

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
October 15, 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, Mr. Larry Lennon, Jr. and Mr. Eric Fritz.

ABSENT: Mr. Tim Antoline, Mr. John Antoline

PLEDGE OF ALLEGIANCE

RECOGNITION OF VISITORS:

Kevin Atsidis of 1057 Catherine Drive
Dennis Levenson of 1425 Chaplin Street

PUBLIC COMMENT (Agenda Items): None

MOTION TO APPOINT LENNON, SMITH and SOULERET ENGINEERING, INC. (LSSE) AS THE BOROUGH ENGINEER - There was some review of the proposed engineering firm replacement. **After some review, the motion of Mrs. Hertneky, seconded by Mrs. Then to terminate NIRA Engineering as the Borough Engineer and appoint LSSE as the new Borough Engineer was unanimously carried.**

MINUTES of the Regular Meeting held on April 16, 2025, were presented to Council. **After some review, the motion of Mrs. Hertneky, seconded by Mrs. Then to approve the Regular Meeting Minutes of April 16, 2025, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on May 21, 2025, were presented to Council. **After some review, the motion of Mrs. Hertneky, seconded by Mrs. Then to approve the Regular Meeting Minutes of May 21, 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: The Fire Chief was not in attendance. This report was ordered received and filed.

EMA COORDINATOR'S REPORT: This report, which was part of the Fire Chief's Report, was ordered received and filed.

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 September 18, 2025, through October 15, 2025, in the total amount of \$143,983.61 from the General Fund, expenditures in the amount of \$5,574.93 from the Liquid Fuels Fund and expenditures in the amount of \$99,487.16 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 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. CourseVector Renewal Rates – An email, dated 10/09/2025, was received from CourseVector regarding the renewal rate for the Borough website. **After some review and discussion, it was the consensus of Council to accept the website renewal rate of \$719.00 for the 2026 year.**
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 postage meter rates received from Pitney Bowes and Precision Procopy. The Borough Secretary recommended not renewing Pitney Bowes and to consider moving forward with Precision Procopy for postage meter services. **After some review and discussion, the motion of Mrs. Then, seconded by Mrs. Hertneky to approve not renewing and to cancel the Pitney Bowes contract was unanimously carried.** The proposed rates for Precision Procopy Postage Meter was postponed.

COMMUNITY DEVELOPMENT COMMITTEE REPORT:

1. Multi-Municipal Shared Service Discussions – Mr. Levenson presented Council with an overview of discussions from local municipalities regarding the possibility of sharing services which could include paving, code enforcement, and zoning ordinance services.

PARKS & RECREATION COMMITTEE REPORT: No Report.

PUBLIC SAFETY & CODE ENFORCEMENT COMMITTEE REPORT:

1. Burning Complaint(s) Discussion – Mrs. Then presented Council with an overview of burning complaints that she and the Borough Office have received from residents. The Borough Solicitor stated that if the burning times do not comply with the Burning Ordinance then the police department should be called to verify that a burning permit has been issued or put a stop to the burning.

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

1. LED Lighting – There was some discussion regarding the replacement of approximately 50 fixtures. Quotes are being acquired for 100 LED light tubes for the replacements.

SEWER PROJECT MANAGEMENT COMMITTEE REPORT – No Report.

MAYOR’S REPORT: No Report.

BVRPD REPORTS: No Report.

ENGINEER’S REPORT:

1. 2025 Roadway Program Paving Issue Discussion – 1432 Chaplin Street – Mr. Hertneky reviewed the concerns regarding the driveway at 1432 Chaplin Street. There were some concerns from a resident regarding the road paving up to the driveway possibly not permitting water flow to the storm sewer. The inspector from NIRA Engineering was present and instructed the contractor to cut the area and

re-heat the sharp edges which was supposed to eliminate the slight hump. The owners of the residence were very unhappy with the new work that was completed. LSSE will review the matter and will provide instruction(s) to the contractor to correct the adjustments that were made if needed.

2. 2025 Roadway Program Payment Request No. 01 – Fryer Excavating, LLC - NIRA Engineering had presented a payment letter request for Fryer Excavating, LLC. The recommended partial payment in the amount of \$169,962.58 includes a five percent (5%) retainage. **After some review, the motion of Mrs. Then, seconded by Mrs. Hertneky to authorize payment to Fryer Excavating, LLC in the amount of \$169,962.58 for the 2025 Roadway Program was unanimously carried.**

SOLICITOR’S REPORT:

1. 1413 Porter Street (Purchase/Sale) Issue – After some review and discussion, the Borough Solicitor recommended liening the property for the outstanding water bill if not paid by the individual responsible.
2. 1809 Porter Street Water Shut Off Valve Installation Update – The Borough Solicitor stated that he had reached out to the owner’s attorney for an update on whether the valve was installed or if it is scheduled to be installed by the end of 2025.

The Borough Solicitor stated that the owner of Crows Run Storage was notified that the Borough does not have anything to do with the sidewalk issue.

CORRESPONDENCE:

1. Harshman CE Group, LLC Monthly Reports - Dated 09/10 & 10/03/2025 - These documents was ordered received and filed.
2. Norfolk Southern Railyard Co. Sample Analysis Reports – Dated 09/10 & 10/03/2025 - These documents was ordered received and filed.
3. Real Estate Tax Assessment Appeal Notifications / Results – These documents were ordered received and filed.

