

BOROUGH OF CONWAY COUNCIL  
REGULAR MEETING MINUTES  
Council Chambers, 801 First Avenue, Conway, Pennsylvania  
October 20, 2021

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**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. Joe Bohach, Mrs. Patty Then, Mayor Debbie Rose, Borough Secretary Margie Nelko, representing the Borough Solicitor Jacob Leyland and Borough Engineer Emile Ketterer.

**PLEDGE OF ALLEGIANCE**

**ABSENT:** Mr. Tim Antoline  
Mr. Kris Hall  
Mr. Scott Levenson

**RECOGNITION OF VISITORS:**

Michael Crispeno of 110 10<sup>th</sup> Street  
Aaron Patrick of 359 11<sup>th</sup> Street  
Mr. & Mrs. Dan Byrne of 1201 15<sup>th</sup> Street  
Rick Capone of Baden, PA

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

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

**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 October 7, 2021 through October 20, 2021, in the amount of \$95,635.95 from the General Fund, in the amount of \$169.65 from the Liquid Fuels Fund, and in the amount of \$14,693.30 from the Water & Sewer Fund were presented to Council for review. **After some review, the motion by Mrs. Then, seconded by Mr. Bohach to approve the List of Bills as presented was unanimously carried.**
2. Budget Reports – These reports were received and filed.
3. 2022 Budget Preparations – The Finance Committee reminded Council that information is still needed to prepare a draft of the 2022 Budget.
4. Letters of Intent Purchase Borough Property – This matter was tabled.
5. Park Tables/Benches – No update at this time.

**PARKS & RECREATION COMMITTEE REPORT:**

1. Fire Department Alarm System – There was some discussion regarding the need for referenced material regarding the current contract and the equipment installed can be purchased outright if it is usable.

**PLANNING, ZONING & ORDINANCE COMMITTEE:** – No Report.

**PUBLIC SAFETY COMMITTEE REPORT:**

1. Tree Issue (5<sup>th</sup> & 11<sup>th</sup>) – This matter has been looked at and it was determined that the smaller tree is causing more of an issue than the larger tree. Council is still waiting for the documentation of safety.

**PUBLIC WORKS COMMITTEE REPORT:** – No Report.

1. Sale of Paving Machine and a Trailer – No report at this time.
2. Salt Spreader – No update at this time.

There was discussion regarding the need to repair the sidewalk on 11<sup>th</sup> Street going up the hill and the costs of asphalt vs gravel. Mr. T. Antoline will look into this matter.

3. 11<sup>th</sup> Street Water Line – The Borough Engineer reviewed the available grant and the description of the proposed project which includes the sidewalk repairs. The specs of the proposals will be prepared for the grant application. It was determined that 11<sup>th</sup> Street is the priority, 10<sup>th</sup> Street connected at 2<sup>nd</sup> Avenue is the secondary and 3<sup>rd</sup> Avenue connected between 11<sup>th</sup> and 10<sup>th</sup> Streets is the third option. The grant application will need to be signed and submitted by November 1, 2021, with the working being planned by 2024 and completed by 2026. **After some discussion, it was the consensus of Council to authorize the Borough Engineer to prepare the application for signatures and submittal by the President of Council by the November 1, 2021 deadline date.**
4. Public Works Vacancy – Mr. J. Antoline stated that he needed an email regarding the pay rate and inquired if the part-time employee could pay for health insurance.
5. Public works Negotiations – A meeting has been scheduled for October 25, 2021.

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

1. Monthly Police Report – The Mayor will acquire an updated report for September 2021.
2. Freedom Borough Service MOU – This matter will be discussed in Executive Session.
3. Police Regionalization – No update at this time.

The Beaver County District Attorney will be present at the November meeting to discuss funding for the Automatic License Plate Reader Program. This program is part of the Pennsylvania system which will require a yearly fee in order to use other municipalities camera footage.

**ENGINEER'S REPORT:**

1. 2021 Roadway Project Bid – The Borough Engineer stated that the project is complete and it has been inspected. The actual cost of the project is \$20,000.00 less than anticipated. The Borough Engineer recommends payment in the amount of \$90,583.23 be made payable to Young Blood Paving, Inc. **After some review, the motion of Mr. Bohach, seconded by Mr. J. Antoline to authorize payment to Young Blood Paving, Inc. in the amount of \$90,583.23 for the 2021 Roadway Project was unanimously carried.**

2. (ADA) Americans with Disabilities Curb Ramps – The Borough Engineer stated that a formal approval letter from Beaver County recommending Mahoning Builders, Inc. is anticipated. The Borough Engineer requested approval to accept Mahoning Builders, Inc. as the contractor for the ADA Curb Ramps. Mahoning Builders, Inc. is the low bidder for Bid No. CD-201100 in the amount of \$45,609.00. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Bohach to accept Mahoning Builders, Inc. (low bidder) as the contractor for the ADA Curb Ramps subject to receiving the formal approval letter from Beaver County was unanimously carried.**

#### **SOLICITOR'S REPORT:**

1. Vacating a portion of Porter Street (Hamill, S.) – Mr. Leyland stated that the agreement has been executed and the next step is to draft an Ordinance to be approved for advertising at the next regular scheduled meeting.

#### **CORRESPONDENCE:**

1. Letter from John J. Mohrbacher of Skybacher Ministries, Inc. – A letter dated, September 3, 2021, was received requesting use of the gym area for various programs for children/students. There are some items that need reviewed and discussed prior to a decision. Mr. J. Antoline will be reaching out to Mr. Mohrbacher.
2. Lubrizol – Storage Tank Substances – A letter, dated October 12, 2021, was received regarding the PA Storage Tank and Spill Prevention Act, Chapter 9, Section 903 (a), which notifies the Borough of regulated substances stored in above ground storage tanks located in Leetsdale, PA. This letter was received and filed.

#### **OLD BUSINESS:**

1. Ground Lease w/Conway Volunteer Fire Department – Mr. Falk presented Council with an update from the most recent meeting and stated that the fire department is waiting on information from the Borough.
2. Advertise Police Interceptor on Municibid – No update at this time.
3. Advertise Leaf Vac and Street Sweeper on Municibid – No update at this time.

#### **NEW BUSINESS:**

1. Ordinance No. 564 – An Ordinance vacating a sections of Borough roads known as Sixth Alley and Dewey Street. The Borough Secretary verified that Ordinance No. 564 was adequately advertised and stated that there is a thirty (30) day appeal process under the Borough Code. **After some review and discussion, a motion Mr. J. Antoline, seconded by Mrs. Then to adopt Ordinance No. 564 was unanimously carried.**

#### **OTHER BUSINESS:**

1. 2022 Tax Anticipation Note (TAN) Inquiry – **After some review, it was the consensus of Council to move forward with the paperwork required to process the 2022 TAN.**

#### **PUBLIC COMMENT:** None

**EXECUTIVE SESSION:** Mr. Falk requested Council go into Executive Session regarding a pension relate matter and a contractual matter at 7:46 p.m., as per the motion of Mr. J. Antoline, seconded by Mr. Bohach.

On the motion of Mr. J. Antoline, seconded by Mr. Bohach to reconvene at 8:29 p.m. was unanimously carried.

There being no further business, the motion of Mr. Bohach, seconded by Mrs. Then to adjourn the meeting at 8:30 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. Approve the List of Bills
2. Consensus to prepare Beaver County Grant application for water line proposals
3. Authorize 2022 Roadway Program Payment
4. Accept ADA Curb Ramp Bidder
5. Adoption of Ordinance No. 564
6. Consensus to proceed with 2022 TAN paperwork