

BOROUGH OF CONWAY COUNCIL
WORKSHOP MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
August 3, 2022

MEETING was called to order at 7:00 p.m. with Mr. Timothy Antoline presiding. The following members of Council and officials of the Borough were present: Mr. Tim Antoline, Mr. John Antoline, Mr. Joe Bohach, Mr. Scott Levenson, Mr. Aaron Patrick, Mrs. Patty Then, Mayor Debbie Rose and Borough Secretary Margie Nelko.

PLEDGE OF ALLEGIANCE

APPOINTING AND SWEARING IN OF NEW COUNCIL MEMBER – **After some review and discussion, the motion of Mr. J. Antoline, seconded by Mr. Levenson to appoint Mrs. Jocelyn Hertneky to fill the vacant Council position was unanimously carried.** Mayor Rose then swore Mrs. Hertneky into office.

MAINTENANCE SUPERVISOR'S REPORT: This report was ordered received and filed.

FIRE CHIEF'S REPORT: This report was ordered received and filed.

EMA COORDINATOR'S 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 July 21, 2022 through August 3, 2022, in the amount of \$76,010.35 from the General Fund, and expenditures in the amount of \$47,370.54 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. 2022 Tax Anticipation Note (TAN) Payoff – **After some review and discussion, the motion of Mr. Levenson, seconded by Mr. J. Antoline to authorize paying off the 2022 TAN as presented was unanimously carried.**

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

1. Catherine Drive Park Complaint – A complaint was received regarding jagged pipes with rough edges projecting out of one side of a drop off of the access to the station and that the park equipment is dirty/not well maintained. The PW Supervisor will look into the complaints and correct what can be done.
2. Freedom Lil Bulldog Sign Erection Request – An email, dated August 2, 2022, was received requesting permission to erect an 18 x 24 yard sign at Gratty Park to advertise for our fundraising event in October. Mr. J. Antoline will reach out to them to find out what the sign says.

The handicap swing at Gratty Park needs repaired. The PW Supervisor will repair it, as long as it is safe, or remove it until it is replaced.

PLANNING, ZONING & ORDINANCE COMMITTEE: Mr. Patrick, Chairperson of the Park and Recreation Committee, presented Council with updates regarding the following issue(s).

1. 12th Street/Riverview Avenue Complaint – A complaint was received regarding overhanging branches and rocks/debris drifting into their driveway. The Borough Secretary will send a property maintenance letter for the shrubs.

2. 1109 Riverview Avenue Complaint – A complaint was received regarding the neighbor across the road putting in a truck load of rocks that have shifted the waterflow which is causing issues with their embankment of shrubs/flowers. There are also concerns regarding the sewer line being in this location. The Borough Secretary will be sending a property maintenance violation letter to the neighbor.

PUBLIC RELATIONS REPORT: – No Report.

PUBLIC SAFETY COMMITTEE REPORT: No Report.

PUBLIC WORKS COMMITTEE REPORT: No Report.

There was discussion regarding tree cutting expenses for Gratty Park are being considered for the 2023 budget.

MAYOR'S REPORT:

1. Community Day Update – An update for the upcoming Community Day event was provided to Council.
2. Police Regionalization Update – Mr. Levenson provided Council with an update regarding the most recent meeting discussions.

CORRESPONDENCE:

1. Norfolk Southern Railyard Sample Analysis Report (Dated 07/18/2022) – This document was ordered received and filed.
2. LHT Downstream Notification Letter (Dated 07/01/2022) – This document was ordered received and filed. A copy will be given to the EMA Coordinator.
3. 1st Response Ambulance Service – Dr. Darius Wolman, of 1st Response Ambulance Service, presented Council with an overview of the company and answered questions/concerns regarding the request to house an ambulance within Conway Borough.

OLD BUSINESS:

1. Street Parking at Hiland Avenue and Chaplin Street Follow-up – There was some discussion regarding the parking Ordinance.
2. Appointing two (2) members to the Zoning Hearing Board – There has been no update on this matter. Mr. Levenson requested volunteers for the board.
3. Borough Copiers – No update at this time.

NEW BUSINESS:

1. Resolution No. 2022-12 – Appointing a CAO for Police Pension Plan – A Resolution appointing a Chief Administrative Officer to the Police Pension Plan was presented to Council for review. **After some review, the motion of Mr. J. Antoline, seconded by Mr. Levenson to appoint the Borough Secretary as the CAO for the Police Pension Plan was unanimously carried.**
2. Water Throughway & Tree Complaint – 1100 Center Street – A complaint was received regarding dead trees on Borough owned property being a potential hazard to their property and family. The water from the creek bed backs up with silt and debris which causes the trees to rot. The tree(s) have been verified that they are on Borough property. The PW Supervisor will acquire quotes for tree removal.

3. Future Meeting Schedule and Procedure(s) Discussion – The Borough Code does not address Workshop Meetings. The Borough Secretary was instructed to put back on the agenda Public Comments before and after the meeting agenda information.

OTHER BUSINESS:

Mr. Michal Stuban, of Baden Municipal Authority, was present to request an update of progress and express concerns regarding the Conway/Baden Municipal Authority Sanitary Sewage Interconnect. There was discussion regarding advance engineering service payments and the verbiage of the agreement.

EXECUTIVE SESSION: Mr. T. Antoine requested Council go into Executive Session regarding a personnel matter at 8:33 p.m., as per the motion of Mr. J. Antoline, seconded by Mr. Bohach.

On the motion of Mr. J. Antoline, seconded by Mr. Levenson to reconvene at 9:25 p.m. was unanimously carried.

There being no further business, the motion of Mr. J. Antoline, seconded by Mr. Levenson to adjourn the meeting at 9:26 p.m. was unanimously carried.

Margie L. Nelko
Borough Secretary

Timothy Antoline
President of Council

Motion(s) made and/or Council consensus decision(s):

1. Appointment and Swearing in new Council Member
2. Approve the List of Bills
3. Approve 2022 TAN Payoff
4. Appointing the Borough Secretary as the CAO of the Police Pension Plan