

Borough of West Mayfield
Council Regular Business Meeting Minutes
Council Chambers, 4609 W. 8th Ave, Beaver Falls, PA 15010
August 12, 2026

Approved by Council: 2026-09-09

The Borough of West Mayfield Council Regular Business Meeting was called to order at 6:02 p.m. on August 12, 2026, at Council Chambers, 4609 W. 8th Ave, Beaver Falls, Pennsylvania, followed by the Pledge of Allegiance.

Roll Call

- Present at roll call: Council President Kevin Farkas, Council Vice President Justin Wichryk, Councilmember Susan Istvan-Wood, Councilmember John McAdoo, Mayor Licia Cogley,
- Not present: Councilmember Jason Stoyanoff, Councilmember Bob Tate
- Also present: Tax Collector Kathleen Brewer, Solicitor Joseph Budicak, Secretary-Treasurer Jenna White, Public Works Lead Operator Brian McNeely, Police Chief David Johnson, and Fire Chief Mark Stowe who participated in the meeting.
- A physical quorum of Council was stated to be present.

Opening Business

- Opening announcements were made regarding quorum, silencing phones, recording of the meeting, and the availability of agenda copies.
- Council reviewed the posted agenda and amended it to add an executive session after Good and Welfare to discuss the PUC settlement, the JEMS settlement, and the Wright Paving warranty; to revise the municipal-service-contract item into a motion creating a fiscal policy to seek and review at least two competitive proposals for municipal service contracts; and to add a Public Works motion concerning a dangerous dead tree on borough property.
- No objection was stated before the amended agenda stood approved.

Office of Mayor

- Mayor Licia Cogley reported a complaint from a Craig Street area neighbor regarding an old pond or overflow condition on private property that was sending water downhill, washing out roadway work, gravel, and adjacent areas near 37th Street.
- Council directed that the concern be submitted through the borough's online citizen-comment process so the matter could be routed to the appropriate public-works personnel for review.

Office of Tax Collector

- No substantive Tax Collector report.

Professional Reporting

- Secretary-Treasurer Jenna White read the July 31, 2026 fund balances into the record as follows:
 - General Fund \$1,567,932.07
 - Highway Aid Fund \$15,667.84
 - PLGIT Investment Fund \$4,211.05
 - PLGIT Capital Purchase Fund \$1,885.73
 - Water and Sewer Fund \$64,810.11
 - PLGIT Emergency Management Fund \$13,191.21
 - Sewer Maintenance Fund \$181,410.28.
- Ms. White reported that there was no correspondence at that time.
- The July fire report stated that the Beaver Falls Fire Department responded to 14 calls, recorded 245 training hours, and reported \$0 fire loss.
- The July police report stated that Beaver Falls Police had 65 cases cleared and closed.

- Fire Chief Stowe reported that during July the department completed a smoke-alarm installation blitz, installing 11 smoke alarms in borough homes. He stated that the homes served had no smoke alarms before the installs and encouraged residents needing smoke alarms to call for free installation.
- Police Chief Johnson reported that neighborhood-watch programming was moving into a new season and said the first presenter would focus on railroad safety. He stated that the meeting would be held on the last Monday at 7:00 p.m. at First Christian Assembly Church at Lincoln Place and 9th Street, and that a flyer would be sent for borough posting.

Solicitor

- Solicitor Joseph Budicak discussed zoning regulation of data centers. He advised that the borough could not simply prohibit a legitimate land use outright, but could limit data centers to appropriate zoning districts such as industrial areas and make the use conditional.
- The Solicitor explained that a conditional-use approach would allow Council to adopt criteria and lot-coverage or similar conditions that applicants would need to meet before Council could grant approval.
- Council directed the Solicitor to proceed with a draft approach for further review by Council and the data-center task force.

Citizens Comments on Agenda Items

- Michael Frazier, 3517 W 3rd Avenue, stated that he had recently moved into the borough and had been researching data centers. He said data centers can drive up area energy costs and can also create significant sound impacts.
 - Mr. Frazier agreed to participate on the borough's data-center task force after Council invited his involvement.

Old Business

- Under Budget and Finance, Council continued the tabling of the resolution concerning withdrawal from the 2010 West Mayfield/Eastvale EMA

Intergovernmental Cooperation Agreement. No objection was stated before the item remained tabled.

- Under Public Safety, Council continued the tabling of the resolution approving the 2025 West Mayfield Emergency Operations Plan. No objection was stated before the item remained tabled.
- Under Public Works, Council continued the tabling of the motion to allocate up to \$2,000 toward a knotweed eradication effort. Discussion indicated that Council was still gathering information and that the committee lead was not present. No objection was stated before the item remained tabled.

New Business - Budget and Finance

- Council approved authorizing the purchase of FNB Fraud Prevention Services consisting of Positive Pay and ACH Debit Filter at an estimated annual cost of \$876. Discussion covered the current prevalence of bank fraud, the borough's transaction volume, and whether the services could later be changed or discontinued. No objection was stated before the motion passed.
- Council discussed a resolution appointing Turnley, Robertson & Associates as independent auditor for the 2025 and 2026 accounting records and a separate resolution approving a three-year auditing-services agreement. During discussion, Council noted that Turnley, Robertson had been recommended by Butler Agnew, that the 2025 audit was time-sensitive, and that additional comparison pricing for future years would be desirable. The two items were tabled without objection to allow for more research.
- Council approved a motion creating a fiscal policy directing Council to seek and review at least two competitive proposals for municipal service contracts. Discussion clarified that professional-service review does not necessarily require selecting the cheapest option and that some intergovernmental arrangements may be treated differently. No objection was stated before the motion passed.
- After adopting that fiscal-policy direction, Council tabled the auditor-appointment resolution and the three-year auditing-services agreement until the next meeting. No objection was stated before both items were tabled.
- Council approved adding the 2027 budget planning and adoption schedule to the official borough calendar, including November 4, 2026 for adoption of the proposed budget and December 9, 2026 for final adoption of the 2027 budget

and tax resolution or ordinance. Discussion emphasized early budget planning so advertising and statutory public-inspection requirements could be met without adding extra meetings. No objection was stated before the motion passed.

