

**MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING – April 17, 2024**

1. CALL TO ORDER- Council President Mr. Tony Gockel called the Council Meeting to Order at 6:30 P.M. on April 17, 2024, in the Manor Community Room and led the

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

(Present)	Tony Gockel, President	Chuck Charrie
	Ted Dornin	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)	Dawn Lynn, Vice-President	Jason Krainbucher, Zoning Office
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4. APPROVAL OF THE MINUTES for meeting on 03/27/2024 – Mr. Gongaware motioned to accept the meeting minutes for the meeting held on March 20, 2024. Seconded by Mr. Nemitz, Mr. Charrie abstained, and the motion carried unanimously.

5. PUBLIC COMMENT – AGENDA ITEMS ONLY – None.

6. MAYOR’S REPORT - The Mayor reported the police had received 131 total calls in the month of March. He also reported that there are 3 cases on the docket: 1 traffic and 2 criminal. He also noted that he had attended a grant seminar.

7. SOLICITOR’S REPORT – None.

8. ENGINEER’S REPORT – The engineer noted that on the Cameron Drive project all the pipe was installed. On the Rowe Road project, the contract was signed, and they are waiting on the Municipal Services representative to assign a project number so the project can move forward.

9. ZONING OFFICER’S REPORT – None.

10. BOROUGH MANAGER’S REPORT – The Borough Manager reported that the public works department has patched pot holes throughout the Borough.

11. TREASURER’S REPORT – Mr. Charrie had questions about two line items. The first was what is the LST. The LST is the local service tax. The second was on the building permits. He wanted to understand why the building permit revenues did not go into the planning commission. The building permit revenues go into the general fund, and then expenses related to building permits are expensed from the planning commission. This was decided when the budget was passed in the fall. Mr. Vacha motioned to approve the treasurer’s report for the month of March 2024. Seconded by Mr. Dornin, and the motion carried unanimously.

12. TAX COLLECTOR'S REPORT – Mr. Nemitz motioned to approve the treasurer's report as presented. Seconded by Mr. Vacha, and the motion carried unanimously.

13. COMMITTEE REPORTS

- a. Building & Properties – None.
- b. Community Betterment, Parks & Recreation – Mr. Dornin reported that there are two community members who are interested in joining the recreation board, but they need to apply.
- c. Personnel & Finance – Mr. Vacha reported that they are going to start negotiating a new public works contract.
- d. Community Outreach & Communication – None.
- e. Planning & Zoning – Mr. Charrie reported that they are having some issues with the zoning ordinance, and they only have a few pages left to finish. It should be available for review and comment soon. They request to start advertising in May. Mr. Charrie also noted cars are parking in the lot in front of the borough building after the winter. Mr. Charrie motioned to have the solicitor review ordinances related to the Borough parking lots. Mr. Vacha seconded, and the motion carried unanimously.
- f. Public Safety & Public Works – Mr. Nemitz reported that he spoke with the Penn Township commissioner regarding a reciprocity agreement with their volunteer fire departments, and that it will be approved in Penn Township.

14. OLD BUSINESS

- a. Discussion and/or Deliberation and/or Official Action on Manor Park restroom – Mr. Gongaware requested the Borough apply for LSA grant, but those grants are not available until the fall. Mr. Charrie notes that it was previously that Council discussed building a new restroom for \$150,000 or remodeling the current restroom for \$100,000. He also noted that in building a new restroom, he is concerned about people using the sports courts or the pavilion having to walk across the park to use the proposed new restroom located near the entrance of the park. Mr. Vacha stated that the new restroom would not be replacing the current restroom, and that there would be two restrooms. The engineer stated that he reviewed the flood plain ordinances if they were to build restrooms at the current location. Mr. Gockel would like Council to make progress on this issue. Mr. Charrie motioned to table this discussion. Seconded by Mr. Gongaware, and the motion carried unanimously.
- b. Discussion and/or Deliberation and/or Official Action on appointing a Third-Party Code inspection and Permitting services entity for both residential and non-residential activities regulated by the UCC. – Mr. Charrie reported that there was a meeting to discussion all options. He also noted that he spoke with the new manager at BIU, and that the manager is okay with staying month-to-month while this issue gets resolved. Mr. Vacha motioned to table this discussion until the May business meeting. Seconded by Mr. Charrie, and the motion carried unanimously.

