

**MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – May 4, 2022**

1. **CALL TO ORDER** – Council President Mr. Tony Gockel called the Council Meeting to Order at 7:00 P.M. on May 4, 2022, in the Manor Community Room and led the
2. **PLEDGE OF ALLEGIANCE.**

3. **ROLL CALL** of Attendance

(Present)	Tony Gockel, President	Dawn Lynn, Vice President
	Chuck Charrie	Dave Gongaware
	Christine Marchand	Terry Nemitz
	Jim Vacha	John Greiner, Solicitor
	Ed Antonacci, Engineer	Mike Radakovich, Tax Collector
(Absent)	Brian Woy, Mayor	George Valmassoni, Chief of Police
	Jason Krainbucher, Zoning Office	

4. **APPROVAL OF THE MINUTES** for meeting on March 16, 2022 – A motion “to accept the minutes of the meeting held on March 16, 2022, as read” was made by Ms. Lynn, and seconded by Mr. Nemitz. The motion carried unanimously.
5. **APPROVAL OF THE MINUTES** for April 20, 2022 – A motion “to accept the minutes of the meeting held on April 20, 2022, as read” was made by Ms. Lynn, and seconded by Mr. Vacha. The motion carried unanimously.

6. **PUBLIC COMMENT – AGENDA ITEMS ONLY**

Melissa Southern of Skyline Court, Manor stated she would like to have the definition of a Personal Care Home modified for the pending Ordinance.

Jeri Lewis of Harding Street, Manor objects to hiring another police officer asserting it will negatively impact the budget.

7. **MAYOR’S REPORT** – None.
8. **SOLICITOR’S REPORT** - None.
9. **ENGINEER’S REPORT** – None.
10. **ZONING OFFICER’S REPORT** – None.
11. **BOROUGH MANAGER’S REPORT** – Mr. Lapia reminded Council their Statement of Financial Interest for 2021 is due. The 2022 F250 was picked up from the dealer and placed into service. The Westmoreland County Landbank owning the property at the corner of South Railroad Street and Brush Creek Extension wishes to turn the property over to the Borough and further stated money is available for land beautification.
12. **TREASURER’S REPORT** – Mr. Gongaware motioned to approve the Treasurer’s Report for the Month of March, 2022. Seconded by Ms. Lynn, the motion carried unanimously.

13. TAX COLLECTOR'S REPORT – Ms. Lynn motioned to approve the Tax Collector's Report for the month of March 2022. Seconded by Mr. Nemitz, the motion carried unanimously.

14. COMMITTEE REPORTS

- a. Building & Properties – None.
- b. Community Betterment & Environment – None.
- c. Finance – None.
- d. Personnel & Administration – Ms. Marchand reported the police contract negotiations have begun.
- e. Planning & Zoning – Mr. Charrie reported at the previous Planning Commission meeting Lots 11 and 12 at Sandywood Place were discussed for a possible subdivision. At question is current property ownership and how the easements will be determined by the Borough for the existing detention pond.
- f. Public Safety & Maintenance – Mr. Gongaware reported the Borough is selling the 2015 F250 to the Manor Fire Department. The quarterly Manor VFD Audit is done. Mr. Nemitz has requested a copy of the VFD's bank statement.

15. OLD BUSINESS

- a. Ordinance 593-22-01 adding Personal Care Homes as a permitted use in the C-1 Zoning District. Ms. Lynn motioned to accept adding Personal Care Home as a permitted use in a C-1 Zoning District. Mr. Vacha seconded. Mr. Charrie questioned drug and alcohol treatment. Ms. Lynn then revised the motion, as recommend by Mr. Greiner, to explicitly exclude drug and alcohol treatment facilities for a personal care home. Seconded again by Mr. Vacha, the motion carried unanimously. The roll call vote is as follows:

Mr. Gockel	- Yes	Ms. Marchand	- Yes
Mr. Lynn	- Yes	Mr. Nemitz	- Yes
Mr. Charrie	- Yes	Mr. Vacha	- Yes
Mr. Gongaware	- Yes		

