



# Manheim Borough News

OCTOBER 2020

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### VICE PRESIDENT

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### PRO TEMPORE

Chad Enck

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RECYCLING

### COORDINATOR

Teresa Rohrer

### FISCAL

DIRECTOR

Anna Weaver

### ZONING/CODES

OFFICIAL

Donna Czeiner

## Fall/Winter Edition

### Progress...

While this year has had more than its share of setbacks, we continue to take the steps necessary to move the Borough forward. Earlier this year storm drainage improvements were made by our public works crew on New Charlotte Street. This project also addressed safety issues associated with a partially collapsed culvert. South Oak Street was also resurfaced in a joint project with Penn Township. The sidewalk along W. Gramby Street was replaced due to significant damage that had been occurring from adjacent trees. The Memorial Park Stream Restoration Project is expected to begin later this fall. This project will improve water quality in the Chiques, help the Borough to meet its state-mandated pollution reduction requirements for TWO permit cycles, and will include new walking trails and associated amenities. Grants have already been secured to cover 75% of the total costs. The second phase of storm water improvements near the High School will also commence this Fall, with 80% of the costs being funded through a CDBG grant award. Drainage issues at the intersection of N. Linden and E. High Streets near the new Baron Elementary School are also being addressed with upgrades to the storm sewer system in that area. Finally, structural improvements will be made to the E. Stiegel Street bridge to address deficiencies noted in the biannual inspection report.

In spite of the severe economic downturn, the Borough's finances remain strong. Safety practices have resulted in significant insurance rebates, and the Borough's participation in a regional municipal health insurance cooperative keeps our rates low (they even dropped in 2020!) and has produced substantial annual premium refunds. The Borough's good credit rating also allowed for a refinancing of our debt which provided large initial savings and ongoing stability by eliminating the uncertainty of a variable rate while taking advantage of historic low interest rates.

As we all look forward to the day when terms like "social distancing" and "covid" are preceded by "remember when...", we want our residents to be assured that your Borough Council, Mayor, and the entire staff are diligently working to tackle the problems of the day while also planning for our future.

### WE NEED YOUR HELP TO RECYCLE RIGHT!

To address the contamination issue in Lancaster County, and ensure curbside recycling is sustainable, we are going "back to the basics" with four material types that have a strong domestic market—meaning, there is a demand for these materials by manufacturers in the U.S. We call these materials the "Big 4": 1) Corrugated Cardboard (like shipping and packing boxes), 2) Metal Food and Beverage Cans, 3) Plastic Bottles and Jugs with a neck, and 4) Glass Bottles and Jars.

If you think something could be recycled, please visit [earth911.com](http://earth911.com) to verify if there is a drop-off location near you.

Visit Lancaster County Solid Waste Municipal Authority's website at [www.lcswma.org](http://www.lcswma.org) for helpful advice and information, as well as the Borough's website shown below.....

## [www.ManheimBoro.org](http://www.ManheimBoro.org)

Please bookmark and visit the Borough's website to keep up to date on current activities. The front page is a bulletin board which is constantly updated with important information regarding community events, street closings, public works projects, trash and recycling dates, and much more. The website also includes meeting agendas and minutes and other information, on zoning and codes, stormwater management, and many other matters of interest to the residents of the Borough.

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## Codes and Zoning



My favorite time of year...Fall! Time to do a quick home inspection before winter arrives. Are your windows and doors weathertight? Have you cleaned your furnace and replaced the filter lately? Check your roof gutters for holes or open seams and seal them; clean out the leaves and debris, and sometimes a little garden from the gutters; flush the downspouts. The bottom part of the downspout should be directed away from the foundation and preferably into a grassy area. Any loose roof shingles or siding need to be secured? Chimney cleaning reduces the risk of fire from built up creosote; it is recommended you clean your chimney annually. Check your foundation for any entry areas for mice and seal it up; did you know that mint is a natural mouse repellent – it irritates their noses!

