

Manheim Borough Council Meeting
December 10, 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

Ms. Elaine Leech and Ms. Jean Gates were honored and recognized for their dedicated volunteer service and contribution of time to Borough Council for the last 4 years. They were presented with engraved vases from Stiegel Glassworks.

It was noted that Mr. Jared Longenecker and Mr. Noah Martin will be the new Council Members starting in January as well as Dr. Phillips who was reelected to serve another term.

Public Comment: A missing sign advertising the Folk Art Show at the Train Station that had been placed on Market Square was questioned to make sure that it could be replaced or if it was taken down because of a violation of the sign ordinance.

Approval of Minutes: 11/26/2019 Borough Council Meeting Minutes: Motion to approve by Mr. Roth, seconded by Ms. Gates, passed unanimously.

Visitors

- a) Ms. Kelly Lauver of the Manheim Chamber of Commerce was present to request approval for the 2020 Rock N Glow 5K Race scheduled for Saturday, May 30th. There will be no changes to the schedule and activities from the previous years. Motion to approve by Mr. Enck, seconded by Mr. Howett, passed unanimously.

An article from the front page of the Lancaster Newspaper was noted by President Phillips as it pertained to one of our volunteer firefighters and his help with an autistic child who was in distress.

Mayor and Police Chief Report:

Mayor Funk updated Council on the Santa Run and the well-attended Christmas Tree Lighting Event organized by the Manheim BIC Church.

Police Chief Stauffer presented and reviewed his report with council. He updated Council on the current statistics, the Blue Christmas event, the Santa Run 5K, the Motorola Radios that are in service, the officer certification process, Street Sweeping parking tickets issued, an update on the management of their cruiser fleet and ongoing Speed Details. An update was given on finding occupants in houses that were condemned.

The Mayor and Police Chief both extended their appreciation to Ms. Leech & Ms. Gates for their support the last 4 years.

Borough Codes:

- a) Ms. Czeiner presented her report to Council. She updated council on the changes to the format of her council reports, the current status of the rental inspections for 2019, the process for condemnation of properties, the status of citations and the start of 2020 Codes.

Borough Engineer:

- a) Mr. Craddock presented his report to Council. He updated council on the Oak Street Bridge repairs since it was inspected by PennDOT after the initial borough repairs were completed, as the report noted the need for more steel. The contractor has calculated a unit price for this additional work, which should be approximately \$2,600.
- b) Application for Payment #3 in the amount of \$58,685.42 for the CDBG Project was explained and presented for approval. Motion to approve by Mr. Roth, seconded Mr. Howett, passed unanimously.

President Phillips complimented Mr. Fisher and his team on the continued successful grant work.

Borough Manager Report:

- a) Mr. Fisher presented his summary report to Council. Council was updated on the current status and submission of several grant applications and pension plan meetings that were held this past week. The pension plans are in good shape and it was noted the MMOs were completed in October for both plans, but since the actuarial tables were updated, they are slightly underfunded, and this was accounted for in the MMOs.
- b) It was noted that 23 people received write in votes for Tax Collector for the Borough at the November general election. The winner of the election was not interested in serving. The approval of Lancaster County to collect our real estate taxes for 2020 was presented. Motion to approve by Mr. Enck, seconded by Ms. Leech, passed unanimously.

Treasurer Report/Payment of Bills:

Presented for approval – General Fund in the amount of **\$85,308.80**. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.

Committee Reports:

- a) Finance Committee – There was nothing new to report.
- b) Parks /Pool Committee – Discussion was held on the approval of the new pool rates for 2020. The recommendations for rate changes from the YMCA who will be managing the pool had been forwarded to council for their review and consideration. It contained changes to the day pass rates and limit to only 3 day passes per person per season. Motion to approve the rates as presented with the limit of 6 day passes per person per season and the discount period being extended to March 1, 2020 by Mr. Enck, seconded by Ms. Gates, passed with a 5 to 1 vote. Mr. Howett was the nay vote.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works –
 - i. Mr. Fisher explained the current structural status of the East Stiegel Street Bridge and the Bridge Inspection Report the borough received from PennDOT. These repairs are part of the Capital Budget Plan for 2020. According to the report there are repairs that need to be addressed now, so authorization to start this process is being presented for approval so Mr. Craddock can start the working on the bid for these repairs to move forward now. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.
- e) Shade Tree Commission – There was nothing new to report.
- f) Land Bank – The next meeting is scheduled for December 17th at 6:30 PM.

Old Business:

- a) Ordinance #669 – Tax Ordinance was presented for approval as it has been advertised. This would set the new tax millage to 4.89 from 4.64. Motion to adopt by Mr. Roth, seconded by Mr. Enck, passed unanimously, with a vote of 6 to 0.
- b) The 2020 Budget which includes the newly approved tax millage increase was presented for approval. This has been advertised and is ready for action. Motion to approve by Mr. Enck, seconded by Mr. Howett, passed unanimously.

New Business:

- a) The Annual CM High Traffic Signal Maintenance Contract in the amount of \$2,310.00 (the same cost for the last 4 years) was presented for approval. Motion to approve by Ms. Leech, seconded by Mr. Roth, passed unanimously.
- b) While the meeting was still in session, Mayor Funk stated that he would be vetoing the Tax Ordinance (Ordinance #669) which was approved by council earlier in the meeting, and stated for the record that his objections were that he believed a tax increase was not necessary and the projected deficit should be covered by surplus funds as we have had a surplus the last few years, and that as a Borough Mayor in Pennsylvania, he does not have a lot of say in the budget process. The ordinance was then, while the meeting was still in session, reconsidered by Borough Council after the Mayoral veto. A motion was made by Mr. Roth to approve Tax Rate Ordinance #669, second by Mr. Enck, and passed unanimously with a 6-0 vote. Final Tax Rate Ordinance #669 was therefore duly adopted at the December 10, 2019 Borough Council Meeting in accordance with Sections 3301.3 and 1310 of the Borough Code.

Correspondence: (NW EMS Report)

Public Comment:

- Mr. Luke Fisher requested clarification of what the approved tax mill increase will be, which is .25 mills. He also suggested offering a military discount for pool rates in the future. He requested information on the procedure for having your name put on the ballot for elections. He was told to contact the Lancaster County Board of Elections in Lancaster. He also offered his opinion on the handling of day pass purchases for the pool.
- Ms. Catherine Prozzillo questioned the procedure for overriding the veto by council of the budget by the mayor. She made positive comments on the constant transition and improvements happening in the borough.
- Ms. Donna Hlavacek from Stiegel Glassworks also presented Mr. Fisher with the financial information from the Glassworks that had been requested at the previous council meeting.

Adjournment:

Motion to Adjourn at 8:03 by Ms. Leech, seconded by Ms. Gates, passed unanimously.

Respectfully submitted,

Linda Gerhart
Recording Secretary
December 10, 2019