16. NEW BUSINESS

- a. Awarding the bid for Woods of Brandywine Phase V street paving which includes the Brandywine Drive circle, Skyline Drive and Creekview Court for a final wearing course. The lowest bid is \$109,581.25 from Derry Construction. Mr. Gongaware motioned to accept the bid from Derry Construction. Seconded by Ms. Marchand, the motion carried unanimously.
- b. Borough Street Paving Program for 2022. Borough Engineer Mr. Antonacci recommended Rowe Road segment from Lawson's to the Penn Township border, and Oak Street from 53 Oak Street to the Penn Township border. After discussion, Mr. Nemitz motioned to table the street paving for 2022 until more information is obtained. Seconded by Ms. Lynn, the motion carried unanimously. An Ad Hoc Committee was formed of Mr. Gongaware, Mr. Nemitz and Mr. Charrie to look at streets that need paved and to present their findings at the June Council meeting.
- c. Borough Street sweeping for 2022. Mr. Gongaware motioned to have Municipal Contracting Service do the street sweeping for the Borough. Seconded by Mr. Charrie, the motion carried unanimously.
- d. PennDOT requested right of way for SR 4012 Bridge Project. Mr. Greiner does not recommend approval of the request as it is currently written, and table the decision to negotiate more favorable terms. Mr. Greiner does not like their

request for a special warranty deed and feels the offered compensation is too low. Ms. Lynn motioned to table the decision until the June meeting. Seconded by Mr. Nemitz, the motion carried unanimously.

- e. Update on the Growing Greener grant for the Borough parking lot. The Conservation District has put out the bid package, due May 9, 2022, and awarding the bid May 11, 2022.
- f. Resolution 2022-13 destruction of public records. Ms. Lynn motioned to accept Resolution 2022-13. Seconded by Ms. Marchand, the motion carried unanimously. The roll call vote is as follows:

Mr. Gockel	- Yes	Ms. Marchand	- Yes
Mr. Lynn	- Yes	Mr. Nemitz	- Yes
Mr. Charrie	- Yes	Mr. Vacha	- Yes
Mr. Gongaware	- Yes		

- g. Hiring a police officer. Ms. Marchand explained for a 5th police officer the Police Department should do more, such as Code Enforcement and more for the community. She would also like to see monthly reports submitted for Code Enforcement to Council. After considerable discussion, Mr. Vacha motioned to table the decision until Council's wishes can be discussed with the Mayor and the Police Chief regarding the Police Department doing Code Enforcement. Seconded by Ms. Lynn, the motion carried unanimously.
- h. Authorizing Solicitor to review Borough Ordinances for possible updating. Mr. Charrie motioned to have the Solicitor review the Planning, Zoning, and SALDO Ordinances at no more than a budget of \$5,000, taken from the Planning and Zoning Code Enforcement budget line item. Seconded by Mr. Gongaware, after considerable discussion, the motion carried unanimously.
- i. Updating fees charged by the Borough. Mr. Gockel recommended a committee be formed to review the fees. Ms. Lynn motioned to table this subject until the next meeting so more information can be obtained. Seconded by Mr. Charrie, the motion carried unanimously.
- j. Resolution 2022-14 Manor VFD Funding and Procedures. After discussion, Ms. Lynn motioned to remove grant fees from the report. Seconded by Ms. Marchand. After more discussion, Ms. Marchand rescinded her Second, then Ms. Lynn rescinded the motion. Mr. Charrie motioned to table the decision until next meeting. Seconded by Ms. Lynn, the motion carried unanimously.

17. CORRESPONDENCE

- a. Email dated April 8, 2022 from James Urban wanting to purchase Sandy Hill lot.
- b. Correspondence received April 13, 2022 from Gutkowski Real Estate LLC wanting to purchase Sandy Hill lot.
- c. Cub Scout Pack 230 thanked Council for waiving the rental fee in the Community Room for their Blue and Gold Banquet.
- d. Mr. Charrie received an email regarding trailers on Third Street that he plans to look into.
- e. Email from Mia Thompson regarding Alzheimer's Support Information.

18. APPROVAL TO PAY BILLS – Ms. Lynn motioned to pay the bills as of May 5, 2022. Seconded by Mr. Vacha, the motion carried unanimously.

19. EXECUTIVE SESSION – There was no Executive Session.

20. CITIZEN COMMENTS/PUBLIC COMMENTS (From Sign-Up Sheet)

Jeri Lewis of Harding Street, Manor commented on the Manor Playground and presented a letter from 2017 regarding the funding for the ADA restroom in the park where the grant was denied. She also expressed her displeasure with the recent grant submission for the park and feels she and the residents are being lied to.

Mr. Chuck Charrie also voiced his concerns about the Borough's financial obligations connected to the grants.

21. MOTION TO ADJOURN - There being no business to discuss, a motion "to adjourn the meeting" was made by Ms. Lynn and was seconded by Mr. Nemitz. The motion carried unanimously. The meeting adjourned at 10:47 P.M.

Joseph N. Lapia
Borough Manager