

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – April 17, 2019

The Manor Borough Council held its monthly business meeting on Wednesday, April 17, 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	Dave Gongaware
	Ralph Hensell (Arrived 7:03pm)	Dawn Lynn
	Christine Marchand	Jim Vacha
	Jeremy Dixon, Mayor	
	John Campfield, Solicitor	Ed Antonacci, Engineer
	Mike Radakovich, Tax Collector	George Valmassoni, Chief of Police
(Absent)	Bruce Hartman, Vice President	
	Lee Miller, Planning & Zoning Office	

Minutes – A motion “to accept the minutes of the meeting held on March 20, 2019, as read” was made by Ms. Lynn, and seconded by Mr. Vacha. The motion carried unanimously.

Public Comment on Agenda Items – None.

Mayor’s Report (Mr. Dixon) – Mayor Dixon submitted the Police Report for the month of March. Effective April 30, 2019 Mayor Dixon will no longer be a resident of the Borough therefore he is resigning from office and PTARC Delegate. However he will remain as Emergency Management Director. Mr. Woy read Mayor Dixon’s resignation letter. Mr. Gongaware motioned to accept Mayor Dixon’s resignation as of April 30, 2019. Seconded by Ms. Lynn, the motion carried unanimously. Letters of interest from anyone wishing to be Mayor of Manor Borough for the remainder of 2019 should be sent to the Borough Administration Office by May 8, 2019. Council will appoint an interim Mayor on May 15, 2019.

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

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

Planning & Zoning Officer’s Report (Mr. Howley) – Mr. Lapia reported Lee Miller has taken over the duties from Ed Howley who retired March 31, 2019.

Borough Manager’s Report (Mr. Lapia) – The Borough received 25 applications for a Public Works Laborer. Five have been selected to be interviewed by Bob Stevens and Borough Manager. After that, the Personnel committee can decide if they wish to interview. Mr. Lapia also noted Penn Trafford School District has given money to the Penn Township and Trafford Recreation departments in the past. Mr. Lapia asked at a PTARC meeting why Manor Borough was not getting any money since a large section of the Borough is in the Penn Trafford School District. The Penn Trafford School District for 2019 is giving Manor Borough \$1,061.34 to be used for recreational purposes. The Borough also received it’s second \$1,000 Lease option from TowerCo for the cell tower site. North Huntingdon Township granted the zoning variances needed for the cell tower. Construction can now start to build the tower. Mr. Lapia also heard from PennDOT regarding the replacement of the bridge over Brush Creek by the Police Department. The bridge is to be evaluated April 23, 2019 at 8:15 A.M which is the initial phase of the replacement. Actual bridge replacement is not expected until 2021.

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

Committee Reports

- **Building & Properties** – None.
- **Community Betterment** – Mr. Gongaware commented the committee met to work on a lease agreement for the Irwin Miners' use of the ballfield and wanted a status on the agreement. Mr. Campfield responded he is working on the agreement and should have it available soon.
- **Finance** – None.
- **Personnel** – None.
- **Planning & Zoning** – The Planning Commission met April 15, 2019 and recommended to approve the WWMA Phase III Interceptor Project. Ms. Lynn read a letter from the Planning Commission to Council noting such approval. The Planning Commission also requests the May meeting date be changed from May 20 to May 13.
- **Public Safety** – Mr. Gongaware inquired if the Borough is going to reimburse Greg Stutz's deductible from the incident whereby a plow truck hit his truck. Mr. Lapia noted the matter was closed by the Insurance company, deemed the Borough was not at fault, and therefore not eligible to have the deductible reimbursed. Per municipal law, an active snow plow, with lights on, is not liable. This matter was handled by the Insurance company's investigation team.

Unfinished Business

- Consideration “to adopt Ordinance 582-19-02.” Ms. Lynn motioned to adopt Ordinance 582-19-02, Adopting, Accepting as a public street the new curve at Rowe Road. Seconded by Mr. Vacha the motion carried unanimously.

New Business

- Consideration “to approve right of way agreement with North Huntingdon Township Municipal Authority.” This is the property off of Oakside Drive, same parcel as the cell tower site. It will not interfere with the cell tower lease. Ms. Lynn motioned to approve the Right of Way Agreement with North Huntingdon Township Municipal Authority. Seconded by Mr. Hensell, the motion carried unanimously.
- Discussion on updating the Zoning Ordinance for Accessory Structure and Uses. During the codification process, the section on Accessory Structures and Uses was missed. The Zoning Ordinance needs clarified in regards to setbacks. Mr. Lapia recommends taking care of this before the new sub division to eliminate the need for variances. In addition, Mr. Lapia noted Council needs to consider a standalone driveway ordinance. Preliminary discussions with Mr. Antonacci and Mr. Campfield have begun. Further discussion is needed for the variations of driveways.
- Consideration “to solicit bids for Cameron Drive Storm Outfall Repairs.” Mr. Antonacci noted this will be behind 210 and 212 Cameron Drive as a sink hole has developed. Council approved Mr. Antonacci to develop the job specifications several months ago. Mr. Lapia noted, after presenting a map of the project to Council, 4 sheds are in the path of the project in which the residents will be notified by mail the shed will have to be moved as they are on Borough property. A rock lined road will have to be created so that machinery can access the property to remediate the water collecting and diverting the flow onto Borough property. The road will remain for future access to maintain the outfall. The project is now ready for bid. Ms. Lynn motioned to solicit bids for the Cameron Drive Storm Outfall Repair Project. Seconded by Ms. Marchand, the motion carried unanimously.

