

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – February 21, 2018

The Manor Borough Council held its monthly business meeting on Wednesday, February 21, 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	Jim Vacha
	Jeremy Dixon, Mayor	John Campfield, Solicitor
	Ed Antonacci, Engineer	
(Absent)	Dawn Lynn	George Valmassoni, Chief of Police
	Edwin Howley, Planning & Zoning Office	Mike Radakovich, Tax Collector

Minutes – A motion “to accept the minutes of the meeting held on January 17, 2018, as read” was made by Mr. Hensell, and seconded by Mr. Gongaware. The motion carried unanimously.

Public Comment on Agenda Items – Mike Matrisch of Sunset Blvd, Manor, suggested more paving be done to Rowe Road. There is a spot on Rowe Road where there isn’t much of a roadbed left and Mr. Matrisch is asking for that section to be considered in the 2018 Paving project. Mr. Gongaware noted the last time he was on council, Rowe Road was paved with millings. He wanted to know if the Borough would be able to obtain millings from the water company to pave Rowe Road. Mr. Lapia noted using millings is not an option as the water runoff has to be dealt with before the roadbed can be remedied.

Mike Shtur of Forest Court, Manor, suggested the cul-de-sac island be paved or enhanced. Currently, the Republic Waste truck has a difficult time negotiating the turn and drives through the traffic island forming a rut which Mr. Shtur finds to be a hazard and is unsightly. If Republic Waste can use the smaller truck, there is no issue with the driver making the turn around the island. Mr. Lapia added he has discussed this with Republic Services but it depends upon the trucks availability. Mr. Shtur also wanted to know if Forest Court could be on the 2018 Paving project as the curbs are starting to crumble. In addition, he wanted to know if the island could be planted with bushes to eliminate the grass mowing maintenance, and from people driving through it and parking on it. Mr. Lapia thanked Mr. Shtur for cutting the grass in the island. Mr. Lapia noted bushes were removed a few years ago as they were getting bad, unsightly, and too much garbage was collecting. He also noted the island is also an issue for the snow plow and large delivery trucks.

Mayor’s Report (Mr. Dixon) – The mayor presented the monthly police report statistics.

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

Engineer’s Report (Mr. Antonacci) – The sidewalk project will be advertised Monday February 26, 2018 in the Penn Trafford News. The bids are due March 19, 2018 at 1:00 P.M.

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

Borough Manager’s Report (Mr. Lapia) – The application for the PA Small Water and Sewer grant is proceeding for the sewer project on Oak Street. It will be reviewed by the engineer February 22, and submitted by February 28, 2018. Mr. Lapia is getting pricing on mulch; both engineered wood fiber and rubber mulch for the playground. As soon as the weather breaks, work will begin on the playground: Removing old mulch and repairing, improving drainage. The rubber mulch is up to 4 times more expensive than the engineered wood fiber mulch, however, the rubber mulch can last up to 5 years before it has to be touched up.

Treasurer's Report – A motion “to approve the Treasurer's Report for the month of January 2018, as prepared” was made by Mr. Gongaware and seconded by Mr. Hensell. The motion carried unanimously.

Tax Collector's Report – A motion “to approve the Tax Collector’s report for the month of January 2018, as prepared by Mr. Radakovich” was made by Mr. Hartman and seconded by Mr. Vacha. The motion carried unanimously.

Committee Reports

- **Building & Properties** – None.
- **Community Betterment** – None.
- **Finance** – None.
- **Personnel** – None.
- **Planning & Zoning** – None.
- **Public Safety** – None.

Unfinished Business

- Consideration “to award bid for Solid Waste Collection.” Bids were received from Advanced Disposal, Republic Services and Waste Management. Mr. Lapia noted the 2 recycling dumpsters by the Borough Administration office are grossly abused. Mr. Woy commented in the past month he has received up to 45 emails asking for curbside recycling. A representative from Advanced Disposal was in attendance to answer any questions. Council wanted to know if recycling would be on the same day as regular trash pickup, and Advanced Disposal will accommodate a dual pick up. This would be single stream recycling (no separation of materials). Recycling containers to be provided by Advanced Disposal. Mr. Hartman motioned to award the Solid Waste Collection bid to Advanced Disposal without Household Hazardous Waste (HHW) and with curbside recycling, as they were the lowest bid. Seconded by Mr. Hensell, the motion carried unanimously.
- Discussion on updating Borough Fee Schedule. Mr. Lapia gave a Fee Schedule spreadsheet containing neighboring community rates to Council several months ago to review. Mr. Lapia noted at a recent Zoning Hearing Board meeting the Borough’s expenses were \$800 more than the fees charged. Some fees have not changed for many years and are not covering the costs the Borough incurs. After some discussion, Mr. Hartman, Mr. Hensell and Ms. Marchand will be the sub-committee to review the fees.

