

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
January 19, 2022

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. Scott Levenson, Mr. Aaron Patrick, Mrs. Patty Then, Borough Secretary Margie Nelko, representing the Borough Solicitor Kate Diersen and Borough Engineer Emile Ketterer.

PLEDGE OF ALLEGIANCE

ABSENT: Mr. Joe Bohach
Mayor Debbie Rose

MAINTENANCE SUPERVISOR'S REPORT: The Public Works Supervisor Report for the month of December 2021 was presented to Council for review. This report was ordered received and filed. There was some discussion regarding the safety when snow plowing, the hitting of curbs with the plow(s) and repairing a fence after the snow is melted.

FIRE CHIEF'S REPORT: The Fire Chief's Report for the month of December 2021 was presented to Council for review. This report was ordered received and filed. Mr. Patick requested a year end report on call responders and trainings.

EMA COORDINATOR'S REPORT: No Report.

MINUTES of the Workshop Meeting held on May 5, 2021, were presented to Council. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to approve the Workshop Meeting Minutes of May 5, 2021, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on May 19, 2021, were presented to Council. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to approve the Regular Meeting Minutes of May 19, 2021, as presented was unanimously carried.**

MINUTES of the Workshop Meeting held on June 2, 2021, were presented to Council. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to approve the Workshop Meeting Minutes of June 2, 2021, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on June 16, 2021, were presented to Council. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to approve the Regular Meeting Minutes of June 16, 2021, as presented was unanimously carried.**

MINUTES of the Workshop Meeting held on July 7, 2021, were presented to Council. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to approve the Workshop Meeting Minutes of July 7, 2021, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on July 21, 2021, were presented to Council. **After some review, the motion of Mr. Levenson, seconded by Mrs. Then to approve the Regular Meeting Minutes of July 21, 2021, as presented was unanimously carried.**

RECOGNITION OF VISITORS:

Robert Weismantle of 908 7th Avenue

PUBLIC COMMENT (Agenda Items): None

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 January 4, 2022 through January 19, 2022, in the amount of \$16,959.09 from the General Fund, and in the amount of \$23,940.45 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. Office Closures – Mrs. Then presented Council with a draft holiday closure schedule for the Borough Office. **After some review and discussion, the motion of Mrs. Then, seconded by Mr. T. Antoline to approve the office holiday closure schedule as presented was unanimously carried.**

There was some discussion regarding resumes received and the time frame for interviews for the Assistant Borough Secretary position.

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

1. Beaver County YMCA Summer Recreation Program 2022 – There was discussion regarding the cost of the summer recreation program going up from 2021 and the possibility of an additional charge of \$1,000.00 if additional staff is needed. Mr. J. Antoline volunteered to draft something for donations which would be received at the Borough Office. **After some discussion, it was the consensus of Council to not sign the Beaver County YMCA Summer Recreation Program 2022 Contract of Partnership.**
2. 2022 Community Days – Mrs. Then presented Council with an overview status of the Recreation Committee, the funding, vendor truck participation, the lack of participation and volunteers to successfully have a Community Days. There was some discussion regarding the remaining available funds and what it would cost to have the celebration/fireworks.

PLANNING, ZONING & ORDINANCE COMMITTEE: – Mr. Patrick, Chairperson of the Planning, Zoning & Ordinance Committee, presented Council with an update regarding the following issue(s).

1. Beaver County Planning Commission (BCPC) Response Letter – Freedom Conway Recycling Subdivision Plan – The BCPC submitted a review letter regarding the proposed subdivision of parcel number 18-164-0277.000 along Crows Run Road. The subdivision would be dividing one lot into two lots, with Lot 1A being retained by the current owner and Lot 2A being sold to Tow Tegrity, Inc. **After some review and discussion, the motion of Mr. T. Antoline, seconded by Mr. Levenson to approve the subdivision of Freedom Conway Recycling, parcel number 18-164-0277.000, in to two lots was unanimously carried.**

PUBLIC SAFETY COMMITTEE REPORT: No Report.

PUBLIC RELATIONS COMMITTEE REPORT: Mr. Levenson, Chairperson of the Planning, Zoning & Ordinance Committee, presented Council with information regarding the following.

1. LED Lighting Retrofit – The PSAB Monthly Bulletin supplied information regarding a LED Lighting Program for municipalities. This program has no upfront costs until such point an agreement is made. The office would provide the company with any information needed to design a program for the Borough's needs.

PUBLIC WORKS COMMITTEE REPORT: – No Report.

