

Manheim Borough Council Meeting

July 14, 2020 7:00 PM

Manheim, PA

- **Roll Call:** President Carol Phillips, Vice President Brad Roth, Pro Tempore Chad Enck, Noah Martin, Jared Longenecker, Bryan Howett 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](mailto:boroughmanager@manheimboro.org).

The Meeting was called to order by President Carol Phillips at 7:00 PM.

**HEARING OF VISITORS:**

There were no registered visitors

**ACTION ITEMS:**

1. **Approval of 6/30/20 Borough Council Meeting Minutes:** Motion to approve by Mr. Enck, seconded by Mr. Martin, 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 **\$72,160.88** and **Capital Fund** in the amount of **\$27,952.99 (\$27,787.99 + \$165.00 Greenways Grant Fund)**. Motion to approve by Mr. Roth, seconded by Mr. Howett, passed unanimously.

**Mayor and Police Chief Report:**

Mayor Funk updated council on the protest march in the Borough on Wednesday July 8<sup>th</sup>. It went very well with no arrests or injuries. There was a lot of police coverage with over 50 Police Officers present. The route for the march had been given to the Police Department ahead of time. It cost the Borough approximately \$25,000 for just this event. Mayor Funk met with MCSD Superintendent Aiken and the District SRO Officer Webb, as well as approximately 13 current and past students and parents to discuss and hear stories of things that have happened throughout the years at the schools and in the borough. He mentioned the large amount of fireworks that were set off in the Borough on the 4<sup>th</sup> of July. He noted that he talked to Heather Zeamer about using The Supply for future council meetings in July and August. Mr. Fisher noted also that the Farm Show Committee had also said that from August on we could use their building for Council Meetings except for Farm Show Week.

Police Chief Stauffer presented his report to council. He first addressed the protest march and covered more of the details of the peaceful march attended by approximately 60 to 70 protestors as well as council members and the Mayor. He covered the safety measures that were put in place to protect the protestors and the borough residents, as it was a huge undertaking and took countless hours of planning for the event as well as the implementation the day of the event. The Body Cams were once again used to capture all the events. The Police Department has seen an overwhelming amount of support from the community. He also noted the Aggressive Driving Details and the Traffic Study for the 5 Points Intersection on South Charlotte Street. Press releases were also presented. Mayor Funk complimented Chief Stauffer on his leadership during the Protest March.

**Borough Codes:**

- a) The Monthly Administrative and Codes Report will be presented at the next council meeting

**Borough Engineer:**

- a) Mr. Craddock presented his report to council. He updated them on the work currently happening on East High Street for the new drain pipe installation. This contractor work is for the bore holes to locate existing utilities while waiting for notice about our grant application. An update was also given on the North Laurel Street flooding issue as the investigation into the cause continues to then formulate a design concept.
- b) The CDBG Project Change Order #2 and Application for Payment #5 were explained and presented for approval. Motion to approve by Mr. Martin, seconded by Mr. Roth, passed unanimously.

**Borough Manager Report:**

- a) Mr. Fisher presented his Monthly Manager's Summary to Council. Council was updated on the current continuing work with the grant agencies. The work is almost complete for the MAEDC Dissolution as the final paperwork necessary has been submitted and judge will be sending in the recommendation for approval for the funds to be transferred to the Borough. We are still waiting for the grant decision for the Market Square Project. The Memorial Park Project has not gone out to bid yet, but is ready. There is still some work that needs to be with DCNR involving the many parcels that make up Memorial Park to see if there are any restrictions with these parcels.
- b) The Contract for the 2020 CDBG Grant has been received and authorization for the Borough Manager to sign the contract is being presented for approval. Motion to approve by Mr. Howett, 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 – The Committee met at a Zoom Meeting before the Council Meeting.
  - i. The Public Works Report was in the packet.
  - ii. Discussion was held concerning the 5 Points Intersection on South Charlotte Street. Committee recommends authorizing Mr. Craddock to conduct a study of how to implement all way stop signs at the intersection. Motion to approve by Mr. Enck, seconded by Mr. Martin, passed unanimously.
  - iii. Discussion was held on how to handle replacing the banners on the poles throughout the Borough in the future.
- d) Shade Tree Commission – There was nothing new to report.
- e) Land Bank – There was nothing new to report.

**Old Business:**

- a) It was suggested to put up caution tape in the area of the tree project at Logan Park to keep the area as safe as possible until the trees are down and taken away.
- b) It was questioned if there was any more thought given to putting in sidewalk at the South End of Hazel Street at Swan Park. Mr. Fisher explained the situation at this area, as part of it actually goes through Swan Park. Mr. Craddock had estimated that it would take about 1,000 feet of new sidewalk. A map of the area was shown to better explain where improvements could be made on the actual path that goes through the park instead of adding parallel sidewalk. It would cost approximately \$20,000 to put in new sidewalk. After discussion improvements will be looked into further to possibly improve the existing walking path portion through Swan Park instead.

**New Business:**

- a) A complaint was received about noise issues on Stedman Alley due to trucks coming, going and idling at Power Pro at all times of the night. A Letter has been sent to Power Pro concerning this issue. Residents have been instructed to call the Police when there is noise issues and also when the alley is blocked as each of these types of incidents are occurring. This is an ongoing problem that needs to have the truck

drivers being responsible, not the just business. Chief Stauffer explained some of the ongoing problems and complaints in this area of the Borough concerning trucks.

- b) Discussion was held on scheduling live Council Meetings. After much discussion it was decided to have the July 28<sup>th</sup> meeting at The Supply if possible and then start meeting at the Farm Show Building from August on.
- c) Mr. Enck presented information he was given on the success at Lititz Rec Pool since they opened their new facility, including large increases in memberships.

**Correspondence:** MAWSA Reports, NWEMS Reports, Fire Department Reports & PennDOT Speed Study Letter  
Mr. Fisher noted the letter about the requested Speed Study from PennDOT. It was suggested getting more help from Representative Fee in this matter.

It was noted that Lancaster District Attorney's Office gave our Police Department a Letter of Commendation for the handling of the Protest March.

**Public Comment:**

There was no Public Comment.

**Adjournment:**

The Meeting was adjourned by President Phillips at 7:44 PM

Respectfully submitted,

Linda Gerhart  
Recording Secretary  
July 14, 2020