

**Borough of Edinboro
Council Meeting Minutes
September 14, 2020**

CALL TO ORDER:

Monday, September 14, 2020 the regularly scheduled meeting was called to order by Mayor Aaron Gast at 6:30 PM.

At this time Manager Oppe and Brenda Cannell presented a proclamation from State Representative Bizzarro to Pat Hargest in recognition of his efforts in helping the community during COVID.

Pledge of Allegiance

ROLL CALL:

Council members present were Jim Kiley, Mary Ann Horne, Aaron Gast, Mark Eisert, Pat Davis, Fred Langill, and Alyssa Dobson.

Other officials present were Borough Manager Kevin Oppe, Solicitor Tim Wachter, and Finance Director Jason Spangenberg. Citizens present were Shannon Hokaj, Curtis Hals, Brenda Cannell, Stef Hargest, Debbie McElroy, Greg Rubino, Tammy O'Neil, and MJ Campbell.

MINUTES:

Jim Kiley moved to approve the minutes of the August 10, 2020 regular meeting as presented. Mary Ann Horne seconded, and the motion passed 7-0.

PUBLIC PARTICIPATION:

Kelly White, 206 Cherry Street. Ms. White read an email from a neighbor about their concerns regarding pedestrian safety on Lakeside, requesting that the Borough consider placing more stop signs to slow traffic. She also requested that a streetlight be placed on Cherry Street on the curve going toward Angling.

COMMITTEE REPORTS:

Finance Committee:

Mary Ann Horne moved to approve bills paid August 24 totaling \$468,986.10; and paid September 14 totaling \$151,631.58. Pat Davis seconded, and the motion passed 7-0.

Mary Ann Horne moved to approve payroll paid August 14 totaling \$80,410.02; paid August 28 totaling \$78,546.26; and paid September 11 totaling \$76,508.36. Pat Davis seconded, and the motion passed 7-0.

Ordinance Review Committee:

Alyssa Dobson stated that the committee met at 5 PM prior to this meeting, where they took public input regarding desired changes to the rules for residential and commercial signage.

MANAGEMENT REPORTS:

Manager Opple presented his monthly report. The 2020 Census wraps up Sept 30. Manager Opple worked with the university to send out a Census reminder that involves more specific information that is of interest to university students regarding the importance of census enumeration. The ECED also is continuing to work with the Erie Area Council of Governments for a cell phone banner ad. The most recent data suggested that we are at 59.5% enumerated.

Two arts events are upcoming. The Lakeside Association signpost project is planning an event where the artists will be next to each post from 1-3 on October 3rd. The Edinboro Arts Council is tentatively planning an art walk in town for the same day to begin at 3. They have asked to use the Borough Hall, like last year, but haven't decided what artwork would be displayed there (middle school, high school, EUP student, etc.). They are also working on a contest for new lamp pole banners for Erie/Meadville Streets, as a part of the ECGRA downtown grant.

The sewer line replacement project is complete. The plan is to do patch paving on the affected roads, and then to do a full paving project in 2021.

The Civil Service Commission met last week and certified the list of three finalists to choose from to fill the vacant Patrol Officer position. We have given a provisional offer of appointment to one of the individuals but won't announce his name until he has completed his physical & psychological evaluations, weapons qualifications, and FBI fingerprint background check.

The anti-racism march through town on August 30 by French Creek Indivisible was uneventful, primarily due to the presence and professionalism of our police force. There were around 90 participants and a similar number of persons in town, who were primarily counter-protesters.

The lamp-poles on the west side of Erie and Meadville Streets should be back for installation with their new LED heads sometime this week. Once they are back up and installed, we will do the same for the east side. The bid opening for the stamped concrete sidewalk portion and crosswalks is scheduled for September 24. The crosswalk concrete work will match that which will be done next year by PennDOT at the 6N/99 intersection.

The summer paving project is now complete. Starting next Tuesday, September 15th, Suit-Kote will be Tar and Chipping various streets. It will be 2 days weather depending. The streets are: Green Oaks Dr, Banff Dr, Tarbell Ln, Cypress St, and Pine St.

