Borough of West Mayfield

Council Regular Business Meeting Minutes

Council Chambers, 4609 W. 8th Ave, Beaver Falls, PA 15010

September 9, 2026

Approved by Council: October 14, 2026

The West Mayfield Borough Council Regular Business Meeting was held on September 9, 2026, at Council Chambers, 4609 W. 8th Ave, Beaver Falls, Pennsylvania. Opening reminders addressed meeting recording, phones, interruptions, the availability of agenda copies, and a planned executive session concerning the JEMS proposal and Bailey sewer issue. Council proceeded with the agenda as presented. A physical quorum of Council was met.

Roll Call

- Present: Council President Kevin Farkas, Councilmember Susan Istvan-Wood, Council Vice President Justin Wichryk, Councilmember Robert Tate, Councilmember John McAdoo, and Mayor Licia Cogley.
- Absent and excused: Councilmember Jason Stoyanoff.
- Also participating: Lead Operator Brian McNeely.
- Council Vice President Justin Wichryk chaired the meeting.

Opening Business

- Council discussed retaining the listed Public Works stormwater-control-project item on the agenda as a formality, while recognizing that the work may proceed as regular Public Works activity because it was not described as a large project.
- Council proceeded with the agenda as presented.

Office of Mayor

- Mayor Licia Cogley asked that vegetation obscuring the W. 6th Ave street sign be removed.
- The Mayor reported that Beaver County Christian School had not yet released its December schedule, which was needed to confirm the December 12 holiday-party date. She planned continued follow-up with the school.
- The Mayor reported that the fire and police departments had been notified of the October 17 Trunk or Treat, although the event time remained to be confirmed.
- The Mayor reported receiving park-sign options in aluminum, including four-by-four, four-by-six, and four-by-eight sizes. The largest option was

quoted at $600 with a 10-year warranty; Council requested that the quotations be circulated for further discussion.

Office of Tax Collector

- Tax Collector Kathleen Brewer reported no additional matters.

Borough Secretary-Treasurer

- Secretary-Treasurer Jenna White reported the following balances as of August 31, 2026: General Fund, $1,578,407.67; Highway Aid Fund, $15,669.49; PLGIT Investment Fund, $4,223.54; PLGIT Capital Purchase Fund, $1,891.32; Water and Sewer Fund, $64,816.94; PLGIT Emergency Management Fund, $13,230.40; and Sewer Maintenance Fund, $181,429.41.
- Council received correspondence from the Bureau of Elections stating that a citizens ballot initiative for a proposed merger referenced in the correspondence would not appear on the November election ballot.
- Colin Fisk, head of the Elections Board, requested that the municipal parking lot be available for the upcoming election. Public Works was asked to ensure that the lot is accessible and free of significant puddling.

Public Safety Reports

- The Beaver Falls Fire Department reported six total incidents, zero fire loss, and 297 training hours.
- The police report showed 46 incidents closed and cleared. The Police Chief announced that neighborhood watch would resume September 28 at Christian Assembly Church, 814 Lincoln Place, Beaver Falls. The program topic was railroad-disaster and safety awareness, presented by Norfolk Southern Special Agent Brad Geary; West Mayfield and Big Beaver residents were invited.

Solicitor

- Solicitor Joseph Budicak reported no additional matters beyond those planned for executive session. He discussed a proposed data-center zoning ordinance using conditional-use standards rather than a permitted-use designation. Potential standards included reasonable site-specific conditions, verification of adequate water service, and protection of existing water sources. He expected a state model ordinance in September or October and planned to use it in preparing a Borough draft.
- Council discussed conflicting and apparently unofficial zoning maps, including the absence of an attached map with the 1995 zoning ordinance. Council and the Solicitor discussed checking the law library and coordinating zoning-map work with the broader zoning-ordinance amendment process, public notices, County submission, and public hearing requirements.

Citizens Comments on Agenda Items

- John Beres, 705 Lenox Ave, asked whether the proposed Yard Waste Facility policy would set hours of operation. Council explained that the facility's status-quo access was not being locked into a final schedule and that the policy remained a working document. Currently the facility has open hours.
- Nora Soos, 102 37th St Ext, states the car cruise held at the park earned $3,005.00 to hopefully be used towards future playground equipment.

Budget and Finance - Old Business

- The resolution withdrawing the Borough from the 2010 West Mayfield/Eastvale EMA Intergovernmental Cooperation Agreement remained tabled for continued review and research.
- Council considered a resolution appointing Turney, Robertson & Associates as Independent Auditor for 2025 and 2026, and a resolution approving a Turney, Roberts & Associates auditing-services agreement for 2025–2027. Council discussed a second quote that was approximately $9,600 higher and the recommendation of Butler Agnew. Following a recorded yes vote from Susan Istvan-Wood, Kevin Farkas, John McAdoo, Robert Tate, and Justin Wichryk, both items passed with no objection.

