

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – April 19, 2017

The Manor Borough Council held its monthly business meeting on Wednesday, April 19, 2017 at 7:00 P.M., in the Manor Borough Building.

Council Vice President, Mr. Mike Matrisch, called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

(Present)	Mike Matrisch, Vice President	
	Bruce Hartman	Steve Ira
	Dawn Lynn	Christine Marchand
	Terry Nemitz	Jeremy Dixon, Mayor 7:05 Arrival
	Ed Antonacci, Engineer	
(Absent)	Brian Woy, President	John Campfield, Solicitor
	George Valmassoni, Chief of Police	Mike Radakovich, Tax Collector
	Edwin Howley, Planning & Zoning Office	

Minutes – A motion “to accept the minutes of the meeting held on March 15, 2017, as read” was made by Ms. Lynn, and seconded by Mr. Nemitz. The motion carried unanimously.

A motion “to accept the minutes of the Public Hearing held on April 11, 2017, as read” was made by Ms. Lynn and seconded by Mr. Nemitz. The motion carried unanimously.

Public Comment on Agenda Items – None.

Mayor’s Report (Mr. Dixon) – Mr. Dixon reported the Police Department recently had CPR Training and the second shooting qualification round is coming up.

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

Engineer’s Report (Mr. Antonacci) – Mr. Antonacci reported the Borough has received a project number from PennDOT for this year’s street paving.

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

Borough Manager’s Report (Mr. Lapia) – West Penn Power began converting the high pressure sodium streetlights to LED streetlights, and it should take a week to have all lights converted. Street sweeping will occur April 24 and 25. There is water issue between the 100 and 200 block on Cameron Drive. The Engineer is looking into how the water can be redirected instead of onto the street. The Public Works Department will be attending an MS4 employee seminar on April 25, 2017.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of March 2017, as prepared” was made by Mr. Hartman 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 2017, as prepared by Mr. Radakovich” was made by Mr. Nemitz and seconded by Ms. Lynn. The motion carried unanimously.

Committee Reports

Administration (Mr. Nemitz) – None.

Finance (Mr. Ira) – None.

Parks & Recreation (Mr. Hartman) – None.

Personnel (Ms. Marchand) – The Borough Purchasing Policy is still being reviewed.

Planning & Zoning (Ms. Lynn) – The Planning Commission will meet April 24, 2017 at 7:00 PM in the Community Room. Agenda item is the continuation of the SALDO.

Public Safety (Mr. Woy) – None.

Public Works (Mr. Matrisch) – None.

Unfinished Business

- Consideration “to adopt Ordinance 572-17-03 Borough Codification.” Ms. Lynn motioned to adopt Ordinance 572-17-03 Borough Codification. Seconded by Mr. Hartman, the motion carried unanimously. Mr. Nemitz motioned to authorize a post enactment advertisement of codification on April 24, 2017. Seconded by Ms. Lynn, the motion carried unanimously.
- Consideration “to adopt Ordinance 573-17-04 amending Zoning designation for 409 Manor Harrison City Rd.” Mr. Nemitz motioned to adopt Ordinance 573-17-04 amending the Zoning designation for 409 Manor Harrison City Road. Seconded by Ms. Marchand, the motion passed by majority. The roll call vote is as follows:

Mike Matrisch	- Yes	Dawn Lynn	- No
Bruce Hartman	- Yes	Christine Marchand	- Yes
Steve Ira	- Yes	Terry Nemitz	- Yes