New Business - Culture and Recreation

- Council adopted Community Park Rules and Regulations after discussion of the 18 listed rules, including park hours from dawn to dusk, leash and waste requirements for pets, trash disposal, limits on open fires except designated grill use, parking rules, restrictions on damage to trees and facilities, weapons prohibitions, limits on recreational devices on courts and fields, and shelter-reservation priority. Discussion noted that alcohol and smoking prohibitions were not added at this time and that the rules could be amended later if needed. No objection was stated before the motion passed.
- Council approved the policy for Management of Ceremonials & Memorials in the Community Park. Discussion noted that the policy established a review process, borough control over memorial approvals, and maintenance responsibilities for the parties requesting memorials. No objection was stated before the motion passed.
- Council approved the policy for Municipal Event Planning Checklist. Discussion described it as a practical planning guide covering preparation timelines, volunteer coordination, emergency considerations, and after-action review. No objection was stated before the motion passed.
- Council tabled the proposed SOP or policy for the Park Shelter Rental Concession because the document was not yet ready for approval and required further work by the committee. No objection was stated before the item was tabled.

New Business - General Administration

- By acclamation, Council approved the following meeting minutes: March 4, 2026 Council Work Session; March 11, 2026 Council Regular Business Meeting; April 1, 2026 Council Work Session; April 8, 2026 Council Regular Meeting; May 6, 2026 Council Work Session; May 13, 2026 Council Regular Meeting; June 10, 2026 Council Regular Business Meeting; July 1, 2026 Council Work Session; and July 8, 2026 Council Regular Business Meeting.

- Discussion noted that Council had been working through a backlog of meeting minutes and expected the approval process to become easier going forward as drafts were handled while still fresh.

New Business - Governance

- Council adopted the ordinance adopting the 2023 edition of the International Fire Code for the borough. Chief Stowe stated that adoption would give the borough enforceable fire-code standards for matters such as dangerous properties, rental-inspection issues, smoke alarms, electrical concerns, open burning, and related fire-safety enforcement. No objection was stated before the ordinance passed.
- Council approved payment of the \$1,250 PUC settlement and directed borough personnel to complete the required PA One Call training. The Solicitor stated that the upcoming hearing had been postponed and that the borough's commitments under the settlement included payment and completion of at least one training course. No objection was stated before the motion passed.
- Council approved the policy for Management of Formal Complaints. Discussion referenced a recent realtor complaint and stated that the policy was intended to provide routing, record-handling, and response guidance for formal written complaints rather than casual remarks raised informally. No objection was stated before the motion passed.

New Business - Public Safety

- Council approved a motion requiring the Emergency Management Coordinator, as an appointed public-safety official and paid borough employee, to attend monthly Council work-session meetings or business meetings for public discussion of emergency-management matters. Discussion centered on accountability, the importance of public emergency-management discussion, and Council's authority over the terms and conditions of the appointment. No objection was stated before the motion passed.
- Council approved a motion to begin updating the borough zoning map so it is consistent with the current zoning ordinance or any amended ordinance, in accordance with the Municipal Planning Code. Discussion reflected uncertainty about which existing map should be treated as the official map and noted that an

official map must be selected, attested, and properly filed. No objection was stated before the motion passed.

New Business - Public Works

- Council approved initiating removal of a dead tree on borough property at the corner of Mayfield Alley and Rock Avenue, up to \$1,500, pending Duquesne Light consultation. Discussion stated that the tree posed a public-safety concern and that Duquesne Light might be asked first whether it would address the hazard because of nearby power-line concerns. No objection was stated before the motion passed.
- Council approved a motion requesting that PennDOT place 10-ton weight-limit signs conspicuously at the borough's east and west boundaries on Route 251 / 37th Street Extension. No objection was stated before the motion passed.
- Council approved a motion formally requesting that PennDOT perform a traffic and engineering study regarding the potential prohibition of engine brake retarders within the borough. Discussion questioned whether such a study would still be needed if weight-limit enforcement reduced heavy-truck traffic, but Council proceeded with the request. No objection was stated before the motion passed.

Payment of Bills

- Council approved payment of bills and ratification of purchases made by oversight committee chairs by acclamation, with no objection stated.

Good and Welfare

- Council noted that the (Kaib) Borough council seat remained vacant and invited interested residents to submit a letter if they wished to be considered.
- Michael Frazier asked whether a person must have lived in the borough for 12 months to be appointed to Council as opposed to running for office. Council stated that the legal requirement would need to be checked and also noted that committees offered an additional avenue for participation.

Executive Session

- At 7:46 p.m., Council recessed into executive session to discuss the PUC settlement, the JEMS settlement, and the Wright Paving warranty.
- Council stated before the recess that no business would be conducted during or after executive session.

Adjournment

- Council reconvened from executive session at 8:03 p.m.
- No further business was conducted after the executive session.
- The meeting then stood adjourned at 8:03 p.m.

Respectfully submitted,
Jenna White
Secretary-Treasurer