

BOROUGH OF CONWAY COUNCIL  
WORKSHOP MEETING MINUTES  
Council Chambers, 801 First Avenue, Conway, Pennsylvania  
April 5, 2023

---

**MEETING** was called to order at 7:00 p.m. with Mr. Timothy Antoline presiding. The following members of Council and officials of the Borough were present: Mr. Tim Antoline, Mr. John Antoline, Mrs. Joceyln Hertneky, Mr. Mark Hertneky, Mr. Scott Levenson, Mrs. Patty Then, Mayor Debbie Rose and Borough Secretary Margie Nelko.

**ABSENT:** Mr. Joe Bohach

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT:** (Agenda Items) - None

**RECOGNITION OF VISITORS:**

Doreen Byrne of 1201 15<sup>th</sup> Street

**MINUTES** of the Regular Meeting held on January 18, 2023, were presented to Council. **After some review, the motion of Mrs. Then, seconded by Mrs. Hertneky to approve the Regular Meeting Minutes of January 18, 2023, as presented was unanimously carried.**

**MINUTES** of the Workshop Meeting held on February 01, 2023, were presented to Council. **After some review, the motion of Mrs. Then, seconded by Mrs. Hertneky to approve the Regular Meeting Minutes of February 01, 2023, as presented was unanimously carried.**

**MAINTENANCE SUPERVISOR'S REPORT:** The Public Works Supervisor was in attendance. This report was ordered received and filed.

There was discussion regarding the fire hydrant kit for Chaplin Street, the remaining fire hydrants being delayed due to the company selling, a stop sign is still down near 2<sup>nd</sup> Avenue and for trees to be removed from along the rails.

**FIRE CHIEF'S REPORT:** The Fire Chief was in attendance. This report was ordered received and filed.

**EMA COORDINATOR'S REPORT:** The EMA Coordinator was in attendance. This report was ordered received and filed.

Requested Council's opinion on the Church of the Redeemed being a reception/mass care center, it was determined that Council does not have an issue with this.

Freedom Borough reached out to the EMA Coordinator to discuss a merger of EMA Services. The Mayor of Freedom Borough was informed that the recommendation is to have an in-house EMA Coordinator.

**ADMINISTRATION & PUBLIC RELATIONS COMMITTEE REPORT:**

1. **BVRPD Office Lease Agreement** – Mr. Levenson reviewed Section 2 Term, Section 5 Maintenance & Repairs and Section 6 Taxes, Utilities & Services. **After some review, the motion of Mr. Levenson, seconded by Mr. J. Antoline to accept the lease for five (5) years and a reimbursement of nineteen percent (19%) for utilities was unanimously carried.**
2. **BVRPD Gym** – This matter was tabled.

The BVRPD Budget is being worked on.

Mrs. Then reported that the Smart 911 is set up and ready to go.

**FINANCE & GRANTS COMMITTEE REPORT:** Mr. Levenson, Chairperson of the Finance and Grants Committee, presented Council with updates regarding the following issue(s).

1. List of Bills - A list of expenditures for the time period of March 16, 2023 through April 5, 2023, in the amount of \$24,979.58 from the General Fund, expenditures in the amount of \$8,349.48 and expenditures in the amount of \$100,620.22 from the Water & Sewer Fund were presented to Council for review. **After some review, the motion of Mr. Levenson, seconded by Mr. Hertneky to approve the List of Bills as presented was unanimously carried.**
2. Real Estate Tax Collector Notes on the Beaver County Reassessments – Beaver County is proposing a three and half (3.5) percent increase. Appointments are being conducted for appeals and should be completed by October 2023. There was some discussion regarding the need to begin considering what the assessments mean to the 2024 Budget.
3. Mockenhaupt Benefits Group Inv. 2023-05239 – This invoice will be paid from the pension plan.

**PARKS & RECREATION COMMITTEE REPORT:** Mrs. Hertneky, Chairperson of the Parks & Recreation Committee, presented Council with updates regarding the following issue(s).

1. Gratty Park Memorial Tree Request (Linda Mine) – A second request for a memorial tree, on behalf of Linda Mine, to be approved for the park was reviewed. There was discussion regarding where the trees would/could be located, the sizes of the trees and the possibility that they could possibly need moved. **After some review and discussion, it was the consensus of Council to agree to the plantings after the locations have been approved.**
2. Porta-Johns – There was discussion regarding Valley Rage placing porta-johns at the ballfield for the upcoming tournament on April 21, 2023. The Public Works Department was asked to turn the water on at all the parks.
3. Lil Bulldog Cheerleading Practices – Mr. T. Antoline will forward the information onto Mrs. Hertneky regarding the Lil Bulldog Cheerleaders wishing to use the grass area for practices during June-July 2023.

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

1. Rental Inspections – A quote was received from Harshman CE Group, LLC to conduct Rental Inspections within the Borough of Conway. The landlord fees for this service are less than what was quoted by Harshman CE Group, LLC. There was discussion regarding the current Ordinance regulating fees, if we were able to amend by Resolution and adding Air B & B's/Short-term Rentals to the Ordinance.

