

# MANCHESTER BOROUGH MEETING AGENDA

225 S. MAIN STREET MANCHESTER, PA 17345

August 12, 2024

- President Ronald Gembic called the meeting to order at 7:00 P.M. and led with the Pledge of Allegiance
- Roll Call performed by the Secretary
- An executive Session was held on August 01, 2024 @ 6:30 p.m. to discuss personnel matters.

## COUNCIL MEMBERS

Adam Bowman  
Mike Jackson  
Bradford Price  
Wendy Snyder  
Ryan Neely

Ronald Gembic  
Larry Weirich  
Joseph Paniagua  
Solicitor Beth Kern  
Engineer John Rea  
Mayor Michael Goodling

- Approval of Agenda/Minutes
- Visitors/Public Comments
  - Chief Joe Stevens – Monthly Update
  - Mary Hall – Shade Tree 129 N. Main St.
  - Kevin Mather – Recreation Center Facilities use agreement w/Boy Scouts

### Treasurer's Report: Wendy Snyder

- Account Balances & Bills Review
- Direct Deposit discussion

### Maintenance/Street Report:

- Purchase Computer Quotes/MBIT Tech Support
- Completed items

### Mayor's Report: Michael Goodling

- Police Report in packets
- Food Trucks
- Mayor Maureen Starner Meeting Sept. 17, 2024
- National Fitness Camp

### Zoning, Codes, Permits, Concerns

- 6 Permits (Gazebo, Single Unit Home, Solar, Paved Driveway, Pool Permit, New Business)
- Zoning Enforcement
  - 43 S. Main St. – Overgrowth – Violation notice given
  - 19 S. Main St.- Work without a permit – Violation notice given
  - 11 S. Main St.- Nuisance Animal in rear yard – Clean up warning provided
  - 111 Cooper St. – Overgrowth/Junk – Violation notice given/Owner contacted CCIS
  - 135 N. Main St. – Junk vehicles – Violation notice given.

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- 137 N. Main St. – Junk vehicles – Violation notice given
- 55 Farm Lane – Paving without permit – Violation notice given/permit acquired.
- 29 High St. – Fence on neighbor’s property – Certified surveyor report is required.
- 207 High St. – Fence with no permit – Violation notice was provided
- 131 High St. – Junk – CCIS seeks recommendation for enforcement. Pics provided
- 129 N. Main St. – Chickens in rear yard – no violation found.
- 414 Maple St. – Sold in Sheriff’s Sale. Zoning enforcement will be resolved. Borough to recuperate \$120.00 in CCIS fees

## **Engineer’s Report: John Rea**

- 2024 Street Maintenance (0965.4.01.58)
- CDBG Main Street ADA Curb Ramps (0965.4.65.00)
- PA Small Water & Sewer Program – DCED Grant funding (0965.5.10.04)
- Submitted Grants

## **Solicitor’s Report: Beth Kern**

## **President’s Report: Ronald Gembic**

- Bradford Price compensation securities and paperless project
- Discussion regarding anything for the betterment of the Borough

## **Recreation Center:**

- Discussion of any issues/matters about Manchester Park

## **Unfinished Business:**

- Additional discussion Parcel #7600001051P Park Street Alan Bryant
- Motion to adopt/reject Resolution 2024-11 appointing Commonwealth Code Inspection Svc. as code enforcement for Manchester Borough
- Motion to adopt/reject Final draft of the employee handbook
- C.M. High Addendum Approval & Signature
- Parking at Manchester Square
- Rental Property Maintenance Ordinance discussion
- H.O.P. Permits/Fees Discussion

## **New Business:**

- Add Secretary to the Safe Deposit Box for both accounts
- Vinyl plank flooring quote/leak – Office
- Personnel Matters
  - Road Master
  - Discussion and if needed a motion to adopt/ reject changing the Road Master position to a Public Works Supervisor position

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- Motion to adopt/ reject the final Road Master or Public Works Supervisor job description
- Discussion and if needed Motion to adopt/ reject changing the Road Crew positions to Public Works Operator positions
- Motion to adopt/ reject the final Road Crew or Public Works Operator job description
- Employee Appointment: Borough Manager
- Employee Appointment: Public Works Supervisor
- Discussion on Burn Ban Ordinance § 85-3

***Adjournment***