

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – February 20, 2019

The Manor Borough Council held its monthly business meeting on Wednesday, February 20, 2019 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
	Mike Radakovich, Tax Collector	George Valmassoni, Chief of Police
(Absent)	Brian Woy, President	Dawn Lynn
	Christine Marchand	
	Edwin Howley, Planning & Zoning Office	

Minutes – A motion “to accept the minutes of the meeting held on January 16, 2019, as read” was made by Mr. Vacha, and seconded by Mr. Hensell. The motion carried unanimously.

Public Comment on Agenda Items – None.

Mayor’s Report (Mr. Dixon) –The mayor presented council with the January police statistics. He noted the new 2019 Charger is in service. First quarter training will be done in March including CPR and First Aid.

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

Engineer’s Report (Mr. Antonacci) – Mr. Antonacci has been working with the Developer of Manor Trails and they have been refining a lot of the construction details for roads, storm drainage, etc. for the new sub division. Mr. Antonacci also walked the roads with Borough staff for the 2019 Street Paving project to determine what needs to be done on Gregory and Crimson Drives. Mr. Lapia noted the intersection of Gregory and Observatory is flat and water needs to be kept out of the intersection. That needs to be remedied during the paving project.

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

Borough Manager’s Report (Mr. Lapia) – Mr. Lapia reported he is also working with the Developer of Manor Trails to refine the construction details with utilities. Resident Tyler Gnesda expressed an interest in being on the Planning Commission. The lower park continues to have issues with water coming out of the hillside. The DEP is expected to take a look at the water flow and take a water sample to verify if it is mine water. Mr. Lapia speculates if it is mine water, the Borough should be able to receive some assistance from the DEP.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of January 2019, 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 January 2019, as prepared by Mr. Radakovich” was made by Mr. Hensell and seconded by Mr. Vacha. The motion carried unanimously.

Committee Reports

- **Building & Properties** – None.
- **Community Betterment** – None.
- **Finance** – None.
- **Personnel** – None.
- **Planning & Zoning** – None.
- **Public Safety** – Mr. Gongaware stated he wants to have State Senator Kim Ward look at the Brush Creek Bridge. Mr. Lapia noted the last time he checked with Rep. Dunbar's office, the bridge was scheduled for replacement in 2022 or 2023. Mr. Gongaware would like to have that date moved up. Mr. Gongaware also asked if the Borough could park the Borough truck elsewhere for the fish fries to free up 1 parking space. Mr. Lapia asked if no one would park in the 2 "Borough Staff" spots in the event it needs to be used by Borough personnel.

Unfinished Business

- Consideration "to adopt Ordinance 581-19-01 Revised Open Burning Ordinance". Without further discussion, Mr. Gongaware motioned to adopt Ordinance 581-19-01 Revised Open Burning Ordinance. Seconded by Mr. Hensell, the motion carried unanimously.

New Business

- Consideration "to renew geese management contract with Crespo Wildlife Services." The Geese Management program is working, now into its third year. Mr. Gongaware motioned to renew the geese management contract with Crespo Wildlife Services. Seconded by Mr. Hensell, the motion carried unanimously.
- Consideration "to approve contract with Sable Kennels." The Borough is on a month-to-month contract since the Kennels was taken over from Ferree Kennels. Mr. Campfield had some suggested changes to the initial contract. Mr. Vacha motioned to approve the contract with Sable Kennels with the changes as recommended by Mr. Campfield. Seconded by Mr. Gongaware, the motion carried unanimously.
- Consideration "to approve sale of 2016 Ford Utility Interceptor to Gallitzin Township." Mr. Gongaware motioned to approve the sale of the 2016 Ford Utility Interceptor to Gallitzen Township for \$15,000. The \$15,000 will be deposited into the Capital Expenditure fund towards the purchase of the next police vehicle. Seconded by Mr. Hensell, the motion carried unanimously.
- Consideration "to advertise for a full time Public Works Employee." Mr. Lapia forwarded a job description to the Personnel Committee, which they approved. A 4th Public Works employee was included in the 2019 Budget. Mr. Vacha motioned to advertise for a full time Public Works Employee. Mr. Gongaware wanted to know the justification for the 4th Public Works employee. Mr. Lapia noted 2 of the current Public Works employees have been here long enough to have 5 weeks vacation, in addition to personal days and accumulated sick time. In the past couple of years the Borough has done as much in house work as possible to save costs. If an employee is sick or has vacation time scheduled during the prime work season, then the project is down to 2 men, or 1. Finally, the Borough has grown in the past several years, where a 4th Public Works employee is needed. Seconded by Mr. Hensell the motion carried unanimously.

Correspondence

- None.

Payment of Bills – A motion "to approve payment of the bills as of February 20, 2019, as presented" was made by Mr. Gongaware and seconded by Mr. Vacha. The motion carried unanimously.

Mr. Hensell motioned to go into Executive Session for personnel matters and matters of potential litigation. Seconded by Mr. Vacha, the motion carried unanimously at 7:30 P.M.

Mr. Gongaware motioned to return to the Council Meeting. Seconded by Mr. Hensell, the motion carried unanimously at 7:55 P.M.

Public Comment – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Hensell and seconded by Mr. Vacha. The motion carried unanimously. The meeting adjourned at 7:56 P.M.

Joseph N. Lapia
Borough Manager