

**MANOR BOROUGH COUNCIL  
MONTHLY BUSINESS MEETING – November 15, 2023**

1. **CALL TO ORDER** – Council President Mr. Tony Gockel called the Council Meeting to Order at 7:00 P.M. on November 15, 2023, 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
	Terry Nemitz	Jim Vacha
	Ed Malinoski, Mayor	Chelsea Dice, Solicitor
	Ed Antonacci, Engineer	Randy Carlson, Chief of Police
	Mike Radakovich, Tax Collector	
(Absent)	Christine Marchand	Jason Krainbucher, Zoning Office

4. **APPROVAL OF THE MINUTES** for the meeting on October 18, 2023. Mr. Gongaware motioned to accept the meeting minutes held October 18, 2023. Seconded by Ms. Lynn. Mr. Charrie noted under Public Comment the letter from Adam Matis of the DCNR is missing. Where he inquired about removing the Pavilion. Then he noted under the park restroom discussion, he was misquoted and stated he felt the pre-fabricated restrooms were not worth \$100,000. Ms. Lynn amended the motion to include the amendments to the minutes, seconded by Mr. Gongaware. The motion carried unanimously.
5. **APPROVAL OF THE MINUTES** for the public hearing on October 18, 2023. Ms. Lynn motioned to accept the meeting minutes held for the public hearing on October 18, 2023. Seconded by Mr. Gongaware, the motion carried unanimously.
6. **PUBLIC COMMENT – AGENDA ITEMS ONLY**  
None.
7. **MAYOR’S REPORT** – Mayor Malinoski reported he held a Community Day 2024 meeting and Community Day will be August 17, 2024. He presented the police activity report to council, noting one docketed case with the magistrate. Mr. Charrie asked about a removed property from the Code Enforcement report and why it was removed. The Mayor stated it was erroneously closed out and he will investigate. Mr. Charrie asked about structural matters, which the Mayor stated would be referred to the Building Inspector. Furthermore, Mr. Lapia advised Mr. Charrie the property in question is up for Sheriff’s Sale in January 2024 and the grass is being cut by a property maintenance company.
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 October 2023. Seconded by Mr. Vacha. The motion carried unanimously.

- 13. TAX COLLECTOR'S REPORT** – Mr. Gongaware motioned to approve the Tax Collector's Report for the month of October 2023. Seconded by Mr. Nemitz the motion carried unanimously.

**14. COMMITTEE REPORTS**

- a. Buildings & Properties (Ms. Lynn) – None.
- b. Community Betterment & Environment (Mr. Nemitz) – Mr. Nemitz wanted to point out the importance of having house numbers on the house. Chapter 21 Section 407 requires all buildings have street addresses affixed to them, and it will help emergency services locate a house more quickly.
- c. Finance (Mr. Vacha) – Mr. Vacha and Mr. Nemitz met with the Manor VFD discussing ways to help them purchase a new truck. They are looking into a Referendum for a set fire tax on the ballot, allowing the residents of Manor to vote and decide to raise taxes for the fire department.
- d. Personnel & Administration (Mr. Vacha) – None.
- e. Planning & Zoning (Mr. Charrie) – Mr. Charrie reported the Planning Commission received a letter from Morris Knowles regarding Component 4A at the Commercial Court development. The Planning Commission is also requesting the metes and bounds for the corner lot where the current Borough sign is located and asking for a timeframe for completion. Mr. Antonacci is requesting direction on what exactly the Planning Commission and the Solicitor is wanting. Discussed if there is enough money in the budget to be done in 2023. Mr. Charrie announced the Planning Commission meeting will remain the third Monday of the month but the time will change from 7:00 P.M. to 6:30 P.M. Mr. Charrie will submit the meeting dates and exceptions for publication.
- f. Public Safety & Maintenance (Mr. Gongaware) – Mr. Gongaware asked the Solicitor about reaching out to Irwin, North Huntingdon and Hempfield regarding an intermunicipal agreement regarding the volunteer service credit. He then stated he and Mr. Nemitz met with the Manor VFD to understand what is wrong with the current trucks.

