

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
January 20, 2021

MEETING was called to order at 7:04 p.m. with Mr. Falk presiding. The following members of Council and officials of the Borough were present: Mr. Doug Falk, Mr. John Antoline, Mr. Tim Antoline, Mr. Kris Hall, Mr. Scott Levenson, Mrs. Patty Then, Mayor Debbie Rose, Borough Secretary Margie Nelko, Borough Solicitor Kate Diersen and Borough Engineer Emile Ketterer.

PLEDGE OF ALLEGIANCE

MINUTES of the Regular Meeting held on October 21, 2020, were presented to Council. **After some review, the motion of Mr. T. Antoline, seconded by Mr. J. Antoline to approve the Regular Meeting Minutes of October 21, 2020, as presented was unanimously carried.**

MINUTES of the Workshop Meeting held on November 4, 2020, were presented to Council. **After some review, the motion of Mr. T. Antoline, seconded by Mr. J. Antoline to approve the Workshop Meeting Minutes of November 4, 2020, as presented was unanimously carried.**

RECOGNITION OF VISITORS:

Aaron Patrick of 359 11th Street
Alexandra Mizzelle of 359 11th Street
Ed Naugle of 1301 Sampson Street
Julian Petrina of 704 Gross Street
Tara Prest of 704 Gross Street

PUBLIC COMMENT (Agenda Items): None

COMMUNICATIONS, PUBLIC RELATIONS, GRANTS & WEBSITE COMMITTEE REPORT: No Report.

FINANCE & ADMINISTRATION COMMITTEE REPORT: Mrs. Then, Chairperson of the Finance and Administration Committee, presented Council with updates regarding the following issue(s).

1. **List of Bills** - A list of expenditures for the time period of December 17, 2020 through January 01, 2021, in the amount of \$60,632.46 from the General Fund, in the amount of \$38,134.41 from the Water & Sewer Fund and in the amount of \$9,209.83 from the Highway Aid Fund were presented to Council for review. **After some review, the motion of Mrs. Then, seconded by Mr. Levenson to approve the List of Bills was unanimously carried.**
2. **2021 Flood Insurance Renewal** – **After some discussion, the motion of Mrs. Then, seconded by Mr. T. Antoline to approve payment of the two (2) invoices totaling \$11,991.37 to renew the flood insurance was unanimously carried.**

Mr. Joe Bohach entered the meeting at this time (7:11 p.m.).

There was discussion regarding water and sewer shut off notice clarifications and that non-active accounts need dealt with or a lien placed prior to the switch to MuniLink. **After some discussion, the motion of Mrs. Then, seconded by Mr. J. Antoline to authorize the Borough Solicitor to determine which accounts need lien placed was unanimously carried.**

PARKS & RECREATION COMMITTEE REPORT: Mr. J. Antoline, Chairperson of the Parks & Recreation Committee, presented Council with information regarding softball tournaments scheduled for April 30th through May 2nd. This will be permitted as long as the state is permitting group activities and proof of insurance is provided.

PLANNING, ZONING & ORDINANCE COMMITTEE: – Mr. Hall, Chairperson of the Planning, Zoning & Ordinance Committee, presented Council with updates regarding the following issue(s).

1. Code Enforcement Officer/Building Inspector – The draft agreement has been forwarded for review.
2. Planning Commission Meeting – will be held Tuesday, January 26, 2021, at 7 p.m.
3. Naugle Lot Consolidation – Plans were sent to Borough Engineer for review and comments. There was discussion regarding 15th Street, paper alleys, and current ownership of the lots.

PUBLIC SAFETY COMMITTEE REPORT: – No Report.

PUBLIC WORKS COMMITTEE REPORT: – Mr. T. Antoline, Chairperson of the Public Works Committee, discussed a quote received from Cercone Service for tires on the sewage truck which included several options of tire brands. **After some review and discussion, the motion of Mr. T. Antoline, seconded by Mr. Hall to purchase four (4) Goodyear Wrangler Trail Runner tires at state pricing of \$553.96 from Flynn Tire Group and pay \$100.00 to Cercone Service for installation was unanimously carried.**

Mr. T. Antoline presented Council with issues regarding the PW wetsuits. **After some review and discussion, the motion of Mr. T. Antoline, seconded by Mr. Bohach to approve the purchase of three (3) new wetsuits subject to not exceeding \$600.00 was unanimously carried.**

There was discussion regarding the policy and contractual verbiage for call outs.

