

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – January 15, 2014

The Manor Borough Council held its monthly business meeting on Wednesday, January 15, 2014, at 7:00 PM. in the Manor Borough Building.

Council President, Ms. Dawn Lynn, called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

(Present) Dawn Lynn, President	Brian Woy, Vice President
Steve Ira	Mike Matrisch
Christine Marchand	Jim Morgan
Edward Antonacci, Engineer	John Campfield, Solicitor
Michael Radakovich, Tax/Sewer Collector	Jeremy Dixon, Mayor
(Absent) Bruce Hartman	Edwin Howley, Planning & Zoning Officer

Minutes – A motion “to accept the minutes of the meeting held on January 6, 2014, as read” was made by Mr. Morgan, and seconded by Mr. Woy. Motion carried unanimously.

Citizen Comments – None.

Mayor’s Report (Mr. Dixon) – None.

Solicitor's Report (Mr. Campfield) – None.

Engineer's Report (Mr. Antonacci) – The DEP and WWMA 4th Quarter reports are done. Morgan Excavating is working on the headwall in the Legion lot and is doing test holes.

Planning & Zoning Officer’s Report (Mr. Howley) – None.

Borough Manager’s Report (Mr. Lapia) – There was a transposing of numbers when adopting the Cul-de-sac Ordinance. It was named 551-01-14 when it should have been named 551-14-01.

Treasurer's Report – A motion “to approve the Treasurer's Report for the month of December, as prepared by Mr. Lapia” was made by Mr. Woy and seconded by Ms. Marchand. Motion carried unanimously.

Tax & Sewer Collector's Report – A motion “to approve both reports for the month of December, as prepared by Mr. Radakovich” was made by Mr. Woy and seconded by Mr. Ira. Motion carried unanimously.

Committee Reports

Administration (Mr. Morgan) – None.

Finance (Mr. Ira) – None.

Parks & Recreation (Mr. Hartman) – None.

Personnel (Ms. Marchand) – None.

Planning & Zoning (Ms. Lynn) – The next meeting is January 27, 2014 at 7:00 PM for the purpose of reorganization.

Public Safety (Mr. Woy) – None.

Public Works (Mr. Matrisch) – None.

Unfinished Business

- Consideration to appoint a Vacancy Board Chairperson. A motion to “appoint Jeff Herman to the Vacancy Board” was made by Ms. Marchand and seconded by Mr. Morgan. The motion carried unanimously.
- Consideration to appoint a Representative and Alternate to PTARC. A motion to table this appointment until the February 19, 2014 Council meeting was made by Ms. Marchand and seconded by Mr. Morgan. Motion carried unanimously.

New Business

- Consideration to appoint Joy Clontz to the Recreation Board per Resolution 2014-01. Mr. Woy motioned to appoint Joy Clontz to the Recreation Board under the condition her background clearance is turned in by the February meeting. Ms. Marchand seconded the motion. Motion carried unanimously.
- Consideration to appoint Jerry Nedley to the Zoning Board per Resolution 2014-02. Motion made by Mr. Matrisch to approve Jerry Nedley’s appointment to the Zoning Board. Mr. Woy seconded the motion. Motion carried unanimously.
- Consideration to appoint Dawn Lynn to the Planning Commission per Resolution 2014-03. Mr. Matrisch moved to appoint Dawn Lynn to the Planning Commission. Mr. Ira seconded the motion. Motion carried unanimously with Dawn Lynn abstaining.
- Consideration to appoint Patty Eathorne to the Planning Commission per Resolution 2014-04. Mr. Woy moved to re-appoint Patty Eathorne to the Planning Commission. Mr. Morgan seconded the motion. Motion carried unanimously.
- Discussion on updating the Borough Sign Ordinance 449-97-02. Mr. Campfield noted such an Ordinance is usually under Zoning and should be addressed in that area. Mr. Woy motioned to refer to the Planning Commission for review and update. Mr. Ira seconded the motion. Motion carried unanimously.
- Consideration to approve the payment request from Morgan Excavating. Mr. Woy motioned to approve payment to Morgan Excavating in the amount of \$7,642.63 for work performed in December 2013. Ms. Marchand seconded the motion. Motion carried unanimously.
- The Manor VFD requested free use of the Community Room for 2014. Ms. Marchand motioned to grant the VFD free use of the Community Room for 9 dates in 2014: February 22, 2014 for the Annual Banquet; March 5, 7, 14, 21, 28 for Fish Dinner; and April 4, 11, 18 for Fish Dinner. Mr. Woy seconded the motion. Motion carried unanimously.

Correspondence (Ms. Lynn) – None.

Payment of Bills – A motion “to approve payment of the bills as of January 15, 2014, as presented” was made by Mr. Woy and seconded by Mr. Morgan. Motion carried unanimously.

Mr. Woy motioned to go into Executive Session for Personnel matters and for matters of possible litigation. Seconded by Ms. Marchand, the motion carried unanimously at 7:25 P.M.

A motion to return to the regular meeting from Executive Session was made by Mr. Woy and seconded by Ms. Marchand. The motion carried unanimously at 8:15 P.M.

Public Comment – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Woy and seconded by Ms. Marchand. Motion carried unanimously. The meeting adjourned at 8:20 P.M.

Joseph N. Lapia
Borough Manager