

Manheim Borough Council Meeting
August 25, 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. Also, Attendees are directed to use the hand-raise function in Zoom if they would like to comment. Attendees will also be given the opportunity to comment prior to any vote or moving on to a new agenda item.

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

HEARING OF VISITORS:

Ms. Donna Hlavacek was present to update council on an earlier approved request for the Celebrate Manheim Tour of the Town on Saturday September 5th at 1:00 PM sponsored by the Ruth Mackley Democratic Club. It will now be held on Saturday September 12th at the same time due to a conflict with a participant. The Police Department has been notified of the change and will be receiving the final details.

ACTION ITEMS:

1. **Approval of 8/11/20 Borough Council Meeting Minutes:** Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.
2. **Payment of bills (list in packets along with Budget YTD and reserves report): Presented for approval-Ratified General Fund** in the amount of **\$1,367.00 (SWIF), General Fund** in the amount of **\$99,672.14** and **Capital Fund** in the amount of **\$347.75**. Motion to approve by Mr. Roth, seconded by Mr. Longenecker, passed unanimously.

Mayor and Police Chief Report:

Mayor Funk did not have a report for Council.

Police Chief Stauffer presented his report to council. Council was updated on the monthly statistics, the start of the preliminary budget process, the start of SRO returning to MCSD with a body cam, Speed Details, Stop Sign Details and August 24th meeting and training updates for Crossing Guards. It was noted that Body Cam use was approved by the school district and reminders will be posted everywhere possible that school will be starting Monday August 31st and to be aware of the many walkers in the borough. The Mayor also updated council on his discussion with Public Works Director on the bad condition of the Pedestrian Crossing Signs especially on the west side of the borough. They are looking to repair them if possible, but are also moving some throughout the borough to better locations where the crossing guards are located. Council was also given copies of 3 Outside Agency Commendations for Officer John Hoffner and Officer Kirk Colwell & K9 Casper.

Ms. Donna Hlavacek questioned Chief Stauffer on growing concern of speeding in the borough. She was questioning the possible installation of speed bumps and speed regulation signs. Chief Stauffer explained what is currently being done as the situation is being discussed by the Borough Manager, the Borough Engineer and himself. There would need to be traffic studies implemented for these problem areas if they prove necessary.

Chief Stauffer explained how speed bumps are placed mostly for pedestrian safety and not speed control. Speed regulation signs would help and could be considered for the budget process. Markings painted on the streets at the intersections that have 4 way stop signs were also suggested to make drivers more aware to stop. Public Works has gotten a stencil to paint these warnings on the streets.

Borough Codes:

- a) The Monthly Administrative and Codes Reports were presented to council.
- b) Due to technical difficulties, Ms. Czeiner was not able to address council with any comments or answer questions. Council can e-mail her if they have any questions or comments about the report.

Borough Engineer:

- a) The Monthly Engineering Report will be presented at the next council meeting.
- b) Council was updated on the status of the possible change order for the North Linden /East High Street Stormwater Project by Mr. Fisher. It may not need a change order but only a change of quantity instead. If there is a need for one it will be presented at a future council meeting. It was explained that we did not receive a small grant we had hope to possibly use for this project. It was noted that the crosswalk in question was not part of the original project. Once the numbers are complete and available, it will be discussed for approval.

Borough Manager Report:

- a) Mr. Fisher presented his Summary Manager Report to council. The staff is still sorting through some things with the changes to the building.
- b) Authorization for the Borough Manager to certify the Lancaster County CARES Act reimbursement documents was presented for approval. The Borough's allocation is \$30,134. The Borough will continue to track all the items that can be reimbursed in case we would have additional items that qualify in the future and there is an allocation for additional funds. Motion to approve by Mr. Enck, seconded by Mr. Martin, passed unanimously. Mr. Fisher was thanked for his work on this.
- c) Resolution 35-2020 Adding Uninvest Bank to our authorized bank depositories was presented for approval. Mr. Fisher explained the addition of this bank depository for possible consideration of future deposits. Motion to approve by Mr. Roth, seconded by Mr. Enck, passed unanimously.

Committee Reports:

- a) Finance Committee – The First Budget Meeting will be held in council chambers with the finance committee only on September 1st at 6:30 PM, with the public available to attend via Zoom. It will be for the Police portion of the budget. If the equipment to allow this to occur in person is not available, the entire meeting will be conducted via Zoom
- b) Parks /Pool Committee – There was nothing new to report. The repairs being made to the pool were questioned and Mr. Fisher updated council on the current status and that they are proceeding as originally planned.
- c) Personnel/Police – There was nothing new to report.
- d) Public Works – There was nothing new to report.
- e) Land Bank – They met on August 18th. Mr. Fisher updated council on the possibility of hearing from them in the next month or so. The interest in the Old Fire House is on hold. There is possible interest in a second property in the borough.
- f) Shade Tree Commission – There was nothing new to report.

Old Business: There was no Old Business.

New Business: There was no New Business

Correspondence: MAWSA Report

Public Comment:

Ms. Donna Hlavacek thanked the Borough for cleaning up the branches on the walk on South Hazel Street at the old elementary school. She noted the placement of a huge white metal drop box for the collection of clothing and shoes on East High Street at the Masonic building parking lot. She questioned whether there is any permission requirements for placing these types of boxes in the borough, as it right up against the sidewalk and very visible and looks bad. Mr. Fisher noted that the Codes Officer is listening and she had texted him that we do not regulate those types of boxes.

Ms. Catherine Prozzillo questioned whether the e-mail that she had sent to the Borough Manager after the last council meeting expressing her concern about the Mummau Park Dance Recital approval and the possible 250 attendees was sent to council. Mr. Fisher did forward it and Council members acknowledged that they did receive the e-mail. Mr. Fisher explained that there have been other events such as company picnics with tents used in the park as well, but this event went to council for approval because they were going to bring a stage. It was explained that when the pavilion is rented it does not close down the park. There is some limitation on the park use because of the activity, but the park is never totally closed or restricted to the public. She wanted to again express her concern on how the decision was made. She also noted that she is seeing people parking on Chestnut Street at Mummau Park on the grass. She was wondering if there is any enforcement and no parking signs for parking on the grass at the park. She has pictures she will be forwarding to Mr. Fisher and the Police Chief for review.

Adjournment:

Motion by Mr. Enck to adjourn the council meeting at 7:39 PM, seconded by Mr. Martin, passed unanimously.

Respectfully submitted,

Linda Gerhart
Recording Secretary
August 25, 2020