

**BOROUGH OF EDINBORO**  
**COUNCIL REORGANIZATIONAL MEETING**  
**January 4, 2021**  
**6:30 PM**

**Held online via Zoom due to COVID-19**

- I. Call to Order
- II. **Nominations**
  - A. Mayor
  - B. Deputy Mayor
- III. **Council Committee & Liaison Appointments (by Mayor)**
  - A. Mayor will review requests and email the appointments
- IV. New Business
  - A. **Manager Appointment**
    - 1. Appoint Borough Manager Kevin Opple
  - B. **Solicitor Appointment**
    - 1. Appoint Timothy Wachter and Knox Law Firm and set compensation \$175 per hour
  - C. **Legal for labor issues**
    - 1. Appoint Mark Wassell and Knox Law Firm and set compensation of \$205 per hour
  - D. **Appoint engineering services: Greenman-Pedersen Engineering, Deiss & Halmi Engineering, Urban Engineers, HRG Engineering, KLH Engineering, and Mark J. Corey & Associates, as needed, & approve compensation per rate schedules:**

Compensation:

    - Deiss & Halmi Engineering – per rate schedule
    - Greenman-Pedersen Engineering – per rate schedule
    - Urban Engineers – per rate schedule
    - HRG – per rate schedule
    - KLH – per rate schedule
    - Mark J. Corey & Associates – \$90 per hour
  - E. **Fee Schedule Resolution 1-2021 - ACTION**
    - 1. Budgeted increase to refuse/recycling rates
  - F. **Designate depositories of funds:** PLGIT & Northwest Savings Bank with option to use other banks within the Edinboro Community
  - G. **Designate local paper of circulation:** Meadville Tribune and/or Erie Times-News
  - H. **Authorize signers on all bank accounts:** Mayor, Finance Committee Chair, & Manager – minimum of two signatures required

I. **Emergency Management Coordinator:** Reappoint West Erie County Emergency Management Agency and Andrew Pennock

J. **Building Code Official & Inspector:** Reappoint Building Inspection Underwriters

K. **Board/Commission Appointments**

1. Zoning Hearing Board

a) Norris Pace 01/01/2021 - 01/01/2026

b) Daniel Foulkrod and Eric Cunningham (alternates) annual renewal through 2020

L. **Appoint Erie County Tax Collection Committee Representatives:**

1. Primary: Jason Spangenberg

2. First Alternate: Kevin Oppe

3. Second Alternate: Chair of ECTCC

**Resolution 2-2021 – ACTION**

M. **Appoint Erie Area Council of Governments Representatives:**

1. Primary: Pat Davis

2. First Alternate: Aaron Gast

3. Second Alternate: Kevin Oppe

**Resolution 3-2021 – ACTION**

V. Adjourn

# BOROUGH OF EDINBORO COUNCIL

## AGENDA

January 4, 2021

Held online via Zoom due to COVID-19

6:30 PM Reorganizational Meeting (separate agenda)

6:45 PM Regular Meeting

### Call to Order Regular Council Meeting by Mayor

#### I. Pledge of Allegiance

II. **Roll Call:** Alyssa Dobson \_\_\_\_, Pat Davis \_\_\_\_, Aaron Gast \_\_\_\_, Jim Kiley \_\_\_\_, Mark Eisert \_\_\_\_, Fred Langill \_\_\_\_, Mary Ann Horne \_\_\_\_, Solicitor Tim Wachter \_\_\_\_, Borough Manager Kevin Oppe \_\_\_\_, and Finance Director Jason Spangenberg \_\_\_\_.

#### III. Approval of Minutes

- December 14, 2020 regular meeting

#### IV. Public Participation

"Please give name, address, and organization which you represent (if any)."

A.

#### V. Old Business

##### A. Committee Reports –

##### 1. Finance Committee – Chair Mary Ann Horne

- a) **Authorization to approve bills** paid December 28, 2020 totaling \$40,679.73; and paid December 30, 2020 totaling \$17,484.03 ACTION
- b) **Authorization to approve payroll** paid December 18, 2020 totaling \$79,727.44; and paid December 31, 2020 totaling \$79,649.79 ACTION

##### 2. Ordinance Review Committee – Chair Alyssa Dobson

- a) Student rental ordinance update

##### 3. Personnel Committee – Chair Pat Davis

- a) Openings for Committees –
  - Housing Review Board 1 member & 2 alternates
  - Civil Service Commission 1 alternate
  - Planning Commission 1 alternate
  - Zoning Hearing Board 1 alternate
  - Shade Tree Committee 3 members & 1 alternate

##### 4. Public Safety – Chair Fred Langill

##### 5. Recreation/Lake/Environment – Chair Aaron Gast

##### 6. Street, Buildings, and Grounds- Chair Jim Kiley

##### B. Solicitor's Report

1.

##### C. Management Reports

##### 1. Manager's Report

- a) Update report

## 2. Finance/HR

- a) **Resolution 4-2021 for the annual disposition of records – ACTION**
- b) **Resolution 5-2021 waiving 2021 property tax penalties – ACTION**
- c) Annual audit to take place the week of January 25

## 3. Emergency Management

## 4. Police

- a) Monthly report – FYI

## 5. Code Enforcement/Planning/Zoning

## 6. Public Works

## 7. Sewer

## 8. Recreation

## 9. Water

## 10. Refuse/recycling

## D. Community Liaisons

1. EUP Liaison – Pat Davis
2. Environmental Shade Tree Advisory Committee – Fred Langill
3. Erie County Planning Liaison – Aaron Gast
4. EVFD Board Liaison – Mary Ann Horne
5. PA Municipal League – Mary Ann Horne
6. Municipal & Water Authorities – Aaron Gast
7. Washington Township – Mark Eisert
8. Watershed Association – Mary Ann Horne
9. Joint Planning Commission – Alyssa Dobson
10. Boroughs Association – Aaron Gast
11. Lakeside Association – Pat Davis
12. Metropolitan Planning Organization – Aaron Gast
13. Edinboro Community & Economic Development – Pat Davis
14. Erie Area Council of Governments – Pat Davis, alt. Aaron Gast

## VI. Communications

- 1.

## VII. New Business

- 1.

## VIII. Adjournment

**2021 EDINBORO BOROUGH COUNCIL MEETINGS: 2<sup>nd</sup> Monday; meeting 4<sup>th</sup> Monday of the month only as needed. January 4, January 25, February 8, February 22, March 8, March 22, April 12, April 26, May 10, May 24, June 14, June 28, July 12, July 26, August 9, August 23, September 13, September 27, October 11, October 25, November 8, November 22, December 13, December 27, beginning at 6:30 PM**