

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
December 15, 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. Joe Bohach, Mr. Scott Levenson, 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

MINUTES – None at this time.

RECOGNITION OF VISITORS:

Aaron Patrick of 359 11th Street
David Lozier, Beaver County District Attorney

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 December 2, 2021 through December 15, 2021, in the amount of \$108,344.40 from the General Fund, and in the amount of \$9,310.19 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 Reports – These reports were received and filed.
3. Utility Service Carrier Options – Mr. Levenson reviewed the quotes received from Premier Power Solutions. There was discussion regarding whether it was beneficial to the Borough for both the electric and gas service. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to authorize changing electric service carrier service to Mid-Atlantic for a two (2) year term subject to no early termination fees was unanimously carried.**
4. Mockenhaupt Police Pension Invoice No. 2021-02961 – Invoice No. 2021-02961 in the amount of \$400.00 was presented to Council for review. The Borough Secretary stated that it will be paid directly from the pension fund.

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

1. Fire Department Alarm System – There was discussion regarding the alarm not being required and that it would be a five (5) year contract with free replacement of equipment that may become out dated. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Bohach to stay with Knighthawk Security for the fire department alarm system as quoted**

was made. A roll call vote was requested. A roll call vote was taken of the members of Council present. **The motion passed after receiving four (4) affirmative votes and one (1) negative votes of all members of Council present.**

Mr. J. Antoline – Yes
Mr. Levenson – No

Mr. Bohach – Yes
Mrs. Then - Yes

Mr. Falk – Yes

2. Skybacher Ministries, Inc. – Mr. Falk reviewed information he received and stated that he would have Skybacher Ministries, Inc. reach out to Mr. J. Antoline to discuss further.

PLANNING, ZONING & ORDINANCE COMMITTEE: – No Report.

PUBLIC SAFETY COMMITTEE REPORT: No Report.

There were discussions regarding the fire department garage door opener at the 3rd Avenue location, the need to turn down the heat to help minimize high utility expenses. Other items discussed were that the fire department is not billed/charged for water and sewer services at the 900 S Gross Street location and the mailing of invoice(s) for ½ of the utilities along with copies of bills to be paid.

Mr. Bohach inquired if the fire department has permission to install a garage door opener at 1208 3rd Avenue. **After some discussion, it was the consensus to approve the installation of a garage door opener subject to the fire department paying the expenses.**

Mr. Bohach inquired if the fire department has permission to install led lights in the truck bay. **After some discussion, it was the consensus to approve the installation of led lighting in the truck bay subject to the fire department paying the expenses.**

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

1. Public works Negotiations – Mr. Falk stated that a vote was taken and the terms of the agreement were accepted by the Public Works Department. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Bohach to approve the Public Works 2022-2025 Agreement was unanimously carried.**

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

1. Monthly Police Report – No Report.

District Attorney Lozier was present to discuss the Automatic License Plate Reader Program. The program consists of license plate reading cameras at major intersections throughout Beaver County which help with police investigations. The data is only accessible by law enforcement departments/personnel at the time a crime has been committed. There was discussion regarding the costs and other required necessities associated with the installation of the cameras.

ENGINEER'S REPORT: No Report.

SOLICITOR'S REPORT: No Report.

CORRESPONDENCE:

1. Norfolk Southern Railyard Sample Analysis Report – Dated 11/03/2021 - was received and filed.
2. Zamias Services Inc. Letter – Administrative Late Fee Appeal – A letter, dated December 8, 2021, was received from Northern Lights Shopping Center requesting the late fee of \$9,016.30 be split in half due to numerous water line repair expenses. There was discussion regarding the shopping center going down hill

for several years and that notices were mailed/emailed out regarding the late fees. **After some discussion, it was the consensus to have the Borough Secretary send a response letter stating that if the late fee is paid in full by December 31, 2021, then no other late fees will be applied.** Council also wants to invite a representative from Zamias to a Council Meeting to discuss what their plans are for the shopping center.

OLD BUSINESS:

1. 2022 Health Inspector Position and Fees – Mr. Patrick McQuire submitted a resume and list of fees for licenses and his services. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Levenson to offer the position of Health Inspector to Mr. McQuire and do a Resolution for the fees was unanimously carried.**
2. Ground Lease w/Conway Volunteer Fire Department – No update at this time.