New Business

- Consideration “to approve access drive modification for 383 Brandywine Drive.” There was a request to modify the driveway width for 383 Brandywine Drive greater than 20 feet. Ms. Lynn motioned to approve the access drive modification for 383 Brandywine Drive. Seconded by Mr. Nemitz, the motion carried unanimously.
- Consideration “to approve easement for deck addition at 202 Woodcrest Ct.” The previous owner received an aerial easement for the deck as it is tight to the sewage right of way. The new owners want an additional easement that extends the back of the house, yet at the same width of the existing deck. The amount of aerial easement requested is 21 inches. Ms. Lynn motioned to grant the deck easement for 202 Woodcrest Court and to authorize the Solicitor to draft an agreement. Seconded by Mr. Nemitz, the motion carried unanimously.
- Discussion on request for Watch Children signs in the Woods of Brandywine Phase V.” The Borough Office received an email request from Mr. & Mrs. Kunkle, moving to Brandywine Drive, to put up “Watch Children” signs in the Woods of Brandywine Phase V. PennDOT W5-2 recommends “Watch Children” signs where there are no sidewalks and where children walk or play beside a highway. A sidewalk will be installed on Brandywine Drive per the plans. At this time it is not mandatory per PennDOT guidelines. Mr. Lapia also found an article that reports a study in which “Watch Children” signs are not effective as drivers do not pay attention to them. Ms. Lynn made a motion to install 2 “Watch Children” signs: One at the entrance to the Woods of Brandywine, and one at the intersection of Brandywine Drive and Saddle Ridge Court. Seconded by Mr. Nemitz, the motion carried by majority. Ms. Marchand voted “No”.
- Consideration “to authorize repairs to Public Works Building roof.” The roof at the Public Works building is approximately 33 years old and there are 2 small leaks along the edge. Two roofing companies were called and only one gave a bid: \$1,750 to repair. Mr. Lapia noted that a new roof may cost up to \$30,000 and the current roof has 2-4 years of life remaining. Mr. Nemitz motioned to have the roof repairs made. Seconded by Ms. Lynn, the motion carried unanimously.

- Consideration “to approve Inter-Municipal Agreement with PTSA for MS4 services.” The services include GIS Mapping, Televising, and Sewer Cleaning services. The mapping has already started with the old section of Manor already mapped including manholes, catch basins, piping, outfalls and watersheds. This information is needed for the Borough to acquire its general permit later on in the year. Ms. Lynn motioned to enter into an Inter-Municipal Agreement with PTSA for MS4 services. Seconded by Mr. Hartman, the motion carried unanimously.
- Discussion on replacing a portion of sewer line on Observatory Street. The plan is to replace 730 feet of sewer line. Last year, the Borough failed to get a Small Water and Sewer Grant from the state to pay for the project. The Borough has funding to do this project from the Sewer Fund. The old main line is terracotta and has had issues over the years especially with root infiltration. Mr. Antonacci’s estimate is \$341,336.60 for the project. Mr. Hartman motioned to authorize the Engineer to prepare a bid package for replacing the sewer main on Observatory. Seconded by Ms. Lynn, the motion carried unanimously.
- Consideration “to approve Right of Way Agreement with WWMA for Phase 2 Interceptor Project.” Ms. Lynn motioned to approve the Right of Way Agreement with WWMA for the Phase 2 Interceptor Project. Seconded by Mr. Hartman, the motion carried unanimously.
- Request from State Representative Dunbar for use of Manor Park for Annual Children’s Health And Safety Expo. Ms. Lynn motioned to approve State Representative Dunbar’s request to use Manor Park, waiving the fee, for September 30, 2017 for the Annual Children’s Health And Safety Expo. Seconded by Mr. Nemitz, the motion carried unanimously.

Correspondence

- Sable Kennels

Payment of Bills – A motion “to approve payment of the bills as of April 19, 2017, as presented” was made by Ms. Lynn and seconded by Mr. Nemitz. The motion carried unanimously.

NO EXECUTIVE SESSION

Public Comment – Larry George of 470 Manor Harrison City Road, Manor, commented on the sewage bill. Mr. George purchased the property in January 2017. The electric is the only utility on and the house is uninhabitable. Water is shut off. He emailed the Borough and was told he had to pay the sewage bill even though he used no water. Mr. Matrisch sympathized, but knows there is little to be done. Mr. Lapia added that the house is connected to the sanitary sewer system. Manor’s base rate for 0-3,000 gallons of water usage is \$117.78 per quarter: \$91.05 is treatment cost, \$10.05 is Operation and Maintenance, and \$16.68 is for Debt Service. The only way to not pay a sewage bill if he is not connected to the sanitary sewer line. Mr. George feels that his taxes should cover some of the fees. Mr. Lapia explained sewage charges cover sewer expenses. Wage taxes and real estate taxes cover government business such as streets, police department, and administration department.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Ms. Lynn and seconded by Mr. Nemitz. The motion carried unanimously. The meeting adjourned at 7:45 P.M.

Joseph N. Lapia
Borough Manager