

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
September 15, 2021

MEETING was called to order at 7:00 p.m. with Mr. Tim Antoline presiding. The following members of Council and officials of the Borough were present: Mr. Doug Falk, Mr. Tim Antoline, Mr. John Antoline, Mr. Joe Bohach, Mr. Kris Hall, Mr. Scott Levenson, Mrs. Patty Then, Mayor Debbie Rose, Borough Secretary Margie Nelko, Borough Solicitor Kate Diersen, Assistant Borough Solicitor Jacob Leyland and Borough Engineer Emile Ketterer.

PLEDGE OF ALLEGIANCE

RECOGNITION OF VISITORS:

Aaron Patrick of 359 11th Street

PUBLIC COMMENT (Agenda Items): None

COMMUNICATIONS, PUBLIC RELATIONS, GRANTS & WEBSITE COMMITTEE REPORT: Mr. Levenson, Chairperson of the Communications, Public Relations, Grants & Website Committee, presented Council with information regarding the PA Tax Exempt Property Bill. There was some discussion regarding the possibility of receiving funding from Liquor Licensing if there are 15% or more tax exempt properties within the Borough boundaries. Norfolk Southern currently makes up 20% of our taxable properties within our boundaries. **After some discussion, it was the consensus of Council to send a letter to Senator Vogel and State Representative Matzie to inquire if it is possible to amend the legislation to include railroads.**

Mrs. Then inquired if anyone had anything to add or update on the 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 September 2, 2021 through September 15, 2021, in the amount of \$30,354.01 from the General Fund, and in the amount of \$21,611.15 from the Water & Sewer Fund were presented to Council for review. **After some review, the motion by Mrs. Then, seconded by Mr. Levenson to approve the List of Bills as presented was unanimously carried.**
2. **Budget Report** – This report was received and filed.
3. **Mockenhaupt Police Pension Invoice 2021-02456** – Invoice No. 2021-02456 in the amount of \$1,225.00 was presented to Council for review. **After some review, it was the consensus of Council to approve payment of Invoice 2021-02456 in the amount of \$1,225.00 directly from the pension fund.**
4. **Glick Fire Equipment Company – Engine 492 Repair Invoice** – The Conway Volunteer Fire Department (CVFD) submitted Invoice No. SW0361969 in the amount of \$2,989.10 for repairs to Engine 492 (which includes maintenance, inspection, pump test and exhaust services) to Council for payment. There was discussion regarding no prior notice, and the invoice amount being high. It was noted that these types of expenses are paid by tax payer monies and the Borough is responsible for the accountability of said monies. There was discussion regarding the lease, whether the CVFD should submit a financial account of monies for the hall, and that an audit could be requested at the CVFD expenses. **After some discussion, the motion of Mr. J. Antoline, seconded by Mr. Levenson to authorize Mr. Bohach and**

Mayor Rose send a letter to the CVFD officers regarding the lease monies and to notify them that there is nothing left in their budgeted lines item was unanimously carried.

Mr. Falk entered the meeting at this time (7:21 p.m.) and assumed presiding over the meeting.

PARKS & RECREATION COMMITTEE REPORT: No Report.

Mr. Antoline stated that Valley Rage Softball will reimburse the Borough for the expense of another Port-A-John at the ball fields for October 1, 2021.

Mrs. Then stated that there are carpenter bees in the play area of Catherine Drive Park that needs to be addressed.

PLANNING, ZONING & ORDINANCE COMMITTEE: – No Report.

PUBLIC SAFETY COMMITTEE REPORT: – No Report.

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

1. Street Sweeper Value – An offer was made in the amount of \$2,800.00 from A & H as a trade-in value.

Mr. Hall and the Public Works Supervisor will be taking over the truck to be specked out for a rotary salt spreader. There was also discussion on reminding the Pubic Workers not to over load the F550 with salt.

