

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – October 21, 2020

The Manor Borough Council held its monthly business meeting on Wednesday, October 21, 2020 at 7:00 P.M., with some council members in the Community room and others joining via a Zoom online meeting due to pandemic and health concerns.

Roll Call of Attendance:

(Present)	Bruce Hartman, President Dave Gongaware Jim Vacha John Campfield, Solicitor George Valmassoni, Chief of Police	Dawn Lynn, Vice President Christine Marchand Brian Woy (Arrived at 7:24 P.M.) Mike Matrisch, Mayor Ed Antonacci, Engineer Mike Radakovich, Tax Collector
(Absent)	Ralph Hensell	Jason Krainbucher, Zoning Office

Minutes – A motion “to accept the minutes of the meeting held on September 16, 2020, as read” was made by Mr. Gongaware, and seconded by Ms. Lynn. The motion carried unanimously.

Public Comment on Agenda Items – Mr. Zebedee Marincic of North Huntingdon proposes to make improvements to the Mount Manor Playground for his Eagle Scout Project. His plans include painting and repainting, basketball court repairs, parking lot repairs, bench replacement, and a park sign. Total cost of materials has been tabulated at \$1,680.29. Mr. Marincic is asking if the Borough could pay for replacing the basketball hoop, and he will be seeking donations for his project.

Mayor’s Report (Mr. Matrisch) – The mayor reported both police cars will be patrolling the Borough for Halloween and 2 officers will be out walking around handing out candy.

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

Engineer’s Report (Mr. Antonacci) – None.

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

Borough Manager’s Report (Mr. Lapia) – Mr. Lapia reported the Borough received its annual insurance dividend from EMC for \$7,744.37. The Zero-Turn mower has been repaired and is running well. The Westmoreland County CARES grant application was submitted where the Borough could receive up to \$30,000. A Resolution will have to be approved and forwarded to the county to complete the application. A reminder was given regarding the model stormwater maintenance agreement so that the Borough can update the Stormwater Maintenance Ordinance by the end of the year. Mr. Lapia is seeking input for a draft in November.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of September 2020, as prepared” was made by Mr. Gongaware and seconded by Mr. Vacha. The motion carried unanimously.

Tax Collector’s Report – A motion “to approve the Tax Collector’s Report for the month of September 2020, as prepared” was made by Ms. Lynn and seconded by Mr. Gongaware. The motion carried unanimously.

Committee Reports

- **Building & Properties** – None.

- **Community Betterment** – Mr. Gongaware reported an email was received from Steve Loughner of the Manor VFD regarding their audit and wanting to change the full audit to a financial review in an effort to save money. He is requesting a new Resolution to allow for financial review. Mr. Hartman suggested Mr. Woy and Mr. Hensell look into the audit requirement changes for the Manor VFD.
- **Finance** – None.
- **Personnel** – None.
- **Planning & Zoning** – None.
- **Public Safety** – None.

Unfinished Business

- Discussion on purchase of a Police SUV and Public Works Dump Truck. Mr. Lapia obtained pricing on a 2021 Dodge Durango at Tri-Star, and in the meantime, Mr. Woy found a 2020 Dodge Durango at Shorkey Auto Group at a substantially less cost, and could be in service in 45 days. Ms. Lynn motioned to purchase the 2020 Dodge Durango from Shorkey Auto Group for the Police Department at a cost of \$27,993.68, with upfit as needed. Extended warranty options will be considered. Seconded by Ms. Marchand, the motion carried unanimously. Also, Ms. Lynn motioned to proceed with the purchase for a new Dodge RAM 5500 dump truck for public works at a cost of \$83,039, plus \$7,500 for a plow. Seconded by Ms. Marchand, the motion carried unanimously.

