

**MANOR BOROUGH COUNCIL  
MONTHLY BUSINESS MEETING – May 18, 2022**

1. **CALL TO ORDER** – Council President Mr. Tony Gockel called the Council Meeting to Order at 7:00 P.M. on May 18, 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	Christine Marchand
	Terry Nemitz	Jim Vacha
	Mark Hamilton, Solicitor	
	Ed Antonacci, Engineer	Mike Radakovich, Tax Collector
(Absent)	Dave Gongaware	Brian Woy, Mayor
	George Valmassoni, Chief of Police	Jason Krainbucher, Zoning Office

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

5. **APPROVAL OF THE PUBLIC HEARING MINUTES** for April 20, 2022 – A motion “to accept the minutes of the Public Hearing 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**

**Jeri Lewis of Harding Street, Manor** objects to hiring a 5<sup>th</sup> full time police officer. She questions the amount of overtime and vacation taken by the Police Department and feels there is no justification for a 5<sup>th</sup> officer. Ms. Lewis also questioned the Summer Playground Program and the hiring of Borough residents. She feels Manor has no input in the hiring or the program and feels Manor residents are not hired as playground supervisors.

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** – None.

12. **TREASURER’S REPORT** – Ms. Lynn motioned to approve the Treasurer’s Report for the Month of April 2022. Seconded by Mr. Vacha. Mr. Charrie asked for clarification on lien letter fees and what Borough property was sold. The motion carried unanimously.

13. **TAX COLLECTOR’S REPORT** – Ms. Lynn motioned to approve the Tax Collector’s Report for the month of April 2022. Seconded by Ms. Marchand, the motion carried unanimously.

**14. COMMITTEE REPORTS**

- a. Building & Properties – Mr. Charrie received an email complaint regarding the condition of the 2 trailers on Third Street. He looked at the properties and feels this is a health and zoning issue and wants the property cited under the current codes, giving them 30 days to correct before they are cited at the magistrate. Mr. Charrie is waiting for the Solicitor to get back to him to start the process. Ms. Lynn commented there are residents parking vehicles on sidewalks when they should not and wants residents to be made aware of the restriction.
- b. Community Betterment & Environment – Mr. Nemitz noted there is mine water draining in the park, likely due to the recent heavy rains.
- c. Finance – None.
- d. Personnel & Administration – Ms. Marchand reported they will negotiate Police contract items with the Teamsters on June 1, 2022 at 10:00 A.M.
- e. Planning & Zoning – Mr. Charrie reported workshops are planned to get up to date with Planning and Zoning and continued with his request to have the Borough Solicitor and Zoning Solicitor review the Zoning Ordinance.
- f. Public Safety & Maintenance – None.

**15. OLD BUSINESS**

- a. Resolution 2022-14 Manor VFD funding procedures. Mr. Hamilton, Solicitor, confirmed grant fees are a permissible expense under the Borough Code. Ms. Lynn motioned to approve Resolution 2022-14. Seconded by Mr. Nemitz, 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	- Absent		

- b. Hiring a Police Officer. Ms. Marchand motioned to table the action until a new mayor is in place. Seconded by Mr. Nemitz the motioned carried unanimously.
- c. 2022 Street Paving Program. The roads that stand out are Oak Street. The Committee has yet to meet. Hill Street, Harding Street and Oak Street are the most important. Mr. Charrie motioned to pave Harding Street, Hill Street, Upper Oak Street and the Orchard Drive cul-de-sac. After considerable discussion about sewer replacement on McKelvey Street and lower Oak Street, the water company relocating a water line on Oak and the possibility of upper Rowe Road being paved, the motion was seconded by Mr. Nemitz, the motion carried unanimously.
- d. Updating fees charged by the Borough. Ms. Lynn motioned to table the action until the June meeting. Seconded by Mr. Nemitz, the motion carried unanimously.
- e. Police Communications. Mr. Nemitz noted a reduction in price for new radios to \$14,740.50 due to a revised configuration. After discussion on how the radio purchase would be funded, Mr. Nemitz motioned to table the action until the June meeting. Seconded by Ms. Lynn, the motion carried unanimously.

**16. NEW BUSINESS**

- a. Approving and signing the Landowner/Grantee Agreement with the Westmoreland Conservation District. Mr. Charrie had concerns about the green area lining the Borough Property. Mr. Charrie motioned to approve signing the

Agreement by Manor Council President. Seconded by Mr. Vacha, the motion carried unanimously.

- b. Hiring playground staff for the Summer Playground Program. Ms. Lynn motioned to hire 2 playground supervisors, Borough residents, Sydney Marchand & Annarose Pipak, both returning from last year, at \$15/hour. Seconded by Mr. Vacha, the motion carried by majority. Ms. Marchand abstained. Mr. Charrie went out of order to comment about the park restroom, the water run off the hillside, the park bridge, the gazebo and the pavilion. He states they are all in need of repairs. In regards to Mt. Manor Park, he feels it needs a lot of repairs, including a working restroom, and wants road millings to be placed at the Mt. Manor Park entrance. He proposed a \$10,000 budget to upgrade both parks.
- c. Accepting the resignation of Brian Woy as Mayor and Emergency Management Coordinator. Ms. Lynn motioned to accept the resignation of Brian Woy as Mayor and Emergency Management Coordinator. Seconded by Ms. Marchand, the motion carried unanimously. Ms. Lynn motioned to appoint Mr. Terry Nemitz as Emergency Management Coordinator, seconded by Ms. Marchand. The motion was rescinded as the item was not on the agenda. Mr. Charrie stated that the open positions should be advertised. All letters or emails of interest for Mayor and Emergency Management Coordinator should be directed to the Council President and received by June 1, 2022 4:00 P.M.
- d. Accepting Tax Parcel ID 19-03-12-0-006 from the Westmoreland County Landbank. Ms. Lynn motioned to accept the parcel on South Railroad Street. Seconded by Mr. Vacha, the motion carried unanimously.
- e. Selling the 2015 Ford F250 to Manor Volunteer Fire Department. Mr. Vacha motioned to sell the 2015 Ford F250 to the Manor Volunteer Fire Department for \$24,500, the cost of the trade in value. Mr. Charrie stated he did not have enough information on this agenda item. Seconded by Ms. Lynn, the motion carried by majority. Mr. Charrie was opposed.

#### **17. CORRESPONDENCE**

- a. None.

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

**19. EXECUTIVE SESSION** – There was no Executive Session.

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

**Gene Zurawsky of Crimson Drive, Manor** questions the sewer lateral inspection. He has to have one done for transferring his property into a trust as a legal maneuver, feels it is not necessary and is asking for an exception. The Solicitor will research the legality.

**Jeri Lewis of Harding Street, Manor** complained about the Manor Police Department and complained about the April 20, 2022 meeting minutes saying she was not transcribed correctly.

**21. MOTION TO ADJOURN** - There being no business to discuss, a motion "to adjourn the meeting" was made by Mr. Nemitz and was seconded by Ms. Lynn. The motion carried unanimously. The meeting adjourned at 9:05 P.M.

Joseph N. Lapia  
Borough Manager