

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
April 17, 2024

MEETING was called to order at 7:00 p.m. with Mr. Scott Levenson presiding. The following members of Council and officials of the Borough were present: Mr. Scott Levenson, Mr. Tim Antoline, Mr. Joe Bohach, Mrs. Jocelyn Hertneky, Mr. Mark Hertneky, Mrs. Patty Then, Mayor Debbie Rose, Borough Secretary Margie Nelko, Borough Solicitor Kate Diersen and Borough Engineer Emile Ketterer.

ABSENT: Mr. John Antoline

PLEDGE OF ALLEGIANCE

RECOGNITION OF VISITORS: None

PUBLIC COMMENT (Agenda Items-5 Minute Limit): None

MINUTES of the Workshop Meeting held on December 6, 2023, were presented to Council. **After some review, the motion of Mrs. Then, seconded by Mr. Hertneky to approve the Workshop Meeting Minutes of December 6, 2023, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on December 20, 2023, were presented to Council. **After some review, the motion of Mrs. Then, seconded by Mr. Hertneky to approve the Regular Meeting Minutes of December 20, 2023, as presented was unanimously carried.**

MINUTES of the Reorganization Meeting held on January 2, 2024, were presented to Council. **After some review, the motion of Mrs. Then, seconded by Mr. Hertneky to approve the Reorganization Meeting Minutes of January 2, 2024, as presented was unanimously carried.**

Borough Solicitor Kate Diesen entered the meeting at this time. (7:05 p.m.)

MAINTENANCE SUPERVISOR'S REPORT: The Public Works Supervisor was in attendance. This report was ordered received and filed.

There was discussion regarding 7th Street drainage, removal of cold patch at a driveway entrance, a pothole located near Arby's and topsoil for War Memorial Park.

FIRE CHIEF'S REPORT: The Fire Chief was in attendance. This report was ordered received and filed.

EMA COORDINATOR'S REPORT: No Report.

FINANCE & ADMINISTRATION COMMITTEE REPORT: Mrs. Then, Chairperson of the Finance & Administration Committee, presented Council with updates regarding the following issue(s).

1. **List of Bills** - A list of expenditures for the time period of March 21, 2024, through April 17, 2024, in the amount of \$72,289.76 from the General Fund, expenditures in the amount of \$3,492.00 from the Liquid Fuels Fund and expenditures in the amount of \$61,552.61 from the Water & Sewer Fund were presented to Council for review. **After some review, the motion of Mrs. Then, seconded by Mr. Bohach to approve the List of Bills as presented was unanimously carried.**
2. **Budget Reports** – These reports were ordered received and filed.

3. Treasurer Report – This report was ordered received and filed.
4. Adobe Software – The Borough Secretary presented an overview of proposed options and costs for purchasing Adobe software. **After some review and discussion, the motion of Mrs. Then, seconded by Mrs. Hertneky to approve purchasing Adobe Software for both secretaries was unanimously carried.**
5. Fire Department Burning – There was discussion regarding the CVFD practice burning being a mess. Council acknowledges the value of training but the burning of mattresses, couches, et. is not acceptable in a residential area. There was some discussion regarding burning training centers.

The Fire Chief asked if any information was received for the two (2) container request by the CVFD. The Borough Secretary stated that she is waiting for information from the Code Enforcement Office. The Fire Chief exited the meeting for a fire call. Mr. Bohach was asked to request a sketch of plans from the CVFD showing their wishes. The Fire Chief returned at 7:16 p.m. and reviewed their wishes and stated that a sketch could be done.

Mr. Hertneky and Mrs. Hertneky left the meeting at this time. (7:29 p.m.)

COMMUNITY DEVELOPMENT COMMITTEE REPORT: Mrs. Hertneky, Chairperson of the Community Development Committee, presented Council with updates regarding the following issue(s) upon returning to the meeting.

1. Rental Ordinance Update – There was some discussion regarding the final amendments to the Rental Ordinance and the need to advertise the proposed Ordinance. The proposed amendments were reviewed by both the Borough Solicitor and Code Enforcement Department. **After some review and discussion, the motion of Mrs. Hertneky, seconded by Mrs. Then to approve advertising of the Rental Ordinance was unanimously carried.**

PARKS & RECREATION COMMITTEE REPORT: Mrs. Hertneky, a member of Parks & Recreation Committee, presented Council with an update regarding the following issue(s) upon returning to the meeting.

1. Valley Rage Softball – There was discussion regarding an email, dated April 8, 2024, from the Valley Rage Softball President requesting help with seven (7) maintenance items for the ballfields. Mrs. Then presented a background of the previous ballfield usage arrangement with Valley Rage. **It was the consensus of Council to not provide funding for maintenance of the ballfields at this time.**

PUBLIC SAFETY & CODE ENFORCEMENT COMMITTEE REPORT: No Report.

PUBLIC WORKS COMMITTEE REPORT: Mr. Hertneky, Chairperson of the Public Works Committee, presented Council with updates regarding the following issue(s) upon returning to the meeting.

1. Road Paving Plan List – Mr. Levenson presented a spreadsheet of roads throughout the Borough. This spreadsheet's purpose is to help provide a rating for each road to determine condition of each road. The 2024 Roadway Program will be discussed at the next regular meeting.
2. Public Works Laborer Position (Probation Employee) – The Borough Secretary provided Council with an overview of this matter. **After some review and discussion, the motion of Mrs. Then, seconded by Mr. Bohach to approve moving the probationary Public Works employee to full time status effective April 15, 2024, was unanimously carried.**
3. Playground Fence Gate Quote (Borough Building) – A quote for materials and labor to be done by Public Works Department was presented to Council for review. **After some discussion, the motion of Mr.**

Bohach, seconded by Mrs. Then to approve the cost of the materials with the Public Works Department performing the work to the playground fence was unanimously carried.