New Business

- Discussion on request from Manor Library to add outdoor WiFi to the building. The Manor Library wants to take advantage of a CARES grant from the county to provide a larger WiFi range. Technical issues have arisen which should be considered before implementation including signal coverage and how it could affect neighboring residents and businesses. Ms. Lynn and Ms. Marchand both agreed a site survey needs to be done to determine the impact. Mr. Vacha motioned to table the issue until more information is obtained. Seconded by Ms. Lynn, the motion carried unanimously.
- Request from Zeb Marincic to do his Eagle Scout Project at Mount Manor Park. Mr. Gongaware motioned to approve the project. Seconded by Mr. Vacha, the motion carried unanimously. Mr. Lapia offered for the Borough to make up the difference to help defray cost from fund raising, should Mr. Marincic fall short. The money could come from the budget's Facilities R & M. The mayor offered to purchase the basketball rim from his annual salary.
- Consideration "to approve down payment of \$70,480 to Jeffrey Associates for new playground." Ms. Lynn motioned to approve the down payment of \$70,480 to Jeffrey Associates for the new playground at Manor Park. Seconded by Mr. Gongaware, the motion carried unanimously. Then, Mr. Vacha motioned to agree with placing the new playground where the basketball court presently is to reduce the amount of fill and labor needed to raise the playground elevation out of the flood zone. The basketball court will be moved. Seconded by Mr. Woy, the motion carried unanimously.
- Consideration "to ratify CDBG grant submittal for Park Walking Track." Mr. Gongaware motioned to approve applying for the CDBG grant for the Park Walking Track. Seconded by Ms. Lynn, the motion carried unanimously.
- Consideration "to approve Public Works Collective Bargaining Agreement with Teamsters Local 205." Ms. Lynn motioned to approve the Manor Public Works Collective Bargaining Agreement with Teamsters Local 205. Seconded by Mr. Woy, the motion carried unanimously.
- Consideration "to renew UPMC Health Insurance for 2021." Mr. Gongaware motioned to renew the UPMC Health Insurance for 2021. Seconded by Ms. Lynn, the motion carried unanimously.
- Consideration "to approve payment request from JM Paving." Mr. Gongaware motioned to approve payment request from JM Paving for the paving repair on Brandywine Drive in the amount of \$9,850.00. Seconded by Ms. Lynn, the motion carried unanimously.

- Consideration “to approve Resolution 2020-08 Apply for Westmoreland County CARES Grant.” Mr. Gongaware motioned to approved Resolution 2020-08 to apply for the Westmoreland County CARES Grant. Seconded by Ms. Lynn, the motion carried unanimously.
- Discussion on 2021 Draft Budget. The Borough Manager reviewed the preliminary budget draft with council. Mr. Lapia reminded Council the preliminary budget needs to be adopted at the next meeting on November 11, and then 30 days elapses before the budget can be adopted for next year on December 16.

Correspondence – None.

Payment of Bills – A motion “to approve payment of the bills as of October 21 16, 2020, as presented” was made by Mr. Gongaware and seconded by Mr. Vacha. The motion carried unanimously.

Mr. Vacha motioned to go into Executive Session for personnel matters and matters of potential litigation. Seconded by Ms. Lynn, the motion carried unanimously at 8:32 P.M.

Mr. Gongaware motioned to return to the Council Meeting. Seconded by Ms. Lynn, the motion carried unanimously at 9:08 P.M.

Citizen Comments – Pearl Kolbosky of 183 Oak Street, Manor commented she feels the Community Room should not be turned into a police station, the room is used for many events, and it is very valuable to the community. She has rented the room in the past and recognizes its use for holiday community events.

Brendon Mason of 95 Skyview Drive, Jeannette, also commented about the Community Room and its potential conversion. As President of the Manor VFD he wants to know why the Manor VFD can't work with Council. The Manor VFD is familiar with the sacrifices they make to answer calls for help all hours of the day. He feels Council is trying to demonize the fire department despite their efforts to do all that Council is asking them to do. Condensing the fish fry into the VFD garage bay isn't going to work. He feels there is a disconnect in communication with Council and asserts the Manor VFD was never opposed to the Community Room renovation. If the Manor VFD cannot use the Community Room they fear they will lose their biggest fund raiser. He also stressed he feels the Manor VFD is being misunderstood as being uncooperative from the questions that they ask, and wants to open the lines of communication. Mr. Mason stated that the VFD understands that the Borough and not the VFD owns the building.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Vacha and was seconded by Mr. Gongaware. The motion carried unanimously. The meeting adjourned at 9:19 P.M.

Joseph N. Lapia
Borough Manager