

**Home Rule Borough of Edinboro
COUNCIL MEETING MINUTES
June 12, 2017**

CALL TO ORDER:

Monday, June 12, 2017 the regularly scheduled meeting was called to order by Mayor Mary Ann Horne at 6:30 p.m.

Pledge of Allegiance

ROLL CALL:

Council members present were Jim Kiley, Aaron Gast, Mary Ann Horne, Nathan Latimer, Brenda Cannell, Pat Davis, and Stephen O'Neill.

Also present were Manager Kevin Oppe, Finance Director Jason Spangenberg, Solicitor Tim Wachter, Curtis Hals, Marti Martz, Denise Flukas, Marcia Pabis, Cal Robinson, Abbey Hudson, Pat Koloskee, Alyssa Dobson, and Karen Eisenhart.

MINUTES:

Jim Kiley moved to approve the May 22, 2017 regular meeting minutes as presented. Brenda Cannell seconded, and the motion passed 7-0.

PUBLIC PARTICIPATION:

Marti Martz, 136 Maple Drive. Ms. Martz stated that she and her husband Curtis Hals were present to discuss the possibility of opening up a market in town to showcase local food producers. In addition to the market, they would like to have a café and provide some classes and outreach programs to support the community and highlight the history. She said that the market would be open Thursday through Sunday, so as to not compete with the local summer market on Wednesdays at Goodell Gardens. The market and education portion would be a non-profit business, while the café would be a separate for-profit business. The café would serve local coffee and baked goods, and would provide a gathering space in town. They are hoping for a location on the downtown stretch and are talking to landlords now. Ms. Martz listed some local vendors that have committed to providing goods for the market. She described specific goods that would be available and types of classes that would be offered. She then said that they are looking for the support of Council and would like a letter of support to help their application for a grant. Nathan Latimer asked to clarify that the market and café would

be separate businesses under the same roof, and Mr. Hals confirmed that would be the case. Jim Kiley asked how much seating would be provided in the café, and Ms. Martz replied that they would start small but may add more. Manager Opple stated that he will review the packet of information before typing a letter of support, to make sure that the market will fit the requirements for a non-profit. Brenda Cannell said that she applauds the two for supporting local vendors and for looking to improve the community, and that she and Council want to see them succeed. Jim Kiley moved to authorize the drafting of a letter of support for the proposed Edinboro Market. Pat Davis seconded, and the motion passed 7-0.

With no further speakers, Mayor Horne closed public participation.

COMMITTEE REPORTS:

Finance Committee:

Jim Kiley moved to approve bills paid June 12, 2017 totaling \$97,742.80. Brenda Cannell seconded, and the motion passed 7-0.

Jim Kiley moved to approve payroll ending May 20 and paid May 26, 2017 totaling \$79,866.93; and payroll ending June 3 and paid June 9, 2017 totaling \$85,239.88. Brenda Cannell seconded, and the motion passed 7-0.

Personnel Committee:

Brenda Cannell stated that an amendment to Manager Opple's employment agreement was on the table for passage, which would add a 6% retirement plan match to his benefits package. She moved to approve the amendment, Jim Kiley seconded, and the motion passed 7-0.

SOLICITOR'S REPORT:

Solicitor Wachter explained that the Water Authority owns the water assets and leases them to the Borough, and the lease agreement between the two needed to be updated. He said the only change to the agreement would be to extend the lease term to the last day of 2040, for the life of the PENNVEST loan. Brenda Cannell moved to approve the amendment to the lease agreement, Pat Davis seconded, and the motion passed 7-0.

MANAGEMENT REPORTS:

Manager Opple presented his report to Council. He started with sad news, saying that Borough employee Austin Humes, son of another Borough employee Jerry Humes, died over the weekend in an accident. Austin was a great employee who was training in the sewer department, and he will be greatly missed. Manager Opple said that he would let Council know when funeral arrangements had been made.

Water project bids for the water building, water storage tank, and electrical work contracts were opened on May 25 at 4 p.m. Bids came in just slightly over projections, so we are in good shape concerning the loan amount. Bids for the last two contracts will be opened July 7.

Billings Park ADA paving work is nearing completion.

BORO bike racks are still being looked at by Edinboro Industries to see if they can improve the design's safety.

Storm sewer work on Hilltop Road is slightly behind schedule due to a water line leak on 6N, which took workers away from Hilltop.

Manager Opple met with Andy Jarvi of the WECEMA and discussed the possibility of designating our building as the alternate Emergency Operations Center (EOC) in case something happens to the Girard EOC. He said he would support this idea, and WECEMA would store some supplies in our building if approved. Mr. Jarvi has not yet provided final dates for elected official emergency management training.

Manager Opple met with EU President Walker and the two police chiefs. Brenda Cannell asked if the police departments are working together well, to which Manager Opple replied that they are, although there is a need to discuss a joint plan for response to an active shooter. He said they also discussed EU playing outdoor movies on Lakeside during the summer.

