**MANORVILLE BOROUGH COUNCIL – MEETING MINUTES**

**Date:** October 5, 2026

**Location:** Manorville Borough Building

**Time:** 4:00 PM

**Presiding:** President Chris Yanoff

**Attendance**

**Present:** Chris Yanoff, Gary Meyer, Keith Duris, Doug Johnson, Saundra McKee, Robert Ramer, Dan Cornman, Mayor Linda Cornman, Secretary/Treasurer Christina Sacco

**Police Chief:** Officer Chris Robbins

**1. Call to Order & Pledge of Allegiance**

The meeting was called to order at 4:00 PM by President Chris Yanoff. The Pledge of Allegiance was recited.

**2. Approval of Consent Agenda**

Items included: September's Regular Meeting Minutes, and the Treasurer's Report

- **Motion:** Sandy
- **Second:** Gary
- **Action:** Consent Agenda was approved.

**3. Approval of Bills to Be Paid**

Bills were reviewed.

- **Motion:** Dan
- **Second:** Bob
- **Action:** Bills were approved to be paid.

**4. Citizens / Guests**

There were no citizens present.

**5. Old Business**

**5.1 Zoning Update**

Council discussed the upcoming October zoning board meeting. Zach Norwood from DCED asked that the borough list its barriers to working with Ford City ahead of that meeting. Concern was raised that the borough may receive only 25% of grant funds despite paying 50% of the match; council's position is that if the borough pays 50% of the match, it should receive 50% of the funds. Zoning committee agreed to investigate the exact financial terms and grant distribution ratios with Ford City before committing to the joint initiative.

Doug's November zoning class was approved at a cost of $25.

- **Motion:** Chris
- **Second:** Gary
- **Action:** Approved the cost of the zoning class.

### 5.2 Blighted Properties

#### 618 Hill Street

Bureau Veritas has declared 618 Hill Street an unsafe structure. A letter was sent certified to the owner, and the borough has a copy on file. The next step is a letter from the fire chief in support of condemnation. If condemnation falls to the borough, it would cost approximately $20,000.

#### 904 Ridge Lane

904 Ridge Lane has been sold to a new owner, who assured the borough that the violations will not repeat.

#### Other Problem Properties

A Megan's Law offender at another property has turned himself in and is now in jail on felony charges.

A property was also cleaned up after a door hanger notice was issued.

### 5.3 Water Street Project Update

Grant funds for the Water Street project are due to be released in January 2027: $363,191 from the Southwest PA Hub (sidewalks and ADA ramps only), $279,210 from Senator Pittman through a DCED grant, and $125,000 in PennDOT money from the county commissioners (road repair and safety), for a total of $767,401.

The PennDOT walkthrough will take place after the borough receives the contract. Sally Conklin confirmed there will be no walkthrough until the contract is in hand. The walkthrough team will be the street committee (Keith, Gary, and Chris) along with Mike Hickman's engineer.

## 6. New Business

### 6.1 NEMO Bootcamp

Chris will try to bring the NEMO bootcamp back to Armstrong County (BC3). A minimum of 15 seats is required, and he is confident the seats can be filled with new members from Ford City and Kittanning. It was noted that Bob Ramer has not yet attended.

### 6.2 1032 Water St Construction

Council discussed the possible three-story garage under construction at 1032 Water Street. Grant Kanish has reviewed the structure twice; at under 1,000 square feet, no Bureau Veritas permit is required. The structure is not a violation at this time, but if it is used commercially, the existing ordinance can be used to stop it. Chris Ziegler was asked to check whether the structure encroaches on the Rails to Trails right-of-way.

### 6.3 PSAB Spring Conference Budget Approval

The PSAB Spring Conference will be held June 6–9 in Hershey. The cost is approximately $300 per person for the conference fee, which includes most meals; hotel is additional. The item was tabled pending budget discussions.

### 6.4 PSAB Plus Renewal

The PSAB Plus renewal was approved at $450 per year.

- **Motion:** Gary
- **Second:** Sandy
- **Action:** Approved renewal of PSAB Plus.

### 6.5 Police Contract

At 4:45 PM, council entered executive session to discuss whether to renew or dissolve the borough's contract with the Manor Township Police. Chief Robbins was excused from the meeting during the executive session. Council exited the executive session at 5:13 PM.

