

MANOR BOROUGH COUNCIL
SPECIAL MEETING – December 3, 2014

The Manor Borough Council held a special meeting on Wednesday, December 3, 2014 at 7:00 P.M. in the Manor Borough Building.

Council President, Ms. Dawn Lynn, called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

(Present) Dawn Lynn, President	Bruce Hartman
Brian Woy, Vice-President	Christine Marchand
Mike Matrisch	Jim Morgan
Jeremy Dixon, Mayor	John Campfield, Solicitor
Ed Antonacci, Engineer	Mike Radakovich, Tax/Sewer Collector

(Absent) Steve Ira
Edwin Howley, Planning & Zoning Officer

Citizen Comments – None.

Unfinished Business – None.

New Business

- Discussion on Sewage Billing and Collection. Mr. Woy noted on the Ordinance draft received that morning, the Borough's address is incorrect on Page 5, Exhibit A. Mr. Campfield will correct.
- Discussion on updating the water shut off agreement with the Municipal Authority of Westmoreland County (MAWC). Information requested by the MAWC includes the name of the property owner and the property occupant, especially in the case of a landlord/tenant arrangement. Questions arose as to whether or not Manor has the information. Also in the agreement to charge the property owner \$50 to shut off water service and \$50 to turn on water service. The Borough will not incur such costs which will be passed on to the customer. MAWC can also bill for loss of revenue service.
- Consideration "to advertise Ordinance entering into an Inter-Municipal Agreement with the Municipal Authority of Westmoreland County for the collection of sewer rates, rents and other charges. Mr. Morgan motion to advertise the Ordinance entering into Inter-Municipal Agreements with MAWC for the collection of sewer rates, rents and other charges. Ms. Marchand seconded the motion. The motion carried unanimously. The roll call as follows:

Ms. Lynn	- Yes	Ms. Marchand	- Yes
Mr. Woy	- Yes	Mr. Matrisch	- Yes
Mr. Hartman	- Yes	Mr. Morgan	- Yes
Mr. Ira	- Absent		

Mr. Scott Cox interjected a question about the MAWC not accepting a PO Box as a valid mailing address for bills and insists on a physical mailing address. He asserts many Manor residents have a PO Box. Mr. Lapia said he would talk to MAWC and see if they will accept PO Box addresses or if there is a workaround. Ms. Lynn asserts if both a PO Box and a physical address are on the bill, the post office will deliver to the post office box. Mr. Lapia will look into the matter.

- Discussion on Low Volume Road Grant. Mr. Lapia recently received notice from the Westmoreland Conservation District. The deadline for application is December 31, 2014. This grant primarily is awarded for those projects which impact water quality. Mr. Antonacci feels Rowe Road would be a good candidate for this grant. The Conservation District is willing to

- consult and help with the application process. Mr. Hartman motioned to proceed with the grant application. Mr. Matrisch seconded the motion. Motion carried unanimously.
- Mr. Lapia received an email from Mr. Gary Falatovich regarding the grant of extension to the Bortz Plan. Mr. Braun has not signed the Agreement for the sewage right of way. The Bortz's extension deadline is December 4, 2014 and Mr. Lapia feels it is unlikely they will meet the deadline. It is also unlikely the Bortz's will pursue further litigation. Mr. Falatovich's email asks if the Borough would give them another 30 day extension. Mr. Braun stated his attorney is working on the agreement and he is willing to sign it once complete. Council decided to act on this at the regular Business meeting.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Woy and seconded by Mr. Hartman. Motion carried unanimously. The meeting adjourned at 7:26 P.M.

Joseph N. Lapia
Borough Manager