

MANOR BOROUGH COUNCIL
REORGANIZATION MEETING -- JANUARY 6, 2014

The Manor Borough Council held a Reorganization Meeting on Monday, January 6, 2014, at 7:00 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, took the "Oath of Office" from District Justice Helen Kistler. Mayor Dixon then administered the "Oath of Office" to the following newly-elected members of Council: Mr. Bruce Hartman, Mr. Steve Ira, Mr. Mike Matrisch, and Mr. Jim Morgan. In addition May Dixon sworn in Michael Radakovich the elected Tax Collector.

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

Roll Call of Attendance:

(Present)	Dawn Lynn	Mike Matrisch
	Jim Morgan	Brian Woy
	Bruce Hartman	Jeremy Dixon, Mayor
	Steve Ira	Daryl Arbor, Solicitor
	Christine Marchand	Michael Radakovich, Tax/Sewer Collector
(Absent)	Ed Antonacci, Engineer	Edwin Howley, Planning & Zoning Officer

Mayor Dixon asked for nominations for the position of President of Council. Two nominations were made: Mr. Woy nominated Ms. Lynn to continue with her role as President of Council, which was seconded by Mr. Matrisch and Mr. Hartman nominated Mr. Morgan, which was seconded by Steve Ira. The results of the voting to keep Ms. Lynn as President of Council is as follows:

Ms. Dawn Lynn	- Yes	Ms. Christine Marchand	- Yes
Mr. Jim Morgan	- No	Mr. Mike Matrisch	- Yes
Mr. Bruce Hartman	- No	Mr. Brian Woy	- Yes
Mr. Steve Ira	- No		

Mayor Dixon asked Ms. Lynn to take the President's seat at the Council table.

Ms. Lynn, as Council President, asked for nominations for the position of Vice-President of Council. One nomination was made: Ms. Marchand nominated Mr. Woy, which was seconded by Mike Matrisch. There being no other nominations made, Mr. Woy was unanimously elected as Vice-President of Council.

Ms. Lynn asked for nominations for the position of Council President Pro-Tem. Mr. Woy nominated Mr. Morgan. There being no other nominations, Mr. Morgan was unanimously elected Council President Pro-Tem.

Ms. Lynn entertained nominations for the position of Vacancy Board Chairperson. A motion "to table the nomination until the January 15, 2014 Council Meeting" was made by Ms. Marchand and seconded by Mr. Woy. Motion carried unanimously.

Other appointments were made, as follows:

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

Chief Administrative Officer for both of the Borough Pension Plans -- Mr. Joseph Lapia was re-appointed per Resolution 2006-3.

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

Engineer -- Antonacci Design Associates, Inc. was re-appointed by Mr. Woy and seconded by Ms. Marchand. Approved unanimously.

Planning & Zoning Officer – Mr. Edwin Howley was re-appointed by Ms. Marchand and seconded by Mr. Hartman. Approved unanimously.

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

Fire Marshall -- Mr. Jeremy Dixon was re-appointed by Mr. Woy and seconded by Mr. Hartman. Approved unanimously.

Sewage Collector – This appointment was made with Resolution 2013-10.

Delegate and Alternate to PTARC – A motion to table this appointment was made by Mr. Hartman and seconded by Mr. Woy. Approved unanimously.

Delegate and Alternate to Central Westmoreland COG -- Mr. Steve Ira was re-appointed as the Delegate to Central Westmoreland COG by Mr. Hartman and seconded by Mr. Woy. Approved unanimously. Mr. Jim Morgan was nominated as the Alternate to Central Westmoreland COG by Ms. Marchand and seconded by Mr. Woy. Approved unanimously.

Delegate to Westmoreland County Boroughs Association -- Mr. Brian Woy was re-appointed by Mr. Hartman and seconded by Ms. Marchand. Approved unanimously.

Delegate to Turtle Creek Watershed Association -- Mr. Mike Matrisch was appointed by Mr. Woy and seconded by Ms. Marchand. Approved unanimously.

Planning Commission Members – There are 2 seats on the Planning Commission whose term expired 12/31/2013. Ms. Lynn expressed interested in continuing her seat on the Commission. In addition, letters of interest where received from Keith Biskup and Patty Eathorne. So there is more time to review the applicants and to draft the Resolution, it was decided to delay the appointments until the January 15, 2014 Council Meeting.

Zoning Hearing Board -- Jerry Nedley is interested in staying on the Zoning Hearing Board.

Minutes -- A motion “to accept the minutes of the meeting held on December 18, 2013, as read” was made by Mr. Hartman and seconded by Mr. Woy. Motion carried unanimously.

Citizen Comments – None.

Unfinished Business

- Consideration to adopt Ordinance 551-01-14: No parking in cul-de-sacs. Mr. Hartman motioned to adopt Ordinance 551-01-14, and Mr. Woy seconded. Motion carried unanimously.

New Business

- Consideration to amend the list of “Authorized Signatures” for all Borough bank accounts. Mr. Morgan motioned to amend the list of Authorized Signatures for all Borough bank accounts to include Council President, Council Vice-President, and Secretary/Treasurer. Ms. Marchand seconded the motion. Motion carried unanimously.
- Consideration to name Penn Trafford News the Official Borough newspaper for 2014. Mr. Hartman motioned to name Penn Trafford News the Official Borough newspaper for 2014. Seconded by Mike Matrisch. Motion carried unanimously.
- Consideration for Council Members to attend a “Newly Elected Officials Training Class” to include Mr. Jeremy Dixon, Ms. Dawn Lynn, Mr. Steve Ira, Mr. Brian Woy, Mr. Bruce Hartman and Ms. Christine Marchand (possible). Mr. Woy motioned to spend up to \$1,200 for training for interested Borough Officials. Ms. Marchand seconded the motion. Motion carried unanimously.

Correspondence

- Animal Control Report – No activity for December.

Payment of Bills -- a motion “to approve payment of the bills as presented” was made by Mr. Hartman and seconded by Mr. Woy. Motion carried unanimously.

There was no Executive Session during the meeting.

Public Comments – None.

Incoming Mayor Jeremy Dixon publically thanked outgoing Mayor Dave Sturgess for his tenure as Mayor.

There being no other business to discuss, a motion “to adjourn the meeting” was made by Mr. Woy and seconded by Ms. Marchand. Motion carried unanimously. Meeting adjourned at 7:50 P.M.

Joseph N. Lapia
Borough Manager