

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – June 15, 2016

The Manor Borough Council held its monthly business meeting on Wednesday, June 15, 2016 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 Dawn Lynn Ed Antonacci, Engineer	Bruce Hartman Christine Marchand John Campfield, Solicitor
(Absent)	Brian Woy, President Terry Nemitz George Valmassoni, Chief of Police Edwin Howley, Planning & Zoning Office	Steve Ira Jeremy Dixon, Mayor Mike Radakovich, Tax Collector

Minutes – A motion “to accept the minutes of the meeting held on May 18, 2016, as read” was made by Ms. Lynn, and seconded by Mr. Hartman. The motion carried unanimously.

Public Comment on Agenda Items – None.

Mayor’s Report (Mr. Dixon) – None.

Solicitor’s Report (Mr. Campfield) – Mr. Campfield noted the Fedor/Duck appeal has been heard and is awaiting decision.

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

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

Borough Manager’s Report (Mr. Lapia) – The Borough needs 75 – 100 yards of playground mulch this year. Mr. Lapia found mulch for \$19.25 per cubic yard. Ms. Lynn motioned to approved purchasing playground mulch for no more than \$1,925 for 100 yards. Mr. Hartman seconded. The motion carried unanimously. The Sandy Hill Road Scoping Application is progressing and on the third revision. Mr. Lapia hopes this will give PennDOT all the information needed for the HOP.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of May 2016, as prepared” was made by Mr. Hartman and seconded by Ms. Lynn. Motion carried unanimously.

Tax Collector’s Report – A motion “to approve the Tax Collector’s report for the month of May 2016, as prepared by Mr. Radakovich” was made by Ms. Lynn and seconded by Ms. Marchand. Motion carried unanimously.

Committee Reports

Administration (Mr. Nemitz) – None.

Finance (Mr. Ira) – None.

Parks & Recreation (Mr. Hartman) – The Spring Fling and the Lions Duck Race will be held Saturday, June 18, 2016 in Manor Park. Activities start at noon.

Personnel (Ms. Marchand) – None.

Planning & Zoning (Ms. Lynn) – The Planning Commission is scheduled to meet June 27, 2016 at 7:00 PM; continuing to work on SALDO updates.

Public Safety (Mr. Woy) – None.

Public Works (Mr. Matrisch) – None.

Unfinished Business

- None.

New Business

- Presentation from Crespo Wildlife Services. Mr. Matrisch contacted the Borough regarding the duck and goose waste in the park and playground area, and smashed eggs, presumably destroyed by children. Mr. Lapia contacted Mr. Crespo who came to Manor to walk through the park. Mr. Crespo took the podium and explained the process to Council: Geese begin to nest in April and the nests are found and treated to prevent them from hatching. Breaking or moving the eggs causes the geese to re-nest. When the eggs fail to hatch, the geese have no young to raise and move which limit the population growth. Any geese that remain are harassed so they don't stay and feed. The process is multi-year (3+ year process) requiring persistent harassment. Mr. Crespo has discouraged the public feeding the ducks and geese and recommends an ordinance be passed to not feed the water fowl at the park. The domestic ducks in the park also attract the geese, however, there is one wild native duck in the park that is protected. Mr. Crespo has suggested relocating the domestic ducks. Because it is late in the season, Mr. Crespo could start with the harassment in July and then do the nest treatment next spring. Mr. Campfield reminded all the Borough would need to sign an agreement with Crespo, and Mr. Crespo will forward an agreement for review.
- Consideration "to release retainage to Tresco Paving Corporation for 2015 street paving." The balance of the 2015 Paving Contract (10% of the bid), \$36,759.96 was held until all aspects of the paving were complete. Mr. Antonacci has confirmed the project is complete to contract specifications. Ms. Lynn motioned to release the 2015 Paving Contract retainage to Tresco Paving Corporation in the amount of \$36,759.96. Seconded by Ms. Marchand, the motion carried unanimously.
- Consideration "to award bid for Sandywood Place fiber reinforced surface treatment." The Borough received 1 bid from Russell Standard for \$80,635.50. To mill and overlay Sandywood Place with two inches of new asphalt would cost \$200,000, as estimated by the Borough Engineer. While the cost came in higher than expected, the Borough has funds to cover the paving through the surplus in the General Fund account. Ms. Lynn motioned to award the contract to Russell Standard for fiber mat surfacing of Sandywood Place not to exceed \$80,635.50. Seconded by Ms. Marchand, the motion carried unanimously. Then, Ms. Lynn motioned to move the \$80,635.50 from the surplus to the Street Paving line item of the budget. Seconded by Mr. Hartman, the motion carried unanimously.
- Consideration "to approve MS4 Written Plans for MCM #1 and MCM #2." From the Borough's MS4 Audit in April, the DEP recommended the Borough document plans and actions. MCM is an acronym for "Measured Controlled Measures" and each MCM has Best Management Practices (BMP). MCM #1 is Public Education & Outreach and MCM #2 is Public Education. The DEP requested we place documentation in a binder for easier audit, rather than the assorted boxes of documents they had to sift through during their initial audit. Ms. Lynn motioned to approve written plan MCM #1 and MCM #2. Seconded by Ms. Marchand, the motion carried unanimously.
- Consideration "to accept resignation of Patrolman Justin Golnoski." Mr. Hartmann motioned to accept the resignation of Patrolman Justin Golnoski. Seconded by Ms. Lynn, the motion carried unanimously. Former Patrolman Golnoski went to Plum Boro and Ms. Lynn noted his employment was appreciated and he did a fine job for Manor.
- Discussion on Lease Agreement for use of Sandy Hill Road open space. Mr. Lapia and Mr. Campfield have drafted a modified lease for the Sandy Hill lot. Outstanding are the fees involved, and any security deposit