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

1. Monthly Police Report – No Report.
2. War Memorial Park Bench – A proposal should be available within the next couple of weeks.
3. Ratification of Vehicle 339 – Ford Expedition Repairs Expenses – At the September 01, 2021, a regular scheduled meeting of Council, a motion was made to authorize repairs to the 2011 Ford Expedition (Veh 339) not to exceed \$2,000.00. Mayor Rose reviewed the reasons why the repairs have gone over the allotted amount and requested ratification approval to pay by Council. **After some review, the motion of Mr. J. Antoline, seconded by Mr. Bohach to approve the ratification of Invoice No. 99025 from Kathy Wagler's Crivelli Ford in the amount of \$476.66 was unanimously carried.**
4. Halloween Trick or Treat Update – Trick or Treat for 2021 will be on October 28th from 6 p.m. to 8 p.m. with Freedom Borough having their Trick or Treat on October 31, 2021.
5. Police Regionalization – No update at this time.

The CVFD would like to set up “Marshall the Dog” to participate in Trick or Treating for the Borough and is asking for Council’s help in spreading the word.

There was discussion regarding dirt bike, gas powered and battery powered traffic within the Borough causing safety issues. Small children are not wearing helmets and/or no shoes driving around.

There was some discussion regarding the staging of the Speed Limit Sign/Trailer. It was recommended placing it on Catherine Drive for two (2) weeks, then moving it to Foote Street and so forth.

ENGINEER'S REPORT:

1. 2021 Roadway Project Bid – The Borough Engineer presented Council with an update regarding the milling/paving work being completed at this time.
2. (ADA) Americans with Disabilities Curb Ramps – No Update at this time.

There was some discussion regarding the Columbia Gas Line Project and the proposed regulator pipe station having various zoning issues.

SOLICITOR'S REPORT:

1. Vacating 6th Alley and a portion of Dewey Street – The vacation neighbor letters were completed and the legal notice was advertised in the Beaver County Times for the regular scheduled meeting of October 6, 2021, as required.
2. Vacating a portion of Porter Street – There was discussion regarding what information is on the original plans for this area in reference to where the alley runs, and the differences in vacating the whole area or a portion. The owner would be responsible for the expenses of vacating the area. After some review, it was the consensus of Council to proceed with the process in vacating the area Ms. Hamill requested.

CORRESPONDENCE:

1. Planning & Zoning Commission Minutes of August 24, 2021 – was received and filed.
2. Letter from Mr. D Wronosky, Ambridge PA – A letter was received regarding Northern Lights Shopping Center being vacant and proposed solutions. The Borough Secretary was asked to send a reply letter.
3. Young Lungs at Play – An email was received from Ms. Kaitlynn Vaughan, of Keystone Wellness Programs, regarding tobacco free parks and playgrounds program. Mr. J. Antoline will reply to the email.
4. Norfolk Southern Railyard Sample Analysis Report – Dated 09/07/2021 - was received and filed.

OLD BUSINESS:

1. 11th Street Water Line – There was discussion regarding PENNVEST Small Loans and the possibility of doing 10th Street, 11th Street and 13th Street water lines if this avenue is taken. A letter received from PennDOT regarding the issues with the lifted section of 11th Street and possible remedies were discussed.
2. Leaf Vac Repair – The leaf vac has been appraised at \$5,000.00. A quote in the amount of \$1,600.00 was received for repairs. **After some review and discussion, a motion of Mr. T. Antoline, seconded by Mr. J. Antoline to advertise the leaf vac and the street sweeper on Municibid was unanimously carried.** There was some discussion regarding getting a quote for a tailgate model and the time frame it would take to set up.
3. Pumphouse Reconfiguration/Valve Modification – There was discussion regarding this repair qualifying as an emergency project and a recommendation to fix quickly due to corrosion. A quote was received for \$25,113.00 for the pumphouse reconfiguration and air release valve modification. **After some review, the motion of Mr. J. Antoline, seconded by Mr. T. Antoline to approve the repairs as quoted was unanimously carried.**

