

**MANOR BOROUGH COUNCIL**  
**MONTHLY BUSINESS MEETING – September 19, 2018**

The Manor Borough Council held its monthly business meeting on Wednesday, September 19, 2018 at 7:00 P.M., in the Manor Borough Building.

Council Vice President, Mr. Bruce Hartman called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

(Present)	Bruce Hartman, Vice President	
	Dave Gongaware	Ralph Hensell
	Jim Vacha	
	Jeremy Dixon, Mayor	John Campfield, Solicitor
	Ed Antonacci, Engineer	George Valmassoni, Chief of Police
(Absent)	Brian Woy, President	Dawn Lynn
	Christine Marchand	
	Edwin Howley, Planning & Zoning Office	Mike Radakovich, Tax Collector

**Minutes** – A motion “to accept the minutes of the meeting held on August 15, 2018, as read” was made by Mr. Gongaware, and seconded by Mr. Hensell. The motion carried unanimously.

**Public Comment on Agenda Items** – None.

**Mayor’s Report** (Mr. Dixon) – The Mayor presented the monthly police report for July. He also commented the Borough suffered minor road flooding due to the remnants of Hurricane Gordon. He appreciated the efforts of all who helped with traffic control and damage control.

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

**Engineer’s Report** (Mr. Antonacci) – The paving project is complete. The Contractor, Derry Contruction, is now working on punch list items.

**Planning & Zoning Officer’s Report** (Mr. Howley) – Mr. Lapia commented the engineering firm representing Ryan Homes came before the Planning Commission looking to rezone the Gilmore property from A-1 to R-1, which was tabled by the Planning Commission until next month until more information is gathered.

**Borough Manager’s Report** (Mr. Lapia) – Mr. Lapia received a call from Greenland Construction who is working on a Phase II Interceptor Project for WWMA. They wanted to know if they could use the Sandy Hill Road lot to store stone for the project. Mr. Lapia noted the lot would likely be unable to be used by the public, for about a month, until they were done due to the volume of stone and trucks transporting to the stone to the final location. Mr. Gongaware motioned to allow Greenland Construction to use the Sandy Hill Road Lot to store stone for the WWMA Interceptor Project. Seconded by Mr. Hensell, the motion carried unanimously. Mr. Lapia went on to note there was significant flooding in Manor Park due to the remnants of Hurricane Gordon. The work done in the playground area earlier this year performed exactly as planned: The water coming in from the back side of the play area was funneled around the play area. Unfortunately the creek water was so high it met up with the funneled water, had no place to go and flooded the playground, washing away some of the rubber mulch. Some of the mulch has been salvaged and replaced. Meanwhile the Borough Manager and the Council President waded through flood waters to try and salvage the contents of the storage building which took on approximately 2 feet of water. A lot of the items in the building could not be salvaged due to contamination of flood water. An estimate from Disaster Restoration Services

(DRS) to clean the building and the durable items such as T-Ball bats. The T-Ball bags and helmets require special cleaning due to the foam and material used in the equipment. DRS gave an estimate of \$1,153.93 to clean and sanitize the building. It would cost an additional \$550 to clean the T-Ball bags and helmets, or a total of \$1,703.93. The foundation of the building has deteriorated and Mr. Lapia suggests considering removing the building or replacing the building in another area of the park. The walking track also needs replaced. Mr. Gongaware motioned to have the building cleaned by DRS at a cost of \$1,153.93. Seconded by Mr. Hensell, the motion carried unanimously. The motion was amended to have the T-Ball bags and helmets trashed.

**Treasurer's Report** – A motion “to approve the Treasurer's Report for the month of August 2018, 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 2018, as prepared by Mr. Radakovich” was made by Mr. Vacha and seconded by Mr. Hensell. The motion carried unanimously.

#### **Committee Reports**

- **Building & Properties** – None.
- **Community Betterment** – None.
- **Finance** – A draft budget for 2019 has started.
- **Personnel** – None.
- **Planning & Zoning** – None.
- **Public Safety** – The Manor VFD and the Committee met. Purchase of a new fire truck would not affect budget until 2020.

#### **Unfinished Business**

- There was no unfinished business.

#### **New Business**

- Discussion on purchasing a police car. Funds are available for a new police car, in addition to selling the old Police Interceptor. Ford does not have a sedan available therefore the Borough is looking at a 2019 Dodge Charger. If purchased now, it will take anywhere from 4 weeks to 4 months for the vehicle to come in and be equipped. Mr. Gongaware motioned to move forward on purchasing a new Police Car. Seconded by Mr. Hensell, the motion carried unanimously.
- Request from Penn Township Rescue 6 for use of the Community Room. Penn Township Ambulance Association wants to use the Community Room to administer free flu vaccines October 10, 2018 from 1:00 P.M. until 6:00 P.M. Mr. Gongaware motioned to allow Penn Township Ambulance Association free use of the Community Room. Seconded by Mr. Vacha, the motion was amended to include a \$75 cleaning fee. The motion carried unanimously.
- Consideration “to pick an Arbitrator for Act 111 Interest Arbitration.” Mr. Gongaware motioned to appoint William Ferraro as Arbitrator. Seconded by Mr. Hensell, the motion carried unanimously.
- Consideration “to approve payment request from Daniels Excavating.” Mr. Hensell motioned to pay Daniels Excavating \$1,485.00. Seconded by Mr. Vacha, the motion carried unanimously.
- Consideration “to approve MMO for Borough Pension Plans.” Mr. Gongaware motioned to approve the MMO for the Borough Pension Plans. Seconded by Mr. Vacha, the motion carried unanimously.
- Discussion on updating Borough Burning Ordinance. The consensus of council is to allow recreational burning only as the Borough has become more densely populated. Mr. Hensell motioned to have the Solicitor rewrite the Burning Ordinance to omit everything except small recreational fires, outdoor cooking, and Manor VFD controlled burns. Seconded by Mr. Vacha, the motion carried unanimously.
- Consideration “to accept resignation of Civil Service Commission Member.” Mr. Gongaware motioned to accept the resignation of Jamie Griesbaum. Seconded by Mr. Hensell, the motion carried unanimously.

- Consideration “to set hours for Halloween Trick or Treat.” Mr. Gongaware motioned to have Halloween Trick or Treat, Wednesday, October 31, 2018 from the hours of 6:00 P.M. until 8:00 P.M. Seconded by Mr. Hensell, the motion carried unanimously.
- Consideration “to award bid for Brush Street Extension paving project.” One bid was received for the project from KGD Paving at a bid of \$73,080.00. Mr. Gongaware motioned to award the project to KGD. Seconded by Mr. Vacha, the motion carried unanimously.

**Correspondence**

- None.

**Payment of Bills** – A motion “to approve payment of the bills as of September 19, 2018, as presented” was made by Mr. Vacha and seconded by Mr. Hensell. The motion carried unanimously.

Mr. Gongaware motioned to go into Executive Session for matters of Personnel and Legal Matters. Seconded by Mr. Vacha, the motion carried unanimously at 8:05 P.M.

A motion to exit Executive Session and return to the meeting was made by Mr. Hensell and seconded by Mr. Vacha. The motion carried unanimously at 8:25 P.M.

**Public Comment** – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Vacha and seconded by Mr. Hensell. The motion carried unanimously. The meeting adjourned at 8:28 P.M.

Joseph N. Lapia  
Borough Manager