

BOROUGH OF CONWAY COUNCIL  
WORKSHOP MEETING MINUTES  
Council Chambers, 801 First Avenue, Conway, Pennsylvania  
October 5, 2022

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**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, Mrs. Hertneky, Mr. Scott Levenson, Mr. Aaron Patrick, Mrs. Patty Then, and Borough Secretary Margie Nelko.

**ABSENT:** Mayor Debbie Rose

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT:** None

**CHRIS ROACH, PARADISE ENERGY:** Mr. Roach was present to review the solar panel packet provided for Council's review. There was discussion regarding the program, the amount of production could be expected, the costs and current incentives to go with solar panels.

**MAINTENANCE SUPERVISOR'S REPORT:** No Report.

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

There was discussion regarding the truck being moved from 1208 3<sup>rd</sup> Avenue, the key pad was sold 1<sup>st</sup> Response. The key pad was purchased with grant monies acquired by the fire department. There was some discussion regarding what was written for apply for the grant.

There was some discussion regarding the fire department pickup truck being stored in the garage on the Borough owned property at the fire hall and if it is covered by insurance.

There was discussion regarding fire hydrants, what size(s) we have in stock and what would be needed.

**EMA COORDINATOR'S REPORT:** No Report.

Chris Then was present to discuss the need to update the Emergency Operation Plan needs to be reviewed due to a new EMS provider and a new Council Member. There was some discussion regarding the intentions of Ms. Staschak's intent on remaining the EMA Coordinator.

**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 22, 2022 through October 5, 2022, in the amount of \$33,978.67 from the General Fund, and expenditures in the amount of \$83,807.09 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.**

**PARKS & RECREATION COMMITTEE REPORT:**

There was discussion regarding ripped flags and some poles that need removed/replaced.

There was some discussion regarding the proposed Pickleball Court(s), parking area and the shape of the pavilion.

## **PLANNING, ZONING & ORDINANCE COMMITTEE:**

1. Code Enforcement Spreadsheet – There was discussion regarding complaints being submitted to the office or being added to the spreadsheet to enable the office to send out violation letters. The spreadsheet should be kept updated in order to provide everyone with information on where each notice stands.

**PUBLIC RELATIONS REPORT:** – Mr. Levenson, Chairperson of the Public Relations Committee, presented Council with updates regarding the following issue(s).

1. APPI Energy-Turn Key Lighting Project – There was discussion regarding the need to decide if Council wants to participate in order to keep the current pricing and whether LED or Solar Panels is the better choice for the Borough at this time.
2. Police Regionalization Update – No update at this time.

**PUBLIC SAFETY COMMITTEE REPORT:** No Report.

There was discussion regarding CDC Regulations and what employees should do if they have tested positive for COVID.

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

There maybe a delay in cleaning out the location of 1208 3<sup>rd</sup> Avenue. 1<sup>st</sup> Response is good with this issue.

**MAYOR'S REPORT:** No Report.

## **CORRESPONDENCE:**

1. Paralyzed Veterans of America Email (S. Ransley) – An email, dated September 27, 2022, was received requested permission to place a clothing collection bin outside of the Municipal Building. **After some review, it was the consensus to deny the request due to there are already three (3) bins throughout the Borough.**
2. Tri-State River Products – Sand & Gravel Dredging Permit Renewal Application – This document was ordered received and filed.

## **OLD BUSINESS:**

1. Tree Removal Bids – The three (3) bids received were presented to Council for review. **After some discussion, the motion of Mr. Patrick, seconded by Mr. J. Antoline to accept the lowest bid from Kerr's Tree Service Inc. in the amount of \$900.00 was unanimously carried.**
2. Borough Copiers – No update at this time.

## **NEW BUSINESS:**

1. 2022 Volunteer Fire Relief Allocation – The 2022 Volunteer Fire Relief Allocation, in the amount of \$11,400.55, 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.
2. Resolution No. 2022-13 -1<sup>st</sup> Response Medical Services Agreement – A Resolution authorizing the Borough to enter into an ambulance and emergency medical service agreement with 1<sup>st</sup> Response Medical

Service was presented to Council for review. **After some discussion, the motion of Mr. Levenson, seconded by Mrs. Then to adopt Resolution No. 2022-13 was unanimously carried.**

3. **2023 Estimated Liquid Fuels Allocation** – A notice regarding the 2023 Estimated Liquid Fuels Allocation, in the amount of \$65,591.52, was received. This notice was received and filed.
4. **2021-2022 Annual MS4 Status Report** – This document was ordered received and filed.

**OTHER BUSINESS:** None

**PUBLIC COMMENT:**

There was some discussion regarding the 2021 Minutes being completed and that the 2022 Minutes should be completed by the end of 2022. There was some misunderstanding that Council was receiving copies of minutes and not acting on them, this was discussed and found to be false.

**EXECUTIVE SESSION:** Mr. T. Antoine requested Council go into Executive Session regarding a personnel matter at 8:39 p.m., as per the motion of Mr. Patrick, seconded by Mr. Levenson.

On the motion of Mr. J. Antoline, seconded by Mr. Bohach to reconvene at 9:12 p.m. was unanimously carried.

There being no further business, the motion of Mr. J. Antoline, seconded by Mr. Bohach to adjourn the meeting at 9:13 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. Approve the List of Bills
2. Consensus to deny the Clothing Collection Bin Request
3. Accept Kerr's Tree Service Bid
4. Adopt Resolution No. 2022-13