

BOROUGH OF CONWAY COUNCIL
REGULAR MEETING MINUTES
Council Chambers, 801 First Avenue, Conway, Pennsylvania
March 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, Mr. Chuck Darrah, Mrs. Joceyln Hertneky, Mr. Mark Hertneky, Mrs. Patty Then, Mayor Debbie Rose, Borough Secretary/Treasurer Margie Nelko, Borough Solicitor Mr. Richard Monti, Borough Engineers Mr. Larry Lennon, Jr. and Mr. Eric Fritz.

PLEDGE OF ALLEGIANCE

RECOGNITION OF VISITORS:

Mr. Michael Bryant of 1701 Sampson Street

PUBLIC COMMENT (Agenda Items): None

Mr. Bryant was present to hand deliver a document to the Borough Solicitor and request that the submitted document be on record.

MINUTES of the Reorganization Meeting held on January 05, 2026, were presented to Council. **After some review, the motion of Mrs. Hertneky, seconded by Mrs. Then to approve the Reorganization Meeting Minutes of January 05, 2026, as presented was unanimously carried.**

MINUTES of the Regular Meeting held on January 21, 2026, were presented to Council. **After some review, the motion of Mrs. Hertneky, seconded by Mrs. Then to approve the Regular Meeting Minutes of January 21, 2026, 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.

Mrs. Hertneky requested a substitute from the fire department come to the meetings during periods where the Fire Chief is unable to attend.

Mr. Bohach entered the meeting at this time (7:04 p.m.)

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 February 19, 2026, through March 18, 2026, in the total amount of \$71,381.01 from the General Fund, expenditures in the amount of \$8,137.45 from the Liquid Fuels Fund and expenditures in the amount of \$113,958.59 from the Water & Sewer Fund were presented to Council for review. **After some review, the motion of Mrs. Hertneky, seconded by Mrs. Then to approve the List of Bills as presented was unanimously carried.**

Mayor Rose reported that some of the streetlights are on all of the time. Mrs. Then will reach out to Duquesne Light regarding this matter.

2. Budget Reports – This report was ordered received and filed.
3. Treasurer Report – This report was ordered received and filed.
4. Concession Stand Use Fee Schedule – A draft of the Concession Stand Use Agreement and Port-a-John/Garbage Requirements was presented to Council for review. There was discussion regarding the agreement outlining fees for using the concession stand and not the ballfields. The proposed fees is for fifty dollars (\$50.00) a day for use of the electric and water services. It was noted that the agreement should clarify that no parking is permitted in the grass. **After some review, the motion of Mr. Atsidis, seconded by Mrs. Then to adopt the Concession Stand Use Agreement as discussed was unanimously carried.**
5. GIS Mapping (PW Supervisor Laptop) – There was some discussion regarding GIS software for the PW Supervisor laptop so that updates to Borough streets and utility lines can be done in real time. The Borough Engineer stated that a presentation can be done for three (3) different software packages.
6. Shared Services Meeting Discussion – Moving Forward – Mrs. Hertneky presented Council with an overview of the information discussed at the prior shared services meeting. There was some discussion regarding concentrating on only Code Enforcement services and various concerns regarding insurances for sharing personnel/equipment. There is a follow-up meeting scheduled for next week. Mrs. Hertneky will be researching grant opportunities for the purpose of a study on working out an agreement for shared services.
7. Park Signs-BVRPD (After Hours Playground Use) – There was some discussion regarding Ordinance No. 440 which outlines the curfew hours and that signage for no use of the playgrounds after dusk is needed. The signage will provide authorization to the BVRPD to enforce the removal of anyone violating the hours of operation. **After some review and discussion, the motion of Mrs. Hertneky, seconded by Mr. Hertneky to approve the purchase and install playground signage with hours of operation from dawn to dusk at all of the playgrounds was unanimously carried.** Mr. Darrah inquired if there were cameras at these locations. There are cameras at the Borough Building and the CVFD.
8. Zoning Ordinance Update Proposal Discussion-Harshman CE Group – A background of the zoning ordinance amendment work was reviewed. There was discussion explaining that amendments need to be directed by Council and only recommendations are provided by the company working on the updates. There was some review of the draft services that have been completed to date, fees paid to date and possibly changing service companies. There was a recommendation to create a steering committee to help with moving forward with draft amendments. The Borough Engineer stated that they could do Zoning Permit but not Building Permit services and that they have a department that does zoning services. **After some review and discussion, the motion of Mr. Atsidis, seconded by Mrs. Then to approve moving forward with Lennon, Smith & Souleret Engineering for Zoning Ordinance Update services was unanimously carried.** The Borough Engineer stated that the department will begin with documentation that was previously received and paid for.

