to 6th**  
Street Sweeping

**DECEMBER 6th, 7th & 8th**  
Christmas in Manheim

**DECEMBER 7th**  
Santa 5K Run and Walk  
Christmas Tree Lighting

**DECEMBER 14th**  
Last Day for Leaf Pick up

**DECEMBER 24th CHRISTMAS EVE**  
Borough Office Closed

**DECEMBER 25th CHRISTMAS**  
Borough Office Closed

**DECEMBER 27th**  
TRASH DAY

\*\*\*\*\*2020\*\*\*\*\*

**JANUARY 1st NEW YEARS DAY**  
Borough Office Closed

**JANUARY 3rd**  
TRASH DAY

**JANUARY 10th (Friday Note New Day)**  
Christmas Tree Pick up

**FEBRUARY 17th PRESIDENTS DAY**  
Borough Office Closed

**APRIL 9TH**  
WYW Pick ups Starts— (ONLY Free Day with No Tags)

**APRIL 10th GOOD FRIDAY**  
Borough Office Closed

## Trash Bill Payments

**NOTE: NEW DUE DATE**

The Trash and Recycling Bill for the Borough is mailed January 1st and July 1st with the payment due the 31st of January & July. Payments can be made by Check, Cash or Credit Card (Credit Cards Include A Convenience Fee) at the Manheim Borough Office, 15 East High Street or by Credit Card (Credit Cards Include A Convenience Fee) on our website. There is also a drop box at the front door of the Borough Building for your convenience.

If you have any questions, please call the Manheim Borough Office at 665-2461 or contact us on our website at [www.ManheimBoro.org](http://www.ManheimBoro.org).





**CHRISTMAS**  
 Dec. 6 - Dec. 8  
**IN**  
**MANHEIM**

- 5<sup>th</sup> Annual Santa Run & Walk 5K
- Breakfast with Santa at St. Paul's UCC
- Craft Day at the Library
- Holiday Crossings at Historic Manheim Railway Station
- Christmas Tree Lighting with Caroling on Market Square
- Glassblowing at Stiegel Glassworks
- Women's Club Holiday Tour of Homes
- And More!

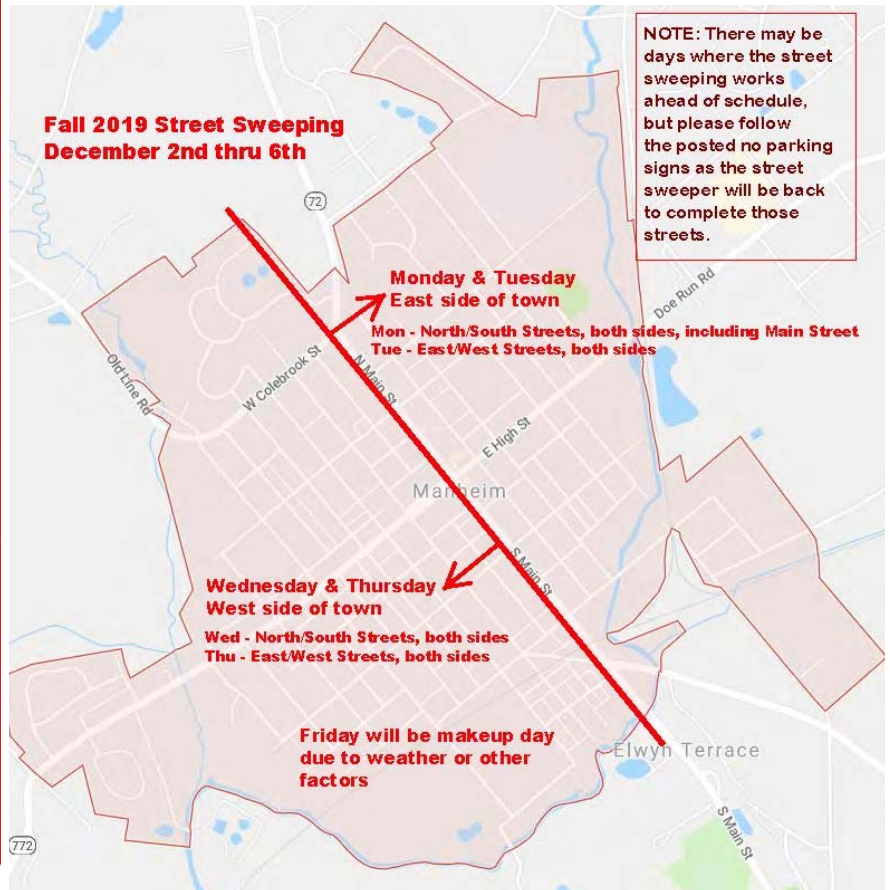
More information at [www.manheimchamber.com](http://www.manheimchamber.com)