Council voted to terminate the joint law enforcement agreement with the Manor Township Police. Manor Township must be notified by October 31st or the contract auto-renews; the Manor Township supervisors are to be notified before the termination letter is sent. Resolution #9-2026 was signed by council (see item 6.6), and a notice of termination was drafted for Chief Robbins.

- **Motion:** Gary
- **Second:** Doug
- **Action:** Approved termination of the Police Contract by Resolution 9-2026.

Beginning January 1st, the Pennsylvania State Police will absorb coverage at no cost to the borough, for emergency calls only.

### Code Enforcement Going Forward

Chris and Linda will collaborate on drafting notices of violation. Solicitor Favero will be engaged at $90 per hour only when charges need to be filed. It was noted that a council member serving as code officer would need to be unpaid and would have to recuse from related votes; Favero advised against a council member serving in that role.

### 6.6 Resolution for Law Enforcement

Resolution #9-2026, terminating the joint law enforcement agreement with the Manor Township Police and transitioning coverage to the Pennsylvania State Police, was signed by council.

### 6.7 Tax Rate Proposal

The current tax rate is 4 mills. Approximately $14,000 has been collected year to date, with $15,659 expected by year-end. Projections if the rate is raised: at 5 mills, approximately $17,000 collected; at 6 mills, approximately $20,669 collected. No decision was required tonight; the Finance Committee will meet on the 14th.

Gary raised concern about idle reserves and suggested investing in a CD at approximately 4–5.3%. The Finance Committee will bring a proposal to council next month. The PennVest loan option was also noted for bridging reimbursement grants if needed.

### 6.8 Vacant Property Brainstorm

#### Borough Property Lease

Council approved drafting a lease for borough property for trucking or commercial use. The lease must include a hold-harmless agreement, and Solicitor Favero will draft it. The property is not to become a general community parking lot.

- **Motion:** Chris
- **Second:** Doug
- **Action:** Approved contacting Solicitor Favero to draft a lease.

#### Vacant Property Ordinance

Council approved having Solicitor Favero draft a vacant property ordinance, modeled on Ford City's ordinance, with a $75 annual fee for properties vacant 90 days or more. At least three properties in the borough are already known to qualify.

- **Motion:** Chris
- **Second:** Gary
- **Action:** Approved contacting Solicitor Favero to draw up an ordinance.

### 6.9 Trick or Treat

Trick or Treat was set for Wednesday, October 28th from 6:00 to 8:00 PM.

### 6.10 Methodist Church Property

A hearing on the Methodist Church property will be held October 22nd at 10:00 AM in the Commissioner's Conference Room. The property is changing from tax-exempt to commercial and will begin paying property taxes. Council members were encouraged to attend.

## 7. Reports

### 7.1 Police Report / Code Violations – Officer Robbins

Chief Robbins presented his year-to-date report: 32 reportable incidents and 13 non-traffic citations. An arrest was made on the trail in September for a motorized vehicle. The department is currently at 50% manpower, with four applicants being interviewed.

Regarding the Josh Brown property, trash is still present. The chief needs photos or a witness to cite without a warrant.

#### E-Bikes / Motorized Bikes

E-bikes and motorized bikes came up in the zoning survey as a top concern. Gas-powered vehicles are prohibited on the trail; e-bikes are legal for ages 16 and older under 750W / 28

mph. A 14-year-old on an electric dirt bike was identified, and a conversation was held with the parents.

### 7.2 Mayor Report

No shirts were sold.

### Post Office Wiring

A wiring issue at the post office was flagged. The mayor and Chris will sit down and develop a plan. It was noted that the property owner has collected rent for years with no investment in the building. An electrical estimate (free estimate) will be sought.

### 7.3 Committee Report

- **Water / Streets:** Ben Ferguson has resigned as foreman but will continue as a laborer.
- **Streets:** The Butler Street sinkhole repair estimate of $10,150 was approved. A second sinkhole has been identified, and the contractor will be asked about combined pricing.
- **Motion:** Gary
- **Second:** Chris
- **Action:** Approved B&K Excavating to do the repair.

## 8. Announcements / General Information

The next meeting will be held Monday, November 2nd at 6:30 PM. (Election Day is November 3rd.)

### 9. Adjournment

With no further business, the meeting was adjourned at 5:38 PM.

- **Motion:** Gary
- **Second:** Bob

**Respectfully submitted,**

**Christina Sacco**
Secretary, Manorville Borough