

**MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – July 20, 2022**

1. **CALL TO ORDER** – Council Vice President Ms. Dawn Lynn called the Council Meeting to Order at 7:00 P.M. on July 20, 2022, in the Manor Community Room and led the
2. **PLEDGE OF ALLEGIANCE.**

3. **ROLL CALL** of Attendance

(Present)	Dawn Lynn, Vice President	Chuck Charrie
	Dave Gongaware	Terry Nemitz (7:09 P.M.)
	Jim Vacha	Ed Malinoski, Mayor
	John Greiner, Solicitor	Ed Antonacci, Engineer
	George Valmassoni, Chief of Police	Mike Radakovich, Tax Collector
(Absent)	Tony Gockel, President	Christine Marchand
	Jason Krainbucher, Zoning Office	

4. **APPROVAL OF THE MINUTES** for meeting on June 15, 2022 – A motion “to accept the minutes of the meeting held on June 15, 2022, as read” was made by Mr. Vacha, and seconded by Mr. Gongaware . The motion carried unanimously.

5. **PUBLIC COMMENT – AGENDA ITEMS ONLY**
None.

6. **MAYOR’S REPORT** – Mayor Malinoski reported he met with the Police Chief in June to discuss police department needs and has allowed the Chief to purchase an animal pole and a tool to unlock vehicles. The Mayor also met with several members of Council to understand current issues and with EMA Coordinator Terry Nemitz to discuss radios and cameras for the Police Department. He also looked into needed building repairs at the police station and requested this be on the agenda for next month. Mayor Malinoski gave Council copies of the June police call report. He also met with several local businesses and organizations, and engaged in social media where he received overwhelming support for a community fair in 2023. The Mayor reiterated meetings should be conducted in good order and with discipline and residents should be allowed to speak, but conflict is counterproductive and asks for everyone to be civil and respectful. The Police Charger is out of service again with transmission issues. The Mayor will be at the range next month when the Manor Police Department do training and wants to be part of the Police Contract Negotiations. He has received several calls regarding to Spotted Lantern Fly infestation in the Borough. Mr. Lapia has already reached out to the PA Department of Agriculture for them to spray in the coming weeks. In the interim, Mr. Lapia is working on getting landowner consent. The Mayor mentioned receiving complaints from residents regarding property management and he asks about Council adopting the International Property Management Code and hiring a Code Enforcement Officer.

7. **SOLICITOR’S REPORT** - None.

8. **ENGINEER’S REPORT** – Mr. Antonacci reported Brandywine Drive was paved the previous week and he is working on the punch list to submit to the contractor. Mr. Nemitz asked Mr. Antonacci about the park restrooms. Mr. Antonacci noted the restroom at Mt. Manor Park is bolted shut and could not be accessed. Structurally there are no issues. The building is structurally sound. The metal roof could be replaced The

building in the Lower Park is also structurally sound. One of the two inch support poles is bent but there is no danger of collapse. The concrete slab is cracked and the metal roof could be replaced. Mr. Nemitz asked Mr. Antonacci to make a list of needed repairs.

9. ZONING OFFICER'S REPORT – None.

10. BOROUGH MANAGER'S REPORT – Mr. Lapia noted the Borough received a playground inspection report from the PTARC director. All items on the list have been correct except for a special bolt that needs to be replaced by Jeffries and Associates.

11. TREASURER'S REPORT – Mr. Gongaware motioned to approve the Treasurer's Report for the Month of June 2022. Seconded by Mr. Vacha. The motion carried unanimously.

12. TAX COLLECTOR'S REPORT – Mr. Gongaware motioned to approve the Tax Collector's Report for the month of June 2022. Seconded by Mr. Nemitz, the motion carried unanimously.

13. COMMITTEE REPORTS

- a. Building & Properties – Ms. Lynn noted she spoke to the Mayor and they want to see how quickly the Police Station repairs can be addressed and requests this be on the August agenda.
- b. Community Betterment & Environment – None.
- c. Finance – None.
- d. Personnel & Administration – None.
- e. Planning & Zoning – Mr. Charrie report the Planning Commission met Monday June 20, 2022 and notes the Planning Commission does not have Borough email addresses and feels there is no way to reach out to the members. Mr. Lapia advised Mr. Charrie there is a cost per email. The SALDO is still being worked on and the Solicitors are reviewing the zoning ordinance. Mr. Charrie passed out a couple copies of the ZHB Solicitor's review of the Zoning Ordinance and pointed out some items in the review. Mr. Charrie expressed the need to update the SALDO, stating it was fifty years old. Ms. Lynn requested for Council to approve the Planning Commission members to attend a workshop and asked it be placed on next month's agenda. Ms. Lynn stated she would pay for her registration and asked to be reimbursed. Mr. Charrie recommended the Planning Commission take advantage of low cost continuing education going forward.
- f. Public Safety & Maintenance – Mr. Nemitz found no exceptions to the Manor Fire Department's quarterly audit. Mr. Nemitz also requested Police radios and Police and Borough cameras be placed on the August Council meeting agenda for consideration. He is also researching potential grant money to offset the cost.