for the rental/usage. Mr. Hartman motioned to table the discussion on a Lease Agreement for the use of the Sandy Hill Road open space until the July meeting. Seconded by Ms. Lynn, the motion carried unanimously.

Correspondence

- Ferree Kennels.

Payment of Bills – A motion “to approve payment of the bills as of June 15, 2016, as presented” was made by Ms. Lynn and seconded by Mr. Hartman. The motion carried unanimously.

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 7:50 P.M.

A motion to return to council regular session was made by Ms. Lynn and seconded by Ms. Marchand. The motion carried unanimously at 8:09 P.M.

Public Comment – Mrs. Ricki Watt of 310 Fairview Drive, Manor has an issue with her pool which is partly on Borough property. With her, her neighbor, Joyce Quinter of 312 Fairview Drive, Manor. Both have been neighbors for 24 years, since 1992. She was told in 1992, during construction, nothing could be built on the lot behind her house. Mr. Chuck Charrie told her she could do whatever she wanted on the property as long as it was maintained. There was nothing in writing. Mrs. Watt hired a pool company to install her pool and noted no permits were obtained. In 1999 the land was cleared for a retention pond. Mrs. Watt and Quinter then began to maintain the area as it was overgrown, until they discovered in 2010 that no one really owned the property. They attempted to purchase a small piece of the property, but could not buy a subsection of the parcel, and were then told not to worry about it. The Borough gained ownership of the property in 2012 from Norwin Construction and began regular maintenance around the retention pond. The pool is actively used and both Mrs. Watt and Mrs. Quinter would like the option of either purchasing a portion of the parcel or able to replace the pool if necessary. Mr. Lapia indicated it is unlikely to be able to purchase additional property due to the retention pond. She was advised if she has to replace her pool, she will have to apply for a permit and possibly seek a variance.

Mr. Al Markijohn of 217 Cameron Drive, Manor representing the Manor Volunteer Fire Department, is seeking permission to cement the rock area around the Manor VFD Memorial. The VFD wants to remove the rock and timbers and replace with cement to make it look neater and have it be easier to maintain. Professional contractors will be used. Mr. Lapia noted the contractors need to submit Certificates of Insurance to the Borough, as the memorial is on Borough property. Ms. Lynn motioned to allow the Manor VFD to concrete the memorial next to the parking lot provided necessary paperwork is provided to the Borough. Seconded by Mr. Hartman, the motion carried unanimously.

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 8:30 P.M.

Joseph N. Lapia
Borough Manager