Budget and Finance - New Business

- Council approved the Policy-SOG for Professional-Service Contracts. The policy establishes a consistent process for obtaining and evaluating at least two competitive proposals for professional services. Susan Istvan-Wood, Kevin Farkas, John McAdoo, Robert Tate, and the chair voted yes; the policy passed with no objection.
- Council approved the resolution requiring quarterly reviews of the Municipal Water and Sewer Enterprise Fund and biennial reviews of sewer rates. Susan Istvan-Wood, Kevin Farkas, John McAdoo, Robert Tate, and the chair voted yes; the resolution passed without objection.
- Council approved a sewer-rate increase effective January 1, 2027: a $57.60 base rate covering the first 10,000 gallons of water usage and $5.04 for each additional 1,000 gallons. The resolution also recognizes Council authority under Ordinance 1040-A to revise sewer rates and collect unpaid charges as necessary. Susan Istvan-Wood, Kevin Farkas, John McAdoo, Robert Tate, and the chair voted yes; the resolution passed without objection.
- The proposed revised Solicitation Ordinance was tabled until the next month pending further review of the Solicitor's draft.

Culture and Recreation

- The Park Shelter Rental Concession policy remained tabled until the next work session for further development.
- Council approved extending authorization of the Ad Hoc Renovation Committee for 90 days, through December 9, 2026. Susan Istvan-Wood, Kevin Farkas, John McAdoo, Robert Tate, and the chair voted yes; the extension passed without objection.

General Administration

- Council approved directing the Borough Secretary to review and update required federal and state workplace postings and to complete that review annually by September 15. Susan Istvan-Wood, Kevin Farkas, John McAdoo, Robert Tate, and the chair voted yes; the motion passed with no objection.
- The proposed appointment of Michael Frazier as a citizen member of the police-contract negotiation team was tabled pending his confirmation that he wishes to serve.
- Council introduced a motion to approve both the August 5, 2026 work-session minutes and August 12, 2026 regular-business-meeting minutes. The motion passed unanimously.

Governance

- Council authorized creation of seven draft policies: Municipal Communications; Council Committees; Procedures Manual for Councilmembers; West Mayfield Emergency Management Agency; Zoning Hearing Board; Public Works Notification Protocol; and Yard Waste Facility. The policies were described as working documents subject to later review and final approval. Susan Istvan-Wood, Kevin Farkas, John McAdoo, Robert Tate, and the chair voted yes; all seven authorizations passed with no objection.
- Council approved requesting Pennsylvania Department of Community and Economic Development assistance to develop a West Mayfield Comprehensive Plan. Council discussed the proposal as a potential second phase of the STAT program and noted that future expenditures and other requirements were not yet known. Susan Istvan-Wood, Kevin Farkas, John McAdoo, Robert Tate, and the chair voted yes; the motion passed without objection.

Public Safety

- The 2025 West Mayfield Emergency Operations Plan remained tabled. Council had received County Emergency Management Agency review comments that day and expected further review, including executive-session discussion at a work session, before anticipated action the following month.
- The appointment of Michael Frazier to the Zoning Hearing Board remained tabled pending confirmation that he accepts a three-year term. Council discussed establishing staggered terms for the Board's members.

- The proposed Data Center Zoning Ordinance was addressed during the Solicitor report; no separate action was recorded.

Public Works

- The motion allocating up to $2,000 for knotweed eradication remained tabled until the next month, when Councilmember Jason Stoyanoff could participate in the discussion. Council noted that fall may be an appropriate treatment period.
- Council approved authorizing roadway stormwater-control projects at W. 7th Ave and 43rd St; Craig Alley and Harbison Rd; and 43rd St and Craig Alley. Council referenced prior engineering input and funding discussion. The motion passed with no objection.

Payment of Bills

- Council approved payment of bills and ratification of purchases made by Oversight Committee Chairs. The item passed with no objection after an aye vote.

Good and Welfare

- Council discussed an unmailed thank-you note and a community-service project letter. Staff agreed to review the matter.

Executive Session and Adjournment

- Council entered executive session at 7:08 p.m. concerning the JEMS proposal and Bailey sewer issue. The meeting reconvened at 7:47 p.m.; no business was conducted after the executive session.
- The meeting was adjourned following the executive session at 7:48 p.m.

Respectfully submitted,
Jenna White
Borough Secretary-Treasurer