

BOROUGH OF CONWAY COUNCIL
WORKSHOP MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
February 3, 2021

MEETING was called to order at 7:00 p.m. with Mr. Falk presiding. The following members of Council and officials of the Borough were present: Mr. Doug Falk, Mr. Tim Antoline, Mr. Joe Bohach, Mr. Kris Hall, Mr. Scott Levenson, Mrs. Patty Then and Borough Secretary Margie Nelko.

ABSENT: Mr. John Antoline, Mayor Debbie Rose

PLEDGE OF ALLEGIANCE

MAINTENANCE SUPERVISOR'S REPORT: The Public Works Supervisor Report for the month of January 2021 was presented to Council for review. This report was ordered received and filed.

FIRE CHIEF'S REPORT: No Report

EMA COORDINATOR'S REPORT: No Report

COMMUNICATIONS, PUBLIC RELATIONS, GRANTS & WEBSITE COMMITTEE REPORT: Mr. Levenson, Chairperson of the Communications, Public Relations, Grants & Website Committee, presented Council with updates regarding a new website.

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 January 21, 2021 through February 03, 2021, in the amount of \$18,691.25 from the General Fund, expenditures in the amount of \$3,577.39 from the Highway Aid Fund, and expenditures in the amount of \$62,345.12 from the Water & Sewer Fund were presented to Council for review. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to approve the List of Bills was unanimously carried.**
2. Mockenhaupt Police Pension Invoice 2020-01153 – There was some discussion regarding these services being able to be paid directly from the pension fund. **After some review and discussion, it was the consensus of Council to authorize payment for Invoice 2020-01153 in the amount of \$875.00 directly from the pension fund.**

Updates regarding the MuniLink Software and QuickBooks Software was presented to Council.

PARKS & RECREATION COMMITTEE REPORT:

There was discussion regarding the Borough looking into grants available to update the walking trail(s), the possibility of this being a Senior Project or Eagle Scout Project and the possibility of playground duty services for a Senior Project.

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

1. Re-appoint Mr. William Calahan to the (4 yr. term) Planning & Zoning Commission – **After some review, the motion of Mr. Hall, seconded by Mr. Levenson to re-appoint Mr. William Calahan to the Planning & Zoning Commission for another 4 Yr. Term, was unanimously carried.**

2. Naugle Lot Consolidation – There was discussion regarding the concerns presented from the Planning & Zoning Commission Meeting.
3. Code Enforcement Officer/Building Permit Inspector Appointment – There was some discussion regarding where this matter stands.
4. Water and Sewage Ordinance – There was discussion regarding the next step(s) to update the Ordinance and to research difficult houses for new wireless meters.

PUBLIC SAFETY COMMITTEE REPORT: – No Report.

Mrs. Then asked if there was an update regarding the Hazard Mitigation Plan. The Borough Secretary stated that it is being working on.

PUBLIC WORKS COMMITTEE REPORT: Mr. T. Antoline, Chairperson of the Public Works Committee, presented Council with concerns regarding the weeds and brush along the park fence. There was discussion regarding the weight limit sign on E. Ridge Avenue, which was determined that it should be removed.

CORRESPONDENCE:

1. DEP Household/Small Business Hazardous Waste Collection Program 2020 4th Qtr. Report - was received and filed.
2. PennDOT – Drive Engineering Inc., French Engineering LLC and Tri-State Traffic Data Inc. Collecting Traffic Data on Municipal Roads for ECMS Contract No. E04834 – was received and filed.
3. Endeavor Prof. Services-PennEnergy Resources for PER B11 1H Well Permit Application - was received and filed.
4. Endeavor Prof. Services-PennEnergy Resources for PER B25 9V Well Permit Application - was received and filed.

OLD BUSINESS:

There was discussion regarding the letters being sent to the individuals with refuse issues from the previous meeting.

The Borough Secretary updated Council on the sewage damage matter, including our insurance stating that in the future this would first go to the home owner's insurance and then they would contact our insurance to determine the end result.

NEW BUSINESS:

There was discussion regarding starting the research for 2021 Roadway Program by driving around the Borough and noting the roads that need addressed by rating them from 1-10 (ten being the worst) before the next meeting.

OTHER BUSINESS:

1. Water & Sewage Charges – 1501 3rd Avenue (Klimkowski, A.) – A letter was received requesting a discount and more time to pay the bill. **After some review, it was the consensus of Council to have the meter read again and if it is correct, then the bill stands.**
2. Water & Sewage Charges – 1404 4th Avenue (Klimkowski, A.) – A letter was received requesting a waiver of late fees. **After some discussion, it was the consensus that the bill was not paid on time and the late fee stands.**

PUBLIC COMMENT: None

EXECUTIVE SESSION: Mr. Falk requested Council go into Executive Session regarding a personnel matter at 8:28 p.m., as per the motion of Mr. T. Antoline, seconded by Mr. Hall.

On the motion of Mr. Bohach, seconded by Mr. T. Antoline to reconvene at 8:44 p.m., was unanimously carried.

There being no further business, the motion of Mr. Bohach, seconded by Mrs. Then to adjourn the meeting at 8: 45 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 List of Bills.
2. Approve the Mockenhaupt Invoice 2020-01153.
3. Re-appoint Mr. William Calahan to the Planning & Zoning Commission (4 yr. Term).
4. Consensus to re-read the water meter for 1501 3rd Avenue and adjust the bill accordingly.
5. Consensus to not waive the late fee for 1404 4th Avenue.