

Borough of Beaver, PA
Work Session Meeting
July 23, 2024
Minutes

- A regular scheduled work session meeting of Beaver Borough Council was held in the Community Room and called to order on Tuesday, June 23, 2024 at 7:00PM by Council President, Sean Snowden.
- Council Representatives in attendance: Alexander Andres, Michael Deelo, Roberta Good, Todd Hindman, Whitney Learn-Conjeski, Margaret McKean, Alex Sebastian, and Sean Snowden.
- Borough officials in attendance: Mayor Thomas Hamilton, Chief of Police and Borough Manager Dan Madgar, Sergeant Ken McCoy, Code Enforcement Officer Rick Sprecker, Debbie Hindman, and Rebecca Phillips.
- Absent: Amy Stettler.
- Public in attendance (signed in): Robert Snider, and Ellen Kretchmar.
- An Executive Session will be held after the meeting regarding litigation. No action will be taken.

Public Participation –

- Ellen Kretchmar, Ward 2
 - Asked if it a virtual link could be available for those who could not attend meetings.
 - Mr. Snowden stated that the Borough does not have the necessary equipment to offer virtual attendance at this time.
 - Asked how many police officers were at the recent concert at the Pool House Civic Center, how long they were there, if there was overtime, and if there was coverage in other areas during this time.
 - Mr. Snowden stated that a Right to Know request could be submitted for this information, as it is not readily available.
- Cheryl Hansen, River Road
 - Thanked Council that there were no fish given out as a prize at the recent Carnival.

A moment of silence was held for Mr. Jim Loxley, a former Beaver resident and Councilmember. Mr. Loxley served on Beaver Borough Council for 12 years.

Commissions/Authorities

Beaver County Regional Council of Governments (COG) – Reported by Mr. Andres

- Reviewed the upcoming annual conference: “Working Together to Build Better Bridges for Tomorrow”

Civil Service Commission – No report

Zoning Hearing Board – Reported by Mr. Sprecker

- The hearing held on July 11, 2024 regarding a request to use a property located at 1515 Third Street as a single-dwelling and a request to erect a backlit free-standing sign at the intersection of Fifth Street and Buffalo Street were both granted.
 - Mr. Snowden stated that he had nothing to financially gain from the Beaver Area School District’s granted variance request and there was no conflict of interest.

Planning Commission –

- May 20, 2024 meeting minutes and July 15, 2024 draft meeting minutes were included in the Council packet.
 - Ms. McKean stated that she attended the last Planning Commission meeting and there was interest in hiring a consultant to assist with the Comprehensive Plan. Council may receive a request for some type of budget.

Shade Tree Commission – Reported by Ms. Lonnett

- The July 22, 2024 meeting agenda was provided to the Borough Office and included in the Council packet. Meeting minutes will be forthcoming once available.
- The Shade Tree Commission has been working on a new tree permit application and tree ordering process with the Borough Office.
- After discussions with the Borough Office, the commission will partner with Mark Rohm (arborist) to assist with tree permit applications.
- Reviewed the need for additional Shade Tree Commission members.
- Mr. Madgar reviewed list of permit applications that have had a delayed response and which applications the Borough received a final decision on.
 - Mr. Snowden asked that it be recorded that there was no mismanagement of the tree permit applications by the Borough staff.
- Ms. McKean stated that she believes if a resident is going to appeal a Shade Tree Commission decision, the Shade Tree Commission should be present during the discussion. Also believes if residents are claiming a tree is causing damage to their property in some way, evidence should be provided.
 - Mr. Snowden advised that the Borough Manager and office staff meet with the Borough Solicitor to draft a protocol on an appeal process. Stated he does not want to make any requirements that puts more financial burden on residents.
 - Ms. Lonnett stated that the annual application to be designated “Tree City USA” considers how many trees are planted and removed each year.

Code Enforcement Officer –

- July 2024 Code Enforcement Officer’s report included in the Council packet.

Historical Architectural Review Board –

- June 20, 2024 meeting minutes included in the Council packet.

Municipal Authority – Reported by Mr. Deelo

- June 19, 2024 meeting minutes and mid-June 2024 through mid-July 2024 Municipal Authority Engineer report included in the Council packet.
- Service Water Line Warranty program is tentatively scheduled to be implemented on October 15, 2024. Letters will be mailed out to residents to notify them of the program.

Pool Committee – Reported by Mr. Andres

- Reviewed 5K race/event scheduled for August 24, 2024 at Shaw Park.
- Considering reorganization meeting and public meetings.

Council Committee Reports

Finance – Reported by Mr. Hindman

- Reminded Council to send over any priorities or requests to consider for the 2025 budget.
- Ms. McKean asked for a breakdown of funds spent on the Pool House renovations.

General Government – No report

Highways – Reported by Mr. Madgar

- Paving will continue later this week and is expected to be completed by the end of next week weather permitting.

Public Safety / Code Enforcement – Reported by Mr. Sebastian

- Reviewed draft ordinance regarding rules and regulations for disruptive conduct at residential rental properties.
- Mr. Madgar reviewed an MOU with the United States Postal Inspection Service and the Beaver Borough Police Department that will be presented to Council at the August Council meeting.
- Mr. Hindman complimented the upgraded crosswalks.
 - Mr. Madgar – Continuing to do additional research on crosswalk signage and funding.
 - Ms. McKean – Asked that some crosswalks be eliminated.

Recreation – No report

Reports

Manager/Secretary Report – Reported by Mr. Madgar

- Reviewed first concert/large event at the Pool House Civic Center.
 - Mr. Andres – A comment was submitted from a Vanport resident to the Pool Committee that asked for concert events end by 9:00 p.m.
- Continuing to work with the Borough Solicitor, Engineer, and Finance Manager on ADA ramp agreement with PennDot for Market Street. This will need to be budgeted for 2025.
- Draft grease trap ordinance reviewed by Borough Engineer and Municipal Authority. Draft to be presented at the August Council Meeting.
- Draft 3-strike/disruptive conduct at rental property ordinance included in the Council packet. Motion to advertise the draft is expected at the August Council meeting.
- Reviewed Festival Fund, will need to decide if that will be put in the General fund and what it will be designated for.

Mayor Hamilton –

- Reviewed concert at the Pool House Civic Center.

Police Chief Madgar – No report

Fire Department – No report

Emergency Management Coordinator – No report

Engineer – No report

President – Reported by Mr. Snowden

- Recommended that when a council member attends a committee meeting, they are represented as a resident unless designated by Council to speak/attend on Council's behalf. This may help avoid any confusion.

Meeting adjourned into Executive Session at 8:00 p.m. to discuss litigation.

Executive Session ended at 8:10 p.m.

Submitted by Rebecca Phillips