

**MANOR BOROUGH COUNCIL**  
**MONTHLY BUSINESS MEETING ON May 15, 2024**

1. CALL TO ORDER - Council President Mr. Tony Gockel called the Council Meeting to Order at 6:30 P.M. on May 15, 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
	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	Terry Nemitz
	Jason Krainbucher, Zoning Office	

4. APPROVAL OF THE MINUTES for meeting on 04/17/2024 - Mr. Gongaware motioned to accept the meeting minutes for the meeting held on March 20, 2024. Seconded by Mr. Dornin, and the motion carried unanimously.

5. PUBLIC COMMENT – AGENDA ITEMS ONLY – None.

6. MAYOR’S REPORT – The Mayor reported the police had received 150 total calls for the month of April. He also reported that there are currently 3 docketed criminal cases. The Mayor gave an update on the planning for community day. It will be hosted on August 17, 2024. There will be various activities in the community room from 11am until 6pm. Additionally, there will be bands and food vendors at the baseball fields from 12pm until 10 pm. Finally, there will be parking nearby, and a shuttle will be provided.

7. SOLICITOR’S REPORT – The Solicitor reported that she had researched current ordinances relating to the Borough parking lots. The current ordinance states the Borough Building parking lot is open 24 hours. However, there are provisions that allow for permitted parking. The other Borough lots are closed to parking at sunset. She recommends a meeting with the buildings and properties committee to discuss further.

8. ENGINEER’S REPORT – The Engineer reported that Dun Rite Construction had completed their work in Manor Park, and they are currently creating a punch list. On Cameron Drive, D&M Contracting have finished their work, and are finishing their punch list. He also reported that Derry Construction would like to have a pre-construction meeting for the Rowe Road project. Finally, the Engineer met with the water company, they are ready to move forward on the Oak Street project.

9. ZONING OFFICER’S REPORT – None.

10. BOROUGH MANAGER'S REPORT – The Borough Manager reported that the new backhoe has been delivered, and the public works department has received training from CAT. The property located at 198 Oak Street was sold at sheriff sale to the mortgage company on May 6, and is currently up for auction. The Borough Manager also reported that the electronic speed sign has been placed at 210 Cameron Drive. Finally, a vehicle drove through a road closed sign on Rowe Road and hit a borough vehicle. The vehicle sustained no damage.

11. TREASURER'S REPORT - Mr. Gongaware motioned to approve the treasurer's report for the month of April 2024. Seconded by Mr. Vacha, and the motion carried unanimously.

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

### 13. COMMITTEE REPORTS

- a. Building & Properties – Mr. Charrie reported that he would like to meet to discuss the Borough parking lots further, and to prepare a recommendation for council. Mr. Gockel asked if there were any updates for the sound system for the community room. There is no update on the sound system bid, but there has already been a vote to go out to bid and the advertisement is ready. Mr. Vacha asked about an update for a new park restroom. Mr. Charrie stated that he would like access to the park to bring people in to look at the current restroom for renovations. The Borough Manager suggested the Engineer research potential locations for a second, new restroom in the park.
- b. Community Betterment, Parks & Recreation – Mr. Dornin reported that he had received 2 new applications and clearances for the recreation board.
- c. Personnel & Finance – Mr. Vacha reported that the meeting with the Teamsters to negotiate a new public works contract that was scheduled for Friday has been cancelled. It will be rescheduled in June.
- d. Community Outreach & Communication – Mr. Gockel reported that the junior council program has been postponed until next year.
- e. Planning & Zoning – Mr. Charrie reported that the Planning Commission had met Monday. He reported that the plans for PT Court have changed and the commission has requested more information for the next meeting. They also spoke to a representative for Sandywood lots 11 & 12 about a change in zoning from green space to residential, and requested more information from them. Finally, he reported that the new zoning ordinance is done, and is ready to be reviewed with hopes that it can have final approval in August.
- f. Public Safety & Public Works – Mr. Gongaware asked if they have received the reciprocity agreement from Penn Township, and the Solicitor stated that she has not received it.