Time marches on and Mother Nature doesn't let up, and we have snow and ice to look forward to when the temperatures drop. Ice and snow on sidewalks must be removed within 24 hours from when the snow/sleet stops. As temperatures rise in the day and get colder at night, snow and ice will freeze and thaw several times over a few days. You are responsible to ensure that they are maintained to help eliminate risk to anyone walking there and your effort will help to minimize the chance of someone falling. This entails checking the sidewalk regularly until all ice and snow is gone. If you live at a corner it is your responsibility to keep it safe and clear for school children and those walking about and needing to safely cross the street. If you can't use it safely then no one else can either. Snow is not permitted to be shoveled/blown into the street or onto neighboring properties. **Landlords**, if it snows, the sidewalks need to be shoveled within the same timeline as owner occupied properties; if it snows at your house then it probably snowed in Manheim. It is recommended you appoint someone in the building or pay a willing participant if you can't do it yourself.



**Planning a yard sale? Register your yard sale with the Borough at least one week prior to the date of the sale; there is no fee. Our sign ordinance has changed so check out the guidelines below...**



Signs may be put up 5 days prior to the yard sale date and removed within 24 hours after the event is over. One sign is permitted on each premise frontage where the event is to take place – a maximum of 2 signs are permitted on corner lots, 1 per frontage.

In addition, 2 free-standing directional signs are permitted at 2 separate intersections leading to the event. It is the responsibility of the sign owner to get permission of the property owner at their 2 chosen locations. At no time shall the sign or anything attached to the sign (balloons, etc.) block the public right - of - way or any vehicle sight distance. No yard sale sign shall be larger than of 5 square feet and shall be freestanding. Signs attached to poles, signs or trees are prohibited and may be removed by Borough staff. Signs shall include the address and date of the sale. Yard sale signs shall be removed by Borough staff if found placed without a permit. Signs shall remain at the Borough office for pick-up and disposed of as permitted by law.

**VIOLATIONS:** Unfortunately violations do occur, and while many times they are unintentional, they still need to be addressed. How the violation process works: The first notice sent is informational and explains the violation and provides the owner an opportunity to address the issue prior to being issued a formal violation notice; the second notice is the formal violation notice which provides timelines for corrective action as well as appeals procedures as specified in the applicable ordinance; the third notice is a citation which is filed with the Magisterial District Court. Our goal is compliance, not penalties, so we are always available to answer questions and willing to work with your particular situation to address the violations; just give us a call.

**MISCELLANEOUS:** It is part of the Building Code and PA state law to provide a Co2 detector if you have any type heat except for electric. One should be located outside the bedrooms and one in the basement near your mechanicals. Smoke detectors are required in every bedroom; one within 10' of the bedrooms and one on every floor including the basement and attic if the attic is occupied. Combo detectors are now available, many with a 10-year life span; always follow the manufacturers recommendations for installation.

Merry Christmas! Always use the properly sized and type of extension cords; ratings and use are usually on the tags and whatever packaging they come in. Read them, and that information will help you make the right choices, also be sure they are "UL Listed". An overload or use of an interior cord for the exterior strings of lights can over heat and cause a fire. Outdoor cords must be plugged in to an exterior outlet not pinched through a window or door.



I am available at extension 223, Monday thru Friday or email me at [dczeiner@manheimboro.org](mailto:dczeiner@manheimboro.org) for questions or comments. To read the Codes report go to [www.manheimboro.org](http://www.manheimboro.org), click on "Government", then scroll down and click on "Monthly Codes Reports" and you will find what I've been up to that month.

Have a Happy Thanksgiving! Donna

## RECYCLING & TRASH UPDATES

The Borough participates in a single stream recycling program which enables you to place all permissible recycled materials in one recycling container. See Page 1 of this newsletter for permissible items.

### Recycling Bins

Recycling Bins are available at the Borough Office for \$6.00. However, you can now use your own plastic container up to 32 gallons for recycling. Stop by the Borough Office today and pick up 2 **Free** large Recycling Decals to put on each side of your container so our Recycling Drivers can easily spot your recycling. Contact the Borough Office with any questions.

### Cardboard Dumpsters

Four corrugated cardboard dumpsters are located at the Logan Park Parking Lot off of West Ferdinand Street.

### Magazine Dumpster In the Logan Park Parking

**(Temporarily Closed until Further Notice by The Ronald McDonald House Charities)**

### Battery Bags

Regular household batteries are not to be thrown in the trash. Orange Battery Collection Bags are available at the Borough Office at no charge. Fill the bag, seal it and place it next to your recycling container. The trash hauler will collect the bag during regular trash/recycling days. This does not include auto and utility vehicle batteries, which should also not be placed in your trash as they contain several toxic elements.

### Over Size Items

These items can be put out with your regular trash. They need to have an Orange Over Size Item tag on them, which can be purchased at the Borough Office for \$5.00. You are allowed 2 tagged items per week with your trash.