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

1. Course Vector Renewal – A renewal invoice for hosting the Borough’s website was submitted for Council’s review. There was some discussion regarding what type of service is available including ADA compliance requirements and that the Borough could re-do the website using the credit hours available. Mrs. Hertneky reviewed a list of local municipal websites and what companies are used. **After some review, the motion of Mrs. Then, seconded by Mrs. Hertneky to authorize the renewal of website services with Course Vector was unanimously carried.**

2. America250PA Grant – The Borough was awarded a grant in the amount of \$1,000.00 to celebrate America’s 250th Anniversary. There was some discussion regarding flag/banner options and the ability to get better pricing for these items.
3. State Rep. Matzie’s Letter of Support – LSA Application 202511273689 – State Representative Matzie submitted a letter of support, dated March 3, 2026, to the Pennsylvania DCED regarding an LSA Grant Application from the Borough to modernize the aging water and sewer infrastructure.

Mr. Levenson noted that our grant writer recommended applying for a PA Small Water Grant which includes a 15% match. A list of water valve and fire hydrant was requested to use as possible items to submit for the grant application.

Mr. Levenson noted that the Norfolk Southern Community Grant opportunity will again becoming available soon. Council was asked to consider our options on items that could be considered for this grant application.

PUBLIC SAFETY COMMITTEE REPORT:

1. 801 1st Avenue Playground Handicap Parking Lines (Painting) – The Borough Secretary presented an overview of the handicap parking line and signage issues. **After some review, it was consensus of Council to request the PW Department to reinstall the handicap signage and re-paint the blue handicap parking lines.**
2. CVFD Hall Water Damage Claim of 02/05/2026 – The Borough Secretary reviewed the submitted insurance information and the first quote received to make the repairs. There was some discussion regarding the placement of the insurance payments received. **After some review and discussion, the motion of Mrs. Then, seconded by Mr. Hertneky to approve opening a separate checking account at Brentwood Bank for insurance reimbursement payments and authorize Mr. Levenson, Mrs. Hertneky and the Borough Secretary as the signatories for the Borough accounts.**

PUBLIC WORKS COMMITTEE REPORT: No Report.

MAYOR’S REPORT: No Report.

Mayor Rose inquired if the CVFD has Errors/Omissions insurance and requested a copy for the Borough files should there be a policy. Mr. Bohach stated that he believed they do and asked for a letter of request from the Borough Secretary to provide to the CVFD for a copy.

BVRPD REPORT: No Report.

Mr. Levenson stated that the surplus policy was adopted and another officer was hired, which helps to provide a full-time investigator position.

ENGINEER’S REPORT:

1. Monthly Report – After the Borough Engineer’s review of the items listed on March 2026 Monthly Report, this report was ordered received and filed.
2. 2026 Roadway Improvement Project Discussion – The Borough Engineer provided an overview of the worksheet listing the roads being considered for the 2026 roadway paving project. There was some discussion regarding the roadway options that could be completed within the road paving budgeted amount. The Borough Engineer will forward our East Ridge Avenue specs to Economy Borough Engineer for a joint paving project consideration. There was discussion regarding a grant available with a 15% match for the 2027 Roadway Improvement Project which would include the

roadway options listed at the bottom of the worksheet presented to Council. The Borough Engineer was requested to move forward with the grant work which is due July 31st.

3. FY27 Appropriations-Community Project Funding Program (Sanitary Sewage Overflow Elimination) – The Borough Engineer received letters of support from the Conway Borough Planning Commission, PA State Representative Robert Matzie and PA Senator Elder Vogel Jr. regarding the application for the Community Project Funding. Letters of support were requested from US Senator Dave McCormick and US Senator John Fetterman.

