

Manheim Borough Council Meeting
May 26, 2020 7:00 PM
Manheim Borough, Manheim, PA

- **Roll Call:** President Carol Phillips, Vice President Brad Roth, Pro Tempore Chad Enck, Noah Martin, Jared Longenecker and Mayor Scot Funk.
- **Staff:** Borough Manager/Secretary, James R. Fisher, Police Chief, Joseph Stauffer and Recording Secretary, Linda Gerhart

This meeting was held via Zoom. The information for public participation was provided on the Borough's website, and posted on the front door of the Borough building.

These proceedings were recorded for purposes of preparation of meeting minutes.

ANNOUNCEMENTS:

It was noted that any comments or questions during the meeting could be e-mailed to boroughmanager@manheimboro.org.

The Meeting was called to order by President Carol Phillips.

Representatives from Landis Communities presented a possible preliminary project scope for senior housing that they are considering and researching for the vacant property at the end of North Hazel Street. Since it would include a request for a change in Zoning, this presentation will give Council a chance to consider this for the future, if they do officially submit it for consideration and rezoning. They explained the scope of the project and income levels this senior housing project would benefit. The Danner Home which serves 12 residents will be closing and this new plan would be for approximately 50 units. There was a clearance letter issued by DEP in 2016 with requirements and restrictions for building on this site, since it was used as a Quarry/Dump years ago. The letter from DEP will be shared for all as it is public information. Many comments were offered for consideration. Access roadways, traffic patterns and emergency vehicle access were mentioned, as well as walkability to the downtown area. Mr. Fisher gave an overview of the process for this type of Zoning Change, as there would be reviews by Planning Commissions, Public Hearings, Advertisements and the final Approval that would be a Borough Council decision. The requested zoning change for this location would probably be to R-4. Landis Communities is looking for input and comments from the community and the immediate neighbors. A additional public meeting was also suggested should Landis Communities decide to pursue this further. Council was thanked for giving time for the presentation to get the conversation, consideration and thought process started.

ACTION ITEMS:

1. **Approval of 5/12/20 Borough Council Meeting Minutes:** Motion to approve by Mr. Martin, seconded by Mr. Enck, passed unanimously.
2. **Payment of bills (list in packets along with Budget YTD and reserves report): Presented for approval- General Fund** in the amount of **\$132,308.44**, **Capital Fund** in the amount of **\$24,988.20** and **Greenways Grant** in the amount of **\$2,137.75**. Motion to approve by Mr. Roth, seconded by Mr. Longenecker, passed unanimously. Mr. Fisher gave a brief update on the status of the budget to date and how the revenue figures compare to other years. The EIT payments are fairly close to budget, but the real estate tax payments are lower than past years at this date.
3. **Municipal Concurrence Letter for West High Street Bridge Replacement** – Mr. Fisher explained the acknowledgement by the Borough of the minor environmental impact that is involved with this project to the area both temporarily & permanently. It was suggested to inquire about having help with truck traffic routing if possible. Proposed Plans for the bridge replacement will be available on the Borough Website.

The plans for the temporary traffic control will be available as well as contact phone numbers for PennDOT if residents have questions for them directly. These letters are a start with our approval for the final design of the plans to move forward. There will be sidewalks across the bridge. The project time line is approximately starting middle of 2021 and lasting 15 to 18 months. Motion to approve the letters to move forward by Mr. Roth, seconded by Mr. Martin, passed unanimously.

