

**Borough of Edinboro**  
**COUNCIL MEETING MINUTES**  
**October 8, 2018**

**CALL TO ORDER:**

Monday, October 8, 2018 the regularly scheduled meeting was called to order by Mayor Aaron Gast at 6:30 PM.

**Pledge of Allegiance**

**ROLL CALL:**

Council members present were Jim Kiley, Aaron Gast, Mary Ann Horne, Nathan Latimer, Alyssa Dobson, and Pat Davis. Absent was Fred Langill.

Also present were Solicitor Tim Wachter, Borough Manager Kevin Oppe, Finance Director Jason Spangenberg, Maryann Mook, Christine Houser, Jim Houser, Nick Hanna, Cal Robinson, Nancy Crawford, John Ponsoll, and Jeff Richards.

**MINUTES:**

Mary Ann Horne moved to approve the September 10, 2018 regular meeting minutes as presented. Pat Davis seconded, and the motion passed 6-0.

**PUBLIC PARTICIPATION:**

No speakers were present.

**COMMITTEE REPORTS:**

**Finance Committee:**

Mary Ann Horne moved to approve bills paid September 24, 2018 totaling \$284,163.14; and bills paid October 8, 2018 totaling \$113,792.71. Mayor Gast seconded, and the motion passed 6-0.

Mary Ann Horne moved to approve payroll ending September 8 and paid September 14, 2018 totaling \$91,280.18; and payroll ending September 22 and paid September 28, 2018 totaling \$76,586.49. Alyssa Dobson seconded, and the motion passed 6-0.

**Ordinance Review Committee:**

Alyssa Dobson discussed the process for approving the proposed ordinance 613 and she moved to set the date for the ordinance hearing as November 12. Nathan Latimer seconded the motion. Manager Oppe asked that verbiage be added to the ordinance that would allow rental

permits to be revoked based on failing two out of three inspections, and also for failing to submit required documentation within ten business days of the due date. He said that there is currently no way to enforce these items aside from going to court. Mr. Latimer asked if these issues are encountered often, and Manager Opplé said that they are. Manager Opplé and Ms. Dobson briefly discussed the proposed addition. Solicitor Wachter confirmed that the items requested could be added to the ordinance and later removed without needing to re-submit to the County. Jim Kiley expressed a concern about the “sunset” provision in the ordinance. Ms. Dobson explained that this was intended to allow for a time period to gauge community response to the changes from the ordinance. Mary Ann Horne expressed a concern about the effect that increasing the number of tenants allowed in a unit would have on parking; the ordinance would set the number of allowed tenants to be the same as the number of bedrooms, but there may not be sufficient parking. This topic was briefly discussed, and Solicitor Wachter stated that the zoning code only requires two parking spots per dwelling unit. Manager Opplé asked why the number of permitted occupants would be increased if there is a concern about having a surplus of vacant rental properties as is. Ms. Dobson said that this bedroom portion could be removed from the ordinance if it would stall the passage of the ordinance and Mr. Latimer agreed. She added that the intent was to give more flexibility for non-students. Pat Davis asked about the reasoning behind reducing the minimum lot distances between rentals. Mayor Gast said that this was at his suggestion since the current limit of twenty lot distances seemed excessive. Alyssa Dobson modified her motion to add the items requested by Manager Opplé. Nathan Latimer seconded, and the motion to set the hearing as November 12 passed 5-1, with Mary Ann Horne opposed.

#### **MANAGEMENT REPORTS:**

Manager Opplé presented his report. The water tower is finished aside from electrical work and final inspection. Once DEP approval has been received, the new facility will go online, and the parking lot and fence will be finished.

Manager Opplé attended the ICMA conference in Baltimore two weeks ago and found it to be worthwhile.

A meeting with business owners will be scheduled to discuss options for future ECGRA grants for improving the downtown business district. ECGRA has discussed grants for \$250,000 over three years.

The Commonwealth Court in Pittsburgh will hear our appeal regarding the Huston v. Zoning Hearing Board case next Monday and Manager Opplé will be in attendance. PML and PSAB have supported our case, with PSAB contributing toward our legal expenses.