Mayor Horne brought up Edinboro Community Night with the Erie Seawolves, scheduled for the evening of July 14. Jason Spangenberg stated that the plan is to have a GM student sing the national anthem, have an EU softball player throw out the first pitch, and have the school mascots at the game as well. Mayor Horne offered to help Mr. Spangenberg as needed.

Emergency Management:

Manager Opple stated that the WECEMA had drafted an Emergency Operations Plan for our approval. The plan applies to all of the WECEMA member municipalities

and is not specific to us, but it fits us well in general. Mayor Horne read aloud Resolution 11-2017, shown below:

**HOME RULE BOROUGH OF EDINBORO
RESOLUTION NO. 11-2017**

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

WHEREAS, Borough Council has appointed Andrew Jarvi and the West Erie County Emergency Management Agency (WECEMA) as the Borough's Emergency Management Coordinator; and

WHEREAS, the WECEMA has composed an Emergency Operations Plan to cover all of its member municipalities.

NOW, THEREFORE, BE IT RESOLVED by the members of the Borough Council, that the Home Rule Borough of Edinboro approves the attached Emergency Operations Plan.

ADOPTED this 12th day of June, 2017.

Jim Kiley moved to approve Resolution 11-2017 and Brenda Cannell seconded. Aaron Gast asked about a section of the Plan which listed a few other plans that needed to be drafted, asking if the WECEMA would be the ones responsible for that. Manager Opplé replied that the WECEMA would do so, and that a plan for an active shooter would be a joint effort between us and the WECEMA. Resolution 11-2017 passed by 7-0 roll call vote: Stephen O'Neill, yes; Brenda Cannell, yes; Nathan Latimer, yes; Aaron Gast, yes; Pat Davis, yes; Jim Kiley, yes; and Mary Ann Horne, yes.

Zoning:

On the agenda was a proposal to subdivide the lot at 202 Cypress Street. Manager Opplé explained that two houses are currently on the one parcel, so this is needed to bring them into compliance. The two sheds on the parcel would need to be moved to be in compliance following the subdivision. The parcel owner, Marcia Pabis, stated that all of the plans were approved in 2010 by John Groh so she did not understand why she has to go through all of this. Manager Opplé asked if she had any documentation to prove that she was approved to have two houses on the same lot, and she said she did not keep it. The owner and Manager discussed briefly. Solicitor Wachter said that he has been working with the owner's attorney, Ed Betza, on the issue, and Atty. Betza is aware of the requirements and steps she needs to take, including applying for a variance if she doesn't want to move the sheds. Ms. Pabis expressed her displeasure at moving the sheds, and Manager Opplé reiterated that tonight Council was only voting to subdivide the parcel so the two houses were on their own lots. Tony Arnt, vice-chair of the Planning Commission, explained the facts: the single parcel would be subdivided into two conforming parcels, the houses already have separate water and sewer hookups, as

well as acceptable parking, and the subdivision plan was approved by Erie County on May 12, 2017. He said the Planning Commission recommends that the second property be assigned 204 Cypress Street, be assigned an individual parcel number by the County, and that the sheds be brought into compliance, adding that the time period for compliance has not yet been defined. Ms. Pabis said she was unsure of the steps needed for the process. Solicitor Wachter said that approving the subdivision tonight would be the first step, and is required before variances can be applied for. He explained that applying for a variance does not guarantee that the variance will be approved, since it requires a hearing in front of the Zoning Hearing Board, and if the ZHB were to deny the variance, the cost of the hearing would not be reimbursed in full. Manager Opple stated that we have asked that Erie County waive the standard fees associated with a subdivision. Jim Kiley asked if the owner could appeal the ZHB decision, and Solicitor Wachter replied that she could appeal a denial to the County Court of Common Pleas. Nathan Latimer moved to subdivide 202 Cypress according to the Planning Commission's recommendations. Aaron Gast seconded, and the motion passed 7-0.

COMMUNITY LIAISONS:

Lakeside Association:

Pat Davis said that the Lakeside Association's annual publication was now available, and she brought copies for those in attendance. She reiterated that the Lakeside Association is not just for Lakeside owners and residents. Their home tour is scheduled for June 25, and they will be having a dinner meeting on June 30. Anyone can attend either event.

EVFD:

Mayor Horne said that the EVFD is closing soon on their loan for the new building and club, and they are hoping to break ground this month. She said that they have hired seven people to serve as paid EMS during the daytime hours, which will help avoid missed ambulance calls. The EVFD thanked the Borough for the boat that was given to them, since the boat was used during the Triathlon. Mayor Horne said there were 76 EMS calls, 20 fire/rescue calls, and 10 miscellaneous calls over the past month. Jim Kiley asked if the EVFD would be the one paying the EMS employees. Mayor Horne said that they would be, and they will invoice the Borough and Township for 1/3 each.

NEW BUSINESS:

Mayor Horne asked for a motion to approve the annual 4th of July event road closing, pending receipt of the road closing application. Jim Kiley made the motion, Brenda Cannell seconded, and the motion passed 7-0.

ADJOURNMENT:

Brenda Cannell moved for adjournment, and the meeting was adjourned at 7:20 p.m.

ATTEST:



Manager Kevin Oppe



Mayor Mary Ann Horne