

## **Manheim Borough Council Meeting**

Reorganization Meeting

January 3, 2022, 6:30 PM

Manheim Borough Building, Manheim

This meeting is being held in person and via Zoom. The information for public participation via Zoom as well as additional information on the agenda items is provided on the Borough's website at [www.manheimboro.org](http://www.manheimboro.org). The meeting is being recorded for the purpose of assisting in creating minutes.

Newly Elected Manheim Borough Officials were sworn in by the Honorable Scott Albert, Esq.

Councilperson, Brad Roth

Councilperson, James Blanck

Council has been notified that the winner of the election for one of the Ward 1 council seats, Andy Sensenig, will not be accepting the position and therefore will not be taking the oath of office. Therefore, in accordance with the PA Borough Code, as of the date of this meeting, a vacancy exists. Council has 30 days to fill the position by resolution. The opening will be advertised on the borough website and social media page.

Call to Order:

Due to the absence of Mayor Funk, motion by Mr. Martin, Second by Mr. Roth to select Ms. Phillips to preside over meeting until election of officers is completed. Approved unanimously. Ms. Phillips called the meeting to order at 7:04 PM.

**Roll Call:** Carol Y. Phillips, Brad Roth, Noah Martin, Jared Longenecker, James Blanck.

**Staff:** Borough Manager, James R. Fisher, Police Chief, Joseph Stauffer

### **Pledge of Allegiance and Moment of Silent Meditation**

### **Election of Officers**

Mr. Martin nominated for President by Mr. Longenecker, no further nominations, passed unanimously.

Mr. Longenecker nominated for Vice President by Mr. Martin, no further nominations, passed unanimously.

Mr. Blanck nominated for Pro Tempore by Mr. Martin, no further nominations, passed unanimously.

**Remarks from the President Elect:** President Martin expressed his appreciation for being elected as council president and is looking forward to working with council to keep the borough moving forward.

- Appointment of Committees
  - Police/Personnel: Ms. Phillips, Chair, Mr. Roth
  - Public Works: Mr. Roth, Chair, Ms. Longenecker
  - Parks, Pool & Rec: Mr. Longenecker, Chair, Mr. Blanck
  - Finance: Mr. Roth, Chair, Ms. Phillips

It was noted that for the expiring seat on the Zoning Hearing Board, the current member was interested in continuing, and two additional letters of interest were submitted, from J. Ralston and S. Hayduk. After a brief discussion, motion by Mr. Longenecker, second by Ms. Phillips, to appoint Shawn Hayduk, passed unanimously.

Motion by Mr. Roth, second by Mr. Longenecker for approval of Resolutions 1-2022 thru 28-2022 as presented. Mr. Martin asked for comments or questions on any of the resolutions. With no comments or further discussion on any of the resolutions, motion passed unanimously.

- a. Resolution 1-2022 – Secretary
- b. Resolution 2-2022 – Assistant Secretary
- c. Resolution 3-2022 – Chief Administrative Officer
- d. Resolution 4-2022 – Treasurer
- e. Resolution 5-2022 – Assistant Treasurer, Benefits Coordinator, Privacy Official for Benefits
- f. Resolution 6-2022 – Zoning Officer, Code Enforcement Officer, Building Code Official
- g. Resolution 7-2022 – Auditor
- h. Resolution 8-2022 – Solicitor
- i. Resolution 9-2022 - Borough Engineer
- j. Resolution 10-2022 - Open Records Officers
- k. Resolution 11-2022 – Building Code Official, and Building Code Plan Review and Inspection Services
- l. Resolution 12-2022 – Bank Depositories and Bank Signatories
- m. Resolution 13-2022 – Disposition of Records
- n. Resolution 14-2022 – Civil Service Commission Members
- o. Resolution 15-2022 – Sewage Enforcement Officer
- p. Resolution 16-2022 – Fire Protection Services
- q. Resolution 17-2022 – Emergency Medical Services
- r. Resolution 18-2022 – Pension Plan Auditor
- s. Resolution 19-2022 – Payroll and Bills Between Meetings
- t. Resolution 20-2022 - Zoning Hearing Board Members
- u. Resolution 21-2022 – Historic Commission Members
- v. Resolution 22-2022 – Planning Commission Members
- w. Resolution 23-2022 – Shade Tree Commission
- x. Resolution 24-2022 – MAWSA Members
- y. Resolution 25-2022 – Code Enforcement Officer for SW Ordinance
- z. Resolution 26-2022 – General Rules and Regulations for the Conduct of Borough Business
- aa. Resolution 27-2022 – Disposition of Records - Police
- bb. Resolution 28-2022 – Appointment of LCTCB as tax collector.

Motion by Mr. Roth, second by Ms. Phillips to appoint Mark Hiester as the primary municipal voting delegate and James Fisher as the alternate municipal voting delegates to serve on the Lancaster County Tax Collection Bureau’s Management Committee for 2022, passed unanimously.

Motion by Mr. Longenecker, second by Ms. Phillips to approve continuing memberships to Lancaster County Co-op and Costars for 2022/2023, passed unanimously.

Motion by Mr. Roth, seconded by Ms. Phillips to approve the Vacancy Board of Borough Council and Duane Ober who shall serve as Chairman (registered elector of the Borough), passed unanimously.

**Approval of Minutes:** 12/14/21 Borough Council Meeting Minutes: Motion to approve by Ms. Phillips, seconded by Mr. Longenecker, passed unanimously.

Motion by Ms. Phillips, second by Mr. Roth to approve payment of bills:  
Ratified – GF \$114,122.03 Capital \$46,489.20 K-9 \$6,150.43

Ordinance 672 – collection of delinquent accounts. Ordinance was properly advertised for consideration at this meeting. Motion by Ms. Phillips, second by Mr. Longenecker, to approve, passed unanimously.

Motion by Mr. Longenecker to adjourn the Council Reorganization Meeting at 7:20 PM, second by Ms. Phillips, passed unanimously.

Respectfully submitted,

James R Fisher, Secretary

January 3, 2022