

Manheim Borough Council Meeting
February 9, 2021 7:00 PM
15 East High Street
Manheim, PA

- **Roll Call:** President Carol Phillips, Vice President Brad Roth, Pro Tempore Chad Enck, Jared Longenecker, Bryan Howett and Mayor Scot Funk
- **Staff:** Borough Manager/Secretary, James R. Fisher, Police Chief, Joseph Stauffer and Public Works Director, Lindsey Uhlig

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 Vice President Roth.

HEARING OF VISITORS:

- There were no registered visitors.

ACTION ITEMS:

1. **Approval of 1/26/21 Borough Council Meeting Minutes:** Motion to approve by Mr. Enck, seconded by Mr. Longenecker, passed unanimously.
2. **Payment of bills (list in packets along with 2020 Budget YTD and reserves report): Presented for approval- General Fund** in the amount of **\$95,895.51** and **Capital Fund** in the amount of **\$1,083.44 (Greenway Grant)**. Motion to approve by Mr. Howett, seconded by Mr. Enck, passed unanimously.

Mayor and Police Chief Report:

Mayor Funk did not have a report.

Police Chief Stauffer presented his report to council. Comments were offered on the number of signs being questioned on West High Street as you come into the Borough. The AXON Fleet Cameras were installed the week of February 5th and the first weekend they were already proven to be a valued tool for the Department for disputed violations and recording incriminating statements during 4 or 5 incidents. The K9 Replacement Cruiser and the Detective's Fusion have also been placed into service. The new Cruisers are also being prepared to be added.

Borough Codes:

- a) The Monthly Administrative and Codes Reports will be presented at the next Council Meeting.

Borough Engineer:

- a) The Monthly Engineering Report was presented to Council by Mr. Craddock. East Stiegel Street Bridge repairs have been completed, and the punch list will be addressed. The North Laurel Street drainage improvements are complete and an application for payment has been submitted by the contractor. Repaving the disturbed area will be in the Spring, as well as a Final Inspection by the Redevelopment Authority.

- b) An Application For Payment for the North Laurel Street drainage improvements in the amount of \$136,778.15 was presented for approval. This amount is totally covered by the CDBG paid for by the Redevelopment Authority. The Borough still needs to approve it before it is forwarded to the Redevelopment Authority for payment. Motion to approve by Mr. Enck, seconded by Mr. Howett, passed unanimously. It was recommended that Mr. Craddock keep in contact with the property owners involved in this project to get feedback if there are less water issues in the future at their properties.

President Phillips joined the meeting.

Borough Manager Report:

- a) Mr. Fisher presented his Summary Manager Report to Council. Council was updated on the noise issue at the Stevens Feed Mill. He had contacted a representative at the Feed Mill, and they are making positive changes to their operation as they will be moving part of their operation to another location. They recognize there is a difference in operating in a town versus a rural location. He asked for suggestions and the hours of operation were discussed with positive adjustments to be put into effect. Discussions are continuing with potential new owners of the Clair building. There will be an announcement of the final plans in the near future.

Committee Reports:

- a) Finance Committee – There was nothing new to report.
- b) Parks /Pool Committee – There was nothing new to report.
- c) Personnel/Police – There was nothing new to report.
- d) Public Work – The Committee met prior the Council Meeting.
 - i. The Public Works Report was in the Packet.
 - ii. Discussion was held on the street projects for the future. Mr. Craddock had prepared an updated priority list of street projects currently being considered. They are East Ferdinand Street, Lorraine Avenue, South Wolf Street, South Reading, Saylor Alley & Potter Intersection, and Spahr Alley. Mr. Fisher gave an update on the Liquid Fuels money that would be available and the projects that the Public Works Department could be part of. Motion by Mr. Roth to authorize Mr. Craddock to proceed with preparation of the bids and specs for the 2021 recommended list of streets mentioned previously, seconded by Mr. Enck, passed unanimously. The Motion was revised to include a previously approved project on West Chestnut Street that was never completed. Motion to add West Chestnut Street to approve by Mr. Enck, seconded by Mr. Roth, passed unanimously.
 - iii. The future CDBG project to be considered for submission of a Letter of Intent was explained. Mr. Fisher explained the project, which was to be incorporated with a Penn Township project. It would have been an extension of the sidewalks on East High Street to the Penn Township Streetscape project. The Penn Township project has now changed, so it is being proposed that we extend the sidewalks from Memorial Drive on the North side and partially in front of the church on the South side of East High Street to the railroad tracks. Motion to approve the submission of a Letter of Intent by Mr. Roth, seconded by Mr. Howett, passed unanimously. This sidewalk extension would also meet the trail, which is part of the Stream Restoration Project. It was noted that the sidewalks on the East High Street bridge are the responsibility of the borough for snow removal.
- e) Land Bank – There was nothing new to report.
- f) Shade Tree Commission – There was nothing new to report.

Old Business:

- a) The Traffic Ordinance Amendment was presented for approval. It was properly advertised and available for review at the Borough Office. There was no public comment. Motion to approve the Traffic Ordinance Amendment, with 2 noted minor spelling changes by Mr. Roth, seconded by Mr. Enck, passed unanimously.

New Business:

- a) Ms. Amanda Groff from Harbor Engineering presented the Manheim Central High School Land Development Plan on behalf of the School District for the High School located at 400 East Adele Avenue. She explained the project showing a colored rendering of the significant changes being made to the site as the school looks to make improvements to the High School to better serve the students. She explained the building upgrades as well as the site changes being proposed. Traffic and water & sewer capacity will not change as the student count is not changing. The stormwater for this project will be associated with the Stream Restoration Project in Memorial Park. There is an individual approved NPDES Permit for this project. There has been several approved Zoning Variances and an approved Special Exception for this project. Some buildings are going to be relocated. Questions were entertained before her presentation continued. Reconfiguring the area for javelin throwing at track meets was questioned for safety issues since it is near the road. The requested Modifications and Waivers sections from the Manheim Borough Ordinances were explained. The comment letter from the Mr. Craddock has been addressed and Mr. Craddock is comfortable with all the items that Ms. Groff has explained in her presentation. The Planning Commission has reviewed this plan. The increase to lighting in this plan will not affect the neighboring residences. There was a discussion on the lighting plan by Moore Engineering. The Modifications and Waivers for Land Development were presented for approval. Mr. Luke Fisher questioned and commented on whether this is directional lighting on the plan. Motion to approve the requested modifications and waivers by Mr. Longenecker, seconded by Mr. Enck, passed unanimously with Mr. Howett abstaining as he is employed by the Manheim Central School District. Motion for Conditional Approval based on meeting the remaining items on Mr. Craddock's letter by Mr. Enck, seconded by Mr. Longenecker, passed unanimously with Mr. Howett abstaining as he is employed by the Manheim Central School District.

Correspondence: There was no correspondence.

Public Comment: Ms. Catherine Prozzillo questioned the responsibility of clearing snow at Intersections, ADA Ramps and Sidewalks. Mr. Fisher explained the handling of these situations.

Motion by Mr. Roth to move to Executive Session for personnel matters at 7:58 PM and then adjourn the meeting, seconded by Mr. Enck, passed unanimously.

Respectfully submitted,

Linda Gerhart
Recording Secretary
February 9, 2021