

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – July 19, 2017

The Manor Borough Council held its monthly business meeting on Wednesday, July 19, 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
	Christine Marchand	Terry Nemitz
	Ed Antonacci, Engineer	John Campfield, Solicitor
(Absent)	Bruce Hartman	Steve Ira
	Dawn Lynn	Jeremy Dixon, Mayor
	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 June 21, 2017, as read” was made by Mr. Matrisch, and seconded by Ms. Marchand. The motion carried unanimously.

Public Comment on Agenda Items – Tim McElhinny, 707 Creekview Court, Manor is requesting a driveway extension to the width of the driveway on new construction. The driveway will cut into the 5 foot building line by 2 feet. With a large family and 4 vehicles, Mr. McElhinny cannot park in the cul-de-sac and wishes to park in his driveway. The intent is to put a parking pad beside the house and allow access to the parking pad via a wider driveway.

Mr. Matrisch motioned to approve the access drive modification at 707 Creekview Court. The Engineer is to prepare drawings, and the Solicitor is to prepare an Easement Agreement. The curb is to control stormwater flow from going into neighbor’s property. Mr. McElhinny will reimburse the cost to the Borough. Seconded by Mr. Nemitz, the motion carried unanimously.

Mayor’s Report (Mr. Dixon) – None.

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

Engineer’s Report (Mr. Antonacci) – Fairview Drive paving is complete. A punchlist will be sent to Tresco Paving.

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

Borough Manager’s Report (Mr. Lapia) – The Borough received the Act-13 allocation for this year in the amount of \$4,033.88, which is a decrease of almost \$2,000. Since switching the streetlights over to LEDs it has taken a couple of months for the billing to catch up. The Borough is saving \$865 per month, or a 34% reduction in electric charges, assuming no rise in electricity cost. The savings should amount to \$10,000 over the course of a year.

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

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

Committee Reports

Administration (Mr. Nemitz) – None.

Finance (Mr. Ira) – None.

Parks & Recreation (Mr. Hartman) – Mr. Lapia noted the playground equipment Council authorized to purchase has been ordered. There is no delivery date at this time. The Playground program is in its final weeks with a good turnout of 15-25 children per day. Mr. Matrisch inquired about playground mulch and wondered since it is late in the season, can the Borough wait until next year. Mr. Lapia responded that the Mt. Manor playground needs mulch and it would be cheaper to buy mulch for both parks, however, there is no place to keep the excess. The mulch needs to be dug up due to decomposition and drainage repairs in the lower park. This work cannot begin until the new playground equipment arrives.

Personnel (Ms. Marchand) – None.

Planning & Zoning (Ms. Lynn) – None.

Public Safety (Mr. Woy) – Mr. Woy noted the Manor Police Department does not patrol social media. If residents have a complaint or an emergency or need to contact the Manor Police, call 911 to report the incident. Mr. Lapia added that residents often call the Borough Office who are then told to call 911.

Public Works (Mr. Matrisch) – None.

Unfinished Business

- Consideration “to replace Community Room HVAC Unit.” Mr. Lapia noted the quotes he acquired for last meeting are still good. He looked into getting a rebate at Council’s request and none of the units quoted quality for the rebate as they are too small. The Borough would have to spend \$1,000 more on a more efficient unit to realize a rebate savings of \$750. Mr. Nemitz motioned to purchase the Daikin Unit plus thermostat at \$12,459 plus \$322 from Eichelberger & Sons, with the money coming from the Community Room fund. Seconded by Ms. Marchand, the motion passed by majority. Mr. Matrisch voted “No.”
- Consideration “to approve Resolution 2017-09 WWMA Board Member Compensation.” Mr. Matrisch motioned to not approve Resolution 2017-09. Motion dies for lack of a second. Ms. Marchand motioned to table the vote until the August meeting. Seconded by Mr. Nemitz, the motion carried by majority. Mr. Matrisch voted “No”.

New Business

- Consideration “to award contract for Observatory Street Sewer Line Replacement.” The Borough received 4 bids for the project. BJC Enterprises was the lowest bidder at \$266,338. It is a smaller company that has worked in the Borough before, and the mobilization costs were much lower. Mr. Matrisch motioned to award the Observatory Street Sewer Line Replacement contract to BJC Enterprises at \$266,338. Seconded by Mr. Nemitz, the motion carried unanimously.
- Consideration “to approve payment to Russell Standard for 2016 fiber mat project.” The punch list is complete and approved by the Borough Engineer, so the retainage can be paid. Mr. Matrisch motioned to pay the \$8,063.55 retainage to Russell Standard. Seconded by Mr. Nemitz, the motion passed unanimously.
- Discussion on Borough MS4 Pollutant Reduction Plan. The Borough has to renew its general permit to discharge storm water into the streams. This application is due in September and the Borough has to come up with a plan to reduce pollutants by 10%. This application has to be advertised and

available for public review, along with a 30 day comment period. Many avenues are being looked at including retention ponds, wetland conversion, rain gardens, and permeable pavement. Council's consensus is to proceed with the renewal plan already in progress.

- Discussion on replacing Borough sidewalk along Manor Harrison City Road. The plan is to replace the sidewalk on Manor Harrison City Road from the Manor Valley Plaza to Race Street Extension to bring it up to the Borough's specification. Mr. Matrisch motioned to have the Engineer work up a bid package for the sidewalk replacement. Seconded by Ms. Marchand. Mr. Antonacci noted the Borough will have to get a PennDOT permit to work on the sidewalks as they are on a PennDOT maintained road, which may take several weeks or months to obtain, which may run the project into inclement weather and stall the project. Mr. Matrisch rescinded the motion and Ms. Marchand rescinded her second of the motion. Mr. Matrisch asked the Borough Engineer to come up with a plan to best accomplish this project.
- Discussion on outstanding sewage liens. A number of properties have outstanding and accumulating sewage balances. The Borough can file to start the process to sell properties at sheriff sale. The Solicitor will look at 6 properties.

Correspondence

- None

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

Mr Matrisch asked Mr. Lapia the status of the cell phone tower. George Frances of TowerCo said his RF Engineer preferred the Sandy Hill Road location as it provides better coverage in the valley. He offered to pay the Borough yearly instead of monthly on the lease. Mr. Matrisch noted the issue with them using the Sandy Hill lot is the visibility and the proximity to homes, whereas the North Huntingdon location would not be so visible. In addition, the Zoning would have to be changed at the Sandy Hill Road lot to accommodate a cell tower. Mr. Frances also offered to move the police antenna to the new cell site for better coverage. Mr. Matrisch motioned to move forward with the Borough property in North Huntingdon for a cell tower. Ms. Marchand seconded. The motion was suspended for Executive Session.

A motion to go into Executive Session for personnel matters and matters of potential litigation was made by Ms. Marchand and seconded by Mr. Matrisch. The motion carried unanimously at 9:00 PM.

A motion to exit Executive Session and return to the meeting was made by Mr. Matrisch and seconded by Mr. Nemitz. The motion carried unanimously at 9:12 PM.

The suspended motion for placing a cell tower at the North Huntingdon property owned by the Borough carried unanimously.

Public Comment – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Nemitz and seconded by Mr. Matrisch. The motion carried unanimously. The meeting adjourned at 9:15 P.M.

Joseph N. Lapia
Borough Manager