

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
February 18, 2026

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. Kevin Atsidis, Mr. Joe Bohach, Mrs. Joceyln Hertneky, Mr. Mark Hertneky, Mrs. Patty Then, Borough Secretary/Treasurer Margie Nelko, Borough Solicitor Mr. Richard Monti, Borough Engineers Mr. Larry Lennon, Jr. and Mr. Eric Fritz.

ABSENT: Mr. Chuck Darrah, Mayor Debbie Rose

PLEDGE OF ALLEGIANCE

RECOGNITION OF VISITORS: None

PUBLIC COMMENT (Agenda Items): None

MINUTES of the Regular Meeting held on December 17, 2025, were presented to Council. **After some review, the motion of Mrs. Then, seconded by Mr. Hertneky to approve the Regular Meeting Minutes of December 17, 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 & EMA COORDINATOR'S REPORT: The Fire Chief /EMA Coordinator was not in attendance. This report was ordered received and filed.

FINANCE & ADMINISTRATION COMMITTEE REPORT: Mrs. Hertneky, 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 January 22, 2026, through February 18, 2026, in the total amount of \$85,851.62 from the General Fund, expenditures in the amount of \$9,701.62 from the Liquid Fuels Fund and expenditures in the amount of \$82,199.27 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 List of Bills as presented was unanimously carried.**
2. **Budget Reports** – This report was ordered received and filed.
3. **Treasurer Report** – This report was ordered received and filed.
4. **Brentwood Bank Discussion** – Mrs. Hertneky reviewed the differences in service, fees and policies between First National Bank and Brentwood Bank. There was some discussion regarding the reasons for proposing a change in financial institutes for the Borough. **After some review, the motion of Mr. Bohach, seconded by Mrs. Then to approve transferring the Borough Bank Accounts to Brentwood Bank at a time suitable for Borough Secretary was unanimously carried.**
5. **Paper Folding Machine** – There was some discussion regarding the need for a folding machine in the office to help with larger mailings. **After some review and discussion, the motion of Mr. Hertneky, seconded by Mrs. Then to approve the purchase of a Martin Yale P7500 Paper Folding Machine subject to not exceeding \$600.00 was unanimously approved.**

6. Ballfield Use Agreement – There was discussion regarding different leagues using the ballfields, the concession stand, port-a-johns, the league(s) bringing in food trucks, dumpster service and issues with vehicles parking on the grassy areas. The concession stand provides electric and water services which is paid for by the Borough. There was some review of a proposed Use Agreement to help with the cost of expenses, Council agreed that there needs to be a policy/agreement in place. The Borough Solicitor will research this matter. Mrs. Then stated that Valley Waste has offered to remove the three (3) trash cans and provide a dumpster with a key for the same costs.
7. BCR COG Update – Mrs. Hertneky reviewed the training courses being offered at this time. There was some discussion regarding the BCR COG inquiring if the Commodities bidding is beneficial to municipalities. An update regarding the BCR COG discussing and acknowledging the LSGA Grant funding not being distributed evenly throughout Beaver County was provided to Council.

Mr. Levenson reviewed some discussions with the Borough Auditor regarding the breakdown of wages between departments. The auditor offered to help with the 2027 Budgeting preparations in hopes to make it easier.

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

1. Emergency Disaster Proclamation – Governor Shapiro signed an Emergency Proclamation for the recent snowstorm which allows the Commonwealth to quickly draw funding and provide state agencies with the resources needed to assist counties and municipalities with winter storm response efforts. There was discussion regarding the lack of available funding for municipalities because the Governor did not budget for it. It was determined that all of the municipalities, police departments and fire departments are in the same costly situation from the recent storm. There was discussion of notifying the local news station(s) regarding this matter.
2. Street Lighting Assessment – Duquesne Light provided a listing of all the streetlights within the Borough for our review and confirmation. Duquesne Light is conducting an audit of all the local municipalities to determine whether their streets lights still exist if the poles are on public property not private property and if the billing is correct. Duquesne Light informed the Borough that it was paying for pole service on private property. The Borough Solicitor stated that legally the Borough cannot pay for this service and advised Council to have the service discontinued.

PUBLIC SAFETY COMMITTEE REPORT:

1. CVFD Temporary Liquor Permit Approval Request – A letter, dated February 13, 2026, was received from the CVFD requesting approval for a temporary Special Occasion Permit from the Pennsylvania Liquor Control Board for the upcoming March 2026 Fish Fries. The application requires a letter of approval from the municipality. **After some review, the motion of Mr. Atsidis, seconded by Mr. Hertneky to authorize a letter of approval for the CVFD Temporary Liquor Permit was unanimously carried.**

It was brought to Council’s attention that the fire hall sustained water damage from the recent snowstorm(s). Damages are thought to consist of roof, gutter, ceiling insulation and tiles, a banquet hall TV/speaker, a woman’s bathroom light fixture and the possibility of mold in the walls. **After some discussion, it was the consensus to file an insurance claim for water damage to the fire hall.**

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

1. 2026 Roadway Improvement Project Discussion – Two (2) Road Paving Plans, which included one with alley ways and one without, were presented to Council for review. There was discussion regarding the possibility of receiving a grant to repair the three (3) of the worst streets in the Borough. Water valves must be located and fixed accordingly on each of the approved roadways prior to the

paving work. The Borough Engineer was provided with the streets that should be considered for the bidding process. The Public Works Department was asked to provide a list of water valves that need located and/or fixed.