NEW BUSINESS:

1. Ordinance No. 565 – An Ordinance vacating a section of Borough Roads known as Third Alley was presented to Council for consideration. The Borough Secretary verified that Ordinance No. 565 was adequately advertised and 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 Mr. Bohach to adopt Ordinance No. 565 was unanimously carried.**
2. Advertise the 2022 Meeting Dates – The Borough Secretary presented Council with a draft of the advertisement for the 2022 Council and Committee Meeting Dates. **After some review, a motion of Mr. J. Antoline, seconded by Mr. Bohach to approve the advertising of the 2022 Meeting Dates was unanimously carried.**
2. 2022 Budget Adoption - The Borough Secretary verified that the advertising and viewing availability requirements were completed as required. There was some discussion regarding the budget and the possibility of need a tax increase. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Levenson to adopt the 2022 Budget was made.** A roll call vote was requested. A roll call vote was taken of the members of Council present. **The motion passed after receiving four (4) affirmative votes and one (1) negative votes of all members of Council present.**

Mr. J. Antoline – Yes
Mr. Levenson – Yes

Mr. Bohach – No
Mrs. Then – Yes

Mr. Falk – Yes

3. Resolution No. 2021-04 - A Resolution establishing the Tax Rate of 24 mills for the year 2022 was presented to Council for review. **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Levenson to adopt Resolution No. 2021-04 was made.** A roll call vote was requested. A roll call vote was taken of the members of Council present. **The motion passed after receiving four (4) affirmative votes and one (1) negative votes of all members of Council present.**

Mr. J. Antoline – Yes
Mr. Levenson – Yes

Mr. Bohach – No
Mrs. Then – Yes

Mr. Falk – Yes

4. Resolution No. 2021-05 – A Resolution electing to secure a Tax Anticipation Note (TAN), in the amount of \$200,000.00 was presented to Council for consideration. **After some discussion, the motion of Mr. J. Antoline, seconded by Mr. Bohach to adopt Resolution No. 2021-05 was unanimously carried.**

5. Resolution No. 2021-06 – A Resolution authorizing a four (4%) percent Water Rate increase beginning the first quarter of 2022 was presented to Council for review. **After some discussion, the motion of Mr. J. Antoline, seconded by Mr. Bohach to adopt Resolution No. 2021-06 was unanimously carried.**
6. Resolution No. 2021-07 - A Resolution authorizing a two (2%) percent Sewer Rate increase beginning the first quarter of 2022 was presented to Council for review. **After some discussion, the motion of Mr. J. Antoline, seconded by Mr. Bohach to adopt Resolution No. 2021-07 was unanimously carried.**
7. Resolution No. 2021-08 - A Resolution relative to the establishment and maintenance of employees pension, annuity, insurance and benefit fund or funds, to amend certain provisions of the Pension Plan or program applicable to the Police Employees by reducing the contribution rate for 2022 was presented to Council for review. **After some discussion, the motion of Mr. J. Antoline, seconded by Mr. Levenson to adopt Resolution No. 2021-08 was unanimously carried.**

OTHER BUSINESS:

There was some discussion regarding payroll adjustment(s) and the moving of monies between funds.

PUBLIC COMMENT: A resident inquired if there would be a newsletter for the residents. There was discussion regarding past practices and the lack of time to produce one at this time.

EXECUTIVE SESSION: Mr. Falk requested Council go into Executive Session regarding a personnel matter at 8:21 p.m., as per the motion of Mrs. Then, seconded by Mr. J. Antoline.

On the motion of Mr. J. Antoline, seconded by Mr. Bohach to reconvene at 8:40 p.m. was unanimously carried.

There being no further business, the motion of Mr. Bohach, seconded by Mr. J. Antoline to adjourn the meeting at 8:41 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. Authorize changing electrical service carriers
3. Accept quote from Knighthawk Security for fire department alarm system
4. Consensus to approve installation of garage door opener (fire department)
5. Consensus to approve installation of led lighting (fire department)
6. Approve 2022-2025 Public Works Agreement
7. Consensus to respond to Zamias Services, Inc. Letter
8. Offer the Health Inspector Position – McQuire, P.
9. Adopt Ordinance No. 565 - Vacating 3rd Alley
10. Approval to advertise 2022 Council and Committee Meeting Dates
11. Adopt Resolution No. 2021-04 – 2022 Tax Rate w/Roll Call Vote
12. Adopt Resolution No. 2021-05 – 2022 Water Rate w/Roll Call Vote
13. Adopt Resolution No. 2021-06 – 2022 Sewage Rate w/Roll Call Vote
14. Adopt Resolution No. 2021-08 – Police Pension Contribution Rate