

**MANOR BOROUGH COUNCIL
MEETING MINUTES ON JUNE 11, 2025**

1. CALL TO ORDER- Council President Mr. Tony Gockel called the Council Meeting to Order at 6:31 P.M. on June 11, 2025, in the Manor Community Room and led the

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL-

(Present)	Tony Gockel, President	Terry Nemitz
	Dawn Lynn, Vice-President	Dave Gongaware
	Jim Vacha	Mike Radakovich, Tax Collector
	Chelsea Dice, Solicitor	
	Chuck Charrie	
	Ed Antonacci, Engineer	
(Absent)	Sonny Brant, Mayor	Randy Carlson, Chief of Police
	Jason Krainbacher, Zoning Office	Ted Dornin

4. APPROVAL OF THE MINUTES for the Public Hearing on 05/14/2025 – Mr. Gongaware made a motion to approve as presented. Seconded by Mr. Vacha. Ms. Lynn abstained due to her absence at the 5/14/2025 meeting. The motion carried unanimously.

5. APPROVAL OF THE MINUTES for Council Meeting on 5/14/2025 - Mr. Gongaware made a motion to approve as presented. Seconded by Mr. Vacha. Ms. Lynn abstained due to her absence at the 5/14/2025 meeting. The motion carried unanimously.

6. PUBLIC COMMENT – AGENDA ITEMS ONLY-

Ms. Dawson: Discussion of Borough Signs. Suggested a business owner wanted to advertise on the sign. The money from the use of the signs should go toward repair and maintenance. Ms. Dawson stated she does not support any advertising on the sign. Emergency management should be able to use the signs and update them.

Ms. Lewis: Stated there is a short in the sound system. Still waiting for an update for the hearing impaired. Stated that Mr. Charrie was supposed to have this issue looked into. She is still waiting for an update. Mr. Gockel reiterated to Ms. Lewis that there have been no decisions on the sign. We are in the discussion process for the sign policy.

7. MAYOR’S REPORT – None.

8. SOLICITOR’S REPORT – Solicitor Dice requested an executive session meeting to discuss Bright Pathways.

9. ENGINEER’S REPORT – Mr. Antonacci stated that the restroom is in the bidding process and will be submitted June 30, 2025.

10. ZONING OFFICER’S REPORT – None.

11. BOROUGH MANAGER'S REPORT – Mr. Lapia stated that the National Weather Alert was published on the sign June 6, 2025. Mr. Lapia also stated that the generator has been installed for the borough building and is up and functioning.

12. TREASURER'S REPORT – Ms. Lynn made the motion to accept as submitted. Seconded by Mr. Gongaware. The motion carried unanimously.

13. TAX COLLECTOR'S REPORT – Ms. Lynn made the motion to accept as submitted. Seconded by Mr. Vacha. The motion carried unanimously.

14. COMMITTEE REPORTS -

- a. Building & Properties – Mr. Charrie handed out a pamphlet showing several soccer nets and the costs for consideration.
- b. Community Betterment, Parks & Recreation – Ms. Lynn stated that there are now enough members on the Recreation Board to start planning for the upcoming months. Meeting dates are set for June 23, July 28, August 25, 2025 at 6:00 pm at the Municipal Building.
- c. Personnel & Finance – None.
- d. Community Outreach & Communication – Ms. Lynn stated that they are continuing to work on a Junior Council Program and are looking to have it in place for the next school year. Mr. Vacha brought up hometown hero banner application. If changes need to be made Mr. Vacha can make the changes.
- e. Planning & Zoning - Mr. Charrie stated the Chairman was unable to make June 9, 2025 meeting but advised Mr. Charrie to get ready for the meeting. The agenda was sent prior to the meeting but I need to know what happened that the meeting wasn't able to be held. Mr. Charrie reiterated the guidelines for residents who would like to have chickens on their property. There will be an application that requires approval process. This topic will be on the July agenda. Mr. Charrie discussed occupancy permits and the draft that was done. Mr. Lapia asked if off street parking was addressed. Solicitor Dice stated there are off street regulations. Solicitor Dice believes one parking space per unit. Stating that the people are not moving forward with their rights of appeal due to the fees being so high. Mr. Lapia stated that the last Zoning Hearing Board hearing, the fees did not cover the cost. This topic will be on next months agenda for further discussion.
- f. Public Safety & Public Works – Mentioned the recent flooding with all the rains.

15. OLD BUSINESS

- a. Discussion and/or Deliberation and/or Official Action on a sign policy for all borough owned signs. Ms. Lynn stated she did not have the opportunity to look at the proposal and would like to table this until next month's meeting. Ms. Lynn's motion is to table this topic. Seconded by Mr. Nemitz. The motion carried unanimously.

