

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – June 21, 2017

The Manor Borough Council held its monthly business meeting on Wednesday, June 21, 2017 at 7:00 P.M., in the Manor Borough Building.

Council President, Mr. Brian Woy, called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

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

Minutes – A motion “to accept the minutes of the meeting held on May 17, 2017, as read” was made by Mr. Matrisch, and seconded by Mr. Hartman. The motion carried unanimously.

Public Comment on Agenda Items – None.

Mayor’s Report (Mr. Dixon) – The mayor announced for the 2018 Playground Program the Borough is eligible for free lunch funding.

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

Engineer’s Report (Mr. Antonacci) – Russell Standard finished the Punch List for Sandywood Place June 15th. The contract can be closed out after the Engineer does a final inspection. Fairview Drive street paving is scheduled to begin the week of June 26th. The upper Observatory Street sewer replacement project goes out for bid Monday June 26th.

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

Borough Manager’s Report (Mr. Lapia) – Crespo Wildlife Services reports so far, no geese or geese nests have been found in the park. The remaining fowl continue to be harassed and the number of fowl has diminished indicating they have found a home elsewhere. The no feeding signs are up in the park. A Right Of Way Agreement has been received from MAWC, and the Borough is awaiting answers to some questions. The project has already started in Harrison City and will culminate at Race Street in Manor. No ETA at this time. The streetlight conversion from standard lights to LED lights is almost complete. The Borough has realized a \$600 savings so far, but billing has yet to catch up to the light conversion.

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

Tax Collector’s Report – A motion “to approve the Tax Collector’s report for the month of May 2017, as prepared by Mr. Radakovich” was made by Mr. Matrisch and seconded by Mr. Ira. The motion carried unanimously.

Committee Reports

Administration (Mr. Nemitz) – None.

Finance (Mr. Ira) – None.

Parks & Recreation (Mr. Hartman) – None.

Personnel (Ms. Marchand) – None.

Planning & Zoning (Ms. Lynn) – None.

Public Safety (Mr. Woy) – The Manor Police Department wants to advertise that applications for the Civil Service Test will be accepted from June 26 through July 26, 2017. The test is scheduled for August 9, 2017 at 7:00 P.M. at a cost of \$35 per applicant. Mr. Matrisch motioned to approve the Civil Service Test advertisement in the Penn Trafford News for accepting full-time police officer applications from June 26 through 3:00 PM July 26, 2017, charging \$35 for the Civil Service Exam to be held August 9, 2017 at 7:00 P.M. Seconded by Mr. Hartman, the motion carried unanimously.

Public Works (Mr. Matrisch) – The new Public Works truck is on schedule and should be delivered mid-August.

Unfinished Business

- Discussion about on Street Parking. The mayor will organize a committee representing the police department, fire department, public works and council to discuss the issues and come up with some recommendations.

New Business

- Discussion on purchase of playground equipment. Mr. Matrisch motioned to purchase the Zip Slide and Leaning Wall Climber for \$4,043.73 and the Moon Rock Climber for \$4,428. Seconded by Mr. Ira, the motion carried unanimously.
- Consideration “to replace Community Room HVAC Unit.” Mr. Lapia presented 3 quotes for a new HVAC unit with different options, but comparable units with warranty. After discussion, Mr. Hartman motioned to table consideration until the next meeting to see if any rebates are available for the units recommended. Seconded by Mr. Matrisch, the motion carried unanimously.
- Discussion on Cameron Drive water on roadway remediation. Ongoing issue that is trying to be resolved. With little slope to the road, water is ponding year round. The solution is to install a dry sump pit and run a 6 inch pipe across the street into a green space, tying into a storm pipe. The solution also involves fixes the large pot hole. Mr. Matrisch motioned to proceed with having the street department make improvements on Cameron Drive at a cost estimate of \$4,632.21. Seconded by Mr. Ira, the motion carried unanimously.
- Consideration “to approve Resolution 2017-08 amending Civil Service Rules & Regulations”. Mr. Matrisch motioned to approve Resolution 2017-08 amending the Civil Service Rules & Regulations. Seconded by Mr. Hartman, the motion carried unanimously.
- Discussion on applying for a Dirt and Low Volume Road Grant. The Borough has received this grant several times in the past for small projects. The Borough wants to see if we can get a grant to control the water running off of Brush Street into the park parking area and walking track. This grant request must be received by October 31, 2017 for project work to begin in 2018. Mr. Matrisch motioned to apply for the grant. Seconded by Mr. Ira, the motion carried unanimously.
- Consideration “to approve Resolution 2017-09 WWMA Board Member Compensation”. WWMA wants to compensate board members for attending board meetings, up to \$150 per month. The compensation is paid by WWMA not the individual municipalities. Current board members are not eligible until they are reappointed. Mr. Matrisch motioned to table this Resolution for the July meeting. Seconded by Mr. Ira, the motioned carried unanimously.

Correspondence

- Mayor Dixon received an email from the “remnants of the Manor Community Picnic Committee” stating due to lack of participation and lack of financial support they will not be having a Manor Community Picnic at Idlewild for 2017.

Payment of Bills – A motion “to approve payment of the bills as of June 21, 2017, as presented” was made by Mr. Matrisch and seconded by Mr. Hartman. The motion carried unanimously.

NO EXECUTIVE SESSION

Public Comment – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Matrisch and seconded by Mr. Hartman. The motion carried unanimously. The meeting adjourned at 8:11 P.M.

Joseph N. Lapia
Borough Manager