15. NEW BUSINESS

- a. Discussion and/or Deliberation and/or Official Action on purchasing a backhoe - Council discussed the two different machines that were available to purchase. Additionally, Council discussed the different options available for what to do with the current machine. The options for the current machine were to trade it in, sell on Muncibid, or to keep it. The current machine is 13 years old, and does require maintenance. Mr. Dornin motioned to purchase the new machine and list the

current machine on Municibid at a reserve price of \$34,000. Seconded by Mr. Nemitz, and the motion failed. The roll call vote is as follows:

Mr. Gockel	- No	Mr. Gongaware	- No
Ms. Lynn	(Absent)	Mr. Nemitz	- No
Mr. Charrie	- No	Mr. Vacha	- No
Mr. Dornin	- Yes		

Mr. Nemitz motioned to purchase the new backhoe from Cleveland Brother for \$148,575 and to keep the current backhoe. Seconded by Mr. Gongaware, and the motion carried unanimously. The roll call vote is as follows:

Mr. Gockel	- Yes	Mr. Gongaware	- Yes
Ms. Lynn	(Absent)	Mr. Nemitz	- Yes
Mr. Charrie	- Yes	Mr. Vacha	- Yes
Mr. Dornin	- Yes		

- b. Discussion and/or Deliberation and/or Official Action on accepting the resignation of Police officer Brandon Shaber. – Mr. Nemitz motioned to accept the resignation of Police Officer Brandon Shaber. Seconded by Mr. Dornin, and the motion carried unanimously.
- c. Discussion and/or Deliberation and/or Official Action on accepting the resignation of Nicole LeMaster from the Recreation Board. – Mr. Vacha motioned to accept the resignation of Nicole Lemaster from the recreation board. Seconded by Mr. Dornin, and the motion carried unanimously.
- d. Discussion and/or Deliberation and/or Official Action on Resolution 2024-05, approving a reciprocity agreement with North Huntingdon Volunteer Fire Departments. – Mr. Gongaware motioned to approve the reciprocity agreement with North Huntingdon Volunteer Fire Departments. Seconded by Mr. Nemitz, and the motion carried unanimously.
- e. Discussion and/or Deliberation and/or Official Action on Resolution 2024-06, appointing Ed Malinoski to the Recreation Board. – Mr. Vacha motion to appoint Edward Malinoski to the recreation board. Seconded by Mr. Gongaware. Mr. Gockel asked if there were any comments or questions. Mr. Charrie was concerned if the office of mayor and the appointment to the recreation board were incompatible, and if a husband and wife can serve on the same board. Solicitor Dice stated that the roles are compatible, and that she does not see an issue with a husband and wife on the same board. During the discussion the Mayor stated he was withdrawing his application. Mr. Gockel asked the Mayor not to do anything hasty as this was just a discussion, which will end and no vote had taken place yet. Anytime there is an appointment Councils' job is to raise questions if they have questions. Mr. Gockel called for a roll call vote. The motion carried by majority. The roll call vote is as follows:

Mr. Gockel	- Yes	Mr. Gongaware	- Yes
Ms. Lynn	(Absent)	Mr. Nemitz	- Yes
Mr. Charrie	- No	Mr. Vacha	- Yes
Mr. Dornin	- Yes		

16. CORRESPONDENCE – None.

17. APPROVAL TO PAY BILLS – Mr. Gongaware motioned to pay the bills as of April 17, 2024. Seconded by Mr. Nemitz, and the motion carried unanimously.

18. EXECUTIVE SESSION for personnel matters and matters of potential litigation. – Mr. Nemitz motioned to go into executive session at 8:02 PM for legal matters. Seconded by Mr. Vacha, and the motion carried unanimously. Mr. Nemitz motioned to return from executive session at 8:19 PM. Seconded by Mr. Dornin, and the motion carried unanimously.

19. CITIZEN COMMENTS/PUBLIC COMMENTS (From Sign-Up Sheet) – Ms. Joy Clontz of Brandywine Drive provided an update from the Manor Lions Club. The Club will be hosting a food drive on election day. On April 27th, they are hosting a drug take back at the First United Methodist Church in Manor. The Club provides drug test kits that are available at the police station. On May 11th, they are hosting a barbeque, and will be hosting a diaper drive for the Diaper Bank. They will be offering free eye exams at Community Day. She also noted that the Lions Club donates \$5,000 annually to the Manor community. Finally, she stated that the Lions Club is available to help with the EMA.

20. Motion To Adjourn – There being no business to discuss, a motion "to adjourn the meeting" was made by Mr. Nemitz and was seconded by Mr. Dornin. The motion carried unanimously. The meeting was adjourned at 8:23 PM.

Joseph N. Lapia
Borough Manager