

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – September 18, 2019

The Manor Borough Council held its monthly business meeting on Wednesday, September 18, 2019 at 7:00 P.M., in the Manor Borough Building.

Roll Call of Attendance:

(Present)	Brian Woy, President	Bruce Hartman, Vice President
	Dave Gongaware	Ralph Hensell
	Christine Marchand (Arrived at 7:37 PM)	Jim Vacha
	Mike Matrisch, Mayor	John Campfield, Solicitor
	Ed Antonacci, Engineer	
(Absent)	Dawn Lynn	
	Mike Radakovich, Tax Collector	George Valmassoni, Chief of Police
	Jason Krainbucher, Zoning Office	

Minutes – A motion “to accept the minutes of the meeting held on August 21, 2019, as read” was made by Mr. Hensell, and seconded by Mr. Hartman. The motion carried unanimously.

Public Comment on Agenda Items – None.

Mayor’s Report (Mr. Matrisch) – The Mayor reminded Council Mr. Michel from Observatory Street addressed Council earlier this year regarding speeding and a means to slow drivers down. Mr. Matrisch wanted to know if Council was interested in purchasing a speed data collection system. He will contribute his Mayor salary to the purchase. Mr. Gongaware motioned to purchase the Safe Pace 100 Speed Radar LED Solar Sign with data collection software for \$3,159.00, provided the vendor will invoice the Borough. Seconded by Mr. Hensell, the motion carried unanimously. The balance will come from Act-13 Funds.

Solicitor’s Report (Mr. Campfield) – Accessory structures were in advertently left out of the Codification. The proposed language to add back in for Accessory uses in R1, R2, and A1 zones includes accessory structures less than 150 square feet, with a 6 foot setback, and accessory structures greater than 150 square feet, with a 10 foot setback from property lines.

Engineer’s Report (Mr. Antonacci) – The work on Cameron Drive storm sewer repair project is complete. A punch list was sent to Curry & Kepple. The paving project is complete and a punch list was sent to Mele and Mele. A notice of award was sent to KGD Contracting for the access road to the Woods of Brandywine retention pond.

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

Borough Manager’s Report (Mr. Lapia) – The Solicitor, Engineer and Borough Manager continue to work on language for the sewer rules update, along with the update to the storage of materials on streets.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of August 2019, as prepared” was made by Mr. Gongaware and seconded by Mr. Hensell. The motion carried unanimously.

Tax Collector’s Report – A motion “to approve the Tax Collector’s report for the month of August 2019, as prepared by Mr. Radakovich” was made by Mr. Hartman and seconded by Mr. Gongaware. The motion carried unanimously.

Committee Reports

- **Building & Properties** – Mr. Lapia reported the bleachers in the park were damaged in the July 11, 2019 flood. They cannot be repaired. The Borough has received insurance money from the damage and new bleachers were ordered for the park.
- **Community Betterment** – None.
- **Finance** – Mr. Woy reported work is beginning on the 2020 budget and hopes to have a preliminary budget for the next council meeting. Mr. Woy reported, at the Mayor’s request, to draft budget scenarios for 3 full time police officers, 4 full time police officers and 5 full time police officers. Mr. Matrisch is trying to be proactive and anticipate retirements within the next 3-6 years. He would like to have established police officers take over as Chief and Sergeant who know the Borough and the residents. He also stated, per the Chief, it has been difficult to keep part time officers and feels that creating knock out shifts would be helpful. Mr. Lapia noted he would like to purchase equipment to maintain the retention ponds more efficiently. The November meeting is the second Wednesday of the month so as to avoid a special meeting in December to pass the budget. Mr. Woy reported there was a Capital Projects meeting the previous night and there will be a report on that at the October meeting. Regarding the playground at Manor Park, it is closed due to the current condition from the July flood. It is not usable. He recommends the rubber mulch be moved to Mt. Manor Park, as the mulch at the upper park needs dug up and replaced. Mr. Hensell motioned to move the rubber mulch from the Manor Park playground to the playground at Mt. Manor Park. Mr. Lapia advised equipment will have to be rented to scoop out the decayed mulch at the upper park, in addition to the installation of geo-tech fabric and stone. He further cautioned there may not be enough rubber mulch to fill in the Mt. Manor playground and additional rubber mulch may have to be purchased. Seconded by Mr. Vacha, the motion carried unanimously.
- **Personnel** – None.
- **Planning & Zoning** – None.
- **Public Safety** – None.

Unfinished Business

- None

New Business

- Consideration “to approve MMO for Borough Pension Plans.” Mr. Hartman motioned to approve the MMO for Borough Pension Plans. Seconded by Mr. Gongaware, the motion carried unanimously.
- Consideration “to approve payment request from Curry & Kepple, Inc.” Mr. Gongaware motioned to approve payment request from Curry & Kepple for the 2019 Paving project, minus 10% retainage, in the amount of \$48,632.86. Seconded by Mr. Hensell, the motion carried unanimously.
- Discussion on replacing main sewer line on Oak Street. The Borough was denied a grant to do a portion of Oak from 53 Oak down to Race Street. Now that the Borough has sufficient funds in the Sewer Fund, Mr. Lapia suggests this project be reconsidered, to replace 1,300 feet of sewer line. Oak Street will need to be paved soon, and the hope is the street could be improved in conjunction with the sewer project. The Borough conducted an income survey to try to get grant money for the sewer project at the beginning of 2019 and received a poor response. Mr. Gongaware motioned to move forward with the preliminary work for the Oak Street sewer project. Seconded by Mr. Vacha, the motion carried unanimously.
- Discussion on Street Paving for 2020. Mr. Lapia noted the Manor View Townhouses have never been paved since it was installed and the streets are showing signs of wear. He further noted the past 6 years and the roads that were paved. The Borough was behind in paving and is close to catching up. Some improvements were made to Rowe Road this year. Crack sealing in the autumn appears to be helping to preserve the roads. Mr. Hensell motioned to have the Borough Manager look at paving Manor View Estates. Seconded by Mr. Gongaware, the motion carried unanimously.
- Consideration “to approve Resolution 2019-20 Final Plan Approval for Manor Trails Sub-division.” The Planning Commission met Monday. Mr. Lapia read a letter from Mr. Hermann recommended

that Council approve the Resolution. Mr. Hartman motioned to approve Resolution 2019-20 Final Plan Approval for Manor Trails Sub-division. Seconded by Mr. Hensell, the motion carried unanimously.

- Consideration “to approve Manager attending 3 Rivers Wet Weather Training.” Mr. Hensell motioned to approve the Borough Manager attending the 3 Rivers Wet Weather Training Conference. Seconded by Ms. Marchand, the motion carried unanimously.
- Consideration “to advertise Ordinance amending regulation of swimming pools.” Mr. Vacha motioned to advertise the Ordinance 583-19-03 amending regulation of swimming pools. Seconded by Mr. Hensell, the motion carried unanimously.

Correspondence

- None.

Payment of Bills – A motion “to approve payment of the bills as of September 18, 2019, as presented” was made by Mr. Gongaware and seconded by Mr. Vacha. The motion carried unanimously.

Mr. Hensell motioned to go into Executive Session for personnel matters and matters of potential litigation. Seconded by Ms. Marchand, the motion carried unanimously at 8:04 P.M.

Mr. Gongaware motioned to return to the Council Meeting. Seconded by Mr. Hartman, the motion carried unanimously at 8:15 P.M.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Hensell and seconded by Mr. Vacha. The motion carried unanimously. The meeting adjourned at 8:16 P.M.

Joseph N. Lapia
Borough Manager