Our bids for the resurfacing of the basketball courts is complete and the bid for installation of lights will be occurring soon. Hopefully once the work on the courts is complete, we will be able to safely have a formal opening at Thompson Park.

We presented the outline of a water agreement to the Township and the pushback from Manager Anthony is that they feel we should absorb the costs for the meter pits and the new water lines in the township and then bill township residents as we do our customers. We plan to offer to cover the upfront cost of the meter pits, to be paid back over time. Manager Oppe suggested that the two Councils meet to discuss the topic.

The community development grant from the Rural Electric Cooperative to the ECED has reached the stage for a survey of the community. So far 275 people have taken the survey which is run by the consulting firm Alchemy and can be found online.

The ECED will formally unveil the new community website that was created by the Edinboro University Innovation Beehive on September 21 at 10:30 in the Lakeside Beach Bar. The PA State Tourism site will have a link on its Tourism page to the ECED website.

The types of expenses available for reimbursement under the CARES act is much more restrictive than we were originally told. We will be able to be reimbursed for cleaning supplies and personal protective equipment for employees. There is a requirement for the council to approve by resolution the Mayor's signature authority for the application.

Finance:

Mayor Gast moved to approve the 2021 pension Minimum Municipal Obligations as calculated by the actuary. Mary Ann Horne seconded, and the motion passed 7-0.

Jim Kiley moved to approve 2021 budget workshop dates of October 14, 21, and 28 at 4 PM. Mary Ann Horne seconded, and the motion passed 7-0.

Mayor Gast moved to approve Resolution 14-2020:

Borough of Edinboro

Resolution 14-2020

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The Borough of Edinboro is committed to providing equal employment opportunity for all persons and to prohibiting discrimination because of race, color, sex, national origin, age, religion, marital status, disability, sexual orientation, gender identity, or any other protected status and/or conditions specified in Federal or Pennsylvania civil rights laws. In the event of a conflict between this policy and any such laws, the laws shall control.

The Borough of Edinboro equal opportunity process provides opportunities for staff advancement through internal posting of vacant positions. Borough of Edinboro's management will take lawful actions permitted to establish, implement and promote practices that will provide equal employment opportunity.

Employees who believe or suspect they have been denied an equal opportunity relative to their employment, or who perceive another employee has been so denied, or who believe that they or another employee have been subjected to retaliation for having raised such a concern are encouraged to promptly bring their belief or suspicion to the attention of their immediate supervisor or the Borough Manager.

The Manager or their representative will investigate all such complaints promptly to determine whether discrimination has occurred. The Borough Manager or their representative will supervise the process and report findings and recommendations to the governing body of Borough of Edinboro. In the event the Borough Manager is involved in the substance of the complaint, the Finance Director or the Personnel Committee of Council of the Borough or its designee will conduct the investigation of the complaint and make all decisions relating to the resolution of the complaint.

Any employee, supervisor, or manager who is found, after appropriate investigation, to have engaged in equal employment violations will be subject to disciplinary action, depending upon the circumstances, up to and including termination of employment.

NOW THEREFORE be it RESOLVED and INACTED this 14th day of September, 2020 by Council of the Borough of Edinboro, Erie County, Pennsylvania.

Jason Spangenberg explained that this resolution adds sexual orientation and gender identity to the Borough's existing Equal Employment Opportunity Policy as protected classes. Mark Eisert seconded, and the motion passed 7-0 by roll call vote: Mark Eisert, yes; Alyssa Dobson, yes; Jim Kiley, yes; Mary Ann Horne, yes; Pat Davis, yes; Fred Langill, yes; and Aaron Gast, yes.