### Large Appliance

The next large appliance pick-up is scheduled for April 2021. A large appliance is any appliance with a motor, engine, or compressor. For disposal of your appliance please be sure to purchase a \$15.00 Appliance Tag from the Borough Office.

### Tire Pick-up

Tires will also be picked up curbside on the day of appliance pick-up in April 2021. Tires must display a \$3.00 tire tag, also available for purchase at the Borough Office.

### Woody Yard Waste Pick-up (For 2020)

**WYW Day (on regular trash days with Green Tags) All Tags are still purchased** at the Borough Office and the Library. **Please Note: LAST GREEN TAG DAY is October 22nd.**

### Leaf Pick-ups (For 2020) **NO TAGS ARE NEEDED**

Leaf Pick-ups Days (Saturday) start October 31st. They will also be held November 14 & 21 and December 5 & Final Day will be December 19th which is a change from the original list of dates published at the beginning of this year. Please put all Leaf Bags out the night before the pickups after 6:00 PM. **Please note Trick or Treat Night is October 30th.**

### Reminder

Trash and Recycling pick up is every Thursday except for an adjusted schedule for the weeks Major Holidays are on Monday thru Thursday of that week. Cancellations and rescheduling for inclement weather will be posted on our website. Trash and recycling is to be placed curbside after 6:00 PM the evening before your pick-up day. It does need to be placed curbside no later than 5:00 AM on pick up day. You are allowed 3 containers (weighing approximately 40 pounds) of trash per week. Extra Bag Tags can be purchased at the Borough Office. If your trash or recycling is missed, please contact the Borough Office immediately at 717-665-2461.

**SUPPORT OUR  
LOCAL  
BUSINESSES**

# Community Calendar [www.ManheimBoro.org](http://www.ManheimBoro.org)

**OCTOBER 22nd**  
Last Day for Yard Waste Pickups

**OCTOBER 30th**  
Trick or Treat Night  
6:00 PM to 8:00 PM

**OCTOBER 31st**  
First Day for Leaf Pick up (No Tags for all Leaf Pick ups)

**NOVEMBER 3rd**  
Election Day—PLEASE VOTE!

**NOVEMBER 26th THANKSGIVING**  
Borough Office Closed

**NOVEMBER 27th**  
Borough Office Closed  
TRASH DAY

**1ST WEEKEND IN DECEMBER**  
Christmas in Manheim

**DECEMBER 7th to 11th**  
Street Sweeping

**DECEMBER 5th**  
Christmas Tree Lighting

**DECEMBER 19th**  
Last Day for Leaf Pick up

**DECEMBER 24th CHRISTMAS EVE**  
Borough Office Closed  
TRASH DAY

**DECEMBER 25th CHRISTMAS**  
Borough Office Closed

**DECEMBER 31st NEW YEARS EVE**  
TRASH DAY

\*\*\*\*\***2021**\*\*\*\*\*

**JANUARY 1st NEW YEARS DAY**  
Borough Office Closed

**JANUARY 8th (Friday)**  
Christmas Tree Pick up

**FEBRUARY 15th PRESIDENTS DAY**  
Borough Office Closed

**APRIL 2nd GOOD FRIDAY**  
Borough Office Closed

**APRIL**  
WYW Pick ups Start

## Trash Bill Payments DUE DATE REMINDER

The Trash and Recycling Bill for the Borough is mailed January 1st and July 1st with the payment due the 31st of January & July. Payments can be made by Check, Cash or Credit Card (With Convenience Fee) at the Manheim Borough Office, 15 East High Street or by Credit Card (With Convenience Fee) on our website. There is also a drop box at the front door of the Borough Building for your convenience.

If you have any questions, please call the Manheim Borough Office at 717-665-2461 or contact us on our website at [www.ManheimBoro.org](http://www.ManheimBoro.org).

