

BOROUGH OF CONWAY COUNCIL
WORKSHOP MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
December 7, 2022

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. Joe Bohach, Mrs. Hertneky, Mr. Scott Levenson, Mr. Aaron Patrick, Mrs. Patty Then, Mayor Debbie Rose and.

ABSENT: Mr. John Antoline, Borough Secretary Margie Nelko, Public Works Supervisor

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: (Agenda Items) - None

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

There was discussion regarding a pothole on 5th Avenue and the removal of emergency cones.

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

There was discussion regarding fire hydrant replacement(s) and that a gear washing machine is up for sale.

EMA COORDINATOR'S REPORT: No Report.

There was some discussion regarding the need for a resignation letter from the current EMA Coordinator so that the Mayor can appoint another person.

MINUTES of the Workshop Meeting held on June 1, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Workshop Meeting Minutes of June 1, 2022, as presented was unanimously carried.**

MINUTES of the Public Meeting held on June 15, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Public Meeting Minutes of June 15, 2022, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on June 15, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Regular Meeting Minutes of June 15, 2022, as presented was unanimously carried.**

MINUTES of the Workshop Meeting held on July 6, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Workshop Meeting Minutes of July 6, 2022, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on July 20, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Regular Meeting Minutes of July 20, 2022, as presented was unanimously carried.**

MINUTES of the Workshop Meeting held on August 3, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Workshop Meeting Minutes of August 3, 2022, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on August 17, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Regular Meeting Minutes of August 17, 2022, as presented was unanimously carried.**

MINUTES of the Workshop Meeting held on September 7, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Workshop Meeting Minutes of September 7, 2022, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on September 21, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Regular Meeting Minutes of September 21, 2022, as presented was unanimously carried.**

MINUTES of the Workshop Meeting held on October 5, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Workshop Meeting Minutes of October 5, 2022, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on October 19, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Regular Meeting Minutes of October 19, 2022, as presented was unanimously carried.**

MINUTES of the Workshop Meeting held on November 2, 2022, were presented to Council. **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Workshop Meeting Minutes of November 2, 2022, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on November 16, 2022, were presented to Council. Mr. Levenson requested an amendment to page 2, section Parks & Recreation Committee Report, Item No. 1 to include a sentence stating that “After some discussion on a damaged handicap swing, Council agreed to purchase one swing using funds from the 2022 Budget.” **After some review, the motion of Mr. Patrick, seconded by Mr. Bohach to approve the Regular Meeting Minutes of November 16, 2022, as amended was unanimously carried.**

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 November 17, 2022 through December 7, 2022, in the amount of \$24,903.67 from the General Fund, and expenditures in the amount of \$93,390.61 from the Water & Sewer 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 as presented was unanimously carried.**
2. **1208 3rd Avenue Appraisal** – There was some discussion and review of the appraisal received.
3. **2023 Property Assessment Valuation** – There was some review of the letter received and it was ordered received and filed.

PARKS & RECREATION COMMITTEE REPORT: No Report.

PLANNING, ZONING & ORDINANCE COMMITTEE: No Report.

PUBLIC RELATIONS REPORT: No Report.

PUBLIC SAFETY COMMITTEE REPORT: No Report.

PUBLIC WORKS COMMITTEE REPORT: Mr. J. Antoline, Chairperson of the Public Works Committee, presented Council with updates regarding the following issue(s).

1. SOG 35-Mission Request Processing Addendum (PennDOT Road Salt Requests) – There was some discussion and review of the letter received from Pa Emergency Management Agency which provided specific guidelines on how to process resource requests from counties to supplement diminished road salt supplies.
2. Fire Hydrant Quote (Pipelines, Inc.) – There was discussion regarding the quote received from Pipelines, Inc. for two (2) fire hydrants. There was further discussion regarding a fire hydrant on Chaplin Street and a form to fill out for Youngblood Paving. **After some review, the motion of Mr. Bohach, seconded by Mr. Patrick to approve the purchase of two (2) fire hydrants subject to not exceeding \$8,000.00 was unanimously carried.**

MAYOR’S REPORT: No Report.

- a. Appointment of EMA Coordinator – There was some discussion regarding the need to appoint a new EMA Coordinator. **After some review, the motion of Mrs. Hertneky, seconded by Mr. Patrick to appoint Mr. Chris Then, Jr. as the new EMA Coordinator was unanimously carried.**

There was discussion regarding water line breaks, making a flow chart of people to notify/procedures in these situations, and also organize important phone numbers so they are in one form.

Santa Clause on the Fire Truck Treat Bags will be stuffed on Saturday, December 10th at 9:00 a.m.

CORRESPONDENCE:

1. Economy Volunteer Ambulance Service, Inc. (EVAS) – A letter, dated November 29, 2022, was received from Mr. Randy Dawson, President of EVAS regarding concerns with 1st Response Medical Services. Mr. Dawson and Mr. Kevin Joy were present to express their concerns to Council regarding how 1st Response Medical Service would fit in and the possibility of their customers not getting reimbursed for over charges.

OLD BUSINESS: None.

NEW BUSINESS:

1. Advertise the 2023 Budget – There was some review and discussion regarding the proposed 2023 Budget. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to approve advertising of the 2023 Budget was unanimously carried.**
2. Advertise the 2023 Tax Rate Ordinance – There was some review and discussion regarding the proposed tax rate increase of 2 mills. It was noted that taxes have not been raised since 2018. **After some review and discussion, the motion of Mr. Patrick, seconded by Mr. Levenson to advertise an Ordinance to increase the tax rate millage was unanimously carried.**
3. Advertise the Police Regionalization Ordinance – This matter was postponed.
4. Authorization for 2023 Tax Anticipation Note (TAN) – **After some review and discussion, the motion of Mr. Bohach, seconded by Mr. Levenson to approve moving forward with the necessary paperwork for the 2023 TAN was unanimously carried.**
5. Pa Department of Labor & Industry Elevator Notice of Violation (Informational) – This matter was discussed.
6. Reappointment of Borough Solicitor – **After some review and discussion, the motion of Mrs. Hertneky, seconded by Mr. Levenson to reappoint GRB Law as the Borough Solicitor was unanimously carried.**

7. Letter of Interest for Council Seat Vacancy – A letter of interest was received for the vacancy seat on Council.

OTHER BUSINESS:

There was discussion regarding a follow up with Jack Manning about the ARPA Grant.

There was discussion regarding a Baden Public Meeting for Thursday, December 8, 2022,

PUBLIC COMMENT:

There was some discussion regarding concerns of a member of the Conway Volunteer Fire Department being negative on Facebook.

There was some discussion regarding concerns with the Conway Volunteer Fire Department and the EMA Coordinator having issues if a problem arises. Mayor Rose stated that the departments should be able to work together.

There being no further business, the motion of Mr. Patrick, seconded by Mr. Levenson to adjourn the meeting at 8:24 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 June 1st, June 15th Public Hearing, June 15th, July 6th, July 20th, August 3rd, August 17th, September 7th, September 21st, October 5th, October 19th, November 2nd, November 16th
2. Approve the List of Bills
3. Approve purchase of two (2) fire hydrants
4. Appoint EMA Coordinator
5. Approve advertising of 2023 Budget
6. Approve advertising of 2023 Tax Rate Ordinance
7. Approve moving forward with 2023 Tax Anticipation Note (TAN)
8. Appointment of Borough Solicitor