- Consideration “to hire a part time police officer.” Ms. Marchand motioned to table the consideration to hire a part time police officer until after executive session. Seconded by Ms. Lynn, the motion carried unanimously.
- Request from Representative Dunbar for use of Manor Park. This is for the annual Children’s Health and Safety Expo. Mr. Woy inquired about Manor Falls, or the mine water emanating from the hillside. Mr. Lapia noted the water stopped 3 weeks prior, but a representative from the Mine Subsidence Office came out to take a water sample. It was confirmed to be mine water as at one time there was a relief valve or pipe at that location. After discussion, the Mine Subsidence Bureau could give us pipe or their crew can fix by sealing off the valve once it has been located. Another option is to create a dry sump to the stream. The DEP suggested a pipe be diverted to the creek. Remediation method is pending. Mr. Gongaware motioned to allow Representative Dunbar use of Manor Park on September 28, 2019 for the annual Children’s Health and Safety Expo. Seconded by Mr. Hensell, the motion carried unanimously.
- Consideration “to hire Daniel Tschudy for Public Works Summer Help.” Mr. Tschudy worked for the Borough last summer and is willing to return for the summer. Mr. Lapia also noted the Borough will be hiring a second summer help employee, with applications being accepted now until May 6th. Mr. Gongaware motioned to hire Daniel Tschudy for Public Works Summer Help for 2019. Seconded by Ms. Lynn, the motion carried unanimously.
- Consideration “to accept applications to hire one additional Public Works Summer help.” Ms. Lynn motioned to accept applications to hire one additional Public Works Summer help. Seconded by Mr. Hensell, the motion carried unanimously.
- Consideration “to accept bid for 2019 Street Paving.” Ms. Lynn motioned to accept the bid from Mele and Mele and Sons in the amount of \$146,924.40. Seconded by Mr. Vacha, the motion carried unanimously.

Correspondence

- None.

Payment of Bills – A motion “to approve payment of the bills as of April 17, 2019, as presented” was made by Ms. Lynn and seconded by Mr. Hensell. The motion carried unanimously.

Ms. Lynn motioned to go into Executive Session for personnel matters and matters of potential litigation. Seconded by Mr. Hensell, the motion carried unanimously at 7:47 P.M.

Mr. Hensell motioned to return to the Council Meeting. Seconded by Ms. Lynn, the motion carried unanimously at 8:08 P.M.

Ms. Marchand motioned to table hiring a part-time police officer until the May Council meeting. Seconded by Ms. Lynn, the motion carried unanimously.

Public Comment –

Terrence Dunn of Forest Court, Manor is concerned about parking in the cul-de-sac. Mr. Dunn accused Mr. Lapia of calling the police regarding parking at Forest Court. Mr. Dunn is angry and feels like he is being harassed by parking a few minutes in the cul-de-sac. He was told to move his vehicle. He was not issued a parking ticket. Chief Valmassoni noted there is no parking in a cul-de-sac. Mr. Dunn claims he has pictures of cars parking in the cul-de-sac all weekend and nothing is done about it. He also claims he calls the police department and the police do not want to be involved. Chief Valmassoni will look into it. Mr. Dunn was also advised to call 911 if he needs the police as the calls are logged and recorded.

Trevor Wilson and Dominic DeMarchis of Birchwood Way, Manor wants to comment about the proposal for the Official Republican Committee of Manor Borough. They introduced themselves and their goal is to educate students about government and how to be politically active. They are asking for local support.

Mr. Gongaware wanted to follow up on Act 172. Council discussed this months ago and Mr. Gongaware wanted to know what became of the discussion. Mr. Lapia's recollection was that it was discussed, information was provided to Council from Mr. Campfield and nothing further was pursued. Mr. Gongaware expressed an interest in revisiting Act 172. Mr. Campfield noted the neighboring communities have various agreements. Mr. Dixon explained the various implications and items to consider. Mr. Woy suggested Council look at neighboring agreements and decide what they want to do. Council can revisit this at next meeting.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Ms. Lynn and seconded by Mr. Hensell. The motion carried unanimously. The meeting adjourned at 8:35 P.M.

Joseph N. Lapia
Borough Manager