

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – September 21, 2016

The Manor Borough Council held its monthly business meeting on Wednesday, September 21, 2016 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 Dawn Lynn Terry Nemitz Ed Antonacci, Engineer	Mike Matrisch, Vice President Christine Marchand John Campfield, Solicitor
(Absent)	Bruce Hartman Jeremy Dixon, Mayor Edwin Howley, Planning & Zoning Office	Steve Ira George Valmassoni, Chief of Police Mike Radakovich, Tax Collector

Minutes – A motion “to accept the minutes of the meeting held on August 17, 2016, as read” was made by Ms. Marchand, and seconded by Mr. Matrisch. The motion carried unanimously.

Public Comment on Agenda Items – Al Markijohn of Cameron Drive wanted to know when they could use the Sandy Hill Road Lot for hoagie sales, and when the Lions can use the lot for chicken BBQ. Mr. Markijohn also requested they not be charged for the use of the lot. Mr. Matrisch explained it would be similar to renting the Community Room with the use of a general lease agreement, and requesting Council to use the lot on specific dates to have the fee waived.

Mayor’s Report (Mr. Dixon) – None.

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

Engineer’s Report (Mr. Antonacci) – There was a pre-construction meeting with Advanced Contracting who is doing the sidewalk replacement in the old part of Manor. They anticipate starting September 22, 2016.

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

Borough Manager’s Report (Mr. Lapia) – The Fibermat paving at Sandywood Place was done and Russell Standard will be applying the GripTight seal Thursday September 22. Ed Grant from Rescue 6 sent a letter requesting to use the Community Room for free flu vaccinations October 17, 2016 from 1:00 PM to 6:00 PM. Mr. Matrisch motioned to allow Rescue 6 free use of the Community Room on Monday October 17, 2016 from 12:00 PM to 6:00 PM for free flu vaccinations for no cost, and no cleaning fee. Mr. Matrisch rescinded the motion. Ms. Lynn motioned to allow Penn Township Ambulance free use of the Community Room on October 17, 2016 for the flu shot clinic without paying a cleaning fee. Seconded by Ms. Marchand, the motion carried unanimously. The streets were swept in the spring, and due to MS4 requirements, and the spring street sweeping expense was less than budgeted, we may want to do street sweeping this fall. The same contracting company is available and the price will be the same at \$115/hr for 2 days. Anticipated sweeping is mid-October and the money would come from Liquid Fuels funds. Ms. Lynn motioned to sweep the streets at a cost of no more than \$115/hr for 2 days not to exceed \$3000 for a fall street clean up by Golden Equipment. Seconded by Mr. Matrisch, the motion carried unanimously.

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

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

Committee Reports

Administration (Mr. Nemitz) – None.

Finance (Mr. Ira) – None.

Parks & Recreation (Mr. Hartman) – Two swings were replaced in the park that presented a hazard.

Personnel (Ms. Marchand) – Public Works committee has discussed the contract and are awaiting a meeting with the Teamsters.

Planning & Zoning (Ms. Lynn) – The Planning Commission unanimously voted to proceed with amending the Zoning Ordinance regarding fowl and other animals. Mr. Campfield noted the exclusion of fowl, other than ordinary household pets in the residential district, is currently in place and wants the Ordinance to be amended by The Planning Commission. The next step is to schedule a hearing 30 days after the proposed Ordinance change is set to the county planning department for review. This would be tentatively for November meeting. The Planning Commission also recommends to remove the section in the SALDO for access drives and to put in a stand alone Ordinance as Regulations for Access Drives. The Planning Commission plans to meet September 26, 2016 at 7:00 PM in the Manor Community Room.

Public Safety (Mr. Woy) – Mr. Woy noted Representative George Dunbar is having his annual Children's Health and Safety Expo at Manor Park, Saturday, September 24th from Noon until 2:00 PM. All are welcome. The new Police Interceptor has been ordered and is scheduled to arrive within 2 weeks.

Public Works (Mr. Matrisch) – None.

