Borough of West Mayfield

Council Regular Business Meeting Minutes

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

October 14, 2026

Approved by Council: 2026-11-11

Call to Order, Pledge of Allegiance

Council President Kevin Farkas called the regular business meeting to order at 6:04 p.m. The Pledge of Allegiance was recited.

Announcements: Decorum, Phones, Recording, Copies of agenda, Executive Session

Reminders addressed decorum, silencing phones, recording, and availability of the agenda. An executive session was announced for the end of the meeting, with no business to be conducted afterward.

Roll Call

Present: Council President Kevin Farkas, Councilmember Susan Istvan-Wood, Council Vice President Justin Wichryk, CouncilmemberJason Stoyanoff, Councilmember John McAdoo and Mayor Licia Cogley

Absent and excused: Councilmember Robert Tate.

A physical quorum of Council was stated to be present.

Review & vote of approval: current meeting agenda

Without objection, Council added a resolution setting the Borough's cost-recovery fee for removal or abatement of nuisances. The amended agenda stood for the meeting.

Office of Mayor

- Mayor Cogley was awaiting a response from Geneva College concerning items potentially available to rent for the Christmas party.
- A signage proposal remained unresolved; the Mayor and Culture & Recreation Committee were encouraged to develop a concrete proposal for consideration the following month.

Office of Tax Collector

Tax Collector Kathleen Brewer had no report.

Professional Reporting

1. Borough Secretary-Treasurer (Monthly Financial Report, Correspondence, etc.)

- The Secretary-Treasurer reported no correspondence.
- September 30, 2026 balances were:
    - General Fund, $1,530,903.36

- Highway Aid Fund, $15,670.78
- PLGIT Investment Fund, $4,235.95
- PLGIT Capital Purchase Fund, $1,896.88
- PLGIT Emergency Management Fund, $13,269.27
- Water and Sewer Fund, $64,822.27
- Sewer Maintenance Fund, $181,444.32

2. Public Safety (Fire Chief, Police Chief)

- The September Beaver Falls Fire Department report listed 11 incidents in the Borough, no fire loss, and 352 training hours.
- The police report listed 59 closed and cleared incidents. Kevin Farkas would post both reports on the municipal website. A police representative reported that K-9 Apollo, a 14-month-old German shepherd, was expected to join the department, giving it two K-9s. Council discussed continued police participation in public-safety education and neighborhood-watch efforts.

3. Solicitor

Solicitor Joseph Budicak had no report beyond agenda business. The announced executive-session subjects were Burg Capital litigation and emergency-management legal issues.

4. Other (AORO, Engineer, Independent Auditor, Zoning Hearing Board, etc.)

- The open-records officer reported two active requests, responses requesting 30-day extensions, and ongoing information gathering for delivery to requesters.
- There were no engineer, independent auditor, or Zoning Hearing Board reports
- Training for the Zoning Hearing Board was ongoing.

Citizens Comments on Agenda Items

No one signed up or offered an agenda-item comment when invited.

Procedural action before committee business:

- Without objection, Council withdrew five pending items together as moot or superceded:
    1. The Park Shelter Rental Concession SOP/policy, which remained under development.
    2. The superseded 2025 Emergency Operations Plan resolution.
    3. An earlier resolution withdrawing from the 2010 emergency-management intergovernmental agreement, replaced by the nonrenewal approach.
    4. Michael Frazier's proposed police-contract negotiation-team appointment.
    5. Proposed allocation of up to $2,000 for knotweed eradication, which its sponsor no longer wished to pursue.

Budget & Finance

- **Solicitation/transient retail ordinance**: Council discussed replacing or amending Chapter 820, including proposed solicitation hours of 8 a.m.–5 p.m., a $600 fine and up to 30 days as discussed, canvassing exemptions for political and charitable activity, definitions, and no-solicitation signage. These were proposed provisions, not adopted requirements. Budicak would review the additions and legal implications.

Without objection, the motion remained tabled for further review and anticipated consideration the following month.

- **RETC auditing services**: Council considered the Butler, Agnew, & Associates engagement for 2026–2028, extending beyond the existing 2024–2025 engagement. Members discussed avoiding a conflict of interest. All council members voted yes and the motion passed unanimously.

Culture & Recreation

- Council unanimously approved Kathleen (Kathy) Brewer and Nora Soos as citizen-members of the Culture & Recreation Committee.

- Without opposition, Council adopted the resolution creating an Ad Hoc Community Garden Committee. It would report through the Culture & Recreation oversight chair and remain accountable to Council. Proposals, plans, and activities would be vetted through that committee; funding requests would come before Council under appropriate budget categories. Its 12-month authorization would expire October 13, 2027.

- Council authorized purchase of an automated external defibrillator (AED), not to exceed $2,500. Susan Istvan-Wood reported a Penn Care price of $1,913.65, arranged through the CPR instructor. Discussion emphasized public accessibility, secure storage, possible exterior placement, transport to Borough events, training, and development of operating procedures; no final storage/access policy was adopted. Istvan-Wood, Wichryk, Stoyanoff, McAdoo, and Farkas voted yes; the purchase was approved 5–0.

