

BOROUGH OF CONWAY COUNCIL  
REORGANIZATION MEETING MINUTES  
Council Chambers, 801 First Avenue, Conway, Pennsylvania  
January 02, 2024

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**PLEDGE OF ALLEGIANCE**

At 7:00 p.m. Mayor Debbie Rose administered the Oaths of Office for Mr. Joseph Bohach, Mrs. Joceyln Hertneky, Mr. Mark Hertneky, and Mr. Scott Levenson as re-elected and newly elected members of Council.

**MEETING** was called to order at 7:05 p.m. with Mayor Rose presiding. The following members of Council and officials of the Borough were present: Mr. John Antoline, Mr. Tim Antoline, Mr. Joseph Bohach, Mrs. Jocelyn Hertneky, Mr. Mark Hertneky, Mr. Scott Levenson, Mrs. Patty Then, Borough Secretary Margie Nelko and Mayor Debbie Rose.

**ELECTION OF PRESIDENT OF COUNCIL:** Mayor Rose announced that nominations were in order for the office of President of Council. Mrs. Then nominated Mr. Scott Levenson as Council President. **On a motion of Mrs. Then, seconded by Mrs. Hertneky, to appoint Mr. Scott Levenson as President of Council was unanimously carried with all members of Council voting (except Mr. Levenson).**

**ELECTION OF VICE-PRESIDENT OF COUNCIL:** Mayor Rose announced that nominations were in order for the office of Vice-President of Council. Mr. J. Antoline nominated Mr. T. Antoline as Vice-President. Mr. T. Antoline respectfully declined the nomination. Mrs. Hertneky nominated Mrs. Then as Vice President. **On a motion of Mrs. Hertneky, seconded by Mr. Hertneky, to appoint Mrs. Then as Vice-President of Council was unanimously carried with all members of Council voting (except Mrs. Then).**

**ELECTION OF PRESIDENT PRO TEMPORE OF COUNCIL:** Mayor Rose announced that nominations were in order for the office of President Pro Tempore of Council. Mr. T. Antoline nominated Mr. J. Antoline as President Pro Tempore. The nomination failed from lack of a second. Mrs. Then nominated Mrs. Hertneky as President Pro Tempore. **On a motion of Mrs. Then, seconded by Mr. Hertneky, to appoint Mrs. Hertneky as President Pro Tempore of Council was unanimously carried with all members of Council voting (except Mrs. Hertneky).**

Mayor Rose vacated the chair and turned the gavel over to Mr. Levenson, President of Council, at this time (7:12 p.m.)

**2024 COUNCIL COMMITTEE APPOINTMENTS:** A list of committee recommendations was presented to Council for review. **On a motion of Mr. T. Antoline, seconded by Mr. Hertneky, to appoint Council Members to the following Council Committees was unanimously carried.**

Community Development – Mrs. Hertneky (Chairperson), Mr. T. Antoline and Mrs. Then  
Finance & Administration Committee – Mrs. Then (Chairperson), Mr. T. Antoline and Mrs. Hertneky  
Parks and Recreation Committee – Mr. Bohach (Chairperson), Mr. J. Antoline and Mrs. Hertneky  
Public Safety & Code Enforcement Committee – Mr. J. Antoline (Chairperson), Mr. Bohach and Mr. Hertneky  
Public Works Committee – Mr. Hertneky (Chairperson), Mr. Bohach and Mrs. Then  
Sewer Project Management Committee – Mr. T. Antoline (Chairperson), Mr. J. Antoline and Mr. Hertneky

**2024 APPOINTMENTS:** A list of appointments was presented to Council for review. **On a motion of Mr. T. Antoline, seconded by Mr. Bohach, to make the following appointments for the year 2024 was unanimously carried.**

Borough Secretary – Margie Nelko  
Asst. Borough Secretary – Angel Nelson  
Treasurer – Margie Nelko  
Solicitor – Goehring, Rutter and Boehm  
Engineer – NIRA Engineering  
Zoning Hearing Board Solicitor – Strassburger, McKenna, Gutnick & Gefsky  
Code Enforcement/Building Inspector – Harshman CE Group, LLC  
Emergency Management Coordinator – Christopher Then  
Asst. Emergency Management Coordinator – Vacant  
Sewage Enforcement Officer – AG-Squared Services LLC  
Health Officer – Patrick McGuire  
Right-To-Know Officer – Margie Nelko  
Auditor – J. Martin & Associates, LLC  
Earned Income Collector – Berkheimer Associates  
Local Service Collector – Berkheimer Associates  
Per Capita Collector – Berkheimer Associates  
Beaver County Regional COG Delegate – Joceyln Hertneky  
Beaver County Regional COG Alternate – Tim Antoline  
Fire Chief – Daniel Byrnes  
Police Services – Beaver Valley Regional Police Department  
Public Works Supervisor – Vacant  
Sewer Plant Operator – Chad McCray  
Official Newspaper – Beaver County Times

**2024 VARIOUS BOARDS and COMMITTEE APPOINTMENTS:** A list of various board and committee recommendations was presented to Council for review.