16. NEW BUSINESS

- a. Discussion and/or Deliberation and/or Official Action on request from Creek Side Graphics for additional driveway access for 301 Manor Harrison City Road. Mr. Dave Eisaman stated that his business has grown and in need of

additional parking. Mr. Dave Eisaman handed out an additional drawing for further clarification of property lines and parking assessment. Further evaluation of the actual space for the parking needs to be evaluated. Solicitor Dice stated as long as the set back can be satisfied there would not need to be the Zoning Board approval. Mr. Vacha made the motion for the engineer to go out and assess the property. Seconded by Ms. Lynn.

- b. Discussion and/or Deliberation and/or Official Action on purchasing a computer for the emergency management office. Ms. Lynn asked where the money would be coming from. Mr. Lapia stated Act 13. Mr. Nemitz went into detail of the meetings and training he attends for the emergency management office. Mr. Gongaware made the motion. Ms. Lynn seconded. The motion carried unanimously.
- c. Discussion and/or Deliberation and/or Official Action on authorizing payment for the emergency management pager. Mr. Gongaware made the motion. Ms. Lynn seconded. The motion carried unanimously.
- d. Discussion and/or Deliberation and/or Official Action on adopting ordinance 607-25-04 Approving a restrictive license for tax parcel ID's 19-01-11-0-097. Approval for a fence to be placed through an easement. Mr. Vacha made the motion. Ms. Lynn seconded the motion. Motion passes unanimously.

Mr. Gockel	- Yes	Mr. Gongaware	- Yes
Ms. Lynn	- Yes	Mr. Nemitz	- Yes
Mr. Charrie	- Yes	Mr. Vacha	- Yes
Mr. Dornin	- absent		

- e. Discussion and/or Deliberation and/or Official Action on a resolution to apply for a LSA Grant to purchase a fire truck. Mr. Gongaware motioned to move forward. Ms. Lynn seconded the motion. Mr. Lapia stated that the quote provided by Mr. Nemitz expires in 30 days. We will not be able to apply for the grant until October. Mr. Lapia requests a quote that is closer to the application period. Greg Stutz stated it will only take a phone call to get a new quote. If we get an updated quote in September then we can put the quote in resolution in September and be ready in October. Solicitor Dice recommends that this request be tabled until September 1st in order to pass the resolution at the September 10th council meeting. Mr. Charrie asked how much of the taxpayer's money is going toward the purchase of the fire truck. Solicitor Dice stated that if you apply for the LSA but there is not enough money then you do not have to take the LSA grant. Mr. Gongaware made the motion to table the discussion. Ms. Lynn seconded the motion. Mr. Nemitz was opposed to the motion. The motion carries.
- f. Discussion and/or Deliberation and/or Official Action on authorizing the signing of the land owner letter of commitment and letter of match for the Growing Greener Grant. Mr. Charrie asked if there was a financial match number for this grant. Mr. Lapia stated there has been a 5% match for this grant. Mr. Lapia will resend the original email to council to look at the details of this grant. Mr. Gongaware made the motion to move forward. Ms. Lynn seconded. The motion carried unanimously.

- g. Discussion and/or Deliberation and/or Official Action on request for Westmoreland Conservation District for letter of support for the Act 167 update. Mr. Lapia stated this is the county wide storm water plans that are updated every five years. The county is asking for our letter of support saying that we will participate as needed. Ms. Lynn made the motion to approve. Seconded Mr. Gongaware seconded. The motion carries unanimously.

17. CORRESPONDENCE – None

- 18. BILL PAYMENT – Ms. Lynn made the motion to pay the bills. Seconded by Mr. Nemitz. The motion carries unanimously.

- 19. EXECUTIVE SESSION – Mr. Vacha made the motion to go into executive session at 8:14PM for matters of potential litigation. Seconded by Ms. Lynn. Motion carried unanimously. Mr. Gongaware made the motion to return to regular business at 8:32PM, seconded by Mr. Nemitz. Motion carried unanimously. Litigation concerning Bright Path Solutions was discussed.

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

Tia McMullen 38 Cleveland Avenue – had concerns about parking on Cleveland Avenue and her driveway being blocked.

Darlene Davis 97 Observatory Street – brought up the condition of Observatory, Oak and McKelvey Streets and stated something needs done.

Bonnie Dawson 341 Rowe Road – stated that the Borough should charge a fee for use of the signs to business owners but she doesn't support advertising on the signs.

Alicia Dallagu 302 Sandy Hill Road – questioned what the sign would be used for.

Jeri Lewis 19 Harding Street – commented about advertising use on the signs and stated federal funds can't be used to profit from.

- 21. Motion To Adjourn - There being no business to discuss, a motion "to adjourn the meeting" was made by Ms. Lynn and was seconded by Mr. Vacha. The motion carried unanimously. The meeting was adjourned at 9:02 PM.

Joseph N. Lapia
Borough Manager