14. OLD BUSINESS

- a. Ordinance 594-22-02, approving a restricted license agreement for Parcel ID 19-01-11-0-030. Mr. Vacha motioned to approve the restricted license agreement for Parcel ID 19-01-11-0-030. Seconded by Mr. Charrie, who went into discussion about Right of Ways and paper alleys, asking if this could be an issue in the future. The Solicitor clarified this is a stormwater easement on the property and primarily affects Manor Borough. He cautioned this may bring about other requests, and a policy should be in place for what the Borough

wants to do in similar situations. The motion carried by majority. The roll call vote is as follows:

Mr. Gockel	- Absent	Ms. Marchand	- Absent
Ms. Lynn	- Yes	Mr. Nemitz	- No
Mr. Charrie	- No	Mr. Vacha	- Yes
Mr. Gongaware	- Yes		

15. NEW BUSINESS

- a. American Rescue Plan Funding. Council President, Mr. Gockel, wanted to have a discussion on how to best use the money received and suggested having a special meeting in September to allow for a lengthy discussion and input from the public. The Borough is to receive a total of \$350,013.
- b. Authorizing the Borough Engineer to Solicit bids for the 2022 Street Reconstruction Project. The Engineer has estimated the project at \$227,000, and Mr. Lapia cautioned the longer this bid is put off, the more the cost will increase, and paving contractor schedules are fully booked. Mr. Lapia also noted there is additional money in Capital Expenditure if needed. He cautioned Council drastic changes to the bid specifications could negatively affect the PennDOT audit if the changes result in more than a 10% difference. Mr. Charrie wants the Borough to keep the millings for reuse at Mt. Manor Park. Mr. Lapia cautioned this might increase the price of the paving bids. In addition, there is not enough time to prep the site at the park since inlets have to be repaired for the street project. Mr. Gongaware motioned to go to bid for the 2022 Street Reconstruction Project, with Orchard Drive as an alternate. The bids would be due August 15, 2022, being opened at 1:15 P.M, and awarded August 17, 2022. Seconded by Mr. Vacha, the motion carried unanimously.
- c. Accepting the resignation of the Borough Solicitor. Mr. Gongaware motioned to accept the resignation of Borough Solicitor Mr. Greiner. Seconded by Mr. Vacha. Mr. Charrie noted Mr. Gockel formed a Committee set up to select another Solicitor comprised of Mr. Gockel, Mr. Vacha and Mr. Charrie. The motion passed by majority. Ms. Lynn voted "No".
- d. Accepting the resignation of Tony Gockel from the Recreation Board. Mr. Gongaware motioned to accept the resignation of Tony Gockel from the Recreation Board. Seconded by Mr. Nemitz, the motion carried unanimously. With only 2 members, the Recreation Board cannot meet, until a third person is appointed, to have a quorum.
- e. Request from the Manor Community Vacation Bible School for waiver of Pavilion rental fee for use on July 27, 2022. Mrs. Lois Gongaware was present to explain their event. Mr. Gongaware motioned to waive the rental fee for the Manor Community Vacation Bible School for use of the park pavilion July 27. Seconded by Mr. Nemitz, the motion carried unanimously.

16. CORRESPONDENCE

- a. None.

17. APPROVAL TO PAY BILLS – Mr. Gongaware motioned to pay the bills as of July 20, 2022. Seconded by Mr. Vacha, the motion carried unanimously.

18. EXECUTIVE SESSION – There was no Executive Session.

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

None.

Mr. Charrie confirmed the Solicitor will remain in place until a new Solicitor is appointed.

20. MOTION TO ADJOURN - There being no business to discuss, a motion "to adjourn the meeting" was made by Mr. Vacha and was seconded by Mr. Nemitz. The motion carried unanimously. The meeting adjourned at 8:21 P.M.

Joseph N. Lapia
Borough Manager