

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – August 19, 2020

The Manor Borough Council held its monthly business meeting on Wednesday, August 19, 2020 at 7:00 P.M., with some council members in the Community room and others joining via a Zoom online meeting due to pandemic and health concerns.

Roll Call of Attendance:

(Present)	Bruce Hartman, President Dave Gongaware Jim Vacha John Campfield, Solicitor	Dawn Lynn, Vice President (7:07 PM) Ralph Hensell Mike Matrisch, Mayor Ed Antonacci, Engineer Mike Radakovich, Tax Collector
(Absent)	Christine Marchand Jason Krainbucher, Zoning Office	Brian Woy George Valmassoni, Chief of Police

Minutes – A motion “to accept the minutes of the meeting held on July 15, 2020, as read” was made by Mr. Vacha, and seconded by Mr. Gongaware. The motion carried unanimously.

Public Comment on Agenda Items – None.

Mayor’s Report (Mr. Matrisch) – None.

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

-

Engineer’s Report (Mr. Antonacci) – None.

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

Borough Manager’s Report (Mr. Lapia) – Mr. Lapia reported the Zero-Turn mower is out of commission with engine issues. It will cost up to \$15,000 to replace, or \$8,000 for a new engine, or approximately \$5,500 to have Lone Maple diagnose and repair with no guarantee. Mr. Gongaware, Mr. Vacha and Mr. Hartman will be the committee to look at options. Brady Park, 27 acres of undeveloped property, should be thinned out with regards to trees. It also needs to be surveyed for future development of nature trails. Mr. Lapia cautioned that residents who border the park may have placed structures beyond their property boundary lines. Council agreed to find out if it is worthwhile to get an idea if having someone come in and select cut the property would be an option. The houses at 22 and 24 Hill Street have their sewers tied into each other which is creating a problem for 24 Hill Street. It is estimated to cost \$15,000 to separate the sewers, with the money coming from the Sewer Fund. Public Works can provide some labor to minimize the expense. Ms. Lynn motioned to proceed and obtain 3 quotes for the project. Seconded by Mr. Hensell, the motion carried unanimously. The 300-block of Brandywine drive was paved in 2012. There is a small section that needs the wearing course repaired and repaved. The estimated cost to repair is \$15,000. The money would come from the General Fund from money left over from the paving budget. Mr. Vacha motioned to proceed and obtain 3 quotes for the repair project. Seconded by Mr. Hensell, the motion carried unanimously.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of July 2020, 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 July 2020, as prepared” was made by Mr. Gongaware and seconded by Ms. Lynn. The motion carried unanimously.

Committee Reports

- **Building & Properties** – None.
- **Community Betterment** – Both Mr. Gongaware and Mr. Vacha stated they saw no reason to change the Property Maintenance Ordinance despite recommendations from past and current Building Inspectors. They both conclude both the Ordinance and the Code Book state the same. Mr. Gongaware stated the Ordinance has never been challenged in court. The Solicitor advised if it is in the Property Maintenance Code, you do not need to prove it is a nuisance. Mr. Lapia reminded Council no one is doing Code Enforcement. Council asked Mr. Lapia to make a call to a man in Latrobe, who offered to do the job earlier in the year, to see if he is still interested.
- **Finance** – None.
- **Personnel** – None.
- **Planning & Zoning** – Mr. Lapia reminded Council the Planning Commission still has not presented their recommendations regarding updates to the SALDO. Ms. Lynn reported she is trying to get it done for the September Planning Commission meeting for review.
- **Public Safety** – None.

Unfinished Business

- None.

New Business

- Discussion on September Lane Sewer Line. September Lane, a private road, is in North Huntingdon Township, however, the 4 single family homes are tied into Manor's sewer main that runs down Sandy Hill Road. The Borough was requested to take over the sewer lines by the resident Mr. Urban. Mr. Campfield recommends getting approval from North Huntingdon Township. Meanwhile, Mr. Lapia will draft a letter to Mr. Urban advising him that Manor Council is looking into this matter.
- Discussion on Community Room renovations. The Manor Community room, out of 44 rentals in 2019, 13 were rented by residents, 15 non-residents, 9 uses by the Manor VFD, and 7 rentals for no charge. The Borough Administration is out of space for storing records and more boxes of files are expected from the Solicitor and Engineer. The proposal is to move the Manor Police Department into the Borough Administration building and provide storage space, as well as a meeting room for Borough business. The vacated police station would provide the Public Works department with more space to store equipment indoors and out of the elements. Mr. Vacha is not in favor of eliminating the Community Room, preferring another building be purchased for storage. Mr. Hartman suggested we store records at Iron Mountain, but this is not practical based on the Administration's need for research and it is expensive. Ms. Lynn is in favor of converting the Community Room from a rental room to a Police Department and a storage area, but asked that any work begin after the election. Mr. Gongaware inquired about cost. Mr. Lapia noted the majority of the work would be done in house by Public Works.
- Discussion on Oak Street and McKelvey Street Sewer Project. At the previous council meeting, council approved looking into the sewer project. MAWC will relocate some water lines. The bids will not include paving Oak and McKelvey as that will be done after the sewer work is done. The money for the project will come out of the Sewer fund. Mr. Gongaware motioned to go out for bid on the project with the bids due October 19, 2020 at 1:00 P.M., opening the bids at 1:15 P.M. Seconded by Mr. Hensell, the motion carried unanimously.
- Discussion on Access Drive Ordinance Maximum Width provision. Confusion arose surrounding the width applying to the Right Of Way only or the entire driveway. Questions arose on how this would be affected with the new Stormwater Ordinance changes. Mr. Gongaware motioned to have the Solicitor amend the access drive width to apply to the Right Of Way only. Seconded by Mr. Hensell, the motion carried unanimously.

- Request from Manor Trails for a 90-day extension. Mr. Vacha motioned to table this item until after Executive Session. Seconded by Mr. Hensell, the motion carried unanimously.

Correspondence – None.

Payment of Bills – A motion “to approve payment of the bills as of August, 2020, as presented” was made by Ms. Lynn and seconded by Mr. Vacha. The motion carried unanimously. A second motion “to approve payment of the Groff Tractor bill as of August, 2020”, separated due to potential conflict of interest by certain Council Members, was made by Mr. Hensell and seconded by Mr. Vacha. The motion carried unanimously.

Mr. Vacha motioned to go into Executive Session for matters of potential litigation. Seconded by Mr. Gongaware, the motion carried unanimously at 8:45 P.M.

Mr. Vacha motioned to return to the Council Meeting. Seconded by Mr. Hensell, the motion carried unanimously at 9:46 P.M.

In regards to the Manor Trails request for a 90-day extension, Mr. Vacha motioned to approve the extension provided Manor Trails is still the primary applicant under MPC and they provide a valid agreement for the Gilmore and Dawson properties. Seconded by Mr. Gongaware, the motion carried unanimously.

Citizen Comments – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Mr. Gongaware and was seconded by Mr. Hensell. The motion carried unanimously. The meeting adjourned at 9:51 P.M.

Joseph N. Lapia
Borough Manager