

**MANOR BOROUGH COUNCIL**  
**REORGANIZATION MEETING -- JANUARY 2, 2018**

The Manor Borough Council held a Reorganization Meeting on Tuesday, January 2, 2018, at 6:00 P.M. in the Manor Borough Building Community Room for the purpose of reorganizing Borough Council, making appointments for the new term and discussing any other general business to come before Council.

Prior to starting the meeting, Mayor Jeremy Dixon, then administered the "Oath of Office" to the following newly-elected members of Council: Mr. Bruce Hartman, Jr., Mr. Ralph Hensell, Mr. David Gongaware, and Mr. James Vacha.

Mayor Dixon called the meeting to order and led the Pledge of Allegiance.

Roll Call of Attendance:

(Present) David Gongaware	Bruce Hartman, Jr.
Ralph Hensell	Dawn Lynn
Christine Marchand	James Vacha
Brian Woy	Jeremy Dixon, Mayor
Bill Ferraro, Solicitor	
(Absent) Ed Antonacci, Engineer	George Valmassoni, Chief of Police
Edwin Howley, Zoning Officer	Mike Radakovich, Tax Collector

Mayor Dixon asked for nominations for the position of President of Council. Mr. Gongaware nominated Mr. Woy. The voting was as follows:

Mr. David Gongaware- Yes	Ms. Christine Marchand - Yes
Mr. Bruce Hartman, Jr- Yes	Mr. James Vacha - Yes
Mr. Ralph Hensell - Yes	Mr. Brian Woy - Yes
Ms. Dawn Lynn - Yes	

Mr. Woy received a unanimous vote and will serve as President of Council.

Mayor Dixon then asked for nominations for the position of Vice President of Council. Mr. Gongaware nominated Ms. Christine Marchand. Ms. Marchand refused the nomination. Mr. David Gongaware then nominated Mr. Bruce Hartman, Jr. The voting for Mr. Bruce Hartman, Jr. was as follows:

Mr. David Gongaware- Yes	Ms. Christine Marchand - Yes
Mr. Bruce Hartman, Jr- Yes	Mr. James Vacha - Yes
Mr. Ralph Hensell - Yes	Mr. Brian Woy - Yes
Ms. Dawn Lynn - Yes	

Mr. Hartman received a unanimous vote and will serve as Vice President of Council.

The Mayor then asked Council to take their appropriate seats at 6:09 PM.

Mr. Woy asked for nominations for the position of Council President Pro-Tem. Mr. Gongaware nominated Ms. Marchand. The voting for Ms. Marchand was as follows:

Mr. David Gongaware- Yes	Ms. Christine Marchand - Yes
Mr. Bruce Hartman, Jr- Yes	Mr. James Vacha - Yes
Mr. Ralph Hensell - Yes	Mr. Brian Woy - Yes
Ms. Dawn Lynn - Yes	

Ms. Marchand received a unanimous vote and will serve as President Pro-Tem of Council.

Mr. Woy entertained nominations for the position of Vacancy Board Chairperson. Ms. Lynn motioned to re-appoint Jeff Herman as the Vacancy Board Chairperson. Ms. Marchand seconded the motion. The motion carried unanimously.

Other appointments were made, as follows:

Secretary-Treasurer -- Mr. Joseph Lapia was re-appointed by Mr. Gongaware which was seconded by Mr. Hartman. Approved unanimously.

Solicitor -- Campfield & Ferraro Associates Law firm was re-appointed by Ms. Lynn and seconded by Mr. Hartman. Approved unanimously.

Engineer -- Antonacci Design Associates, Inc. was re-appointed by Mr. Gongaware and seconded by Mr. Vacha. Approved unanimously.

Zoning Officer – Mr. Edwin Howley was re-appointed by Mr. Hartman and seconded by Mr. Gongaware. Approved unanimously.

Emergency Management Coordinator -- Mr. Jeremy Dixon was re-appointed by Mr. Gongaware and seconded by Ms. Lynn. Approved unanimously.

Burn Permit Official -- Ms. Lynn motioned to re-appoint Mr. Nemitz as Burn Permit Official and seconded by Mr. Hensell. The motion carried unanimously.

Delegate and Alternate to Central Westmoreland COG -- Ms. Lynn nominated Mr. Hensell as the Delegate to Central Westmoreland COG. Seconded by Ms. Marchand the motion carried unanimously. Mr. Hensell then nominated Mr. Gongaware as alternate. Seconded by Mr. Hartman, the motion carried unanimously.

Delegate to Westmoreland County Boroughs Association -- Mr. Brian Woy was re-appointed by Mr. Vacha and seconded by Mr. Hensell. Approved unanimously.

Delegate to Turtle Creek Watershed Association – With no one willing to volunteer at this time, Ms. Lynn motioned to table this appointment until next meeting. Seconded by Mr. Gongaware, the motion carried unanimously.

Delegate and Alternates to the Westmoreland County Tax Collection Committee – Ms. Lynn nominated Mr. Woy as Delegate. Seconded by Mr. Hensell, the appointment was approved unanimously. Mr. Hensell nominated Ms. Lynn as First Alternate. Seconded by Mr. Hartman, the appointment was approved unanimously. Mr. Hensell nominated Mr. Vacha as Second Alternate. Seconded by Ms. Marchand, the appointment was approved unanimously.

Minutes -- A motion “to accept the minutes of the meeting held on December 20, 2017, as read” was made by Ms. Lynn. Mr. Woy pointed out an error in the meeting minutes: Taxes already are at 16.5 mills and will not be raised for 2018. MS. Lynn accepted the correction. Mr. Hartman seconded the motion, including the correction. Motion carried unanimously. Mr. Gongaware abstained from the vote.

Public Comments – None.

Unfinished Business - None

New Business

- Consideration to amend the list of “Authorized Signatures” for all Borough bank accounts. Ms. Lynn motioned to amend the list of Authorized Signatures for all Borough bank accounts to include Council President, Council Vice-President, and Secretary/Treasurer. Mr. Vacha seconded the motion. Motion carried unanimously.
- Consideration “to approve Resolution 2017-11A approving agreement with PennDOT for sidewalk permit”. The Resolution was previously approved, however, PennDOT did not like the Borough Solicitor’s format and insisted we use their format. Manor Council President will be the primary signatory with the Secretary-Treasurer as attesting to the signatory. Ms. Lynn motioned to approve Resolution 2017-11A. Seconded by Mr. Vacha, the motion carried unanimously.

Correspondence

- None.

There being no other business to discuss, a motion “to adjourn the meeting” was made by Ms. Lynn and seconded by Ms. Marchand. Motion carried unanimously. Meeting adjourned at 6:40 PM.

Joseph N. Lapia  
Borough Manager