Mayor Gast moved to approve Resolution 15-2020:

**EDINBORO BOROUGH
ERIE COUNTY, PENNSYLVANIA
RESOLUTION # 15-2020**

**A RESOLUTION OF BOROUGH OF EDINBORO, ERIE COUNTY,
COMMONWEALTH OF PENNSYLVANIA, APPROVING AND
ADOPTING THE GENERAL REIMBURSEMENT GRANT
AGREEMENT FOR FEDERAL-AID HIGHWAY PROJECTS,
AGREEMENT NO. R20010005; AND AUTHORIZING THE
BOROUGH MANAGER TO EXECUTE ANY DOCUMENTS
NECESSARY TO EFFECTUATE THE SAME**

WHEREAS, the Borough of Edinboro, Erie County, Pennsylvania, was awarded \$65,744 in grants associated with the Waterford Street LFAR 2021 Project; and

WHEREAS, as a precondition for award of the grant money, the Borough Council is to approve the General Reimbursement Grant Agreement for Federal-Aid Highway Projects; and

WHEREAS, the Borough Council desires to approve the General Reimbursement Grant Agreement for Federal-Aid Highway Projects.

NOW, THEREFORE, this the 14th day of September, 2020, be it **RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF EDINBORO**, the following:

1. **Recitals.** That the above recitals are incorporated as if more fully set forth herein.

2. **Approval.** *That, the General Reimbursement Grant Agreement for Federal-Aid Highway Projects, Agreement No. R20010005, as is on file in the office of the Borough Manager, for the Waterford Street LFAR 2021 Project, is hereby adopted and approved.*

3. **Authorization and Direction.** *The Borough Manager is authorized and directed to execute the General Reimbursement Grant Agreement for Federal Aid Highway Projects, Agreement No. R20010005, and any other necessary documents, in order to effectuate the receipt of the grant funds and to complete the Waterford Street LFAR 2021 Project.*

This Resolution 15-2020 is duly adopted this 14th day of September, 2020, by the Borough Council of Edinboro Borough, Erie County, Pennsylvania, in a lawful session duly assembled.

Mary Ann Horne seconded, and the motion passed 7-0 by roll call vote: Mark Eisert, yes; Alyssa Dobson, yes; Jim Kiley, yes; Mary Ann Horne, yes; Pat Davis, yes; Fred Langill, yes; and Aaron Gast, yes.

Mayor Gast moved to approve Resolution 16-2020:

BOROUGH OF EDINBORO
RESOLUTION NO. 16-2020
RESOLUTION OF BOROUGH COUNCIL OF EDINBORO BOROUGH
APPROVING THE 2020 CDBG-COVID APPLICATION AND AUTHORIZING ITS SUBMISSION TO THE
THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

A Resolution of the Borough Council of Edinboro Borough, Commonwealth of Pennsylvania, authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for funding through the Community Development Block Grant-Coronavirus (CDBG-CV) Program, as part of the Coronavirus, Aid, Relief, and Economic Security (CARES) Act [P.L. 116-136], and further certifying compliance with the requirements of said program.

WHEREAS, *it is necessary and in the public interest that the Borough of Edinboro, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant-Coronavirus Program; and*

WHEREAS, *the Borough has requested that the County of Erie, acting through the Erie County Department of Planning and Community Development, herein, referred to as County Planning, administer the Borough's CDBG-COVID program; and*

WHEREAS, *the Borough, with the assistance of County Planning, has conducted the requisite public hearings; and prepared the application for CDBG-COVID funding assistance in accordance with program requirements, and*

WHEREAS, *the Borough Council of Edinboro Borough wishes to apply for said funds in the amount of \$67,247 to be used specifically for the prevention of, preparation for, and response to the Coronavirus.*

NOW, THEREFORE, BE IT RESOLVED *by the Borough of Edinboro Council that its Mayor is authorized to have prepared the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant-Coronavirus funds for the purposes aforesaid; and*

BE IT FURTHER RESOLVED, *if CDBG-COVID funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, the Borough Council of Edinboro Borough, Commonwealth of Pennsylvania agrees to repay the proportion deemed ineligible from non-federal sources.*

BE IT FURTHER RESOLVED that the Community Needs Assessment developed in coordination with low and moderate individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the Mayor of Borough Council of Edinboro Borough is empowered to place his signature, on behalf of Borough Council, on necessary application forms and affix thereto the official seal of Borough of Edinboro.

THEREFORE, the undersigned, Aaron L. Gast, Mayor of the Borough Council of Edinboro, does hereby certify that the resolution was adopted at a duly noticed regular meeting of the Borough of Edinboro Council on the 14th day of September 2020.