- 4. Opening of Playgrounds** – Mr. Fisher gave some background on the playgrounds currently being closed and staying closed for the Yellow Phase that is scheduled for June 5th. Discussion was held on the pros and cons of opening the playgrounds against Phase Yellow Guidelines. Signs were suggested with language that will show the responsibility of the parents to make wise choices when allowing their children on the playground equipment as they are to stay closed. There would not be constant sanitizing and supervised use of the equipment for the public as they are not to be opened during the Yellow Phase. There are also playgrounds on the school properties, which would not involve the Borough. It was noted that these are uncharted waters for how to deal with these issues of liability. Our solicitor and insurance agent have been contacted for their input. It was suggested not to put caution tape on the equipment anymore since people have been continuously removing it. Motion by Mr. Roth to take down all caution tape on the equipment and place signs that say the playground equipment is closed by order of the state and that the equipment is not being sanitized, seconded by Mr. Longenecker, passed unanimously. It was noted that when the Yellow Phase is in effect, the borough will again be renting pavilions to gatherings of 25 people maximum. The portable toilets will not be sanitized daily, when they are placed back in the parks as the Yellow Phase goes into effect.

Mayor Funk updated council on the Memorial Day placement of a wreath donated Mr. Enck at the Fulton Bank Memorial along with Chief Stauffer, Officer Goss and Officer Miller. The MCHS Graduating Senior Posters are being displayed throughout the Borough. Council was updated on modified Graduation Ceremony to be held June 4th & 5th at Memorial Stadium. Mr. Funk has been in touch with the Farm Show Committee as they decide on the scheduling of the Farm Show for this year. They will be making a decision in August as they are currently working to proceed full speed ahead for now with the blessing of council.

Police Chief Stauffer presented and reviewed his report with council. He highlighted the statistics and noted that there were zero traffic accidents in the borough this past month which never happens. They will be doing aggressive driver enforcement in the following weeks. Council was updated on attempted Vehicle Break-Ins, the MCSD Graduation, Crime Watch, a Combative Subject Incident, COVID-19 Response and the Lancaster County District Attorney's guidance on handling citations.

Borough Codes:

- a) The monthly Code Officer & Admin Report was presented and briefly reviewed by Mr. Fisher.

Borough Engineer:

- a) There was nothing new to present by the Borough Engineer.

Borough Manager Report:

- a) Mr. Fisher presented his Monthly Manager's Summary to Council. Council was updated on some of the changes in the office to accommodate staff because of COVID-19, the work on getting a quote for a Buzz-In System from Select Security for the Borough Building for the future when we open again, and the East High Street/South Wolf Street Intersection Paving Project which will be starting on Wednesday May 27th. The current status of the YMCA for providing services next year to manage the pool was mentioned as their plans to merge with another YMCA have changed. Some grants have been delayed due to the COVID-19 situation but some approvals are starting to come in so projects will be able to keep moving. The situation with coordination of payment plan arrangements for past due trash payments with these residents was discussed. It was decided to be flexible for another month with payment plans as the staff works with these property owners to help bring their accounts current. Trash Bills will be processed as usual.
- b) Letters offering Free Radon Kits by the American Lung Association will be mailed to Borough Residents.

- c) Street Sweeping and the handling of parking tickets was discussed as more residents are currently home during the day. Chief Stauffer explained their struggles each year to citing the residents. They will follow the road crew as they clean streets as they have in the past.

Committee Reports: The committees have not been meeting.

- a) Finance Committee – There was nothing new to report. They will start meeting in August.
- b) Parks /Pool Committee – There was nothing new to report.
- c) Public Works – There was nothing new to report.
- d) Shade Tree Commission – There was nothing new to report.
- e) Land Bank – There was nothing new to report. They did meet on May 20th. They are basically on hold right now with potential projects.

Old Business:

- a) There was no old business.

New Business:

- a) There was no new business.

Correspondence: MAWSA Manager's Report was in the Packet.

Public Comment: There was no public comment.

Executive Session: The Meeting was recessed to Executive Session at 9:00 PM by President Phillips for a litigation matter.

The Meeting returned from Executive Session at 9:17 PM.

Motion by Mr. Roth to direct the Solicitor to not file a response to the Objection to the Proof of Claim regarding the outstanding trash and recycling lien for the account discussed in Executive Session, seconded by Mr. Enck, passed unanimously.

Adjournment:

With no further business the meeting was adjourned at 9:19 PM.

Respectfully submitted,

Linda Gerhart
Recording Secretary
May 26, 2020