### 14. OLD BUSINESS

- a. 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 motioned to advertise an RFP for building inspection services. Seconded by Mr. Gongaware. Mr. Vacha commented that he thought they were going to meet with BIU again, but Mr.

Charrie would like to wait until after the advertised deadline passes. The motion carried unanimously.

#### 15. NEW BUSINESS

- a. Discussion and/or Deliberation and/or Official Action on authorizing the Solicitor to draft and advertise an ordinance for restrictive license agreements for Tax Parcel ID's 19-01-11-0-146, 19-01-11-0-145, 19-01-11-0-144 and 19-01-11-0-143. Mr. Vacha motioned to authorize the Solicitor to draft and advertise an ordinance for restrictive license agreements. Seconded by Mr. Gongaware. Mr. Charrie asked if this would put the Borough at risk for other to use Borough property. The Solicitor noted that historically, these have been granted on a case-by-case basis. Mr. Dornin asked if these can be revoked. The Solicitor answered that they can be revoked, and if the current owner sells the property, then the items would have to be removed. The motion carried unanimously.
- b. Discussion and/or Deliberation and/or Official Action on accepting the resignation of Shannon Malinoski from the Recreation Board. Mr. Gongaware motioned to accept the resignation of Shannon Malinoski from the recreation board. Mr. Dornin seconded, and the motion carried unanimously. Mr. Charrie asked if these resignations are kept on file, and they are kept on file. He submitted extra documentation to be kept on file with the letter of resignation.
- c. Discussion and/or Deliberation and/or Official Action on payment request from Dun Rite Construction. – Mr. Gongaware motioned to pay Dun Rite Construction. Mr. Vacha seconded. Mr. Vacha asked if the punch list would add more costs, and the Engineer answered that it would not because there is a retainer. The motion carried unanimously.
- d. Discussion and/or Deliberation and/or Official Action on payment request from D&M Contracting. – Mr. Gongaware motioned to pay D&M Contracting. Mr. Dornin seconded. Mr. Vacha asked if the punch list would add more costs, and the Engineer answered that it would not because there is a retainer. The motion carried unanimously.
- e. Discussion and/or Deliberation and/or Official Action on payment request from Jeffrey Associates. – Mr. Gongaware motioned to pay Jeffrey Associates. Mr. Vacha seconded. Mr. Charrie asked about the negative amount on the invoice, and it was a discount given by the company. Mr. Charrie asked why there were 2 invoices, and 1 was for the concrete pad and installation of the pavilion and the other for the pavilion structure. The motion carried unanimously.

#### 16. CORRESPONDENCE – None.

17. APPROVAL TO PAY BILLS - Mr. Dornin motioned to pay the bills as of May 15, 2024. Seconded by Mr. Gongaware, and the motion carried unanimously.

18. EXECUTIVE SESSION for personnel matters and matters of potential litigation. – None.

19. CITIZEN COMMENTS/PUBLIC COMMENTS (From Sign-Up Sheet) – Ms. Dawson of Rowe Rd had questions and comments regarding various topics. She would like the borough to use the Nixle system to alert residents about weather and road closures. She asked when the park will be opening and why has council not already scouted locations for a new restroom. Mr. Vacha stated that they have spoken about locations previously, and Mr. Charrie stated that there has been

progress. Finally, Ms. Dawson stated that the junior council program should be limited to just borough residents. Mr. Gockel stated that borough residents would be given preference.

Ms. Shenk and neighbors of Cameron Drive stated their concerns about vehicles speeding on Cameron Drive. The neighborhood has many children living there and they are concerned about potential injury because of the speeding cars. The Police Chief stated that they will paint more lines and will use Accutrack. Finally, Ms. Shenk and her neighbors stated that the police are allowed to use their driveways to catch speeding vehicles.

20. Motion To Adjourn - There being no business to discuss, a motion "to adjourn the meeting" was made by Mr. Dornin and was seconded by Mr. Vacha. The motion carried unanimously. The meeting was adjourned at 7:42 PM.

Joseph N. Lapia  
Borough Manager