

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – January 17, 2018

The Manor Borough Council held its monthly business meeting on Wednesday, January 17, 2018 at 7:00 P.M., in the Manor Borough Building.

Council President, Mr. Brian Woy, called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

(Present)	Brian Woy, President	Bruce Hartman, Vice President
	Dave Gongaware	Ralph Hensell
	Christine Marchand (arrived at 7:20 PM)	Jim Vacha
	Ed Antonacci, Engineer	John Campfield, Solicitor
(Absent)	Dawn Lynn	Jeremy Dixon, Mayor
	Edwin Howley, Planning & Zoning Office	Mike Radakovich, Tax Collector
	George Valmassoni, Chief of Police	

Minutes – A motion “to accept the minutes of the meeting held on January 2, 2018, as read” was made by Mr. Gongaware, and seconded by Mr. Hensell. The motion carried unanimously.

Public Comment on Agenda Items – None.

Mayor’s Report (Mr. Dixon) – None.

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

Engineer’s Report (Mr. Antonacci) – None.

Planning & Zoning Officer’s Report (Mr. Howley) – Mr. Lapia noted there was a Zoning Hearing Board meeting January 1, 2018 for a variance at a property on Stone Bridge Court. Mr. Gongaware interjected questioning where the Borough stands on salt, equipment and overtime. Mr. Lapia noted the upcoming pay will contain quite a bit of Public Works overtime due to the recent cold and snow. Mr. Gongaware was concerned about moving money, but Mr. Lapia assured the Borough is ok. Regarding salt, the Borough has sufficient salt and the equipment is holding up. He also noted having a third truck is a bonus so that all 3 can be deployed to clear and treat the streets.

Borough Manager’s Report (Mr. Lapia) – None.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of December 2017, as prepared” was made by Mr. Hensell and seconded by Mr. Vacha. Mr. Gongaware asked for an explanation for the PennVest loan. Mr. Lapia explained a loan was taken out, through PennVest for the Sewer Separation Project. The Borough was under a Consent Order by the DEP to do so. A grant was secured from the CDBG and the remainder was borrowed from PennVest. What Mr. Gongaware is seeing is the annual payment for the loan. The interest rate is less than 2 percent for the first five years then increases to over 2 percent for years 6-20. It is a 20 year loan. The motion carried unanimously.

Tax Collector’s Report – A motion “to approve the Tax Collector’s report for the month of December 2017, as prepared by Mr. Radakovich” was made by Mr. Hartman and seconded by Mr. Gongaware. The motion carried unanimously.

Committee Reports

Mr. Woy is working on reorganizing the Committees and plans to have this done by the February meeting. Mr. Woy asked if any Council Members had anything to bring up at this time.

Mr. Woy – Civil Service Commission met on January 2, 2018 and reorganized. They also created a certified list of candidates for full-time police positions.

Unfinished Business

- Consideration “to appoint Member to the Turtle Creek Watershed Association.” Mr. Gongaware motioned to appoint Bruce Hartman, after he volunteered, to represent the Borough in the Turtle Creek Watershed Association. Seconded by Mr. Hensell, the motion carried unanimously.

