

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
September 17, 2025

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. Joe Bohach, Mrs. Jocelyn Hertneky, Mr. Mark Hertneky, Mrs. Patty Then, Mayor Debbie Rose Borough Secretary Margie Nelko, Borough Solicitor Mr. Richard Monti, and Borough Engineer Emile Ketterer.

ABSENT: Mr. Tim Antoline, Mr. John Antoline

PLEDGE OF ALLEGIANCE

RECOGNITION OF VISITORS:

Dennis Levenson of 1425 Chaplin Street

PUBLIC COMMENT (Agenda Items): None

MINUTES of the Regular Meeting held on March 19, 2025, were presented to Council. **After some review, the motion of Mrs. Hertneky, seconded by Mr. Then to approve the Regular Meeting Minutes of March 19, 2025, as presented was unanimously carried.**

MAINTENANCE SUPERVISOR'S REPORT: The Public Works Supervisor was not in attendance. This report was ordered received and filed.

FIRE CHIEF'S REPORT: No Report.

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 August 21, 2025, through September 17, 2025, in the total amount of \$93,811.82 from the General Fund, expenditures in the amount of \$3,906.34 from the Liquid Fuels Fund and expenditures in the amount of \$22,136.20 from the Water & Sewer Fund were presented to Council for review. **After some review, the motion of Mrs. Then, seconded by Mr. Hertneky to approve the Lists of Bills as presented was unanimously carried.**
2. **Budget Reports** – This report were ordered received and filed.
3. **Treasurer Report** – This report was ordered received and filed.
4. **Mapping of Borough Streets** – There was discussion regarding the recent streets list received from PennDOT for the state Liquid Fuels program. There seems to be some streets that are missing from the list. The Public Works Supervisor will help with researching any other missing streets. The Borough Engineer will look into the GIS mapping to conduct an overlay to view the street differences.
5. **Budget Meeting Schedule** – A meeting was scheduled for October 21, 2025, at 7:00 p.m., to work on the 2026 Draft Budget.

6. Community Day Fund Transfer to General Discussion – The Borough Secretary presented Council with an overview of the funds in the Community Fund vs. the amount of expenditures for this matter. There was some discussion regarding the Borough Solicitor’s recommendation for the Borough not to hold community recreation funding for this purpose.
7. Postage Meter Discussion – The Borough Secretary reviewed the quote received from Pitney Bowes for a proposed lease renewal. This matter was postponed.

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

1. Norfolk Southern Community Thriving Grant Award – An update regarding the updates proposed to the Buttermore Park was presented to Council, including the installation of a new pavilion.
2. Association of the Blind Crosswalk/Street Signage – There was some discussion regarding the requests for signage and crosswalks for the area of 400 9th Street. **After some review, it was the consensus to authorize the Public Works Department to install signage if the Association of the Blind purchase them and to paint crosswalks for this area.**
3. Crosswalk Installation on Various Streets – It was noted that there is a need to paint crosswalks (from ramp to ramp) in various areas within the Borough, including the recent area of an accident near the Conway Towers. It was determined that there is a need for two (2) crosswalks at the corners of 3rd Avenue-4th Avenue and 9th Street. **After some review, the motion of Mrs. Then, seconded by Mr. Bohach to authorize the Public Works Department to paint the approved crosswalks using the least expensive process for application was unanimously carried.**

The Borough Engineer stated that Jet Jack has asked her help with requests from PennDOT regarding test results, payroll documents and the remaining check list items. It seems the project manager of Jet Jack has quit and will not respond to anyone.

4. Handicap Parking Discussion – The Borough Solicitor reviewed the state law regulating municipalities the ability to install when handicap parking (Article 2017). Mayor Rose reviewed past litigation regarding handicap parking in the Borough and how it was to be determined by the number of houses vs the available spaces per block. There was discussion regarding whether the Borough could install spaces using the above referenced criteria. There was discussion regarding the Ordinances that was approved and repealed. The Borough Solicitor stated without an Ordinance, it would be the installation of all requests or none. It was determined that a new parking ordinance should be drafted for 2026.

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

1. Securing Port-a-John(s) – There was discussion regarding recent tampering with port-a-john(s) in the parks and whether the Borough is able to lock them. The Borough would need to discuss this with the company because the contract does not address this matter. There was further discussion on researching camera installation options at the parks.

PUBLIC SAFETY & CODE ENFORCEMENT COMMITTEE REPORT:

1. Firehall Electric Box Mount at Shed – Mr. Hertneky presented Council with an overview of previous discussions with the CVFD regarding moving the electric line and demolishing the shed. The CVFD is now asking the Borough to pay for the new wiring to move the electric line. It was noted that approval was granted to keep the electrical line at the current location with a barrier to prevent damage(s) and this decision will not change.