OLD BUSINESS:

1. Conway Water System Consolidation Update – The discussion topics from the meeting with Beaver Falls Municipal Authority were presented to Council for review.
2. Conway-Baden Municipal Authority Sanitary Interconnect – The Borough Solicitor stated that the communities involved in this matter are wanting to meet to request answers to their questions.
3. Mapping of Borough Streets – No update at this time. The Borough Engineer will help with this matter.
4. Mid Atlantic Storage Sys Inc.-Improvements/Repairs-Glass Coated Water Storage Tank Quote – Mr. Levenson presented Council with an update regarding this matter. The Borough Engineer may be able to provide guidance on this topic.
5. Pension Plan Investment Management Discussion – No update at this time.
6. Water Shut Off Valves for Rental Units – No update at this time.
7. Porter Street Paving Issue (Jet Jack) – Mr. Levenson reviewed the background of this matter for the Borough Engineer.

8. Economy Borough regarding Center Street and East Ridge Avenue – No update at this time.
9. Re-Zoning Discussion-Various Portions of Conway – No update at this time.

NEW BUSINESS:

1. 2024 Municipal Annual Audit & Financial Report – The 2024 DCED Municipal Annual Audit was presented to Council for review and consideration. **After some discussion, the motion of Mrs. Then, seconded by Mrs. Hertneky to accept the 2024 DCED Municipal Annual Audit was unanimously carried.**
2. Resolution No. 2025-04 – Winter Traffic Service Settlement Agreement & Release - A Resolution authorizing and directing the President of Council to sign the Winter Traffic Services Agreement No. 11A314 was presented to Council for review. **After some review and discussion, the motion of Mr. Bohach, seconded by Mrs. Then to adopt Resolution No. 2025-04 was unanimously carried.**
3. 2025 Non-Uniform Pension Plan Minimum Municipal Obligation Payment Approval – **After some review and discussion, the motion of Mrs. Then, seconded by Mr. Hertneky to approve payment of \$6,718.00 for the 2025 Non-Uniform Minimum Municipal Obligation was unanimously carried.**
4. 2025 BVRPD Pension Plan Minimum Municipal Obligations Payment Approval — Mr. Levenson reviewed the breakdown information outlining the state aid amounts due from all municipalities. **After some review and discussion, the motion of Mr. Bohach, seconded by Mrs. Then to authorize the Borough Secretary to pay \$213,301.40 for the 2025 BVRPD Minimum Municipal Obligation was unanimously carried.**
5. Norfolk Southern Union Pacific Merger Support Letter – **After some review and discussion, the motion of Mr. Hertneky, seconded by Mrs. Hertneky to approve sending a letter of support for the Norfolk Southern Union Pacific Merger was unanimously carried.**
6. 2025 Tax Anticipation Note (TAN) Discussion – The Borough Secretary reviewed the payoff balance for the 2025 TAN and requested authorization to payoff the loan. **After some review and discussion, the motion of Mr. Bohach, seconded by Mrs. Then to authorize paying off the 2025 TAN as presented was unanimously carried.**
7. 2026 Estimated Liquid Fuels (Act 655) Allocation – A notice regarding the 2026 Estimated Liquid Fuels Allocation, in the amount of \$64,133.96, was received. This notice was ordered and filed.
8. Planning and Zoning Commission Letter of Interest – A letter of interest for the Conway Planning and Zoning Commission was received from Mr. Kyle Tessmer. **After some review and discussion, the motion of Mr. Bohach, seconded by Mrs. Then to accept Mr. Tessmer’s letter of interest for the Planning and Zoning Committee was unanimously carried.**

This acceptance leaves the need for one (1) more member to create a quorum for the commission. The commission is able to meet but not make any rulings on matters. The vacant position(s) will be posted to the website and the Borough Facebook page to see if anyone else is interested.

OTHER BUSINESS:

It was noted that a member of the Zoning Hearing Board is required to resign from their position in the event that they are elected as a Council Member.

PUBLIC COMMENT: None

EXECUTIVE SESSION: Mr. Levenson requested Council go into Executive Session regarding a personnel matter at 8:40 p.m., as per the motion of Mrs. Hertneky, seconded by Mrs. Then.

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

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

1. **LED Lighting – After some review, the motion of Mrs. Hertneky, seconded by Mrs. Then to approve the LED Lighting subject to not exceeding \$1,000.00 was unanimously carried .**

There being no further business, the motion of Mr. Hertneky, seconded by Mr. Bohach to adjourn the meeting at 9:10 p.m. was unanimously carried.

Margie Nelko
Borough Secretary

Scott Levenson
President of Council

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

1. Appointing of Lennon, Smith & Souleret as the Borough Engineer
2. Approve Minutes of April 16, 2025, and May 21, 2025
3. Approve the List of Bills
4. Consensus to accept the CourseVector Renewal Rate for 2026
5. Approve not renewing and to cancel the Pitney Bowes Agreement
6. Authorize the 2025 Roadway Project Payment Request No. 01
7. Accept the 2024 DCED Municipal Annual Audit
8. Adopt Resolution No. 2025-04 – Winter Maintenance Agreement
9. Approve the 2025 Non-Uniform MMO Payment
10. Approve the 2025 BVRPD MMO Payment
11. Approve sending a Letter of Support for the Norfolk Southern Merger
12. Authorize the payoff of the 2025 TAN Loan
13. Accept the Letter of Interest to the Planning/Zoning Commission – K. Tessmer
14. Approve the LED Lighting program subject to not exceeding \$1,000.00