Jason Spangenberg explained that this was an amended version of the resolution passed earlier this year, as requested by the state. Mary Ann Horne seconded, and the motion passed 7-0 by roll call vote: Mark Eisert, yes; Alyssa Dobson, yes; Jim Kiley, yes; Mary Ann Horne, yes; Pat Davis, yes; Fred Langill, yes; and Aaron Gast, yes.

Mayor Gast moved to approve Resolution 17-2020:

**BOROUGH OF EDINBORO
RESOLUTION # 17-2020**

**A RESOLUTION TO APPROVE THE APPLICATION
FOR ERIE COUNTY CARES MUNICIPAL
REIMBURSEMENT PROGRAM**

WHEREAS, the Federal government through the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the State government through the Act 24 of 2020 legislation acknowledges that the COVID-19 pandemic has caused municipalities to make unbudgeted expenditures in order to provide for the safety of their staff and residents.

WHEREAS, the Federal/ State government have provided guidance on eligible use of the funding through the Pennsylvania Department of Community and Economic Development / U.S. Department of the Treasury to the Erie County Department of Planning and Economic Development.

WHEREAS, the Erie County Department of Planning and Economic Development has provided information to all Erie County municipalities on the activities that are eligible for grant funding and the process to request grant funding.

WHEREAS, the Borough of Edinboro has reviewed the Erie County CARES Municipal Reimbursement Program guidelines and completed the application process provided by the County of Erie.

WHEREAS, Borough Council has reviewed the completed application prior to submission to the County of Erie and finds it to be in good order; and

WHEREAS, Borough Council agrees to the terms and conditions set forth in the application portal.

IT IS HEREBY RESOLVED by the Borough of Edinboro Council, Erie County, Pennsylvania approves the filing of an application for Erie County CARES Municipal Reimbursement Program.

This Resolution 17-2020 is duly adopted this 14th day of September, 2020, by the Borough Council of Edinboro Borough, Erie County, Pennsylvania, in a lawful session duly assembled.

Mary Ann Horne seconded, and the motion passed 7-0 by roll call vote: Mark Eisert, yes; Alyssa Dobson, yes; Jim Kiley, yes; Mary Ann Horne, yes; Pat Davis, yes; Fred Langill, yes; and Aaron Gast, yes.

Jim Kiley moved to approve Resolution 18-2020:

**BOROUGH OF EDINBORO
RESOLUTION NO. 18-2020**

A RESOLUTION, of the Borough of Edinboro, Erie County, Pennsylvania.

WHEREAS, the Borough of Edinboro is a member of the Erie Area Council of Governments (EACOG); and

WHEREAS, the EACOG has obtained the Financial Statements and Independent Auditor's Report of its financial activities during the 2019 calendar year which was reviewed and accepted by the delegates at the General Assembly meeting on August 5, 2020; and

WHEREAS, the Borough of Edinboro Council has reviewed the proposed Financial Statements and Independent Auditor's Report and finds it to be in good order.

IT IS HEREBY RESOLVED by the Borough of Edinboro Council, Erie County, Pennsylvania that the Financial Statements and Independent Auditor's Report for the calendar year ending December 31, 2019 are approved.

Mayor Gast seconded, and the motion passed 7-0 by roll call vote: Mark Eisert, yes; Alyssa Dobson, yes; Jim Kiley, yes; Mary Ann Horne, yes; Pat Davis, yes; Fred Langill, yes; and Aaron Gast, yes.

Refuse & Recycling:

Mayor Gast moved to award the refuse collection bid to Tri-County Industries as low bidder. Mary Ann Horne seconded, and the motion passed 7-0.

NEW BUSINESS:

Mayor Gast moved to approve trick-or-treating from 6-8 PM on October 31. Jim Kiley seconded. Council briefly discussed, and Mayor Gast amended his motion to add that Council recommends that participants follow CDC and Erie County health and safety guidelines. The motion passed 7-0.

ADJOURNMENT:

Mary Ann Horne moved for adjournment, and the meeting was adjourned at 7:06 PM.

ATTEST:



Manager Kevin Opple



Mayor Aaron Gast