Unfinished Business

- Discussion on Lease Agreement for Sandy Hill Road open space. The HOP was received from PennDOT and the grass median is now being prepped installed, then the driveway access has to be paved. Should all go well, the lot should be completed by November. Mr. Matrisch motioned to have the Solicitor draft a one-time agreement between Manor Borough and the Manor VFD to use the Sandy Hill Road Lot for a hoagie sale on October 15, 2016, then amended, provided the lot is available to be used. Seconded by Mr. Nemitz, the motion carried unanimously.
- Discussion on removal of lights in Lower Manor Park. Park hours are from dawn to dusk and the question of lighting the park arose. Enough lights will remain for security reasons, and the double lights will be reduced to a single light. Lights located in the trees, covered by the tree canopy, will also be removed. Mr. Matrisch motioned to remove 7 lights from the park. Seconded by Ms. Lynn, the motion carried unanimously.

New Business

- Consideration “to Approve Resolution 2016-08 for PA Small Water and Sewer Program grant.” Ms. Lynn motioned to approve Resolution 2016-08 for the PA Small Water and Sewer Program grant. Seconded by Mr. Matrisch, the motion carried unanimously.

- Consideration “to approve MMO’s for Borough pension plans.” Ms. Lynn motioned to approve MMO’s for the Borough pension plans. Seconded by Mr. Matrisch, the motion carried unanimously.
- Consideration “to approve agreement with Westmoreland County Transit Authority.” The rate went up by \$65 this year. Mr. Matrisch motioned to approve the agreement with the Westmoreland County Transit Authority. Seconded by Ms. Marchand, the motion carried unanimously.
- Consideration “to sign Sub Recipient Agreement with Westmoreland County for sidewalk project.” Ms. Lynn motioned to sign the Sub Recipient Agreement with Westmoreland County for the sidewalk project. Seconded by Mr. Matrisch, the motion carried unanimously.
- Discussion on MAWC Right of Way Agreement for Race Street Extension water line project. MAWC is replacing the water line from Manor Harrison City Road down into the Borough, by Orchard Street, then underneath the Manor Grille to Race Street Extension. They want to move the line out of the road. Mr. Matrisch motioned to authorize the Solicitor to make changes to the MAWC Right of Way Agreement as necessary and send to MAWC. Seconded by Ms. Marchand, the motion carried unanimously.
- Discussion on Rowe Road Sewer Line Agreement from PTSA. Mr. Matrisch motioned to table the discussion until after Executive Session. Seconded by Ms. Lynn, the motion carried unanimously.
- Discussion on Right of Way Agreement from WWMA for Phase II Brush Creek Interceptor Project. No final drawing is available, but is forthcoming. No further discussion or action was taken.
- Consideration “to award contract for Poplar Street paving.” The lowest bid received was from Derry Construction. Ms. Lynn motioned to award the contract to Derry Construction for \$75,432.50. Seconded by Mr. Matrisch, the motion carried unanimously.
- Consideration “to advertise Sidewalk Ordinance.” Ms. Lynn motioned to advertise the Sidewalk Ordinance 565-16-04. Seconded by Mr. Matrisch, the motion carried unanimously.
- Consideration “to approve changes to Chapter 23 – Stormwater Management of the draft Codification.” Since the codification can change without an Ordinance, Mr. Matrisch motioned to approve the changes to Chapter 23 – Stormwater Management of the draft Codification, with manager’s and engineer’s review. Seconded by Ms. Marchand, the motion carried unanimously.
- Discussion on Amendment to PTARC Intergovernmental Agreement of Cooperation. This is to amend who can represent Manor Borough. Mr. Matrisch motioned to have the Solicitor draft an agreement and advertise the ordinance to approve the amendment. Seconded by Mr. Nemitz, the motion carried unanimously.
- Consideration “to remove 5 trees from Lower Manor Park.” Mr. Matrisch motioned to have Dave Holloman remove the 5 dead trees in Manor Park for no more than the proposed cost of \$5,000. Seconded by Mr. Nemitz, the motion carried unanimously.
- Consideration “to set date and time for Halloween Trick or Treat.” Ms. Lynn motioned to have Trick or Treat in the Borough on Monday October 31, 2016, from 6:00 PM until 8:00 PM. Seconded by Mr. Matrisch, the motion carried unanimously.