General Administration

- Without objection, Council approved the September work-session (September 2, 2026) and regular-business-meeting (September 9, 2026) minutes after minor spelling/name corrections.

Public Safety

- **IPMC ordinance preparation**: Kevin Farkas declared approval of the motion directing Budicak to prepare a proposed ordinance adopting the International Property Maintenance Code and repealing the existing minimum property-maintenance standards, for presentation by December 9, 2026. Council clarified that this authorizes drafting, not adoption of the code itself; proposed amendments and consultation with code/planning personnel remain possible.

- **Nuisance-abatement cost recovery**: Council adopted the resolution providing recovery of actual removal/abatement costs plus a $250 service charge. The fee would be certified by the Borough Secretary and submitted to the owner or occupant; existing notice, compliance, appeal, and collection procedures remained applicable. Discussion covered obstructing vegetation in Western Alley, safety hazards, adequate notice, consistent enforcement, hardship concerns, and collection through available proceedings or municipal claims. Solicitor Budicak discussed the legal authority and expressed increased comfort with the proposal after discussion.

Istvan-Wood, Wichryk, Stoyanoff, McAdoo, and Farkas voted yes; the resolution passed 5–0. The municipal fee schedule was to be updated.

- **2026 Emergency Operations Plan**: Council adopted the 2026 plan following prior review by the emergency-management coordinator, County, and Public Safety oversight committee. The plan would be reviewed biennially, next in 2028. Copies and implementation review would be provided to relevant Borough personnel and first responders; public portions would be communicated to residents. Istvan-Wood, Wichryk, Stoyanoff, McAdoo and Farkas voted yes. The motion passes unanimously.

- **Emergency-management joint venture**: Council considered the resolution not to renew the 2010 Emergency Management Services Joint Venture Agreement. The chair reported written notice on September 30, meeting the 90-day requirement, with nonrenewal effective December 31, and provisions concerning Borough assets. Recorded votes were Istvan-Wood yes, Wichryk yes, Stoyanoff no, Farkas yes and McAdoo yes. The motion passes 4-1.

- **Zoning Hearing Board:** Without objection, Council approved Michael Frazier's appointment for a three-year term, 2026–2028, and amendment of the appointments/authorizations resolution. Discussion addressed his verbal acceptance, whether written acceptance should be obtained, available training, and staggered one-, two-, and three-year appointments. No new written-acceptance requirement was adopted.

- **Public Safety Committee:** Without objection, Council approved Frazier as a citizen-member of the Public Safety Committee. Istvan-Wood reported his interest in Borough service and that police-academy obligations would limit his availability until December.

- **Data-center zoning**: Budicak and Council discussed his legal/planning talking points, the existing “data processing center” definition and permitted-use concern, possible conditional-use treatment, zoning-map questions, and ongoing citizen task-force work. Kevin Farkas referenced Council's June 10 direction to begin ordinance development as evidence that work was already underway. Without objection, the proposed zoning amendment remained tabled while development continued; no zoning change was adopted.

Public Works

- Without opposition, Council authorized initiating discussions toward an intergovernmental agreement/MOU with Big Beaver Borough for winter maintenance of Norwood Drive from Route 551 to Aley Hill Road. This authorized the process, not a final MOU. Discussion noted West Mayfield's approximately 60-foot section, Big Beaver's paving of that section, existing plowing/salting practices, new-pavement protection, road safety, allocation of responsibility, and possible liability. Potential transfer of the small section was raised but not approved. Farkas would reach out to Big Beaver and develop terms for Council and solicitor review.

Review & vote of approval: Payment of bills and ratification of purchases made by Oversight Committee Chairs

- Council approved payment of bills and ratified purchases made by oversight committee chairs. Istvan-Wood, Wichryk, Stoyanoff, McAdoo, and Farkas voted yes, 5–0.

Good & Welfare, Other Citizen Comments

Stoyanoff reported that Sheetz would donate 150 hot dogs and 150 buns for Saturday's Trunk or Treat, with pickup and storage arrangements underway and assistance from Kathy Brewer and Nora Soos. Brian McNeely had obtained cornstalks, hay bales, and pumpkins. Volunteers were thanked. Farkas announced that he would reduce his workload for approximately a week while continuing Monday memos and attending to emergencies.

Executive Session for the purposes of discussing Burg Capital litigation, Emergency Management legal issues

Council recessed into executive session at 7:22 p.m. for the announced litigation and emergency-management legal matters. Council returned at 8:06 p.m.; Kevin Farkas stated that no business had been conducted.

Adjournment

With agenda business completed, the meeting adjourned at 8:06 p.m.

Respectfully submitted,
Jenna White
Borough Secretary-Treasurer