4. Letters of Intent Purchase Borough Property – The Borough Solicitor stated that a certified appraisal is required if the value is less than \$6,000.00, and that the purchaser should pay for the appraisal. This matter was tabled.
5. Public Works Vacancy – No update at this time.
6. Public works Negotiations – Mr. T. Antoline presented Council with an update regarding scheduled meeting(s).
7. Park Tables/Benches – No update at this time.
8. Borough Building Cleaning Service – A quote was received from Blue Water Cleaning Services in the amount of \$482.00 per month which includes cleaning services once a week. **After some review and discussion, the motion of Mr. Levenson, seconded by Mr. Hall to approve the quote received from Blue Water Cleaning Service for cleaning services.**
9. Sale of Police Interceptor – There was some discussion regarding whether an ad needs to be done in order to sell this vehicle. The Borough Solicitor will be researching this matter.
10. Refuse Service Bidding Process – The Borough Secretary presented Council with an update regarding this matter.
11. Ground Lease w/Conway Volunteer Fire Department – No update at this time.
12. Tree Issue (5th & 11th) – The Borough Solicitor stated that an opinion letter or notice stating that there are safety concerns was needed from the police department or fire department in order to move forward. There was discussion regarding the possibility of a mirror, costs, liens, and if there is a liability in the event someone is injured. **After some review, it was the consensus to acquire quotes for the tree(s) removal, a quote for a mirror and to contact the owners.**

NEW BUSINESS:

1. 2022 Non-Uniform MMO (Minimum Municipal Obligation) – The MMO outlines the required funding amounts due to the pension plan to remain qualified for state aid. The obligation due for the Non-Uniform Pension Plan is in the amount of \$30,955.00. **After some review and discussion, the motion of Mr. T. Antoline, seconded by Mr. Levenson to accept the 2022 Non-Uniform Minimum Municipal Obligation was unanimously carried.**
2. 2022 Police MMO (Minimum Municipal Obligation) - The MMO outlines the required funding amounts due to the pension plan to remain qualified for state aid. The obligation due for the Police Pension Plan is in the amount of \$129,901.00. **After some review and discussion, the motion of Mr. T. Antoline, seconded by Mr. Levenson to accept the 2022 Police Minimum Municipal Obligation was unanimously carried.**
3. 2022 PSAB Unemployment Compensation Rate – The 2022 UC Rate is 0.0500, which is an increase from 2021.
4. 2021-2022 Winter Traffic Agreement Rates Notice – was received and filed.
5. Selective Insurance Workers' Compensation Amendment/Invoice – An audit was conducted and the amended premium amount was submitted for payment. There was discussion regarding getting quotes for the 2022-2023 Workers' Compensation Insurance. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. T. Antoline to approve the amendment invoice in the amount of \$2,641.00 was unanimously carried.**

OTHER BUSINESS:

There was some discussion regarding the irregularity of the traffic signal cycles at the locations of Crows Run Road and 11th Street at Rt 65. The police will notify Traffic Systems to reset the sequence.

PUBLIC COMMENT: None

EXECUTIVE SESSION: Mr. Falk requested Council go into Executive Session regarding a contractual matter at 9:11 p.m., as per the motion of Mr. J. Antoline, seconded by Mr. Bohach.

On the motion of Mr. J. Antoline, seconded by Mr. T. Antoline to reconvene at 9:35 p.m. was unanimously carried.

There being no further business, the motion of Mr. Bohach, seconded by Mr. T. Antoline to adjourn the meeting at 9:36 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. Consensus to send a letter to Senator Vogel/Rep. Matzie to amend legislation
2. Approve the List of Bills
3. Approval to pay Mockenhaupt Inv. 2021-02456
4. Authorize a letter to CVFD regarding lease rent and the budget
5. Approve ratification of invoice from Kathy Wagler's Crivelli Ford (Veh 339)
6. Advertise the sale of leaf vac and street sweeper on Municibid
7. Approve quote from Blue Water Cleaning Service
8. Approval of Pumphouse/Valve Modification repairs
9. Consensus to acquire quotes for Tree Issue (5th & 11th)
10. Acceptance 2022 Non-uniform MMO
11. Acceptance 2022 Police MMO
12. Approve Selective Insurance Workers' Comp Amendment Invoice