MassMutual has added a record-keeping fee to our Defined Contribution retirement plan. After discussions with our financial advisor Tom Bean, we determined that they still have the lowest fees, so we will be sticking with MassMutual for the time being.

Manager Opple and Police Chief Al Donahue will attend a training session on Friday about rules for Civil Service Commissions. Our current CSC rules will be evaluated prior to hiring a new police officer. We plan to join the Erie County Police Consortium, since they would handle all testing for police applicants at no cost to us.

The Homecoming Community Party went well and had increased attendance from last year. If funding is received from ECGRA, electricity may be installed on Erie Street to allow for the event to be held in the middle of the business district. PennDOT did not have an issue with keeping the road closed after the parade.

Manager Opple met with PennDOT last Monday to discuss the Erie Street bridge, and funds have now been allocated for the refurbishment of this bridge.

Our employees assisted with the Washington Township brush and tree trimming between Rt. 99 and the lake.

Traffic delineators have been installed at the Maple Drive intersection with 6N at the request of the Police Chief, to prevent drivers from cutting that corner.

Mary Ann Home moved to approve Resolution 11-2018, shown below:

**HOME RULE BOROUGH OF EDINBORO  
RESOLUTION NUMBER 11 - 2018**

**RESOLUTION APPROVING THE FY 2018 CDBG APPLICATION  
AND AUTHORIZING ITS SUBMISSION TO  
THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT**

**WHEREAS**, the Borough of Edinboro has been designated a CDBG "entitlement" municipality pursuant to the provisions of PA Legislative Act 179 of 1984; and

**WHEREAS**, such designation entitles the Borough to receive an annual allocation of Community Development Block Grant funds from the PA Department of Community and Economic Development (DCED) to undertake activities to address housing and community development needs as identified in the Three Year Plan and which will principally benefit low-to-moderate income persons, and

**WHEREAS**, the Borough has requested that the County of Erie, acting through the Erie County Department of Planning and Community Development (ECDPCD) administer the Borough's CDBG program; and

**WHEREAS**, the PA DCED has informed the Borough that it is eligible to receive FY 2018 Community Development Block Grant monies in the amount of \$111,928; and

**WHEREAS**, the Borough, with the assistance of the ECDPCD has conducted the requisite public hearings; completed the Three Year Plan; and prepared the application for CDBG funding assistance in accordance with program requirements.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Edinboro Council that:

- The application for FY 2018 CDBG funding assistance is hereby in all respects approved.
- The Borough agrees to comply with all program requirements, federal statutes and regulations applicable to the State CDBG program.
- The Erie County Department of Planning and Community Development, on behalf of Edinboro Borough, is hereby authorized to file the application for financial assistance with the PA Department of Community and Economic Development.

Enacted this 8<sup>th</sup> day of October 2018 by the Borough of Edinboro Council

Aaron Gast seconded, and the motion passed by 6-0 roll call vote: Alyssa Dobson, yes; Nathan Latimer, yes; Mary Ann Horne, yes; Pat Davis, yes; Jim Kiley, yes; and Aaron Gast, yes.

**COMMUNITY LIAISONS:**

**EVFD:**

Mary Ann Horne stated that the Lighting of the Lights event is scheduled for November 29 at 6 PM at the fire hall.

**Washington Township:**

Nathan Latimer said that a group met to discuss ideas of the Boro-Town Trail, and they are looking for more community stakeholders to join. He added that, regarding the discussion for a joint water and sewer authority with the Township, he would support expanding the police force into the Township to help spread the police costs.

**COMMUNICATIONS:**

Mayor Gast noted that Fred Langill has been appointed to the Erie County Public Safety Advisory Committee.

Nathan Latimer thanked Nancy Crawford for cleanup work that was done along the shore near Lakeside Drive.

**ADJOURNMENT:**

Mary Ann Horne moved for adjournment, and the meeting was adjourned at 7:19 PM.

ATTEST:

  
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Manager Kevin Opple

  
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Mayor Aaron Gast