

MANOR BOROUGH COUNCIL
MONTHLY BUSINESS MEETING ON November 5, 2025

1. CALL TO ORDER – Council President Mr. Tony Gockel called the Council Meeting to Order at 6:30 P.M. on November 5, 2025, in the Manor Community Room and led the

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

(Present)	Tony Gockel, President	Dave Gongaware
	Dawn Lynn, Vice-President	Chuck Charrie
	Sonny Brant, Mayor	Chelsea Dice, Solicitor
	Ted Dornin	Mike Radakovich, Tax Collector
	Jim Vacha	Ed Antonacci, Engineer
	Terry Nemitz	

(Absent) Jason Krainbucher, Zoning Office

4. APPROVAL OF THE MINUTES for meeting on October 8, 2025 – Ms. Lynn motioned to accept the meeting minutes for the meeting held on October 8, 2025. Seconded by Mr. Nemitz, and the motion carried unanimously.

5. APPROVAL OF THE MINUTES FOR PUBLIC HEARING ON October 8, 2025. Ms. Lynn motioned to accept the minutes for the public hearing on October 8, 2025, seconded by Mr. Nemitz and the motion carried unanimously.

6. PUBLIC COMMENT –

Ms. Roberta Franklin: Ms. Franklin mentioned her gratitude to council members Mr. Gockel, Mr. Lapia, Ms. Lynn, Mr. Charrie and Solicitor Dice, for the binding agent that was placed on Oak Street, to a satisfactory condition. And for their accessibility and addressing their concerns regarding Oak Street.

Ms. J. Lewis: What does emergency paving mean? Solicitor Dice stated that there was public health and safety issues that constituted emergency paving for the community. Was the issue with the contractor resolved? Solicitor Dice stated that we are in litigation with the contractor and we cannot answer that question at this time.

7. MAYOR'S REPORT – None

8. SOLICITOR'S REPORT – Solicitor Dice requested an Executive Session to discuss sewage contract litigation.

9. ENGINEER'S REPORT – Mr. Antonacci stated that the paving was completed November 5, 2025. The road can now be traversed.

10. ZONING OFFICER'S REPORT – None.

11. BOROUGH MANAGER'S REPORT – None

12. TREASURER'S REPORT – Ms. Lynn motioned to approve the treasurer's report. Seconded by Mr. Vacha and the motion carried unanimously.

13. TAX COLLECTOR'S REPORT – Mr. Nemitz motioned to approve the tax collector's report as presented. Seconded by Mr. Gongaware, and the motion carried unanimously.

14. COMMITTEE REPORTS

- a. Building & Properties – Mr. Charrie questioned why the new park bathroom is not up and running. Mr. Lapia stated that we are waiting for parts from the manufacturer that regulate water pressure to the fountains. We must wait for the valves to come in to be able to open the bathroom.
- b. Community Betterment, Parks & Recreation – Mr. Gockel stated there is a Recreation Board Meeting on November 17th 2025. The Christmas party and tree lighting will be December 6, 2025 with an exact time to be determined. Mr. Gockel stated that the Trunk or Treat event was very successful. We had more children this year and more participants.
- c. Personnel & Finance – None
- d. Community Outreach & Communication – None.
- e. Planning & Zoning – The dates for the Planning & Zoning meetings have been chosen. The dates need to correspond with the Council Meeting dates to be published.
- f. Public Safety & Public Works – None.

15. OLD BUSINESS –

- a. Discussion on Draft Digital Sign Policy – None
- b. Discussion and/or Deliberation and/or Official action on purchasing soccer nets. Ms. Lynn talked to Penn Township Soccer Association and to the American Legion Indoor Soccer League personal who have the soccer facilities, and does not feel we need soccer nets at this time. Ms. Lynn made the motion to table the discussion until the December 10th 2025 council meeting. Seconded by Mr. Nemitz. The motion carried unanimously.

16. NEW BUSINESS -

- a. Discussion and/or Deliberation and/or Official Action adopting a Preliminary Budget for 2026. Mr. Lapia stated that at the time when the 2026 budget was drafted, we did not have our fourth quarter franchise fees. The draft budget shows the amount of \$58,000.00 for cable franchise fees. We have since received our 3rd quarter payment. Total received for the last four quarters was \$57,475.00. Mr. Lapia recommended that the budgeted revenue for the cable franchise fees be dropped to \$57,000.00 for 2026. Insurance number for Workers Compensation for both the VFD and Borough and General Liability for the Borough have not been received from the underwriter. The draft budget factored in a 5% increase for 2026. Mr. Charrie stated he would like to see a \$3000.00 increase for Planning and Zoning. Mr. Gongaware made the motion to adopt a preliminary budget with changing the cable franchise fees to \$57000.00. Seconded by Ms. Lynn. The motion carried unanimously.
- b. Discussion and/or Deliberation and/or Official Action on authorizing the signing of an agreement with West Penn Power on placing Veteran Banners on utility poles. Mr. Gongaware made the motion to accept the agreement with West Penn Power for the Veteran Banners. Seconded by Mr. Vacha. Mr. Lapia explained that the application is for approval. West Penn Power will decide if they want to approve the agreement. The motion carried unanimously.

- c. Discussion and/or Deliberation and/or Official Action on payment request from Dun Rite Construction for the park restroom. Mr. Vacha made the motion to approve the payment to Dun Rite Construction. Seconded by Mr. Gongaware. Mr. Charrie asked if this was final payment. Mr. Antonacci stated that there will be final retainage. The motion carried unanimously.
- d. Discussion and/or Deliberation and/or Official Action on declaring three office desks as surplus property. Mr. Gongaware made the motion, seconded by Mr. Vacha. The motion carried unanimously.
- e. Discussion and/or Deliberation and/or Official Action on reapproving the subdivision plan for Lots 11 & 12 in the Sandywood Place Plan of lots. Ms. Lynn made the motion to accept the reapproval. Seconded by Mr. Dornin. The motion carried unanimously.
- f. Discussion and/or Deliberation and/or Official Action on ratifying the emergency paving on McKelvey and Oak Streets. Ms. Lynn made the motion to approve the emergency paving, seconded by Mr. Gongaware. The motion carried unanimously.
- g. Discussion and/or Deliberation and/or Official Action on payment request from Dun Rite Construction for emergency paving. Mr. Gongaware made the motion to pay for the emergency paving to Dun Rite Construction. Seconded by Mr. Vacha. The motion carried unanimously.

17. CORRESPONDENCE – None.

18. APPROVAL TO PAY BILLS – Ms. Lynn motioned to pay the bills as of November 5, 2025. Seconded by Mr. Gongaware, and the motion carried unanimously.

19. EXECUTIVE SESSION – Mr. Nemitz made the motion to move to executive session. Seconded by Ms. Lynn. Motion carried unanimously at 8:00 pm. At 8:24pm Council returned from executive session. Mr. Nemitz motioned to return from executive session seconded by Ms. Dornin. Executive session was to discuss matters of litigation.

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

21. MOTION TO ADJOURN – Ms. Lynn made the motion to adjourn. Seconded by Mr. Dornin. The motion carried unanimously. Meeting adjourned at 8:23pm.

Joseph N. Lapia
Borough Manager