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

1. Monthly Police Report – No Report.

ENGINEER'S REPORT:

1. ARPA Municipal Infrastructure Grant – An update was provided to Council regarding the distributions of the grant monies to local municipalities and an overview of the next step. Mr. Falk stated that he would be filing a Right-to-Know request for a detailed listing of the other municipal submittals for the grant monies. The Borough Engineer reviewed our project and the funding for such.
2. Conway/Baden Municipal Authority Sanitary Sewage Interconnect – The Baden Municipal Authority is requesting additional funds for the escrow account. There was discussion regarding the lack of any status reports, escrow expense reports and why the letter only has four out of eight items outlined. The Borough Engineer recommends prior to any additional monies being sent that a document outlining the expenses, the amount being requested, the design elements and what stage we are at.

SOLICITOR'S REPORT: The Borough Solicitor stated that she had reviewed the 2022 Tax Anticipation Loan documents and has executed the same.

CORRESPONDENCE:

1. 2020 Liquid Fuels Audit – was received and filed.
2. PA DEP Approval for Household Hazardous Waste Collection through December 2023 – was received and filed.
3. Beaver Falls Municipal Rate Increase – was received and filed.
4. Letter from Robert Weismantle, Commander at Conway VFW – regarding tractor trailers damaging the wall while making illegal right turns onto Rt. 65 and safety concerns regarding said trucks traveling off of 11th Street and onto the alley behind the Marathon Gas Station. These are state roads and it was recommended that he contact PennDOT.
5. Norfolk Southern Railyard Sample Analysis Report (Dated 01/04/2022) - was received and filed.
6. DON Enterprise, Inc. (USA Housing Preservation Home Repair Program) – was received and filed.

OLD BUSINESS:

1. Advertising Health Officer Ordinance No. 566 – An ordinance to establish appropriate definitions, fees, licensing requirements and other regulations need to update the Health Officer Ordinance was presented to Council for approval to advertise. **After some review, the motion of Mr. Levenson, seconded by Mr. Patrick to authorize the advertising of Ordinance No. 566 as presented was unanimously carried.**
2. Park Picnic Table Update – An email from the Beaver County Regional COG was received and filed.
3. Ground Lease w/Conway Volunteer Fire Department – The Borough Secretary stated that the information requested was provided to the Fire Chief. The fire department is to meet and then reach out to Mayor Rose to set up a meeting with the Council Representatives.

NEW BUSINESS:

1. Sell Borough Owned Properties Bid Results – Mr. Falk reviewed the sealed bids that were received and opened on January 12, 2022 at 2:00 p.m. There was some discussion regarding the selling of parcels 18-001-0106.000 and 18-001-0169.000. **After some review and discussion, the motion of Mr. Levenson, seconded by Mrs. Then to accept the highest bid of \$8,500.00 from Mr. D. Sauers for the purchase of parcels 18-001-0106.000 and 18-001-0169.000 was made.** A roll call vote was taken of the members of Council present. **The motion passed after receiving four (4) affirmative votes and one (2) negative votes of all members of Council present.**

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

Mr. T. Antoline – No
Mr. Patrick – Yes

Mr. Falk – Yes
Mrs. Then – Yes

The Borough Solicitor was instructed to prepare the deed paperwork.

2. 2022 Beaver County Humane Society Agreement – The Borough Secretary reviewed the proposed 2022 Beaver County Humane Society Agreement which provides access to the after-hours drop off area for \$500.00. **After some review and discussion, the motion of Mr. Levenson, seconded by Mr. T. Antoline to accept the agreement and pay the invoice in the amount of \$500.00 was unanimously carried.**

OTHER BUSINESS: None

PUBLIC COMMENT: None

EXECUTIVE SESSION: Mr. Falk requested Council go into Executive Session regarding a personnel matter at 8:35 p.m., as per the motion of Mr. Levenson, seconded by Mrs. Then.

On the motion of Mr. J. Antoline, seconded by Mr. Levenson to reconvene at 8:56 p.m. was unanimously carried.

There being no further business, the motion of Mr. Levenson, seconded by Mr. J. Antoline to adjourn the meeting at 8:57 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 Minutes of May 5, 2021 and May 19, 2021
2. Approve Minutes of June 2, 2021 and June 16, 2021
3. Approve Minutes of July 7, 2021 and July 21, 2021
4. Approve the List of Bills
5. Approve Borough Office Holiday Closures
6. Consensus to not sign Beaver County YMCA Summer Recreation Program 2022 Contract of Partnership
7. Approve Freedom Conway Recycling Subdivision
8. Approval to advertise Ordinance No. 566
9. Approval to sell Borough owned properties – roll call vote
10. Acceptance of Beaver County Humane Society Agreement for 2022