

**Home Rule Borough of Edinboro  
COUNCIL MEETING MINUTES  
March 13, 2017**

**CALL TO ORDER:**

Monday, March 13, 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, Pat Davis (via phone), Aaron Gast, Mary Ann Horne, Nathan Latimer, Brenda Cannell, and Stephen O'Neill.

Also present were Solicitor Tim Wachter, Interim Manager Jason Spangenberg, Abbey Hudson, Will Collins, Mike Kneidinger, Michael Feikles, Cal Robinson, and Karen Eisenhart.

**MINUTES:**

Stephen O'Neill moved to approve the February 13, 2017 regular meeting minutes as presented. Jim Kiley seconded, and the motion passed 7-0.

**PUBLIC PARTICIPATION:**

Mayor Horne opened Public Participation.

Will Collins of Northwest Insurance Services. Mr. Collins stated that he represents the insurance agency that works on the Borough's property, liability, and worker's comp insurance. He thanked Council for partnering with Northwest Insurance and said that the relationship is working well. He said that his agency specializes in municipal insurance, and that he has noticed that Edinboro has always done a good job and has been very well run, especially when compared to other municipalities. Mr. Collins said that he wants to be accessible and informed Council that they could contact him at any time if needed. Mayor Horne thanked him for coming and thanked him for a good relationship.

With no further speakers, Mayor Horne closed Public Participation.

## **COMMITTEE REPORTS:**

### **Finance Committee:**

Jim Kiley moved to approve bills paid February 27, 2017 totaling \$160,491.34; and bills paid March 13, 2017 totaling \$33,463.40. Brenda Cannell seconded, and the motion passed 7-0.

Jim Kiley moved to approve payroll ending February 11 and paid February 17, 2017 totaling \$64,072.52; and payroll ending February 25 and paid March 3, 2017 totaling \$79,117.88. Brenda Cannell seconded, and the motion passed 7-0.

Mr. Kiley stated that the Finance Committee will be meeting with the auditors on March 27 for the post-audit report. He also said that the pension committee met on February 22 and that the Borough's pensions are in great shape at over 100% funded.

### **Personnel Committee:**

Brenda Cannell discussed the several openings on Borough committees. She then stated that Council had been presented with an employment agreement for consideration, between the Borough and Kevin Opplé, to serve as Borough Manager effective April 17, 2017. She said that a minor amendment had been passed out to Council as well. Ms. Cannell moved to approve the agreement including the amendment, appointing Kevin Opplé as Borough Manager effective April 17. Aaron Gast seconded the motion. Ms. Cannell then explained that there were over 50 applicants, there were 17 phone interviews, and 3 face-to-face interviews. She said that she is very confident that Mr. Opplé will bring a fresh perspective to the Borough, and she thanked Aaron Gast and Jim Kiley for their work in the process. They thanked her back. With no further discussion, the motion passed 7-0 and Kevin Opplé was appointed Borough Manager, effective April 17.

Brenda Cannell stated that a performance review of Jason Spangenberg as Interim Manager, as required per his employment agreement, was conducted on February 28. She said that he has done a great job and thanked him for his work as Interim Manager, and gave him a document to place in his employment file.

Ms. Cannell asked if the Municipal Authority had recommended a candidate for the Washington Township representative on the Board. Solicitor Wachter said that the Board had voted to table the discussion until a fifth member is appointed to the Board to fill the vacancy created last month. Accordingly, Aaron Gast moved to appoint new Borough Manager Kevin Opplé to the Municipal Authority and Water Authority Board. Stephen O'Neill seconded. Jason Spangenberg stated that the Manager is typically on the Board, so this is standard practice. The motion passed 7-0.

## **SOLICITOR'S REPORT:**

Solicitor Wachter stated that he attended the Water Authority meeting earlier this evening to discuss the interim financing for the water projects to be funded through PENNVEST. He explained to Council that the Authority Board voted to approve interim financing through Northwest Savings Bank via a line of credit up to \$1,000,000. He noted that this is necessary because PENNVEST reimburses for expenses as opposed to providing the funds up front, so interim financing is needed until PENNVEST funds are received. Solicitor Wachter said that the Borough will need to guaranty the interim financing, so he asked for approval to start the process for the guaranty, which includes the passage of an ordinance. Jim Kiley asked about some of the requirements for the loan. Mr. Wachter discussed and stated that sufficient funds will be available to pay off the debt. Brenda Cannell asked for the guaranty process to be explained, so Mr. Wachter explained that Council would need to pass an ordinance and sign an agreement between the Borough and the Water Authority, which would require the Borough to pay off the debt if the Authority were to default on payment. Aaron Gast moved to authorize Solicitor Wachter to initiate the process for the interim financing guaranty and to advertise for the required ordinance. Brenda Cannell seconded, and the motion passed 7-0.