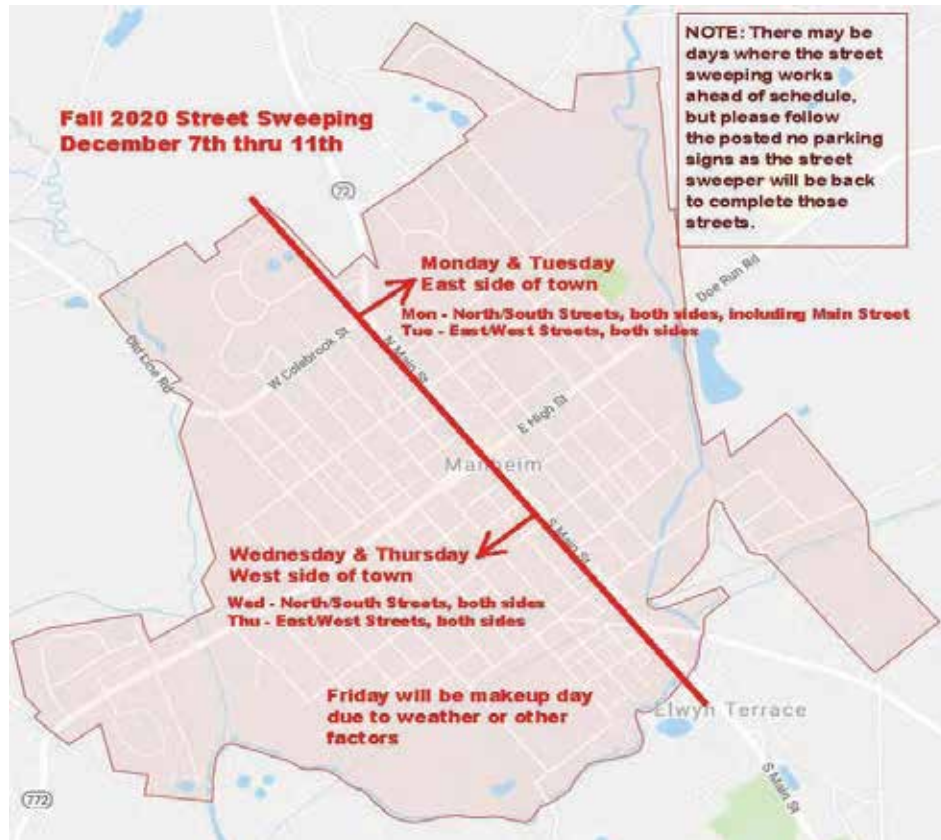
**FROM THE PUBLIC WORKS DEPARTMENT**

The Winter Season is quickly approaching and with that comes the need for borough residents to work together so each snow and ice event can be handled in the safest way possible. The following tips will assist the Public Works Department in effectively removing snow and ice from the streets during a snow event.

1. Whenever possible, use off-street parking during a snow event. This allows the snowplows to clear the street back to the curb, and clears space for the next storm and helps water to run from the snow melt toward the storm drains.
2. **DO NOT THROW OR BLOW SNOW ONTO THE STREET.** When this is done and the snow refreezes overnight it can become quite icy and dangerous to traffic and a potential liability to the homeowner. Violators may be subject to prosecution as this is a citable offense. If you have someone other than yourself doing your snow removal remind them as well as you would be responsible for your property.
3. **NO CARS SHOULD BE PARKED IN A CUL-DE-SAC.** Plowing cul-de-sacs can be time consuming, and having cars on the street makes it very difficult to clear the snow and turn around.
4. During plowing operations, snow will go into your driveway. If possible, wait until the street is plowed before clearing driveway openings. Shoveling the snow to the right side of your driveway as you face the street allows the snowplow to take the snow away from your driveway.

**Municipal Parking Lots** are available during these events at the intersection of North Wolf Street & East High Street and Danner Alley behind the BBT Bank.

Please visit [www.ManheimBoro.org](http://www.ManheimBoro.org) regularly for important Borough information.



**MS4/PRP:** Small abbreviations with large ramifications. MS4 stands for Municipal Separate Storm Sewer System, and represents all of the streets, gutters and pipes within the Borough — basically anything that carries storm water runoff from where it falls and into streams...and eventually into the Chesapeake Bay. PRP stands for Pollution Reduction Plan, which is a new requirement to demonstrate how we will physically reduce the amount of pollutants reaching the streams and Bay. As an MS4 municipality located within the Chesapeake Bay watershed, we are responsible for not only the quantity of that water runoff, but also the quality. Rules and regulations have been established by US EPA, passed down to the PA DEP, and, of course, passed further down to us as a local government for ultimate implementation. Be assured that your Borough staff is working hard to maintain compliance with the regulations, and to do so in the most cost-efficient manner possible.



