

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – September 15, 2021

The Manor Borough Council held its monthly business meeting on Wednesday, September 15, 2021 at 7:00 P.M., in the Manor Community Room.

Roll Call of Attendance:

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

Minutes – A motion “to accept the minutes of the meeting held on August 18, 2021, as read” was made by Ms. Lynn, and seconded by Mr. Woy. The motion passed with one abstention by Mr. Gongaware.

Public Comment on Agenda Items – None.

Mr. Hartman noted for the record that an Executive Session was held prior to the start of the regular council meeting for personnel matter.

Mayor’s Report (Mr. Matrisch) – None.

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

Engineer’s Report (Mr. Antonacci) – The street paving is expected to start October 4, 2021 with the curb on Ash Street. A meeting with the contractor will be held on September 24, 2021.

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

Borough Manager’s Report (Mr. Lapia) – Mr. Lapia noted the Borough received a dividend check from EMC insurance in the amount of \$4,925.04.

Treasurer’s Report – A motion “to approve the Treasurer’s Report for the month of August 2021, as prepared” was made by Ms. Lynn. The motion was seconded by Mr. Woy. The motion carried unanimously.

Tax Collector’s Report – A motion “to approve the Tax Collector’s Report for the month of August 2021, as prepared” was made by Mr. Gongaware and seconded by Mr. Hensell. The motion carried unanimously.

Committee Reports

- **Building & Properties** – None.
- **Community Betterment** - None.
- **Finance** – None.
- **Personnel** – None.
- **Planning & Zoning** – The Planning Commission intends to meet September 20, 2021.
- **Public Safety** – The Committee met with the Manor VFD on August 25 to discuss the budget and staffing. The VFD also met compliance with the audit from the Relief Association regarding ownership of the squad truck. The paperwork was sent to the state. The Civil Service Test is proceeding, with the written exam completed.

Old Business

- a) None

New Business

- a. Ordinance 590-21-02 amending the Zoning Ordinance to change select properties on Race Street from CBD, Central Business District, to a neighboring R-2, Village Residential. A motion was made by Mr. Gongaware to accept the change. Seconded by Ms. Lynn, the motion carried unanimously.
- b. To approve and advertise 2020 Borough Audit. Ms. Lynn motioned to approve and to advertise the 2020 Borough Audit. Seconded by Mr. Vacha, the motion carried unanimously.
- c. To schedule a Public Hearing for Zoning Ordinance Amendment. Ms. Lynn motioned to hold a Public Hearing October 20, 2021 at 6:30 P.M. for the rezoning of property on South Railroad Street from CBD, Central Business District, to R-2, Village Residential. Seconded by Mr. Hensell, the motion carried unanimously.
- d. To advertise Zoning Ordinance Amendment for South Railroad Street. Ms. Lynn motioned to advertise the Zoning Ordinance Amendment for South Railroad Street. Seconded by Mr. Vacha, the motion carried unanimously.
- e. To approve 2022 MMO for Borough Pension Plans. Mr. Gongaware motioned to approve the 2022 MMO figures for the Borough Pension Plans. Seconded by Ms. Marchand, the motion carried unanimously.
- f. To move funds from General Expense line item to Protective Vest line item in Police Budget. Mr. Gongaware motioned to transfer \$800 from the Police Department General Expense budget line item to the Police Department Protective Vest budget line item. Seconded by Mr. Hensell, the motion carried unanimously.
- g. Committee report on meeting with Manor Public Library. Mr. Vacha and Mr. Gongaware met with the Library to discuss the Library's WiFi grant. The Borough's IT staff will meet with the Library's IT staff to hammer out the technical issues.
- h. Letter received from SPK Engineers regarding replacement of bridge on SR 4012 over Brush Creek.

Correspondence – None.

Payment of Bills – A motion “to approve payment of the bills as of September 15, 2021, as presented” was made by Mr. Gongaware and seconded by Mr. Hensell. The motion unanimously.

Citizen Comments – None.

There being no other business to discuss, a motion "to adjourn the meeting" was made by Ms. Lynn and was seconded by Mr. Woy. The motion carried unanimously. The meeting adjourned at 7:25 P.M.

Joseph N. Lapia
Borough Manager