Ms. Lynn motioned to go out of order and to go into Executive Session for matters of potential litigation. Seconded by Mr. Vacha, the motion carried unanimously at 7:22 P.M. Mr. Nemitz motioned to return to the Council Meeting. Seconded by Ms. Lynn, the motion carried unanimously at 8:06 P.M. Matters of Potential Litigation were discussed.

**15. OLD BUSINESS**

- a. Restroom in Manor Park. Mr. Vacha stated Council has to keep discussing what to do about a restroom in Manor Park until a decision is made whether to install a new ADA restroom or make the existing restroom ADA compliant. Mr. Gongaware motioned to have the Engineer draft an existing cost to renovate the current restroom making it ADA compliant, and presenting the cost at the January Council meeting. Seconded by Mr. Nemitz, the motion carried unanimously.

**16. NEW BUSINESS**

- a. Adopting a preliminary budget for 2024. Mr. Vacha noted, as requested by Mr. Charrie, he increased the budget for Ordinance Amendments, but only by \$2,500. After discussion regarding the Planning and Zoning budget, Mr. Nemitz motioned to adopt the preliminary budget as presented. Seconded by Ms. Lynn, the motion carried unanimously.

- b. Purchasing a sound system for the Community Room. Mr. Nemitz motioned to table the decision until the December Council Meeting to have more time to review the estimates and new information. Seconded by Mr. Gongaware, the motion carried unanimously.
- c. Request from Cub Scout Pack 230 for free use of the Community Room. Mr. Gongaware motioned to allow Cub Scout Pack 230 free use of the Community Room for their banquet on Sunday March 3, 2024, with Mr. Gongaware paying the \$75.00 cleaning fee. Seconded by Mr. Nemitz, the motion carried unanimously.
- d. Creating a new Borough website. Mr. Nemitz motioned to proceed with CourseVector to create a new Borough website. Seconded by Ms. Lynn, the motion carried by majority. Mr. Charrie voted No.
- e. Resolution 2023-12 appointing Michael Lapiana to the Zoning Hearing Board. Mr. Gongaware motioned to appoint Michael Lapiana to the Zoning Hearing Board. Seconded by Mr. Nemitz, the motion carried unanimously. The roll call vote is as follows:

Mr. Gockel	- Yes	Ms. Marchand	- Absent
Ms. Lynn	- Yes	Mr. Nemitz	- Yes
Mr. Charrie	- Yes	Mr. Vacha	- Yes
Mr. Gongaware	- Yes		
- f. Payment request from Dun Rite Construction for the Park Project. Dun Rite Construction requested payment in the amount of \$102,146.98 for work to date done to improve Manor Park. Mr. Antonacci detailed the work done including: demolition, erosion control, excavation, base repair, paving, and concrete work. Mr. Antonacci stated 70% of the work is complete. Mr. Gongaware motioned to approve the payment amount. Seconded by Mr. Nemitz, the motion carried unanimously.
- g. Awarding the bid for the Cameron Drive Storm Sewer Project. D & M Contracting was recommended to receive the bid for the Cameron Drive Storm Sewer Project at a bid quote of \$245,000. Mr. Gongaware motioned to award the bid to D & M Contracting. Seconded by Mr. Nemitz, the motion carried unanimously.

**17. CORRESPONDENCE**

- a. Manor Public Library submitted a letter summarizing their accomplishments for 2023 and thanked the Borough for its support.

**18. APPROVAL TO PAY BILLS** – Mr. Gongaware motioned to pay the bills as of November 15, 2023. Seconded by Mr. Nemitz, the motion carried unanimously.

**19. EXECUTIVE SESSION** – Held previously in the meeting.

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

**Bonnie Dawson** of Manor, stated the residents were upset with the lack of parking on election day and feels the lot should be restricted for events. She also wants to know why it's taking so long to get a sound system and it should not have taken so long. Referring to the Agenda item for Public Comment – Agenda Items, she feels not enough information is given on the agenda item for residents to comment on and residents don't have a chance to voice their opinion. She wants Council to consider a workshop meeting prior to the Council Business meeting. She feels the big issues are not being resolved. Ms. Dawson feels the website is lacking in regards to social media. She also feels there is not enough communication between the residents and council.

**Jeri Lewis** of Manor, withdrew her request to comment.

- 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 was adjourned at 9:08 P.M.

Joseph N. Lapia  
Borough Manager