

Manheim Borough Council Meeting  
February 11, 2020 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, Noah Martin, Jared Longenecker, Bryan Howett, Junior Council Person Mikayla Regan and Mayor Scot Funk
- **Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

**Approval of Minutes:** 1/28/2020 Borough Council Meeting Minutes: Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.

**Visitors**

- a) Mr. Jay Mylin, Chairman of the Operations Committee and Ms. Tracy Zimmerman, Parade Organizer from the Manheim Community Farm Show were present to give their yearly update of highlights for the Farm Show in October and to discuss any concerns or suggestions for improvement of the event for next year. Mr. Mylin highlighted the record setting food stand revenue, the outstanding livestock sale and the borough wide generosity and volunteer hours of the Council, Borough staff, Police Department, Businesses, Residents and Organizations which continue to make this event such a huge success. There was once again no issues considering the large crowds that attend the farm show and parade each year. He wanted to thank everyone for the great working relationships that keep making this event so successful. Ms. Zimmerman expressed her appreciation and thanks also for the wonderful continued relationship especially with the Police Department and Emergency Management. She mentioned the fliers they post each year concerning parking and the fact that chairs cannot be put out until 3 hours prior to the parade start which is 4:00 PM. There was some confusion as to the time it was allowed this past year and they are working to make sure the time is advertised correctly. The enforcement aspect of handling chairs being placed before the 4:00 PM was discussed concerning the collection and removal of chairs placed too early. The many issues involved with this practice were discussed, including the fact that some people are sitting in these chairs early in the afternoon and that residents are not able to sit in front of their own homes. The need to keep sidewalks clear until students are home from school was discussed. Further discussion will be held to make a decision on how and who will be handling this enforcement issue. The street sweeper that went through the day after the parade was also mentioned and greatly appreciated, as well as the clean-up & general volunteer help scheduled for the day after by the Manheim Central Senior High School students and the students from LAMS. Ms. Zimmerman also presented a request to once again hold the parade on the Wednesday Night of Farm Show Week, October 7<sup>th</sup> 2020. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.

**Mayor and Police Chief Report:**

Mayor Funk updated Council on the Historic Tour held February 1st by Julie Gergely of the Borough, which proved to be very informative. The group met at the Gazebo and was well attended by approximately 50 to 60 people. He attended the Manheim Chamber dinner the past Thursday night with his wife at the Barn & Barrel and noted that it was a very nice evening and the Chamber did a great job planning it.

Police Chief Stauffer presented and reviewed his report with council. He updated them on the Community Outreach Coffee with a Cop event & attendance at a Girl Scout Meeting, First Aid & CPR Training, Fire Arms & Taser Training and Qualification, the Body Work Camera Training Implementation, the Continuing Grant Donation from the Elstonville Sportsmans Club for \$6,000 and Speed Details. The 2019 Year End Report should be available for release at the first meeting in March.

- i. Resolution 28-2020 Disposition of Records was presented for approval. Motion to approve by Mr. Martin, seconded by Mr. Roth, passed unanimously.

- ii. Resolution 29-2020 Vehicle Trade in Police Cruisers was presented for approval. Motion to approve by Mr. Enck, seconded by Mr. Howett, passed unanimously.
- iii. Drug Task Force Contribution was explained by Chief Stauffer and presented for approval. Motion to approve by Mr. Roth, seconded by Mr. Longenecker, passed unanimously.

Council was updated on the current status of the ongoing radar bill in the state.

**Borough Codes:**

- a) The monthly code report was presented to Council by Mr. Fisher. The next Zoning Hearing is scheduled for March 2<sup>nd</sup>. It is for the Burgard School.

**Borough Engineer:**

- a) Mr. Craddock presented his monthly engineering report. Council was updated on the plans for remediation of the ponding at Mill Street and South Hazel Street. Mr. Craddock did receive a subdivision and land development application for 160/162 North Charlotte Street and gave council an update on the project.

**Borough Manager Report:**

- a) Mr. Fisher presented his summary report to Council. Council was updated on the Final Settlement on Friday, February 7<sup>th</sup> between the Land Bank and the Borough for 26 East High Street.
- b) The Turkey Vultures are back in the borough. Mr. Fisher explained about using the USDA Contract again to place the effigies in hope that it will help again deter them from roosting. The USDA Contract was explained and presented for approval for \$2,473.69. Motion to approve by Mr. Enck, seconded by Mr. Howett, passed unanimously.

**Treasurer Report/Payment of Bills:**

**Presented for approval – General Fund** in the amount of **\$92,282.88** and **K9 Fund** in the amount of **\$2,150.91**. Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.

**Committee Reports:**

- a) Finance Committee – There was nothing new to report.
- b) Parks /Pool Committee – There was nothing new to report.
- c) Public Works –
  - i. The Committee met before the Council Meeting. The Public Works Director Report is in the packet.
  - ii. The South Charlotte Street limited parking request that was presented at the last council meeting was discussed. The committee is recommending to have one space at this location with a sign for client parking from 9:00 AM to 7:00 PM Wednesday thru Friday. Motion by Mr. Enck to have client parking Wednesday thru Friday for 9:00 AM thru 7:00 PM at this location, seconded by Mr. Longenecker, passed unanimously. The enforcement of this parking limitation was explained.
  - iii. CDBG Project recommendation will be presented at the next council meeting.
- d) Shade Tree Commission – The draft ordinance had been distributed to council previously for review and was also forwarded to the new council members for their input, before it is finalized. The scope of the Shade Tree Commission responsibilities and what this Ordinance would cover as far as enforcement and recommendations and guidance for property owners was explained. After discussions and additional recommendations from council and the audience it was decided to table the Ordinance, with work ongoing to make more adjustments to this Ordinance. The flexibility of the budgeting process for this Commission was explained.
- e) Land Bank – Settlement was held Friday, February 7<sup>th</sup> for the borough property at 26 East High Street.

**Old Business:** There was no old business.

**New Business:**

- a) The Lead Paint Ordinance had been forwarded to council for review. It was noted that there are 2 cases of lead poisoning in the borough to date. Discussion was held and many questions and points were raised as to the provisions of this Ordinance. Chipped paint in rental units was discussed as to whether this is currently part of the rental inspection process. It was decided after much discussion and many opinions voiced to table this Ordinance for further research on the best logistical way to address the items presented especially the handling and responsibility of property owners with chipping interior paint and the handling of these repairs. It is believed that lead paint can be encapsulated to make a property safe. Questions that were presented will be researched for answers and council is encouraged to bring forward any additional thoughts.
- b) Appointment of Mr. Duane Ober as Deputy Coordinator for EMA was presented for approval. Motion to approve by Mr. Howett, seconded by Mr. Enck, passed unanimously.

**Correspondence:** There was no correspondence

**Public Comment:** There was no public comment.

**Executive Session:**

Motion by Mr. Roth to move to Executive session for personnel matter and legal discussion at 8:32 PM, seconded by Mr. Enck, passed unanimously.

Council returned from Executive Session at 8:53 PM.

Motion by Mr. Enck to continue to follow the previously approved repayment plan policy and terms for liened properties and not allow alternatives at this time, seconded by Mr. Roth, passed unanimously.

Motion by Mr. Roth to authorize the Solicitor to file motions for alternative service for the Writs of Scire Facias for the Johnson and Martin properties, seconded by Mr. Enck, passed unanimously.

**Adjournment:**

Motion by Mr. Roth to Adjourn at 8:55 PM, seconded by Mr. Howett, passed unanimously.

Respectfully submitted,

Linda Gerhart  
Recording Secretary  
February 11, 2020