

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – March 20, 2019

The Manor Borough Council held its monthly business meeting on Wednesday, March 20, 2019 at 7:00 P.M., in the Manor Borough Building.

Council President, Mr. Brain 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	Dawn Lynn
	Christine Marchand	Jim Vacha
	John Campfield, Solicitor	Ed Antonacci, Engineer
	Mike Radakovich, Tax Collector	George Valmassoni, Chief of Police
(Absent)	Ralph Hensell	Jeremy Dixon, Mayor
	Edwin Howley, Planning & Zoning Office	

Minutes – A motion “to accept the minutes of the meeting held on February 20, 2019, as read” was made by Mr. Hartman, and seconded by Ms. Lynn. 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) – The 2019 street paving bid specifications are ready for Crimson Drive, Gregory Drive and Observatory Street from Terrence Drive to Gregory Drive. Mr. Gongaware motioned to advertise the street paving bids to be due April 15, 2019 at 1:00 P.M., and to be opened at 1:15 P.M. Seconded by Ms. Lynn, the motion carried unanimously.

Planning & Zoning Officer’s Report (Mr. Howley) – Mr. Lapia reported Ed Howley is retiring effective March 31, 2019.

Borough Manager’s Report (Mr. Lapia) – Mr. Lapia brought up Code Enforcement and reported he had a brief discussion with Penn Township and if they could provide us with such services. Penn Township is agreeable, and suggested Council send a letter to their Commissioners. An Eagle Scout emailed the Borough for a possible Eagle Scout project. Mr. Lapia is asking Council if they have any ideas or suggestions other than repainting or repairing benches in the park. Mr. Lapia also noted the picnic tables need some maintenance and the inside of the Pavilion needs painted as a possible project. This year, to aid in the maintenance of the retention ponds, the Borough would like to consider utilizing goats to keep the vegetation at bay. Mr. Lapia consulted with Allegheny Goatscape and a local resident has 3 goats who is willing to service the retention ponds for a nominal fee per day. Mr. Campfield noted the use of goats in New Stanton was very effective. Council has agreed to pursue looking into using goats. The Borough received the Liquid Fuel money for this year in the amount of \$105,758.98 which is \$2,445 more than last year.

Mr. Woy stated his support in sharing services with Penn Township in an effort to cut costs. He requested a letter be sent to the Penn Township Commissioners to share services such as Code Enforcement and Building Inspection and to set up a meeting for discussion. Mr. Gongaware motioned to have a letter of interest drafted and sent to the Penn Township Commissioners. Seconded by Ms. Lynn, the motion carried unanimously.

Treasurer's Report – A motion “to approve the Treasurer's Report for the month of February 2019, as prepared” was made by Mr. Gongaware and seconded by Ms. Lynn. The motion carried unanimously.

Tax Collector's Report – A motion “to approve the Tax Collector's report for the month of February 2019, as prepared by Mr. Radakovich” was made by Mr. Gongaware and seconded by Ms. Lynn. The motion carried unanimously.

Committee Reports

- **Building & Properties** – Council received a request from the Irwin Miners baseball team to use the ballfield. Mr. Dickie Markovitz of Meadow Road, Irwin, addressed council on behalf of Coach Joe Testa who could not attend. Mr. Markovitz read a letter prepared by Mr. Testa explaining their team, mission and goals. They are a travelling baseball team looking for a home field and are willing to maintain the field for their practices and games. Their schedule consists of 18 games with 9 games played at home. Lucas Brahim and Nathan Bazala of the Irwin Miners spoke to ask Council for use of the ballfield. Mr. Gongaware motioned to allow the Irwin Miners to use the field. Mr. Gongaware, Mr. Hartman and Ms. Lynn are to work out the details regarding a lease agreement and insurance coverage in conjunction with the Solicitor. Seconded by Ms. Lynn, the motion carried unanimously.
- **Community Betterment** – None.
- **Finance** – None.
- **Personnel** – None.
- **Planning & Zoning** – None.
- **Public Safety** – Mr Woy read the Manor VFD report for February. There were 11 Fire calls in February with 4 of them being in Manor. The Manor VFD yearly audit was presented. Mr. Lapia clarified a note in the audit. The Borough pays for the Manor VFD Worker's Compensation Insurance. Ms. Lynn motioned to accept the results of the audit. Seconded by Mr. Hartman, the motion carried unanimously.

Unfinished Business

- There was no unfinished business.

New Business

- Consideration “to appoint Zoning Officer.” Since Mr. Howley is retiring effective March 31, 2019, Lee Miller from Building Inspection Underwriters is taking his place. The Borough is required to send a report to the Department of Labor and Industry notifying them of the change. Mr. Gongaware motioned to appoint Lee Miller as Manor Zoning Officer effective April 1, 2019. Seconded by Mr. Vacha, the motion carried unanimously.
- Consideration “to approve Borough Audit for 2018.” Mr. Gongaware motioned to approve the Borough Audit for 2018. Seconded by Ms. Lynn, the motion carried unanimously.
- Consideration “to advertise Ordinance 582-19-02 adopting, accepting a portion of Rowe Road.” Ms. Lynn motioned to advertise Ordinance 583-19-02 adopting and accepting a portion of Rowe Road. Seconded by Mr. Vacha, the motion carried unanimously.
- Consideration “to approve Resolution 2019-03 appointing Tyler S. Gnesda to Planning Commission.” Ms. Lynn motioned to approve Resolution 2019-03 appointing Tyler S. Gnesda to the Planning Commission. Seconded by Mr. Vacha, the motion carried unanimously. Mr. Gnesda was in attendance and briefly introduced himself.
- Consideration “to approve Resolution 2019-04 destruction of public records.” Mr. Hartman motioned to approve Resolution 2019-04, destruction of public records. Seconded by Ms. Lynn, the motion carried unanimously.
- Discussion on purchasing updated code books for the Zoning Office. The complete collection of 2015 International Building Code books in softcover costs \$1,165 for 15 volumes. Mr. Vacha motioned to purchase the complete set for the Manor Zoning Office. Seconded by Ms. Lynn, the motion carried by

majority. Mr. Hartman voted “No”. Mr. Hartman argues these books should be free to the Borough and should not have to be purchased.

- Consideration “to accept resignation of Jessica Mastro from Recreation Board.” Mr. Hartman motioned to accept the resignation of Jessica Mastro from the Manor Recreation Board. Seconded by Mr. Gongaware, the motion carried unanimously.
- Consideration “to accept resignation of Mary Barbour from Planning Commission.” Ms. Lynn motioned to accept the resignation of Mary Barbour from the Manor Planning Commission. Seconded by Ms. Marchand, the motion carried unanimously.

Correspondence

- None.

Payment of Bills – A motion “to approve payment of the bills as of March 20, 2019, as presented” was made by Ms. Lynn and seconded by Mr. Hartman. The motion carried unanimously. Mr. Woy abstained from Groff Tractor payment approval due to a conflict of interest.

Ms. Lynn motioned to go into Executive Session for personnel matters and matters of potential litigation. Seconded by Ms. Marchand, the motion carried unanimously at 7:56 P.M.

Mr. Vacha motioned to return to the Council Meeting. Seconded by Ms. Lynn, the motion carried unanimously at 8:35 P.M.

Public Comment – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Ms. Lynn and seconded by Ms. Marchand. The motion carried unanimously. The meeting adjourned at 8:36 P.M.

Joseph N. Lapia
Borough Manager