

MANOR BOROUGH COUNCIL
REORGANIZATION MEETING -- JANUARY 4, 2016

The Manor Borough Council held a Reorganization Meeting on Monday, January 4, 2016, at 6:00 P.M. in the Manor Borough Building Community Room for the purpose of reorganizing Borough Council, making appointments for the new term and discussing any other general business to come before Council.

Prior to starting the meeting, Mayor Jeremy Dixon, then administered the "Oath of Office" to the following newly-elected members of Council: Ms. Dawn Lynn, Ms. Christine Marchand, Mr. Tery Nemitz, and Mr. Brian Woy.

Mayor Dixon called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

(Present)	Dawn Lynn	Christine Marchand
	Brian Woy	Mike Matrisch
	Bruce Hartman	Tery Nemitz
	Jeremy Dixon, Mayor	
(Absent)	Steve Ira	John Campfield, Solicitor
	Ed Antonacci, Engineer	George Valmassoni, Chief of Police
	Edwin Howley, Zoning Officer	
	Mike Radakovich, Tax Collector	

Mayor Dixon asked for nominations for the position of President of Council. Ms. Marchand nominated Mr. Woy. With no other nominations, the voting was as follows:

Ms. Dawn Lynn	- Yes	Ms. Christine Marchand	- Yes
Mr. Brian Woy	- Yes	Mr. Mike Matrisch	- Yes
Mr. Bruce Hartman	- Yes	Mr. Tery Nemitz	- Yes
Mr. Steve Ira	- Absent		

Mr. Woy received a unanimous vote and will serve as President of Council.

Mayor Dixon then asked for nominations for the position of Vice President of Council. Ms. Marchand nominated Mr. Mike Matrisch. Mr. Tery Nemitz nominated Ms. Dawn Lynn. With no other nominations, the voting for Mr. Mike Matrisch was as follows:

Ms. Dawn Lynn	- No	Ms. Christine Marchand	- Yes
Mr. Brian Woy	- Yes	Mr. Mike Matrisch	- Yes
Mr. Bruce Hartman	- Yes	Mr. Tery Nemitz	- No
Mr. Steve Ira	- Absent		

Mr. Matrisch received a majority of the vote and will serve as Vice President of Council.

The Mayor then asked Council to take their appropriate seats at 6:06 PM.

Mr. Woy asked for nominations for the position of Council President Pro-Tem. Ms. Marchand nominated Ms. Lynn. There being no other nominations, the voting for Ms. Lynn was as follows:

Ms. Dawn Lynn	- Yes	Ms. Christine Marchand	- Yes
Mr. Brian Woy	- Yes	Mr. Mike Matrisch	- Yes
Mr. Bruce Hartman	- Yes	Mr. Tery Nemitz	- Yes
Mr. Steve Ira	- Absent		

Ms. Lynn received a unanimous vote and will serve as President Pro-Tem of Council.

Mr. Woy entertained nominations for the position of Vacancy Board Chairperson. Mr. Jeff Herman expressed a wish to continue as Chairperson. Ms. Lynn motioned to re-appoint Jeff Herman as the Vacancy Board Chairperson. Ms. Marchand seconded the motion. The motion carried unanimously.

Other appointments were made, as follows:

Secretary-Treasurer -- Mr. Joseph Lapia was re-appointed by Mr. Hartman which was seconded by Ms. Lynn. Approved unanimously.

Solicitor -- Campfield & Ferraro Associates Law firm was re-appointed by Ms. Lynn and seconded by Ms. Marchand. Approved unanimously.

Engineer -- Antonacci Design Associates, Inc. was re-appointed by Mr. Matrisch and seconded by Mr. Nemitz. Approved unanimously.

Zoning Officer – Mr. Edwin Howley was re-appointed by Mr. Matrisch and seconded by Ms. Marchand. Approved unanimously.

Emergency Management Coordinator -- Mr. Jeremy Dixon was re-appointed by Mr. Nemitz and seconded by Ms. Lynn. Approved unanimously.

Fire Marshall -- Mr. Matrisch motioned to appoint Mr. Nemitz as Fire Marshall. Then Mr. Matrisch withdrew the motion since there is no definition or duties list for Borough Fire Marshall, as discussed at the previous council meeting. Mr. Hartman motioned to table the Fire Marshall discussion until next meeting. Mr. Matrisch seconded the motion. The motion carried unanimously.

Delegate and Alternate to PTARC – Mr. Jeremy Dixon was nominated as Delegate by Ms. Lynn. Seconded by Mr. Matrisch, the appointment was unanimously approved. Mr. Lapia was nominated as Alternate Delegate by Mr. Hartman and seconded by Ms. Lynn. The nomination was unanimously approved.

Delegate and Alternate to Central Westmoreland COG -- Mr. Steve Ira was re-appointed as the Delegate to Central Westmoreland COG by Mr. Hartman and seconded by Mr. Matrisch. Approved unanimously. There was no nomination for Alternate.

Delegate to Westmoreland County Boroughs Association -- Mr. Brian Woy was re-appointed by Mr. Matrisch and seconded by Mr. Hartman. Approved unanimously.

Delegate to Turtle Creek Watershed Association -- Mr. Mike Matrisch was re-appointed by Ms. Lynn and seconded by Ms. Marchand. Approved unanimously.

Delegate and Alternate to the Westmoreland County Tax Collection Committee – Ms. Lynn nominated Mr. Woy as Delegate. Seconded by Mr. Hartman, approved by majority. Mr. Woy voted “No”. Ms. Marchand nominated Ms. Lynn as First Alternate. Seconded by Mr.

Hartman, approved unanimously. Mr. Hartman nominated Mr. Ira as Second Alternate. Seconded by Ms. Lynn, approved unanimously.

Minutes -- A motion "to accept the minutes of the meeting held on December 21, 2015, as read" was made by Mr. Hartman and seconded by Ms. Lynn. Motion carried unanimously.

Public Comments – Agenda Items Only

Unfinished Business - None

New Business

- Consideration to amend the list of "Authorized Signatures" for all Borough bank accounts. Mr. Hartman motioned to amend the list of Authorized Signatures for all Borough bank accounts to include Council President, Council Vice-President, and Secretary/Treasurer. Mr. Nemitz seconded the motion. Motion carried unanimously.

Correspondence

- Animal Control Report – No activity for December.

Payment of Bills -- a motion "to approve payment of the bills as presented" was made by Mr. Matrisch and seconded by Ms. Lynn. Motion carried unanimously.

A motion to go into Executive Session for personnel matters was made by Ms. Lynn. Seconded by Mr. Nemitz, the motioned carried unanimously at 6:28 PM.

A motion to return from Executive Session was made by Mr. Hartman. Seconded by Ms. Lynn, the motion carried unanimously at 6:48 PM.

Public Comments – Mr. Frank Faberer of 60 Observatory Street, Manor addressed the Mayor and offered the Manor Police to park in his driveway to monitor speeding on Observatory Street. He feels a lot of the traffic traveling on Observatory is not obeying the posted 25 MPH speed limit signs.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Ms. Lynn and seconded by Mr. Nemitz. Motion carried unanimously. Meeting adjourned at 6:50 PM.

Joseph N. Lapia
Borough Manager