

BOROUGH OF CONWAY COUNCIL
WORKSHOP MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
October 6, 2021

MEETING was called to order at 7:02 p.m. with Mr. J. Antoline presiding. The following members of Council and officials of the Borough were present: Mr. John Antoline, Mr. Joe Bohach, Mr. Kris Hall, Mr. Scott Levenson, Mrs. Patty Then and Borough Secretary Margie Nelko.

ABSENT: Mr. Tim Antoline
Mr. Doug Falk
Mayor Debbie Rose

PLEDGE OF ALLEGIANCE

MAINTENANCE SUPERVISOR'S REPORT: The Public Works Supervisor Report for the month of September 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 September 2021 was presented to Council for review. This report was ordered received and filed. The Fire Chief stated that the Fireman's Association would like to conduct a free study to see if departments could work together more efficiently.

EMA COORDINATOR'S REPORT: No Report

COMMUNICATIONS, PUBLIC RELATIONS, GRANTS & WEBSITE COMMITTEE REPORT: Mr. Levenson, Chairperson of the Finance and Administration Committee, presented Council with updates regarding the following issue(s).

1. PA Tax Exempt Property Bill – A letter has been sent to Senator Vogel and State Representative Matzie regarding this matter.
2. Right-to-Know website Page – Our website information for this matter has been updated to bring the Borough into compliance.
3. Department Website Page – Council was asked to review the website for any updates or changes that maybe needed done.

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 16, 2021 through October 6, 2021, in the amount of \$23,282.05 from the General Fund, expenditures in the amount of \$31,708.53 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. Budget Reports for September 2021 – These reports were ordered received and filed.
3. 2022 Budget Preparation – Department Chairs were reminded to submit their budget requests to the Finance Committee for review.
4. Letters of Intent Purchase Borough Property – There was discussion regarding whether the property should be sold or not. This matter was tabled. Team Fishel was granted permission to use the property for staging purposes for the Columbia Gas Line Project.

5. Park Tables/Benches – No update at this time.

PARKS & RECREATION COMMITTEE REPORT: No Report.

The port-a-johns should be removed by the end of October 2021.

MP Security Solutions has installed the fire department equipment. Mr. J. Antoline will address the issues presented and see what can be done.

PLANNING, ZONING & ORDINANCE COMMITTEE: No Report.

The Borough Secretary stated that the Building Permit Inspector/Code Enforcement Officer has not received his UCC Number from the state, therefore, he will be sub-contracting the two (2) new home plans.

PUBLIC SAFETY COMMITTEE REPORT:

1. Sale of Police Interceptor – The Borough Secretary stated that she was unable to locate previous bid documentation and an account with Municibid has been established/confirmed.
2. Tree Issue (5th & 11th) – Mr. Hall presented Council with an update and the matter was tabled.

PUBLIC WORKS COMMITTEE REPORT: Mr. Hall, a member of the Public Works Committee, presented Council with updates regarding the following issue(s).

1. Salt Spreader – Mr. Hall and the Public Works Supervisor will be taking the truck out to get quotes for a salt spreader system.
2. Leaf Vac Repair – A quote was received from American Outdoor Power Equipment Inc. for two (2) types of tow behind truck loaders. The SCAG TLB25-37CH (Industrial) quote received is \$11,360.00 and the SCAG TL20W-29BV quote received is \$7,050.00. There was some discussion regarding funding for the equipment. Residents are to bag their leaves for pickup on Wednesdays and Thursdays until December 2, 2021. A notice will be placed on the website and Facebook.
3. 11th Street Water Line – There was discussion regarding a Beaver County grant for up to 80% of the costs. The Borough Engineer will present estimates for the next regular scheduled meeting.
4. Advertise Leaf Vac and Street Sweeper on Municibid – These items are to be placed on Municibid for sale.
5. Public Works Vacancy – This matter will be discussed in Executive Session.
6. Public works Negotiations – This matter will be discussed in Executive Session.

MAYOR'S REPORT: No Report.

CORRESPONDENCE:

1. Letter of Gratitude (Landess, Christine) – A letter was received from a resident expressing her gratitude for the help she received from the Public Works Supervisor.

OLD BUSINESS:

1. Vacating Alley behind 1424 Porter Street – The Borough Secretary reviewed information received from the Borough Solicitor regarding the exact location of property that is being considered for vacation.

2. Refuse Service Bidding – The Borough Secretary presented Council with the results from the Bid Opening on September 30, 2021. **After some review and discussion, the motion of Mr. Levenson, seconded by Mrs. Then to accept Alternate 02 Unlimited Weekly Waste and Unlimited Weekly Recyclables- Billed by the Contractor for the years of 2022-2023 with a 3rd Year Option submitted by Valley Waste Service, Inc. (the low bidder) was unanimously carried.**
3. Ground Lease Fire Department – Mr. J. Antoline stated that a meeting is scheduled for October 7, 2021.

NEW BUSINESS:

1. 2022 Estimated Liquid Fuels Allocation – A notice was received regarding the estimated Liquid Fuels Allocation for 2022. This notice was received and filed.
2. 2021 Volunteer Fire Relief Allocation – The 2021 Volunteer Fire Relief Allocation, in the amount of \$9,348.79, was received in the General Fund. The monies will be distributed to the Conway Volunteer Fire Department Fire Relief Association within the required time frame.
3. 2021 Municipal Pension State Aid Allocation – An email was received regarding the 2021 Municipal Pension State Aid Allocation. The monies will be distributed to the pension plan(s) within thirty (30) days as required by Act 205.

OTHER BUSINESS:

1. 2022 Tax Anticipation Note (TAN) Inquiry – The Borough Secretary stated that she had received an inquiry regarding interest in applying for a TAN Loan for the upcoming year. This matter is being considered.

EXECUTIVE SESSION: Mr. J. Antoline requested Council go into Executive Session regarding a personnel matter and a contractual matter at 8:09 p.m., as per the motion of Mr. Bohach, seconded by Mr. Hall.

On the motion of Mr. Hall, seconded by Mr. Levenson to reconvene at 8:48 p.m. was unanimously carried.

There being no further business, the motion of Levenson, seconded by Mr. Hall to adjourn the meeting 8:49p.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 Refuse Service Bid