Mr. Gongaware brought up the issue of dog waste. There was brief discussion of how it failed to be on the agenda. After last meeting Mr. Lapia did get prices for signs, but there was a lack of response from council. Mr. Lapia and other council members did notice a reduction in noticeable dog waste in the Borough since last meeting. Mr. Gongaware states the problem still persists in the grassy area by the post office. Mr. Lapia pointed out the Borough can spend the money to post signs, but unless there is some means of enforcement, the signs won’t do any good by themselves.

New Business

- Discussion on 2018 street paving. Mr. Lapia presented a list of streets that require attention, mostly cul-de-sacs, but not base repair. Specifically, milling with a 1 inch leveling course and a 1 ½ inch wearing coarse. Elimination of the traffic island on Forest Court is on the list. The Borough’s paving program is at the point where most street will require a mill and overlay of material, with no road base repair. There is a separate quote for 2600 feet of Rowe Road for a mill and overlay, but is not practical as the section requires some drainage work. If the water is not remediated, the expense to mill and overlay would be wasted. Also the tree canopy prevents sun from hitting the road in the winter. Mr. Lapia would like to see if the Borough can get another Dirt and Low Volume Road Grant this year so the drainage issue on Rowe Road can be done in house next year and subsequently paved. The money for the paving will be coming from the General Fund

(\$150,000) and Liquid Fuels (\$50,000). Mr. Gongaware motioned to have the Borough Engineer prepare a bid package for all streets, except Rowe Road. Seconded by Mr. Hensell, the motion carried unanimously.

- Consideration “to approve Resolution 2018-07 appointing Lewis Brant to the Zoning Hearing Board.” Mr. Hartman motioned to approve Resolution 2018-07 re-appointing Lewis Brant to the Zoning Hearing Board. Seconded by Mr. Gongaware, the motion carried unanimously.
- Discussion on obtaining a Borough Credit Card. Mr. Lapia noted the Borough often cannot purchase items or cannot buy at lower prices due to the lack of a credit card. The Administrative Assistant uses her personal credit card to renew the domain name and web page lease from GoDaddy!, and in turn is reimbursed by the Borough. Sometimes the Borough cannot buy something right away and has to wait 2 weeks for an account to be set up. Reconciliation can be done by the Borough Office or by the members on the Finance Committee. NexTier Bank has several business oriented credit cards. Council has asked for more information for the March meeting.
- Request for Use of the Community Room from Nik Miller. Mr. Miller submitted a letter to Council asking for use of the Community Room for his Eagle Scout Court of Honor on April 22, 2018. Mr. Gongaware motioned to allow Mr. Miller use of the Community Room, waiving the rental fee, but subject to the \$75 cleaning fee. Seconded by Mr. Vacha, the motion carried unanimously. Mr. Woy and Mr. Vacha will split the \$75 cleaning fee for Mr. Miller.

Correspondence

- Sable Kennels

Payment of Bills – A motion “to approve payment of the bills as of February 21, 2018, as presented” was made by Mr. Hensell and seconded by Mr. Gongaware. The motion carried unanimously.

A motion to go into Executive Session for matters of real estate was made by Ms. Marchand and seconded by Mr. Vacha. The motion carried unanimously at 8:08 P.M.

A motion to exit Executive Session and return to the meeting was made by Mr. Hensell and seconded by Ms. Marchand. The motion carried unanimously at 8:31 P.M.

Public Comment – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Hartman and seconded by Mr. Hensell. The motion carried unanimously. The meeting adjourned at 8:33 P.M.

Joseph N. Lapia
Borough Manager