

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – May 20, 2015

The Manor Borough Council held its monthly business meeting on Wednesday, May 20, 2015 at 7:00 P.M. in the Manor Borough Building.

Council President, Ms. Dawn Lynn, called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

(Present)	Dawn Lynn, President	
	Bruce Hartman	Steve Ira
	Christine Marchand	Mike Matrisch
	Jeremy Dixon, Mayor	John Campfield, Solicitor
(Absent)	Brian Woy, Vice President	Jim Morgan
	Ed Antonacci, Engineer	Mike Radakovich, Tax Collector
	Edwin Howley, Planning & Zoning Office	

Minutes – A motion “to accept the minutes of the meeting held on April 15, 2015, as read” was made by Mr. Hartman, and seconded by Mr. Matrisch. The motion carried unanimously.

Mayor’s Report (Mr. Dixon) – The Police Department has been spending more time on Observatory Street. The Manor Community Picnic Committee is requesting funds from the Borough in the amount of \$1,500 for advertising (print ads and banners). The money would come from the budget previously designated for the Labor Day Celebration under Community Betterment. Mr. Hartman motioned to give the Manor Community Picnic Committee \$1,500 for advertising. Seconded by Mr. Ira, the motion passed unanimously.

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

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

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

Borough Manager’s Report (Mr. Lapia) – Mr. Lapia reports the Street Bid Contracts have been re-bid, and are being advertised today (May 20, 2015) and again on May 25, 2015. The patching and repairs to Brandywine Drive has begun with the Public Works Department doing base repair. The work will continue for another 2 weeks with a tentative completion date of the first week of June by Kimberly Contracting. The 3 steel doors for the Borough Building Council previously approved were installed Monday May 18, 2015.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of April 2015, as prepared by Mr. Lapia” was made by Mr. Matrisch and seconded by Mr. Hartman. Motion carried unanimously.

Tax Collector’s Report – A motion “to approve the Tax Collector’s report for the month of April 2015, as prepared by Mr. Radakovich” was made by Mr. Hartman and seconded by Mr. Matrisch. Motion carried unanimously.

Committee Reports

Administration (Mr. Morgan) – None.

Finance (Mr. Ira) – April 23, 2015 the Committee met with the VFD to review the audit report and the recommendations contained in the report. Funds were approved for release to the VFD.

Parks & Recreation (Mr. Hartman) – The Annual Spring Fling is June 13, 2015.

Personnel (Ms. Marchand) – None.

Planning & Zoning (Ms. Lynn) – The Planning Commission will not meet in May.

Public Safety (Mr. Woy) – None.

Public Works (Mr. Matrisch) – More information is needed regarding the Sewer Line on Rowe Road.

April Kopas from the Westmoreland County Land Bank was given the floor to give an overview about the Land Bank and how it operates. The Land Bank is a government entity that focuses on the conversion of vacant, abandoned, tax-delinquent, and foreclosed properties into productive use. The cost of participation is \$5,000. The Westmoreland County Land Bank was formed in 2013 with 13 municipalities signing up.

Ms. Lynn announced a change in meeting format. The citizens that wish to discuss Agenda topics may speak to Council now. Otherwise, comments will be allowed near the end of the meeting. No one wanted to address agenda items.

Unfinished Business

- Consideration “to approve Cummins Sub-Division final plan.” Mr. Matrisch motioned to approve, with the condition to mark the sewage facilities (septic system) for the farm house within 30 days. Ms. Marchand seconded. The motion carried unanimously.

Then, Mr. Matrisch motioned to approve modifications requested by Mr. Cummins. Seconded by Mr. Hartman, the motion carried unanimously.