PUBLIC WORKS COMMITTEE REPORT: Mr. Hertneky, Chairperson of the Community Development Committee, presented Council with updates regarding the following issue(s).

1. Leaf Pickup Schedule – There was some review of the proposed 2025 leaf pickup schedule. Leaf collection will continue until the weather changes and there is a need for the salt spreaders to be installed on the trucks. **After some review, it was the consensus of Council to start the Fall Leaf Pickup on October 21, 2025, and to approve Tuesday pickups for downtown and Thursday pickups for uptown.**

SEWER PROJECT MANAGEMENT COMMITTEE REPORT – No Report.

MAYOR’S REPORT: No Report.

1. 2025 Halloween Trick or Treat – The Beaver County Police Association has recommended October 30, 2025, from 6 p.m. to 8 p.m. as the 2025 Trick or Treat date. **It was the consensus of Council to approve this date and time for the 2025 Trick or Treating.**

BVRPD REPORTS: No Report.

Mr. Levenson, Chairperson of the BVRPD Board, presented Council with updates regarding various matters including lifesaving awards, officer promotions, proposed 2026 Budget, meetings with Pulaski Township, the 501C application and fundraising for Drex.

ENGINEER’S REPORT:

1. 2025 Roadway Program Update – The 2025 Roadway Program has been completed with the exception of parking spaces on 4th Avenue which is scheduled. There was discussion regarding the project expense being within budget even with added work.

There was discussion regarding the wrong area of Riverview Drive being paved and how this had happened. The estimated cost to pave the correct area would be an additional \$15,000.00. It was determined that the area paved was in poor shape and that the other side of Riverview would be discussed as part of the 2026 Roadway Program. In the future the Borough Engineer will provide mapping of the route for Council’s review.

Mrs. Then expressed some concerns regarding the paving connection from the roadway to a driveway on Chaplin Street. The asphalt was humped and could block waterflow along the area. The Borough Engineer will do a walk through and look into the concerns.

There was some discussion regarding DEP requesting more information for the NPDES Permit. This information is being researched and forwarded to DEP.

Mayor Rose expressed concerns regarding the hillside sliding at the Catherine Drive cul-de-sac near the guide rail and if adding fill would help it. There was some discussion regarding the possibility of needing gabion baskets to help support the slide area.

The Borough Engineer presented Council with an update regarding the Conway-Baden Municipal Authority Sanitary Interconnect. The plans for a portion of the force main under the rail yard is being submitted to Norfolk Southern for review and consideration. Other portions of the plans are being worked on. A meeting has been scheduled with the Economy Municipal Authority Solicitor to review the progress.

SOLICITOR’S REPORT:

1. Act 20 Ordinance Discussion – The Borough Solicitor presented Council with examples of ordinances for Act 20 of 2003 which would adopt a schedule of charges, expenses and fees pursuant to the Act. A draft of an ordinance can be provided to Council for review. These charges would include delinquent claim(s),

among other things, various charges, expenses, fees and attorney fees relating to the failure to pay the delinquent claims promptly.

CORRESPONDENCE:

1. Planning Commission Minutes – Dated 08/11/2025 - This document was ordered received and filed.
2. Real Estate Tax Assessment Appeal Notifications / Results – These documents were ordered received and filed.
3. ECode360 Renewal Cost – January 1, 2026 - This document was ordered received and filed.
4. Norfolk Southern Railyard Co. Sample Analysis Report – Dated 08/13/2025 - This document was ordered received and filed.
5. PennEnergy Resources, LLC – Water Source Notice for B02, 11H, 13H, 14H, 15H, 16H-18H & 21H-2H - This document was ordered received and filed.

OLD BUSINESS:

1. Crows Run Self Storage, LLC’s Sidewalk Response Letter – Dated 08/07/2025 – A letter was received from Mr. Frank Thompson, President of Crows Run Self Storage LLC, outlining the steps he has taken with PennDOT to address this matter. There was some discussion regarding pedestrian safety concerns and an email, dated 09/17/2025, that was received from Mr. Thompson requesting a postponement of any decisions at tonight’s meeting. The Borough Solicitor will be contacting Mr. Thompson to discuss this matter.
2. Conway Water System Consolidation Update – No update at this time.
3. Conway-Baden Municipal Authority Sanitary Interconnect – This matter was discussed during the Engineer’s Report portion of the meeting.
4. Mid Atlantic Storage Sys Inc.-Improvements/Repairs-Glass Coated Water Storage Tank Quote – A quote in the amount of \$21,000.00 for a Standpipe Ixom Medora GS-12-AIR Submersible Air-Powered Mixer was received from Kappe Associates, Inc. This quote does not include installation, Kappe Associates, Inc. is just a manufacturer. There was discussion regarding the mixer keeping the water aerated to avoid any floating frozen ice chunks possibly damaging the glass lining. This matter was postponed and noted that it should be presented to Beaver Falls Municipal Authority for discussion.
5. Pension Plan Investment Management Discussion – No update at this time.
6. Porter Street Paving Issue (Jet Jack) – No information available.
7. Economy Borough regarding Center Street and East Ridge Avenue – No update at this time.
8. Re-Zoning Discussion-VariouS Portions of Conway – No update at this time.