**PUBLIC SAFETY & HEALTH COMMITTEE REPORT:** No Report.

**PUBLIC WORKS COMMITTEE REPORT:**

1. New Sewer Line Jetted – There was discussion regarding the jetter not working, the possibility of having it sent out for a repair quote, and the costs of a new one. The Public Works Department will continue to treat roots in our sewer lines.
2. 2023 Grass Cutting Quote – Hall Lawn Care will resubmit the quote due to the removal of some of the areas from the list to be serviced.
3. Leaf Vac and Tools – This matter was tabled.

4. Chain of Command – It was noted, as a reminder, that the Public Works Supervisor should be contacted first and not the other employees.

**MAYOR'S REPORT:** No Report.

**CORRESPONDENCE:**

1. Conway Borough Planning & Zoning Committee Minutes of 03/28/2023 – This document was ordered received and filed.
2. Beaver County Reassessments (Tyler Technologies) – Borough Properties – These documents were ordered received and filed.
3. Beaver County Planning/Development Letter-Northern Lights Plan No. 2 – This document was ordered received and filed.
4. Dept. of Air Force Reserve Command-PA Storage Tank & Spill Prevention Act, Section 903 - This document was ordered received and filed.
5. Resident's Letter of Concern-Hiland Avenue & Riverview Avenue – Dated 03/30/2023 – Concerns were brought to the attention of Council regarding the lack of maintenance of Borough owned property along the road and over the hill in area of Hiland Avenue & Riverview Avenue. **After some discussion, it was the consensus of Council to have the Public Works Department clean up the area long the road above the hill.**
6. Norfolk Southern Railyard Sample Analysis Report (Dated 03/27/2023) – This document was ordered received and filed.

**OLD BUSINESS:**

1. Comsearch (Erie Insurance General Release Form) – Youngblood Paving vs. Stefanik's Next Generation Contracting Co. – Mr. J. Antoline updated Council on this matter, stating that the Borough will be receiving a check from Erie Insurance, on behalf of Youngblood Paving. The Borough will then pay Stefanik's Next Generation Contracting Co. for the repair services.
2. Zoning Ordinance Planning Firm Recommendations – A list of recommendations was received and requests for quotes will be completed.

**NEW BUSINESS:**

1. MS4 Summary of Six Minimum Control Measures – The MS4 Summary of Six Minimum Control Measures was read out loud during the meeting to notify and educate the public about needs and possibilities of events that could be coordinated and performed by community members only with no Borough involvement.
2. Advertising 2023 Roadway Program (April 6<sup>th</sup> and April 7<sup>th</sup>) – **After some review, the motion of Mr. J. Antoline, seconded by Mr. Levenson to approve the advertising of the 2023 Roadway Program was unanimously carried.** The bid opening is scheduled for April 17, 2023.
3. Annual Wasteload Management Report Title 25-Chapter 94 (2022) – This document was ordered received and filed.
4. 2023 Summer Month Council Meetings – There was discussion regarding the cancellation of the Workshop Meetings of Council during the months of June, July and August 2023. **After some review**

**and discussion, it was the consensus of Council to conduct only the Regular Meetings of Council during the months of June, July and August 2023 unless it is deemed necessary to conduct a Workshop Meeting.**

**OTHER BUSINESS:**

Mayor Rose reported that she was contacted by a reporter from KDKA regarding a number of railcars from the East Palestine Derailment being stored in the Norfolk Southern Conway Railyard and if we have any comments on this matter.

Mayor Rose presented an update regarding Community Day and the fundraising tickets.

Mrs. Then stated that a Senior Community Center at the location of 305 11<sup>th</sup> Street has been established by the Church of the Redeemed.

**PUBLIC COMMENT:**

Mr. Julian Petrina, of 704 Gross Street, was present (not signed in) to discuss the sewage backup to his property and what will be done about it. Mr. J. Antoline responded by explaining the clearing of the roots in the line has been scheduled and until that process is completed, we do not have any other answers. The Borough will be contacting a 3<sup>rd</sup> party for recommendations on how to help correct the issue on a regular basis.

There was discussion regarding a small waterline break on 2<sup>nd</sup> Avenue and it has been called into PA One Call.

Mayor Rose expressed concerns regarding the need to repair the sidewalk along 11<sup>th</sup> Street.

There being no further business, the motion of Mr. J. Antoline, seconded by Mr. Hertneky to adjourn the meeting at 8:42 p.m. was unanimously carried.

Margie L. Nelko  
Borough Secretary

Timothy Antoline  
President of Council

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

1. Approve Minutes of January 18, 2023 and February 1, 2023
2. Approve a 5 Yr. Office Lease with BVRPD
3. Approve the List of Bills
4. Consensus to approve the planting of a memorial tree at Gratty Park (Linda Mine)
5. Consensus to have the PW Department clean up along the roadway at Hiland Ave and Riverview Ave
6. Approve advertising for the 2023 Roadway Program
7. Consensus to conduct only Regular Meetings of Council during the months of June, July and August 2023