**WINTER TIPS FROM THE PUBLIC WORKS DEPARTMENT**

The Winter Season is quickly approaching and with that comes the need for borough residents to work together so each snow and ice event can be handled in the safest way possible. The following tips will assist the Public Works Department in effectively removing snow and ice from the streets during a snow event.

1. Whenever possible, use off-street parking during a snow event. This allows the snowplows to clear the street back to the curb, and clears space for the next storm and helps water to run from the snow melt toward the storm drains.
2. **DO NOT THROW OR BLOW SNOW ONTO THE STREET.** When this is done and the snow refreezes overnight it can become quite icy and dangerous to traffic and a potential liability to the homeowner. Violators may be subject to prosecution as this is a citable offense. If you have someone other than yourself doing your snow removal remind them as well as you would be responsible for your property.
3. **NO CARS SHOULD BE PARKED IN A CUL-DE-SAC.** Plowing cul-de-sacs can be time consuming, and having cars on the street makes it very difficult to clear the snow and turn around.
4. During plowing operations, snow will go into your driveway. If possible, wait until the street is plowed before clearing driveway openings. Shoveling the snow to the right side of your driveway as you face the street allows the snowplow to take the snow away from your driveway.

**Municipal Parking Lots** are available during these events at the intersection of North Wolf Street & East High Street and Danner Alley behind the BBT Bank.



**Fall 2019 Street Sweeping December 2nd thru 6th**

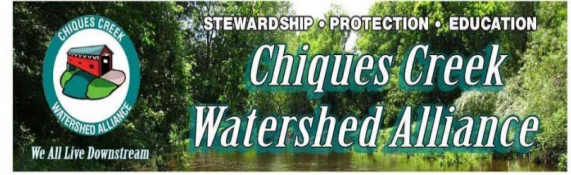
**Monday & Tuesday East side of town**  
 Mon - North/South Streets, both sides, including Main Street  
 Tue - East/West Streets, both sides

**Wednesday & Thursday West side of town**  
 Wed - North/South Streets, both sides  
 Thu - East/West Streets, both sides

**Friday will be makeup day due to weather or other factors**

**NOTE:** There may be days where the street sweeping works ahead of schedule, but please follow the posted no parking signs as the street sweeper will be back to complete those streets.

**MS4/PRP:** Small abbreviations with large ramifications. MS4 stands for Municipal Separate Storm Sewer System, and represents all of the streets, gutters and pipes within the Borough — basically anything that carries storm water runoff from where it falls and into streams...and eventually into the Chesapeake Bay. PRP stands for Pollution Reduction Plan, which is a new requirement to demonstrate how we will physically reduce the amount of pollutants reaching the streams and Bay. As an MS4 municipality located within the Chesapeake Bay watershed, we are responsible for not only the quantity of that water runoff, but also the quality. Rules and regulations have been established by US EPA, passed down to the PA DEP, and, of course, passed further down to us as a local government for ultimate implementation. Be assured that your Borough staff is working hard to maintain compliance with the regulations, and to do so in the most cost-efficient manner possible.