Correspondence

- Camo Kennels.

Payment of Bills – A motion “to approve payment of the bills as of September 21, 2016, as presented” was made by Ms. Lynn and seconded by Mr. Matrisch. The motion carried unanimously.

A motion “to approve payment for Kingston Supply” was made by Ms. Lynn and seconded by Mr. Matrisch. The motion carried unanimously. Mr. Woy abstained.

Ms. Lynn motioned to go into Executive Session for personnel matters and matters of potential litigation. Seconded by Mr. Matrisch, the motion carried unanimously at 8:33 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 9:22 P.M.

Public Comment – Albert Markijohn at Cameron Drive, Manor, is concerned about the construction vehicles travelling on his street and if the road is bonded, and it is not. Mr. Matrisch speculated Cameron was not bonded due to the switch in developers at the Brandywine plan. Mr. Lapia offered to consider bonding the road, but due to the short length, the bond may not be practical. Mr. Markijohn also asked about Ordinance Enforcement and is concerned about a utility trailer and work vehicle parked on his street for over a month. Mr. Lapia noted there is no Ordinance prohibiting work vehicles from parking on the street, as long as they have a current registration and inspection. Mr. Matrisch suggested residents call 911 and report such parked vehicles so the police can verify registration. Mr. Markijohn also commented on relationships in the Borough are appearing less adversarial and is glad to see people working together for the community.

Joe Roche of Birchwood Way, Manor is concerned about the road condition in Sandywood Place. Mr. Roche has been a resident for 12 years and loves the Borough. This is his first time at a council meeting. The paving being done at Sandywood Place is unbelievable. Mr. Roche fears the property value is going to decline. Children can't ride their scooters or bikes in the street due to all of the gravel. Mr. Matrisch explained the resurfacing in Sandywood Place is not finished and the surface will be smooth when the work is completed with no loose stones. Mr. Lapia noted the Fibermat process has been done in other communities. Mr. Matrisch went on to explain this Fibermat process is an improved process over the traditional "tar and chip" and is supposed to hold together longer and have the look and feel of asphalt.

Heather Ritter of Birchwood Way, Manor is also concerned about the "chipping 'n tarring" in Sandywood Place. Ms. Ritter asserts the surface is not going to be smooth like the street was prior to the resurface process. She further asserts this resurfacing is affecting property value and it is not done in housing plans. Mr. Lapia and Mr. Matrisch explained it is not just for high traffic areas. Ms. Ritter claimed this chip and tar process was done on Kelvington Drive in Monroeville and looks terrible. She could not confirm that a top coat was placed over the chip and tar. Mr. Lapia continued to explain what Sandywood Place has is a fiber reinforced tack coat then a double chip seal with a grip tight sealer applied to the chips. Ms. Ritter feels the contractor is doing a sloppy job and is damaging property. She asserts the paving process is an eyesore. Mr. Roche interjected and reported several of the storm drains have not been uncovered. Mr. Lapia was told by the contractor the storm drains remain covered until the process is completed so the stones don't go down the storm drains. It will be taken care of. Mr. Lapia put a call into the contractor when the resident with the soiled landscaping rocks notified the Borough of the overspray. It is the contractor's responsibility to remedy. Mr. Lapia and Mr. Matrisch reminded everyone 10% of the cost is held in retainage until the project punch list is completed. Ms. Ritter warned council the Borough Office will get many phone calls as the residents are upset over the condition of the road. Mr. Matrisch stated it is the contractor's responsibility to clean up after the project is complete. Ms. Ritter kept calling the project an eyesore and kept asserting it would reduce property value. Mr. Matrisch reminded, again, the project was not complete and to not make judgement until the paving is complete and the area cleaned up.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Ms. Lynn and seconded by Mr. Nemitz. The motion carried unanimously. The meeting adjourned at 9:36 P.M.

Joseph N. Lapia
Borough Manager