## **MANAGEMENT REPORTS:**

Interim Manager Spangenberg presented his report to Council. He said that he attended the Town & Gown meeting on March 8. EU enrollment is projected to decrease again in 2017 and 2018, but this is due to the increased acceptance standards, which should help improve retention. He said that EU is still interested in offering water and wastewater courses, which would be extremely beneficial to the Borough, and that EU Homecoming is scheduled for October 14.

An offer has been received for the vacant property at 122 Harrison Drive, which will be voted upon later in the meeting.

Regarding the Huston v. Zoning Hearing Board case, Mr. Huston plans to re-submit to the Zoning Hearing Board for a variance.

An email and letter were included in Council's packet regarding the bike racks that have been discussed for over a year now. The racks are in production and will provide a nice look to the Borough.

Mr. Spangenberg said that Edinboro Community Night with the Erie Seawolves has been scheduled for Friday, July 14. He said that he has been in contact with the

University about the possibility of the President throwing out the first pitch, and also General McLane about a student or group performing the national anthem.

Hilltop Road reconstruction work will hopefully be out to bid this month.

Butch Shafer has been working on getting road core samples to determine which roads will need worked on in the coming years.

**Finance:**

Interim Manager Spangenberg said that an offer has been received for the vacant lot at 122 Harrison Drive, and that a motion would be needed to approve the sale. He added that the offered price would cover the Borough's costs. Jim Kiley moved to sell 122 Harrison Drive to Eric Malena, and he said that the Finance Committee recommends approval. Nathan Latimer seconded the motion. Solicitor Wachter explained a minor amendment that had been made to the sales agreement. The motion passed 7-0, and the sale was approved.

Mr. Spangenberg discussed the next item up for approval, a proposal to have General Code update Edinboro's code and to host the code on their own web service. He said that the policy in past years has been to only update the code every ten years, which leads to an outdated code and a very expensive process once the time comes for codification. Mr. Spangenberg recommended approving the proposal and allowing the code to be updated annually going forward. Jim Kiley moved to accept the proposal and to update the code annually. Brenda Cannell seconded the motion. Mayor Horne agreed with Mr. Spangenberg that updating every ten years was not the best method and was very cumbersome. Aaron Gast asked if there was a cancellation fee in the agreement, and he later noted that the agreement requires at least two years' duration and has a 30 day notice of cancellation required after two years. With no further discussion, the motion passed 7-0.

**Recreation:**

Mayor Horne asked for a motion to approve the Edinboro Triathlon road closings for 2017, stating that this is always a great event for the Edinboro community. Stephen O'Neill moved to approve the road closings, Nathan Latimer seconded, and the motion passed 7-0.

**COMMUNITY LIAISONS:**

**EVFD:**

Mayor Horne said that she was out of town and was unable to attend the most recent EVFD meeting.

**NEW BUSINESS:**

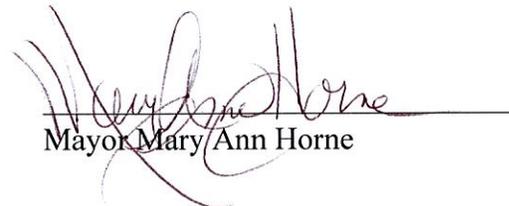
Jim Kiley wanted to state for the record that Randy White, Principal of Edinboro Elementary, was extremely welcoming when Kevin Oppe was touring Edinboro, and Mr. Kiley thanked Mr. White for helping sell Mr. Oppe on moving to Edinboro.

**ADJOURNMENT:**

Stephen O'Neill moved for adjournment, and the meeting was adjourned at 7:03 p.m.

**ATTEST:**

  
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Interim Manager Jason Spangenberg

  
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Mayor Mary Ann Horne