

BOROUGH OF CONWAY COUNCIL
WORKSHOP MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
September 1, 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. John Antoline, Mr. Tim Antoline, Mr. Joe Bohach, Mr. Scott Levenson, Mrs. Patty Then, Mayor Debbie Rose and Borough Secretary Margie Nelko.

ABSENT: Mr. Kris Hall

PLEDGE OF ALLEGIANCE

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

FIRE CHIEF'S REPORT: The Fire Chief's Report for the month of August 2021 was presented to Council for review. This report was ordered received and filed.

EMA COORDINATOR'S REPORT: No Report

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

Mrs. Then posted information on Facebook for residents regarding Spotted Lantern Fly.

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 August 19, 2021 through September 1, 2021, in the amount of \$18,719.95 from the General Fund, expenditures in the amount of \$24,219.73 from the Water & Sewer Fund were presented to Council for review. There was some discussion regarding check number 26657 being voided and the invoice returned to the Fire Department for payment. **After some review, the motion of Mr. J. Antoline, seconded by Mr. Levenson to approve the List of Bills as presented with the exception of Check No. 26657 in the amount of \$220.00 was unanimously carried.**
2. Budget Reports for August 2021 – The Budget Reports as of August 31, 2021, was ordered received and filed.
3. Fire Truck Repair – Discussed under Fire Report and Budget Report.
4. Fire Department Alarm System – Mr. J. Antoline presented Council with an update regarding the fire department alarm system. This matter was tabled.
5. 2022 Budget Preparation – Borough Secretary will draft a letter to the Departments requesting budget information so that they can be prioritized by the Finance Committee prior to review by Council.

PARKS & RECREATION COMMITTEE REPORT: Mr. J. Antoline, Chairperson of the Parks and Recreation Committee, presented Council with updates regarding the following issue(s).

1. Valley Rage Softball – Valley Rage will be using the fields from September 2nd through September 12th.

2. War Memorial – Mayor Rose presented Council with an update regarding the memorial bench for Mr. Ron Bozza.

PLANNING, ZONING & ORDINANCE COMMITTEE: None

PUBLIC SAFETY COMMITTEE REPORT: – No Report.

PUBLIC WORKS COMMITTEE REPORT: None

There was some discussion regarding a complaint form for 1108 Roosevelt Street.

MAYOR'S REPORT:

1. Police Regionalization – Notices were returned to Beaver County and to Rochester Township verifying our interest in moving forward with discussions.
2. Bullet Proof Vests – There was discussion regarding expired vests, possible grants and the current estimated price per vest. The vendor is willing to accept half of the cost now and the remaining half of the cost in 2022. **After some review and discussion, the motion by Mr. Levenson, seconded by Mr. Bohach to authorize the purchase of bullet proof vests subject to not to exceed \$5,700.00 which will be payable ½ in 2021 and ½ in 2022 was unanimously carried.**
3. Vehicle 339 – Ford Expedition – There was discussion regarding the repairs needed for the 2011 Ford Expedition (Veh 339) which the Borough received from Freedom Borough. The estimated cost of the repairs is \$2,000.00 for the repairs. **After some discussion, the motion of Mr. J. Antoline, seconded by Mr. Levenson to authorize repairs to the 2011 Ford Expedition (Vehicle 339) subject to not exceeding \$2,000.00 was unanimously carried.**

There was discussion regarding the selling of the 2009 Chevrolet Police Interceptor to help off-set the repair expenses for the 2011 Ford Explorer (Vehicle 339). **After some discussion, the motion of Mr. J. Antoline, seconded by Mr. Levenson to approve selling the 2009 Chevrolet Impala for as much as possible was unanimously carried.**

Mayor Rose stated that the Police Association is responsible for designating the date for Halloween. This year it will be observed on Thursday October 28, from 6-8 pm. Freedom Borough may not be following, they'll possibly have it Sunday.

CORRESPONDENCE:

1. Norfolk Southern Sample Analysis Report – Dated 08/13/2021 – was received and filed.

OLD BUSINESS:

1. 11th Street Water Line – There was discussion regarding funding to replace the water line on 11th Street and possible options available to help with the expense. Valve modifications at the plant would help with future issues which contributed to most recent line break, recommendation was made to fix this while looking into funding option for the line replacement. There was some discussion regarding other municipalities that have established a household tax to help with these types of costly expenses.
2. Pumphouse Reconfiguration/Valve Modification – There was discussion regarding whether this repair falls under an emergency classification. It was determined that it did not and that it would need to go through the bidding process. The Borough Engineer will be providing contractor information to the committee to start the process.

3. Letters of Intent Purchase Borough Property – Borough Secretary verified with the Borough Solicitor that if the property is appraised at a value less than \$6000.00, the Borough can sell it. If it is appraised over \$6000.00 then formal bidding is required. Should the Borough decide to sell the property, an official appraisal for verification would need to be done.
4. Leaf Vac Update – There was discussion on acquiring an appraisal for the next regular scheduled meeting and a quote in the amount of \$2,500.00 for all repairs. It maybe possible to find the hose(s) at a better price online.
5. Public Works Vacancy – The vacancy ad will be forwarded to Mayor Rose for posting. This matter has been tabled.
6. Cleaning Service – Borough Secretary presented Council with an update regarding the search for a new cleaning service.
7. Park Tables/Park Benches -No update at this time.

Mrs. Then stated that she was researching a T Mobile Grant that is available and that she has reached out to the playground representative for assistance in updating equipment throughout the Borough.

8. Refuse Service Bidding – The Borough Secretary stated that the bid ad was posted in today’s paper and that Valley Waste came into the office this afternoon to pick up a bid packet.
9. Public Works Negotiation - No update at this time.
10. Ground Lease Fire Department – Mr. J. Antoline presented Council with an update.
11. Vacating 6th Alley and a portion of Dewey Street – A draft Ordinance No. 564 for Council’s review was provided by the Borough Solicitor. Should the draft Ordinance be approved a motion to advertise twice prior to the vacation and at least 10 days before scheduled meeting is required. **After some review, the motion of Mr. Levenson, seconded by Mr. J. Antoline to advertise Ordinance No. 564 was unanimously carried.**
12. Tree Issue (5th & 11th) – The Borough Secretary reviewed this matter with the Borough Solicitor. The Borough Solicitor recommends having documented reasons to have the tree removed, possibly a safety concern by Police or Fire departments. There was some discussion regarding making this a one-way street, which could be expensive with traffic studies and ordinance amendments.

NEW BUSINESS:

1. Court of Common Pleas of Beaver County Civil Division-Carlton Capital LLC (1408 4th Ave.) – This matter was discussed in Executive Session.

OTHER BUSINESS:

1. Vacating a portion of Porter Street – This matter was tabled.

EXECUTIVE SESSION: Mr. Falk requested Council go into Executive Session regarding a litigation matter at 8:38 p.m., as per the motion of Mr. J. Antoline, seconded by Mr. T. Antoline.

On the motion of Mr. T. Antoline, seconded by Mr. Levenson to reconvene at 9:02 p.m. was unanimously carried.

There being no further business, the motion of Mr. J. Antoline, seconded by Mr. Bohach to adjourn the meeting 9:03p.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. Authorize Purchase of Bullet Proof Vests
3. Authorize 2011 Ford Expedition (Veh 339) Repairs
4. Approval to sell 2009 Chevrolet Impala
5. Advertise Ordinance No. 564