New Business

- Consideration “to approve release of funds for Woods of Brandywine Phase V Sub-Phase A and Sub Phase B.” Per the Borough Engineer’s recommendations, Mr. Hartman motioned to release \$12,813.60 for Sub-Phase A. Seconded by Mr. Matrisch, the motion carried unanimously. Then, Mr. Hartman motioned to release \$43,416.00 for Sub-Phase B. Seconded by Mr. Matrisch, the motion carried unanimously.
- Consideration “to hire summer playground staff.” As recommended Mr. Matrisch motioned to hire Ceara Davis and Jordan Pastoria at a rate of \$9.00 per hour for the summer playground supervisor positions. Mr. Hartman seconded the motion. The motion carried unanimously.
- Consideration “to sign Subrecipient Agreement with Westmoreland County for the curb project.” Mr. Matrisch motioned to sign the Subrecipient Agreement for CDBG Funds. Seconded by Ms. Marchand, the motion carried unanimously.
- Consideration “to accept the resignation of Patrolman Tom Yaniszkeski effective May 24, 2015. Mr. Matrisch moved to accept Patrolman Yaniszkeski’s resignation effective May 24, 2015. Ms. Marchand seconded the motion. The motion carried unanimously.
- Consideration “to hire full time Patrolman for the Police Department.” As recommended by Mayor Dixon, since he has the highest score and is on the top of the Civil Service test list, Ms. Marchand motioned to hire Patrolman David Maier full time pending a physical, a psychological test, and a drug screen. Mr. Hartman seconded the motion. The motion carried unanimously.

- Discussion on update to Sewer Ordinance. Mr. Campfield was asked to review the current Sewer Ordinance for payment agreements and make changes. A draft of proposed changes was provided to Council. Council decided to review and suggest changes to the Sewer Ordinance for the June meeting.

Correspondence (Ms. Lynn)

- Animal Control Report, Ferree Kennels.

Payment of Bills – A motion “to approve payment of the bills as of May 20, 2015, as presented” was made by Mr. Hartman and seconded by Mr. Matrisch. Motion carried unanimously.

Motion to go into executive session for matters of personnel and potential litigation was made by Ms. Marchand and seconded by Mr. Matrisch. The motion carried unanimously at 8:16 P.M.

Motion to return to council regular session was made by Mr. Hartman and seconded by Ms. Marchand. The motion carried unanimously at 8:43 P.M.

Ms. Marchand motioned to authorize Borough Manager Joe Lapia to sign the Response of Pleadings on Council’s behalf pertaining to the lawsuit with WWMA, PTSA and NHTMA. Mr. Hartman seconded the motion. The motion carried unanimously.

Public Comment –

- Ed Mehall of 208 Brandywine Drive, Manor, commented about Brandywine Drive repaving project, maintenance and street cleaning. This is a follow up from his comments at last month’s council meeting. Mr. Mehall is still concerned about the heavy trucks and equipment doing more damage to the road, and he claims the road continues to deteriorate. He is also concerned the heavy trucks are not stopping at the stop signs which is a safety issue. Mr. Lapia stated the streets would be cleaned in early June based on availability of the street cleaners. Mr. Lapia also stated residents have complained about other residents not obeying the stop signs as well. Mayor Dixon said the police would take a look at that issue.
- Roy Bauer of the Manor House Tavern, Manor, expressed his concern about calling 911 on May 15, 2015. He hung up after 7 rings. Officer Manley came to the Tavern and asked Mr. Bauer (paraphrased) “What is wrong with you, don’t you know how to answer the phone?” Mr. Bauer states he did not know what he was talking about and that Officer Manley was rude and upset Mr. Bauer’s dog, asking him questions about his identity. Officer Manley allegedly left shortly and came back shouting about how he is going to park in the parking lot all day long and at night he is going to park (across the street) at Mort’s and shine his vehicle’s high beams at his place when he is working. Mr. Bauer also claims his customers are complaining about police stopping them informing them that their alcohol is not packaged properly. Mr. Lapia advised Mr. Bauer to contact the State Police Liquor Enforcement office regarding quantity purchased and packaging. Ms. Lynn advised Mr. Bauer to take any complaints about Officer Manley to Chief Valmassoni so that it can be investigated. Mr. Bauer then brought up an incident regarding harassment by communication. Mr. Bauer also brought to the attention the intersection of Main Street and Elsie Court and claims it is a dangerous intersection, requesting the Borough do something about it.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Ms. Marchand and seconded by Mr. Hartman. Motion carried unanimously. The meeting adjourned at 9:12 P.M.

Joseph N. Lapia
Borough Manager