4. 5th Avenue and 7th Avenue Drainage Discussion – 7th Avenue Drainage was discussed during the Maintenance Supervisor’s Report portion of the meeting. The Borough Engineer stated that the ARLE Grant will be accepting applications on June 1, 2024, and that we will be able to reapply for funding to help with the 5th Avenue drainage.
5. Sewer Plant Operator Shared Service Discussion – Mr. T. Antoline reviewed the matter of the Sewer Plant Operator not being able to help the Public Works Department. There was discussion regarding help being needed at the sewer plant, how often it is happening, and the length of time that is needed. It was determined that the sewer plant help would be tracked and was not able to interfere with the Public Works schedule unless it is a critical need.

There was some discussion regarding the need to look into dealing with the tree issues.

Mr. Hertneky and Mrs. Hertneky re-entered the meeting at this time. (7:48 p.m.)

SEWER PROJECT MANAGEMENT COMMITTEE REPORT – Mr. T. Antoline, Chairperson of the Sewer Project Management Committee, presented Council with updates regarding the following issue(s).

1. Reimbursement-Alternator Expense (Sewer Plant Operator) – There was discussion regarding the Sewer Plant Operator being instructed to drive one of the Borough trucks, not his private vehicle and that an alternator is not normal wear/tear on a vehicle for the type of usage/length of time to and from the sewer plant. **After some review, a motion was made by Mr. T. Antoline to approve the alternator expense reimbursement. The motion failed due to the lack of a second.**

MAYOR’S REPORT: No Report.

BVRPD REPORTS: No Report.

ENGINEER’S REPORT:

1. 11th Street Waterline Replacement Update – An update was presented to Council regarding a new start date, new door hangers being the responsibility of the contractor and that sidewalks will be re-done on the waterline side of 11th Street only.

The Borough Engineer presented Council with an update regarding the 10th Street and 3rd Avenue Waterline Replacement Project .

The Borough Engineer presented Council with an update regarding the Conway-Baden Municipal Authority Sanitary Interconnect.

SOLICITOR’S REPORT: No Report.

CORRESPONDENCE:

1. CVFD Letter to Freedom Borough Council – Dated 03/21/2024 – This document was ordered received and filed.
2. General Code-ECode360 Platform Improvements - This document was ordered received and filed.
3. PA One Call System 2023 Refund - This document was ordered received and filed.

4. Harshman CE Group, LLC – Monthly Report - This document was ordered received and filed.
5. Annual Downstream Notification for Pittsburgh Air Reserve Station – This document was ordered received and filed.
6. Norfolk Southern Railyard Co. Sample Analysis Report-Dated 03/07/2024 – This document was ordered received and filed.
7. Tri-State River Products Commercial Dredging Permit Amendment-2nd Technical Deficiency Letter - This document was ordered received and filed.

OLD BUSINESS:

1. Conway Water System Consolidation – No update at this time.
2. 11th Street Waterline Replacement Loan Discussion – There was some discussion regarding a possible partial payment request from Jet Jack and waiting on the 10th Street and 3rd Avenue Waterline Replacement Project bid outcome before moving forward with loan discussions.
3. Resolution No. 2024-03 – A Resolution supporting the Pennsylvania Commission for the United States Semiquincentennial (AMERICA250PA) was presented to Council for review. **After some discussion, it was the consensus to not adopt Resolution No. 2024-03.**
4. Water Valve and Service Riser Discussion – 1809 Porter Street (A. Petcovic) – The Borough Secretary presented Council with an update regarding an exchange of recent emails regarding this matter. There was some discussion regarding concerns about the Birchwood Falls covenants that are not being adhered to.
5. Crows Run Traffic Light billing matter with Duquesne Light – There was discussion regarding a meeting being set with Duquesne Light and a representative from Matzie’s office.
6. Cyber Liability and Electronic Insurance Coverage – The Borough Secretary reviewed the information received from MGSofnet and the grant information from Course Vector.

NEW BUSINESS:

1. Foote Street Roadway Repair Petition (between 13th Street and Center Street – A petition for roadway repair(s) with pictures was presented to Council for review. There was some discussion regarding roads throughout the Borough. This petition was ordered received and filed.
2. MRM Property & Liability Trust 2024 PLT Dividend Distribution – This document was ordered received and filed.
3. Annual Wasteload Management Report Title 25-Chapter 94-2023 – This document was ordered received and filed.

OTHER BUSINESS: None

There was some discussion regarding concerns of unmaintained grass at 1121 11th Street.

PUBLIC COMMENT: None

EXECUTIVE SESSION: Mr. Levenson requested Council go into Executive Session regarding a personnel matter at 8:43 p.m., as per the motion of Mr. T. Antoline, seconded by Mr. Hertneky.

On the motion of Mrs. Then, seconded by Mr. Bohach to reconvene at 9:07 p.m. was unanimously carried.

There being no further business, the motion of Mr. Bohach, seconded by Mr. Hertneky to adjourn the meeting at 9:08 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. Approve Minutes of December 6, 2023, December 12, 2023 and January 02, 2024
2. Approve the List of Bills
3. Approve Adobe Software purchase
4. Approval to advertise the Rental Ordinance
5. Consensus to not provide maintenance funding for ballfields
6. Approve Public Works probation employee to full-time status
7. Approve playground fence gate material costs
8. Failed motion regarding alternator expense reimbursement
9. Consensus to not adopt Resolution No. 2024-03