New Business

- Discussion on solid waste bid collection package. The current contract is in the option year with Republic Services which ends March 31, 2018. Mr. Gongaware motioned to prepare a solid waste bid collection package with current options, a 2 year option and a 1 year option. The bids will be due February 16, 2018 at 1:00 P.M. Seconded by Mr. Hensell, the motion carried unanimously.
- Discussion on updating Borough Fee Schedule. Mr. Lapia noted the Borough Fees have not been updated since the mid-2000s. This topic was brought up to previous council who requested the Borough’s updated fees be compared to other Boroughs instead of Townships. Unfortunately, the Borough’s contacted did not respond. Mr. Lapia presented a comparison of our fees and the fees of surrounding communities, and Monroeville, PA as the fees are available online. The Borough is currently losing money on Zoning Hearings. Lien letter fees have not increased in 10 years and there is no fee for posting properties for non-payment of sewage. Land Development fees have not be updated since 2005. Sidewalk fees are current but the transient business fees are very old. Council has been requested to review the fees for a future meeting.
- Consideration “to solicit bids for sidewalk replacement project.” The HOP permit has been received from PennDOT for the sidewalk replacement. This will be for replacing the sidewalk in front of the Borough building and along S.R. 993 from Manor Valley Plaza to the end of Race Street Extension. The estimated cost to replace both sections is \$80,000. The Borough has \$100,000 set aside for the project. Mr. Gongaware motioned to go out for bid for the sidewalk replacement project. The sealed Bids will be due March 19, 2018 at 1:00 P.M., to be opened at 1:30 P.M. Seconded by Mr. Hartman the motion carried unanimously.
- Consideration “to approve Resolution 2018-01 for PA Small Water and Sewer Grant.” This is for a section of sewer lines on Oak Street from Gregory Drive to Race Street. The sewer lines are separated from stormwater, this is to replace the main sewer line. Mr. Gongaware motioned to approve Resolution 2018-01 for the Borough to apply for a PA Small Water and Sewer Grant. Seconded by Mr. Hensell, the motion carried unanimously.
- Consideration “to approve Resolution 2018-02 appointing Dawn Lynn to the Planning Commission.” Mr. Gongaware motioned to approve Resolution 2018-02 appointing Dawn Lynn to the Planning Commission. Seconded by Ms. Marchand, the motion carried unanimously.
- Consideration “to approve Resolution 2018-03 appointing Patricia Eathorne to the Planning Commission.” Mr. Hensell motioned to approve Resolution 2018-03 appointing Patricia Eathorne to the Planning Commission. Seconded by Mr. Hartman, the motion carried unanimously.
- Consideration “to approve Resolution 2018-04 appointing Susan Forney to the Recreation Board.” Mr. Hartman motioned to approve Resolution 2018-04 appointing Susan Forney to the Recreation Board. Seconded by Mr. Gongaware, the motion carried unanimously.
- Consideration “to approve Resolution 2018-05 for destruction of Public Records.” Mr. Vacha motioned to approve Resolution 2018-05 for destruction of Public Records. Seconded by Mr. Hartman, the motion carried unanimously.
- Consideration “to approve Resolution 2018-06 for monthly destruction of Public Records.” Mr. Hensell motioned to approve Resolution 2018-06 for monthly destruction of Public Records – Meeting Minute

notes and Council Meeting audio recordings. Seconded by Mr. Vacha, the motion passes by majority. Mr. Gongaware voted "No".

Correspondence

- Sable Kennels

Payment of Bills – A motion "to approve payment of the bills as of January 17, 2018, as presented" was made by Mr. Hartman and seconded by Mr. Gongaware. The motion carried unanimously.

A motion to go into Executive Session for personnel matters and matters of potential litigation was made by Mr. Vacha and seconded by Ms. Marchand. The motion carried unanimously at 7:38 P.M.

A motion to exit Executive Session and return to the meeting was made by Ms. Marchand and seconded by Mr. Hensell. The motion carried unanimously at 8:20 P.M.

Public Comment – Jamie Griesbaum of 43 Observatory Street, Manor, is concerned with the dog waste especially near the Post Office and on public property. Ms. Griesbaum states the amount of dog waste in and around the Post Office and by the Veterans Memorial is concerning. She stated the postal employees complain about the smell especially in the warmer months. No one sees who is doing this. On a recent walk in that area, Ms. Griesbaum states it is disgusting. She wants to know what, if anything, can be done about it. The Borough did receive a complaint which was forwarded to the police department. Mr. Gongaware also commented that the deposits are numerous. Mr. Lapia researched and found this to be a violation of the Nuisance Ordinance under Animal Control. The Ordinance make no reference to sidewalks. Per the Borough Solicitor, the sidewalks are not owned by the property owners, but the property owners must maintain the sidewalks. Mr. Gongaware suggested the Borough put up a sign prohibiting dog waste like a "No Parking" sign. Mr. Woy recommended that if people see an irresponsible dog owner not cleaning up to call 911.

Mike Kozain of 25 Hill Street, Manor, is concerned about the traffic on Hill Street in regards to excessive speed and large trucks. Mr. Lapia has contacted North Huntington to see if they can post the beginning of Hill Street to keep trucks off it. He also explained that it's not easy to judge speed of a vehicle without the aid of a speed measuring device. He recommended people to park on the street, rather than the sidewalk to slow motorists down as it makes the road appear narrower.

Mr. Hartman motioned for the Borough Manager to send a letter to the DEP to have Manor Borough removed from the Consent Order and Agreement (CO&A). Seconded by Mr. Gongaware, the motion carried unanimously.

Mr. Vacha motioned to have the Solicitor continue to research Oakside Drive property. Seconded by Mr. Hensell, the motion carried unanimously.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Ms. Marchand and seconded by Mr. Vacha. The motion carried unanimously. The meeting adjourned at 8:34 P.M.

Joseph N. Lapia
Borough Manager