The goals of the Borough's MS4 program are to reduce the discharge of pollutants into our waterways. The water that runs off your property and from the streets goes either into the ground and becomes groundwater or flows through a series of facilities such as swales and pipes to the waterways. If this water isn't cleaned, all the pollutants the water carries end up in the stream and ultimately into the Chesapeake Bay. You can help to keep our water clean by doing the following:

## What residents can do...

- Properly dispose of water from your property (rainwater, pool water, sump pumps, etc.) – directing water runoff over grassy areas, and not into streets and gutters, is required whenever this option is possible.
- Do not wash your car in your driveway or in the street.
- Clean up after your pets.
- Use fertilizers, pesticides, and herbicides correctly, beginning by using absolute minimum recommended application rates.
- Properly secure and store materials that could pollute storm water. When servicing your vehicle, do not allow oil, antifreeze, or other fluids to spill or drain onto any surface of the ground.

**In addition, please monitor the storm water facilities that you see or live near. If you see something that simply looks “wrong” or that is causing these facilities to be polluted or blocked, please call the Borough office at (717) 665-2461.**

## Examples of Illicit Discharges include:

- Sediment leaving a construction site during a storm or being carried out onto the public road
- Spills (Chemical, Gas, Oil)
- Illegal dumping activity into streams or storm water facilities
- Dry weather flows from outfalls into streams (at least 72 hours after a storm)

**[www.ManheimBoro.org/stormwater-management](http://www.ManheimBoro.org/stormwater-management)**

# Manheim Borough Police

211 N. Charlotte Street Manheim, PA 17545  
Station 717-665-2481    Police Dispatch 717-664-1180    Emergency 911



Drug Box in our 24 hr. lobby    An internet exchange location    K9 Casper a drug finding land shark

In 2020, every sworn officer now utilizes Body Worn Cameras during their duties.

We also have a patrol division, detectives who specialize in criminal investigations, child abuse investigators, traffic enforcement and investigations, the coolest SRO (School Resource Officer in the County), Officer Manager Sara Lucky, emergency services and response, Manheim Youth Aid Panel and many more first responder services.

But what makes us great are our officers and staff who are dedicated to the members of our community...



## Manheim Borough

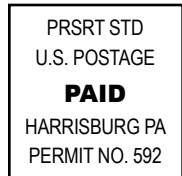
15 East High Street  
Manheim, PA 17545

Phone: 717-665-2461

Fax: 717-665-7324

E-mail: [adminassistant@manheimboro.org](mailto:adminassistant@manheimboro.org)

[www.ManheimBoro.org](http://www.ManheimBoro.org)



### Monthly Meeting Schedule

All meetings begin promptly at 7:00 PM  
in Council Chambers, 15 East High Street  
**Parking may be found in the lot at the  
corner of North Wolf and East High Streets**

#### Borough Council

2nd Tuesday  
Last Tuesday  
Committee meetings  
begin at 5:30 on Council  
meeting nights

#### Historic Commission

2nd Monday

#### MAWSA

2nd Thursday

#### Zoning Hearing Board

1st Monday

#### Planning Commission

3rd Monday

\*\*\*\*\*ECRWSEDDM\*\*\*\*

**POSTAL CUSTOMER**

Manheim, PA 17545

# Boards & Commissions: Thank You for Serving

#### Manheim Borough Council

President, Carol Phillips  
Vice President, Brad Roth  
Pro Tempore, Chad Enck  
Bryan Howett  
Noah Martin  
Jared Longenecker  
Scot Funk, Mayor

#### MAWSA

Robert Miller Chairman  
Paul Shaffer, Vice Chairman  
Charles Heisey, Secretary  
Barbara Horst, Treasurer  
John Haldeman, Asst Secretary/Treasurer  
Andrew Nelson  
Bernard Reiley

#### Constable

Randall Kreiser

#### Zoning Hearing Board

Bernard Shimko, Chairperson  
Jim Williams, Vice Chairman  
Dale Peters, Secretary  
Catherine Prozzillo  
Benjamin Lescavage

#### Historic Commission

Dillan Enck, Chairperson  
Donna Hlavacek, Vice Chairman  
Brett Hallacher, Secretary  
Deborah Kimmet  
Dennis Brennan

#### Planning Commission

J. Michael Eshleman, Chairperson  
Anthony Haldeman, Vice Chairperson  
Claudia Zug, Secretary  
Scot Funk  
Carol Phillips