MAYOR'S REPORT: Mayor Rose presented Council with updates regarding the following issue(s):

1. Monthly Police Report - After some review, this report was ordered received and filed.
2. Freedom Borough Outsource/Contracted Police Services – Ford Explorer – There was discussion regarding an estimate of \$1,850.00 to repair the rocker panels, back bumper and tail light and an estimate of \$300.00 to remove the existing decals and detail the vehicle. **After some review and discussion, the motion of Mr. Bohach, seconded by Mr. J. Antoline to approve the quote of \$1,850.00 for body repairs was unanimously carried.** There was further discussion regarding the existing decals and detailing of the vehicle. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Hall to approve the quote of \$300.00 for decal removal and detailing was unanimously carried.**
3. Create New Budget Expense Code – Freedom Outsource/Contracted – Income and expense line item will need to be created for budgeting purposes. The Borough Secretary will create the line items according to state recommendations.
4. Carwash Services (3) Newly Acquired Police Vehicles – There was discussion regarding a motion made at the meeting of October 21, 2020, approving carwashes for three (3) vehicles and the most recent quote for six (6) vehicles with unlimited washes. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Bohach to rescind the motion of October 21, 2020, and approve the quote for six (6) vehicles with unlimited washes subject to not exceeding \$1,000.00 for the year was unanimously carried.**

5. Harmony Lock & Key – The locks have been changed at the Freedom Borough Police Department for a fee of \$270.50.

Mayor Rose presented Council with a request to hire Mr. Anthony Clay as a part-time police officer, as per a Police Chief Adam Johnston's recommendation. **After some discussion, the motion of Mr. Bohach, seconded by Mr. Levenson to hire Mr. Anthony Clay as a part-time police officer effective January 20, 2021, was unanimously carried.**

Mayor Rose stated that the Emergency Management Services has requested our updated Hazard Mitigation Plan in order to be eligible for grants. This is being worked on, as well as, Mrs. Then, the Borough Secretary and myself are participating in the webinars regarding the Hazard Mitigation Plans.

Mayor Rose stated that Beaver County Hazard Mitigation Plan also needs updated for our sewer plant. This was given to the Sewer Plant Operator for assistance and will be drafted for Council's review and approval as soon as its completed.

ENGINEER'S REPORT: The Borough Engineer presented an update regarding the status of the Conway/Baden Municipal Authority Sanitary Sewage Interconnect and the proposed Columbia Gas Line Replacement Program.

SOLICITOR'S REPORT: The Borough Solicitor presented Council with an update regarding the 2021 Tax Anticipation Loan (TAN).

MAINTENANCE SUPERVISOR'S REPORT: - This report was received and filed.

FIRE CHIEF'S REPORT: - After some discussion regarding the number of responders to an accident, this report was received and filed.

CORRESPONDENCE:

1. Beaver Falls Municipal Authority Rate Increase Letter – was received and filed.
2. DCNR Grants – A list of available grants was presented to Council.
3. Norfolk Southern Railroad Sample Analysis Report (12/08/2020) – was received and filed.

OLD BUSINESS:

1. 2021 TAN (Tax Anticipation Note) – There was some discussion regarding the 2021 TAN. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. T. Antoline to approve the 2021 TAN was unanimously carried.**
2. Open Bank Account for the 2021 TAN (Tax Anticipation Note) – There was some discussion regarding a new bank account for the 2021 TAN funding with Mr. Falk and the Borough Secretary as signatories. **After some review and discussion, the motion of Mr. Bohach, seconded by Mr. Hall to approve a new bank account for the 2021 TAN (Tax Anticipation Note) Funding was unanimously carried.**
3. Resolution No. 2020-12 - A Resolution ratifying the execution of the 2021 TAN (Tax Anticipation Note) was presented to Council for adoption. **After some discussion, the motion of Mr. T. Antoline, seconded by Mr. J. Antoline to adopt Resolution No. 2020-12 was unanimously carried.**

4. First National Insurance Agency Statement of Values Acceptance – The Statement of Values, effective August 1, 2020, was presented to Council for approval. The Borough Secretary will be setting up a meeting to review the values. **After some review and discussion, the motion of Mr. Levenson, seconded by Mrs. Then to approve the Statement of Values as presented with the intent to re-evaluate at a later date was unanimously carried.**

NEW BUSINESS:

