



Dear Resident:

Welcome to the Borough of Beaver. Please allow this letter to begin to provide you resources as a resident or visitor to the Borough of Beaver. Additional information can be found online at [www.beaverpa.us](http://www.beaverpa.us). Also, we have a multitude of staff members that may be of assistance to address your needs. Please contact the Borough office during normal business hours at 724.773.6700. Our normal business hours are Monday through Friday from 8:00 AM – 4:00 PM.

### **When should I contact the Borough Office?**

We welcome your questions or concerns at any time. It is of most assistance to us that you contact the office when:

- You experience a sanitary sewer back-up during an event of wet weather
- You notice potholes on your street
- You have questions when clean up day is scheduled
- A street light is out
- You are associated with a volunteer organization and would like to see if your project is helpful to the Borough
- You would like to construct a deck, remodel a portion of your property, or make another modification to your residence.

If you have any hesitation or uncertainty, please contact us. If we cannot address your question, we may be able to point you in the appropriate direction.

### **Where may I find additional information about Borough Council?**

The Council of the Borough of Beaver meets monthly on the second Tuesday of each month at 7:00 PM in the Community Room of the Beaver Municipal Building. All business items required for Council action are presented at this time. If you have a request of Council, please contact the Borough Manager to aide you in working with Council. It is important that Borough Council be provided this request in advance of the meeting to have an opportunity to review.

At the end of this document, you will a list of the elected officials that represent the residents of the Borough of Beaver.

### **What is an ordinance? Resolution?**

An *ordinance* is a local law that governs within a specified Boundary. You can find a list of current ordinances enacted and enforced by the Borough of Beaver on the website. An ordinance will govern items such as fence height, golfing in public

469 Third Street, Beaver, PA 15009  
[www.beaverpa.us](http://www.beaverpa.us)

parks, and property modification.

A *resolution* is a non-binding statement of position of the Council of the Borough of Beaver. For example, Borough Council will pass a resolution expressing support of a grant application, a project, or evidence support of a position to other legislative bodies.

### **What occurs at a Borough Council Meeting?**

The Borough Council will operate and meet according to a set agenda. The agenda consists of the following items:

1. **Public Comment:** There are two main types of public comment including,
  - a. *Public Comment on Motions:* This is an opportunity for the public to speak on any action items in advance of Borough Council taking formal action
  - b. *General Public Comment:* This is an opportunity at the end of the meeting, for the public to comment on miscellaneous items that Council is not obligated to act on immediately.
2. **Old Business:** This section of the agenda allows for items that have been tabled to be acted upon before new business.
3. **New Business:** This section of the agenda provides the opportunity for Council to take action on new items of business.
4. **Reports:** There are several reports provided to Borough Council at the public meeting including:
  - a. Solicitor's Report
  - b. Manager's Report
  - c. Mayor's Report
  - d. Committee Reports

### **How are items placed on the agenda?**

Borough Council is provided an agenda packet in advance of the meeting. Each item for action, placed on the agenda, is provided to Borough Council with information on the proposed action. Items are placed on the agenda the following ways:

1. Borough Manager
2. Committee action
3. Resident request via Borough Manager

### **What is Executive Session?**

Executive sessions are the opportunity to speak off record that is governed by the Sunshine law. Some items for executive session include personnel matters, pending litigation, and sale of property. Specific regulations can be found in the Sunshine Law.

**How do I know what ward I live in?**

A copy of the ward map is available by clicking the link:

[http://www.beaverpa.us/documents/ward\\_map.pdf](http://www.beaverpa.us/documents/ward_map.pdf)

**What are some other items of interest for local government?**

Beaver County Times – <http://www.timesonline.com>

Ohio River Trail Council - <http://www.ohiorivertrail.org/>

Beaver Area Chamber of Commerce - <http://beaverareachamber.com/>

Beaver Police Department - <http://www.beaverpolice.us/>

Beaver Area Heritage Foundation - <http://www.beaverheritage.org/>

Downtown First: Beaver Borough -

<http://www.downtownfirst.net/towns/view/id:1>

Commonwealth of Pennsylvania – <http://www.newpa.com>

Local Government Academy – <http://www.localgovernmentacademy.org/>

Thank you for the opportunity to provide you this information. If you have any questions, please do not hesitate to contact me.

Best regards,

Borough Manager  
Beaver Borough

Borough of Beaver Elected Officials

**Borough Council**

Ward One:

Walter McDermott [waltmcd2@verizon.net](mailto:waltmcd2@verizon.net)  
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Ward Two:

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Ward Three:

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Shirley Sayers [shirleys2@verizon.net](mailto:shirleys2@verizon.net)

All council mail should be addressed to:

469 Third Street  
Beaver, PA 15009

**House of Representatives**

Representative Jim Christiana  
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**State Senate**

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