Mr. Bohach inquired if a letter was sent to the Economy Borough Council regarding parking on one side only of East Ridge Drive. The Borough Secretary noted that a letter was sent.

NEW BUSINESS:

1. Authorization Letter-Valley Waste Delinquent Refuse Collections with Jordan Tax Service, Inc. – This matter was discussed under the Solicitor’s Report portion of the meeting.

2. 2026 Minimum Municipal Obligations (MMO) – Non-Uniform Pension Plan – The MMO outlines the required funding amount due to the pension plan to remain qualified for state aid. The 2026 Non-Uniform Pension Plan obligation is \$6,260.00. **After some review and discussion, the motion of Mrs. Then, seconded by Mr. Hertneky to accept the 2026 Non-Uniform Pension Plan Minimum Municipal Obligation as presented was unanimously carried.**
3. 2025 Minimum Municipal Obligations (MMO) – BVRPD Pension Plan – Mr. Levenson reviewed the breakdown information outlining the state aid amounts due from all municipalities. **After some review and discussion, the motion of Mrs. Then, seconded by Mrs. Hertneky to authorize the President of Council and the Borough Secretary to move the monies necessary to cover the 2025 BVRPD MMO Obligation was unanimously carried.**
4. Recycling Business Fire and DEP Burning Regulations Discussion – This matter will be discussed in executive session.
5. PSAB 2026 UC Plan Rate Notice – The Unemployment Compensation Plan rate has not increased. This document was ordered received and filed.
6. 2024 Volunteer Fire Relief Allocation Notification – **After some review and discussion, the motion of Mrs. Then, seconded by Mrs. Hertneky to approve the distribution of the 2025 Volunteer Fire Relief Allocation to the CVFD was unanimously carried.**
7. Planning and Zoning Commission Resignation Letter-L. Hawk – A resignation letter from the Conway Planning and Zoning Commission was received from Ms. Linda Hawk effective August 23, 2025. **After some review and discussion, the motion of Mrs. Hertneky, seconded by Mr. Hertneky to accept the resignation of Linda Hawk from the Planning and Zoning Committee was unanimously carried.**

This resignation leaves two (2) members of the commission resulting in the agreement of Council to advertise for any interested participants.

8. Water Shut Off Valve for Rental Units – There was discussion regarding water shut off valve(s) for duplex rentals within the Borough. Rental Inspection Licenses have begun this year and failure to follow ordinances could result in a loss of the license approval. The Borough Solicitor will draft a letter to the owner of the duplex.

OTHER BUSINESS: None

PUBLIC COMMENT: None

EXECUTIVE SESSION: Mr. Levenson requested Council go into Executive Session regarding personnel, contractual and potential litigation matters at 9:17 p.m., as per the motion of Mr. Hertneky, seconded by Mrs. Then.

On the motion of Mr. Hertneky, seconded by Mrs. Then to reconvene at 10:17 p.m. was unanimously carried.

Upon re-entering the public meeting, the following item(s) were reviewed:

1. Hiring of Matthew Frioni – **After some review and discussion, the motion of Mr. Bohach, seconded by Mrs. Then to hire Matthew Frioni as a part-time Public Works Labor with a 30-hour work week effective 09/02/2025 at the rate of \$20.75 per hour was unanimously carried .**

There being no further business, the motion of Mr. Hertneky, seconded by Mr. Bohach to adjourn the meeting at 10:19 p.m. was unanimously carried.

Margie Nelko
Borough Secretary

Scott Levenson
President of Council

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

1. Approve Minutes of March 19, 2025
2. Approve the List of Bills
3. Authorize to paint crosswalks and install signate for 400 9th Street
4. Approve Crosswalks at 3rd Ave-4th Ave and 9th Street
5. Consensus for 2025 Fall Leaf Pickup
6. Consensus to approve 2025 Trick-or-Treat Date
7. Accept 2026 Non-Uniform MMO
8. Authorize transfer of 2025 BVRDP MMO
9. Approve 2025 Volunteer Fire Relief Allocation
10. Accept Planning-Zoning Commission Resignation-L. Hawk
11. Approve hiring of M. Frioni