2. Water Meter Pilot Program – There was discussion regarding the ultrasonic water meter program for the consideration of testing ten (10) meters near the Borough Building. **After some review, it was the consensus of Council not to participate in the testing meters to avoid any problems with billing and to consider possibly replacing all of the meters instead.**

MAYOR’S REPORT: No Report.

BVRPD REPORT:

1. 2026 Charity Golf Outing – The BVRPD is holding a golf outing to benefit the K9 Unit and its working police K9 program on June 7, 2026, at the Shadow Lakes Golf Course. The BVRPD is looking for sponsors, golfers and volunteers to help work the outing.
2. (BVRPD) General Fund Surplus Allocation Policy – Mr. Levenson presented Council with a proposed Annual General Fund Surplus Allocation Policy to establish clear rules for how surplus funds are allocated, preventing ad-hoc decisions while strengthening long-term financial stability. This surplus could also help reduce future budgeting for participating municipalities.

ENGINEER’S REPORT:

1. Monthly Report – After the Borough Engineer’s review of the items listed on February 2026 Monthly Report, this report was ordered received and filed.

The Borough Engineer presented Council with a quote for updating the Zoning Ordinances at this time. Mr. Levenson requested Council to take time to review the quote before the next regular scheduled meeting.

SOLICITOR’S REPORT:

1. 1807 Porter Street Water Shut Off Valve Update – A request for an update has been forwarded to the homeowners attorney. A response has not been received as of yet.

CORRESPONDENCE:

1. CVFD 2025 Accomplishment Report – This document was ordered received and filed.
2. Harshman CE Group, LLC Monthly Report - Dated 02/09/2026 - This document was ordered received and filed.
3. Norfolk Southern Railyard Co. Sample Analysis Reports – Dated 01/02 – 02/02/2025 - This document was ordered received and filed.
4. PA One Call System, Inc – 2026 Approved Rates - This document was ordered received and filed.
5. Beaver County Association of the Blind Bingo – 03/05/2026 - This document was ordered received and filed.

OLD BUSINESS:

1. Conway Water System Consolidation Update – No update at this time.

2. Pension Plan Investment Management RFP Discussion – The Borough Secretary will be reaching out to the appropriate departments in order to move forward with this matter.
3. Conway-Baden Municipal Authority Sanitary Interconnect – No update at this time.
4. Quick Books Enterprise Software Discussion – No update at this time.
5. Keystone State Consulting, LLC - No update at this time.
6. Multi-Municipal Shared Services Discussion – A meeting has been scheduled for February 25, 2026, at 6:00 pm in the Conway Borough Council Chambers.
7. Mapping of Borough Streets – This matter will be reviewed with the Borough Engineer.
8. Water Shut Off Valves for Rental Units – The Borough Secretary will be working with the Borough Solicitor to determine the correct steps to address this matter. There was some discussion regarding the possibility of adding this item to the Rental Inspection List as an approval item and to send letters to owners.
9. Economy Borough regarding Center Street and East Ridge Avenue – No update at this time.
10. Re-Zoning Discussion – Various portion(s) of Conway – No update at this time.

NEW BUSINESS:

1. Zoning Hearing Board Resignation–C. Darrah - A resignation letter, dated January 21, 2026, was received from Mr. C. Darrah. The resignation is from the Conway Zoning Hearing Board effective immediately due to his pursuit of a Council position. **After some review and discussion, the motion of Mr. Bohach, seconded by Mrs. Then to accept the resignation of Mr. C. Darrah from the Conway Zoning Hearing Board was unanimously carried.**

OTHER BUSINESS:

Mr. Bohach inquired if the BVRPD fuel tank is operational. Mr. Levenson stated that there are a few more items to be completed before the permit is secured.

Mr. Bohach inquired if the furnace repairs to the firehall and 1208 3rd Avenue have been done and billed. The Borough Secretary addressed this matter.

Mr. Bohach presented information regarding the 3rd party company who helped with the snow removal and inquired if a bill was received. The Borough Secretary addressed this matter.

PUBLIC COMMENT:

Ms. Hamill inquired if Council is able to reduce the number of required members for the Planning Commission. There was some discussion on the steps that would need completed to do this.

Ms. Hamill requested clarification on the paper folding machine. The Borough Secretary presented a background.

Ms. Hamill questioned if follow-ups are conducted on any Rental Inspection findings. It was determined that follow-ups should be done until the unit(s) pass the inspection(s).

EXECUTIVE SESSION: Mr. Levenson requested Council go into Executive Session regarding potential litigation and personnel matters at 9:00 p.m., as per the motion of Mr. Bohach, seconded by Mrs. Then.

On a motion of Mr. Hertneky, seconded by Mr. Bohach to reconvene at 9:49 p.m. was unanimously carried.

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

1. Assistant Borough Secretary Work Hours – After some review and discussion, the motion of Mrs. Then, seconded by Mrs. Hertneky to approve a thirty-five (35) hour work week for the Assistant Borough Secretary was unanimously carried.

There being no further business, the motion of Mr. Hertneky, seconded by Mrs. Then to adjourn the meeting at 9:50 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 December 17, 2025
2. Approve the List of Bills
3. Approve transferring accounts to Brentwood Bank
4. Approve purchase of a Paper Folding Machine
5. Authorize approval letter to CVFD for Temporary Liquor Permit
6. Consensus to file insurance claim for Firehall Water Damage
7. Consensus to not test water meters
8. Accept C. Darrah's Resignation from the Zoning Hearing Board
9. Approve Assistant Borough Secretary Work Hours