1. 2021 Meeting Dates Approval - The Borough Secretary stated that the meeting dates for 2021 Council Meetings, 2021 Committee Meetings and 2021 Planning & Zoning Commission Meetings have been advertised as required. **After some discussion, the motion of Mr. Bohach, seconded by Mr. Levenson to approve the meeting dates as advertised was unanimously carried.**
2. Federal Disaster Mitigation Act of 2000 Meeting – This is required to complete the 2021 Hazard Mitigation Plan, which was discussed under the Mayor’s Report.
3. Vehicle Gasoline and Diesel Suppliers – There was discussion regarding previous and current issues that have been occurring with SuperFleet. There was also discussion regarding other options. **After some review and discussion, the motion Mr. Levenson, seconded by Mr. J. Antoline to cancel the SuperFleet account and approve opening accounts with First National Visa, subject to the employees being informed the cards are for fuel purchases only.**
4. Columbia Gas Road Opening Permit and Road Bond – This matter was discussed under the Borough Engineer’s Report.
5. Snow Blower Damages (M. Kuzma) – There was discussion regarding damages to a snow blower resulting from the Borough snow plow pushing rocks onto the property. **After some discussion, it was the consensus to reimburse Mr. M. Kuzma for the damages to the snow blower in the amount of \$249.37 was unanimously carried.**

OTHER BUSINESS:

1. Water and Sewage Ordinance Updates – There was discussion regarding the meter reading dates and how they meet the current Ordinance. **After some review, it was the consensus of Council to read the meters at the end of February.**
2. Refuse Charges – 1635 2nd Avenue (Hartley, D.) – There were discussions regarding the owner’s desire to not pay the refuse bills due to the residence has been empty since March 2019. Ordinance No. 415 and Borough Code Chapter 78.11.D. were reviewed. **After some discussion, it was the consensus of Council to uphold the Zoning Ordinance regarding this matter.**
3. Refuse Charges – 1126 Food Street (Salamone, R.) – There was discussion regarding the owner having a business dumpster and his desire to not pay the refuse bills due to other businesses who have dumpsters do not. **After some review, it was the consensus of Council that the charges for refuse remains due to this business includes a rental residence.**

PUBLIC COMMENT:

Mr. Aaron Patrick inquired clarification on the discussion regarding the meter reading dates and the Hazard Mitigation Plans.

Julian Petrina & Tara Prest presented concerns regarding sewage backup issues, the basement damages it caused, their attorney advising them to contact the Borough for reimbursement and other neighbors that were having the same issue. **After some review, it was the consensus of Council to authorize the Borough Secretary to provide our insurance company with all of the information available.**

EXECUTIVE SESSION: Mr. Falk requested Council go into Executive Session regarding personnel matter and a police contractual matter at 8:23 p.m., as per the motion of Mr. T. Antoline, seconded by Mr. J. Antoline.

On the motion of Mr. T. Antoline, seconded by Mr. Levenson to reconvene at 8:56 p.m. was unanimously carried.

There being no further business, the motion of Mr. Levenson, seconded by Mr. Bohach to adjourn the meeting at 8:57 p.m. was unanimously carried.

Margie L. Nelko
Borough Secretary

Doug Falk
President of Council

Motion(s) made and/or Council consensus decision(s):

1. Approve the Minutes of October 21, 2020 and November 04, 2020
2. Approve the List of Bills
3. Approve Payment of Flood Insurance Renewal Invoices
4. Authorize the Borough Solicitor to determine which accounts need liened.
5. Authorize Purchase of Sewage Truck Tires
6. Authorize Purchase of New Wetsuits
7. Authorize Repairs to 2015 Ford Explorer Interceptor
8. Authorize Decal Removal/Detailing of 2015 Ford Explorer Interceptor
9. Rescind October 21, 2020 Motion regarding Car Wash Services from Crown Car Wash and Approve Unlimited Car Wash Services for six (6) Police Vehicles
10. Approval to Hire Anthony Clay Effective 01/20/2021
11. Approving the 2020 TAN (Tax Anticipation Note)
12. Adopt Resolution No. 2020-12
13. Approve First National Insurance Co. Statement of Values
14. Cancel SuperFleet Account and Approve Opening First National Visa Accounts
15. Approve Reimbursement of Snowblower Damages
16. Consensus to Read Water Meters at the end February 2021
17. Consensus to uphold Ordinance No. 415 and Borough Code Chapter 78.11.D regarding Refuse Charges for 1635 2nd Avenue)
18. Consensus that refuse charges will continue for 1126 Foote Street due to there is a rental unit at this location.
19. Consensus to Authorize the Borough Secretary to file a claim with the insurance company for sewage damages.