The goals of the Borough's MS4 program are to reduce the discharge of pollutants into our waterways. The water that runs off your property and from the streets goes either into the ground and becomes groundwater or flows through a series of facilities such as swales and pipes to the waterways. If this water isn't cleaned, all the pollutants the water carries end up in the stream and ultimately into the Chesapeake Bay. You can help to keep our water clean by doing the following:

## What residents can do...

- Properly dispose of water from your property (rainwater, pool water, sump pumps, etc.) – directing water runoff over grassy areas, and not into streets and gutters, is required whenever this option is possible.
- Do not wash your car in your driveway or in the street.
- Clean up after your pets.
- Use fertilizers, pesticides, and herbicides correctly, beginning by using absolute minimum recommended application rates.
- Properly secure and store materials that could pollute storm water. When servicing your vehicle, do not allow oil, antifreeze, or other fluids to spill or drain onto any surface of the ground.

**In addition, please monitor the storm water facilities that you see or live near. If you see something that simply looks “wrong” or that is causing these facilities to be polluted or blocked, please call the Borough office at (717) 665-2461.**

## Examples of Illicit Discharges include:

- Sediment leaving a construction site during a storm or being carried out onto the public road
- Spills (Chemical, Gas, Oil)
- Illegal dumping activity into streams or storm water facilities
- Dry weather flows from outfalls into streams (at least 72 hours after a storm)

**[www.ManheimBoro.org/stormwater-management](http://www.ManheimBoro.org/stormwater-management)**



# Manheim Borough Police

211 N. Charlotte Street Manheim, PA 17545  
Station 717-665-2481 Police Dispatch 717-664-1180 Emergency 911

Did you know the Manheim Borough Police Department has...?

Drug Box in our 24 hr. lobby... internet exchange location... K9 Casper a drug finding land shark...



If you **see** something, **say** something®

We also have a patrol division, detectives who specialize in criminal investigations, traffic enforcement and investigations, the coolest SRO (School Resource Officer in the County), Officer Manager Sara Lucky, emergency services and response, Manheim Youth Aid Panel and many more first responder services. But what makes us great are our officers and staff who are dedicated to the members of our community...



## Manheim Borough

15 East High Street  
Manheim, PA 17545

Phone: 717-665-2461

Fax: 717-665-7324

E-mail: [adminassistant@manheimboro.org](mailto:adminassistant@manheimboro.org)

[www.ManheimBoro.org](http://www.ManheimBoro.org)

PRST ST  
US POSTAGE PD  
PERMIT #2  
LITITZ, PA  
17543

### Monthly Meeting Schedule

All meetings begin promptly at 7:00 PM  
in Council Chambers, 15 East High Street

**Parking may be found in the lot at the  
corner of North Wolf and East High Streets**

CA-RT SORT  
POSTAL CUSTOMER LOCAL

#### Borough Council

2nd Tuesday

Last Tuesday

Committee meetings

begin at 5:30 on Council  
meeting nights

#### Zoning Hearing Board

1st Monday

#### Historic Commission

2nd Monday

#### MAWSA

2nd Thursday

#### Planning Commission

3rd Monday

# Boards & Commissions: Thank You for Serving

#### Manheim Borough Council

President, Carol Phillips

Vice President, Brad Roth

Pro Tempore, Chad Enck

Bryan Howett

Jean Gates

Elaine Leech

Makayla Regan, Junior Council Person

Scot Funk, Mayor

#### MAWSA

Robert Miller, Chairman

Paul Shaffer, Vice Chairman

Charles Heisey, Secretary

Barbara Horst, Treasurer

John Haldeman, Asst Secretary/Treasurer

Andrew Nelson

Bernard Reiley

#### Constable

Randall Kreiser

#### Zoning Hearing Board

Bernard Shimko, Chairperson

Jim Williams, Vice Chairman

Dale Peters, Secretary

Catherine Prozzillo

Benjamin Lescavage

#### Historic Commission

Brett Hallacher, Chairperson

Dillan Enck, Vice Chairperson

Deborah Kimmet, Secretary

Dennis Brennan

Donna Hlavacek

#### Planning Commission

J. Michael Eshleman, Chairperson

Anthony Haldeman, Vice Chairperson

Claudia Zug, Secretary

Scot Funk

Carol Phillips