SOLICITOR’S REPORT:

1. 1807 Porter Street Water Shut Off Valve Update –The homeowners attorney responded stating that the connection will be done by Spring.
2. State of Emergency Update-Lack of Funding – WPXI and WTAE news stations have reached out regarding Governor Shapiro’s Emergency Proclamation for the snowstorm late January that did not benefit or help local municipalities, police departments or fire departments because of lack of budgeting. The news stations are hoping to get more municipalities involved.
3. Land Development Discussion – This matter was reviewed in 2025 and is in regard to researching the possibility of subdividing the ballfields and selling for development purposes. There was some discussion regarding some of the property not really being used, other possible uses for the property, and the need to reduce maintenance expenses. There was some discussion regarding whether the property needed to be kept as a similar park use.

The Borough Solicitor stated for the record that the document provided by Mr. Michael Bryant during the Public Comment (Agenda Items Only) portion of the meeting was declaring the Borough violated the Sunshine Law for posting agendas and minutes. This document has been noted as recorded.

CORRESPONDENCE:

1. Harshman CE Group, LLC Monthly Report-Dated 03/09/2026 - This document was ordered received and filed.
2. 2025 PA One Call System, Inc. Municipal Refund - This document was ordered received and filed.
3. Assessment Appeal-1501 3rd Avenue (A. Klimkowski) - This document was ordered received and filed.
4. MRM Optimus Risk Services Report - This document was ordered received and filed.
5. MRM Trust Notes-Dated 03/2026 - This document was ordered received and filed.
6. Beaver County Sports Hall of Fame Sponsorship – This document was ordered received and filed.

OLD BUSINESS:

1. Pension Plan Investment Management RFP Discussion – The Borough Secretary stated she has been working on getting details of what is required to move forward with this matter.
2. Quick Books Enterprise Software Discussion – The Borough Secretary is researching the software to verify it will be functionable for the Borough.
3. Multi-Municipal Shared Services Discussion – No update at this time.

4. Water Shut Off Valves for Rental Units – No update at this time.

NEW BUSINESS:

1. Sensor Lights-Borough Building Back Stairway and BVRPD Gym Area – There was some discussion regarding the lights being left on for extended periods in the stairwell to the basement and the BVRPD gym when the area is unoccupied. Signs were posted reminding users to shut off the lights when leaving the area(s). A recommendation for sensor lights in this area and the family was discussed. It was noted to request the PW Supervisor to see if this could be an option with our electric service.
2. Ed Gratty Park Camera Discussion – There was some review and discussion regarding the recent vandalism at the park and what type of options there are for security cameras. There is space available with the police department for camera footage. **After some review, it was the consensus of Council to acquire quotes for security cameras for Ed Gratty Park and possibly Buttermore Park as well.**

OTHER BUSINESS:

Mrs. Then inquired who would be acquiring the other two (2) bids for the CVFD Firehall water damage. The Borough Secretary stated that Mr. Rick Capone has reached out to the office stating that he is getting the additional quotes.

Mrs. Then requested an update regarding the paving concerns near the driveway at 1433 Chaplin Street. Mr. Levenson stated it was determined that the new asphalt is level with the existing asphalt and that the concrete driveway has been there for a long time.

Mr. Atsdis expressed concerns regarding the asphalt buckling and is squishy on Sampson Street, Miller Street and Hiland Avenue. There was some discussion regarding whether there is a bond or warranty for the paving. The Borough Engineer stated that there should be a maintenance bond to cover these types of issues and that he would have it looked into.

Mrs. Hertneky requested the Borough Secretary to provide a letter to the CVFD requesting a copy of their Error & Omissions Insurance.

PUBLIC COMMENT: None.

EXECUTIVE SESSION: Mr. Levenson requested Council go into Executive Session regarding a potential litigation matter at 9:08 p.m., as per the motion of Mrs. Hertneky, seconded by Mr. Bohach.

On a motion of Mr. Hertneky, seconded by Mrs. Then to reconvene at 9:59 p.m. 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 January 5, 2026 and January 21, 2026
2. Approve the List of Bills
3. Adopt the Concession Stand Use Agreement
4. Approval to purchase/install Playground Hours Signage
5. Approve LSSE for Zoning Ordinance Update Services
6. Authorize Website Service Renewal
7. Consensus to reinstall Handicap Signage and repaint Blue Lines
8. Approve opening of Brentwood Bank Checking Account for Insurance Reimbursements
9. Consensus to acquire Security Camera quotes for Parks