**On a motion of Mr. T. Antoline, seconded by Mr. Bohach, to appoint and reappoint the following to the 2024 Planning & Zoning Commission was unanimously carried.**

Planning and Zoning Commission (4 Year Term)

Ruth Ann Belus	Re-appointed 01/02/2024
Linda Hawk	Term Ending 12/31/2025
Chris Then	Term Ending 12/31/2026
Stephanie Hamill	Term Ending 12/31/2026
(3) Vacancies	

**On a motion of Mr. T. Antoline, seconded by Mr. Bohach, to appoint the following to the 2024 Zoning Hearing Board of Appeals was unanimously carried.**

Zoning Hearing Board of Appeals (4 Year Term)

Matthew Abel	Term Ending 12/31/2028
Charles D. Darrah	Term Ending 12/31/2028
Dennis Levenson	Term Ending 12/31/2028

**On a motion of Mrs. Then, seconded by Mr. J. Antoline, to appoint the following to the 2024 Vacancy Board Member was unanimously carried.**

Vacancy Board Member (1 Year Term)

Patrick Blinn	Term Ending 12/31/2024
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Civil Service – No Longer Needed

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

**FIRE CHIEF'S REPORT:** The Fire Chief was not in attendance. This report was ordered received and filed.

There was some discussion regarding how many CVFD members have their Firefighter I and Firefighter II certifications and if the required training is being kept up to date so that the department is functioning legally. Council requested an updated roster showing the CVFD member certification(s).

**EMA COORDINATOR'S REPORT:** This report was ordered received and filed. The EMA Coordinator is respectfully requesting Council to find another person to take over this position. This is due to a person with a full-time job is not able to take the required classes because of scheduling conflicts.

**ADMINISTRATION & PUBLIC RELATIONS COMMITTEE REPORT:** Mrs. Then, Chairperson of the Administration & Public Relations Committee, presented Council with updates regarding the following issue(s).

1. Facebook Discussion – The current Facebook page will be removed and/or deactivated.

There was discussion regarding residents wishing to receive local and county alerts will need to be set up with their correct information, such as addresses and phone numbers.

**FINANCE & GRANTS COMMITTEE REPORT:** Mr. Levenson presented Council with updates regarding the following issue(s).

1. List of Bills - A list of expenditures for the time period of December 21, 2023, through January 2, 2024, in the amount of \$4,471.50 from the General Fund, expenditures in the amount of \$3,379.65 from the Liquid Fuels Fund and expenditures in the amount of \$34,763.39 from the Water & Sewer Fund were presented to Council for review. **After some review, the motion of Mrs. Then, seconded by Mrs. Hertneky to approve the List of Bills as presented was unanimously carried.**
2. Beaver Falls Municipal Authority Water Rate Increase Notice – A notice of a water rate increase of 3% approved at the BFMA Board Meeting of December 11, 2023, was presented to Council for review. This notice was ordered received and filed.
3. Harshman CE Group, LLC 2024 UCC Fee Schedule – This document was ordered received and filed.

**PARKS & RECREATION COMMITTEE REPORT:** No Report.

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

**PUBLIC SAFETY & HEALTH COMMITTEE REPORT:**

1. Baden Volunteer Department Letter – Dated 12/11/2023 - A copy of a letter from the Baden Volunteer Fire Department Chief D. Baker, Jr. to the CVFD was received regarding their request for information from the CVFD in hopes of exploring the possibility of forming a regional fire district.

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

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

**BVRPD REPORTS:** No Report.

1. Resolution – Warrantless Replacement – This matter was postponed until the next regular scheduled meeting.

**CORRESPONDENCE:**

1. Harshman CE Group, LLC – Continued Hearing Updates - This document was ordered received and filed.
2. Duquesne Light Tree Trimming Notice - This notice was ordered received and filed.
3. Confirmation Request for Distribution of Monies Collected by the Beaver County Tax Claim Bureau-18.001.0105.000 (1621 1<sup>st</sup> Avenue) – This document was ordered received and filed.
4. DEP Commercial Dredging – Tri-State River Products, Inc. – Dated 12/21/2023 – This report was ordered received and filed.

**OLD BUSINESS:**

1. Resolution No. 2023-08 – Fixing the 2024 Tax Rate to Comply with the County Wide Reassessment – This Resolution was approved at the regular scheduled meeting of December 20, 2023, subject to the Borough Solicitor’s amendment(s). This document was ordered received and filed as amended.
2. Conway Water System Consolidation – Discussions are moving forward. More information was requested and provided by our Borough Secretary and Assistant Secretary.

**NEW BUSINESS:**

1. Selective Insurance (HDH Group) – Flood Insurance 100 River Rd (Option A or Option B) – This matter was postponed until the next regular scheduled meeting.
2. Selective Insurance (HDH Group) – Flood Insurance 100 River Rd Railroad (Option A or Option B) – This matter was postponed until the next regular scheduled meeting.
3. Liquid Fuels Audit for January 1, 2022 – December 31, 2022 – **After some review, the motion of Mr. J. Antoline, seconded by Mr. Hertneky to accept the Liquid Fuels Audit for 2022 was unanimously approved.**

**OTHER BUSINESS:**

Mr. T. Antoline stated that the Teamsters Local Union 250 had a change in board members. The current grievance has been postponed until the new Principal Officer reaches out to the Borough.

**PUBLIC COMMENT:** None

**EXECUTIVE SESSION:** Mr. Levenson requested Council go into Executive Session regarding personnel matter at 8:07 p.m., as per the motion of Mr. J. Antoline, seconded by Mr. Bohach.

On the motion of Mr. J. Antoline, seconded by Mr. Hertneky to reconvene at 8:38 p.m. was unanimously carried.

There being no further business, the motion of Mr. J. Antoline, seconded by Mrs. Hertneky to adjourn the meeting at 8:39 p.m. was unanimously carried.

Margie L. Nelko  
Borough Secretary

Scott Levenson  
President of Council

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

1. Appoint President of Council
2. Appoint Vice-President of Council
3. Appoint President Pro Tempore
4. Appoint 2024 Committee Appointments
5. Appoint 2024 Appointments
6. Appoint 2024 Various Boards and Committees
7. Approve the List of Bills
8. Acceptance of the 2022 Liquid Fuels Audit