

**Borough of Edinboro  
Council Meeting Minutes  
August 10, 2020**

**CALL TO ORDER:**

Monday, August 10, 2020 the regularly scheduled meeting was called to order by Mayor Aaron Gast at 6:34 PM.

**Pledge of Allegiance**

**ROLL CALL:**

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

Other officials present were Borough Manager Kevin Oppe, Solicitor Tim Wachter, and Finance Director Jason Spangenberg. Citizens present were Ken Somerville and Chuck Kanarr.

**MINUTES:**

Mary Ann Horne moved to approve the minutes of the July 13, 2020 regular meeting and CDBG hearings as presented. Pat Davis seconded, and the motion passed 6-0.

**PUBLIC PARTICIPATION:**

Chuck Kanarr, the Borough's Emergency Management Coordinator, mentioned that the National Weather Service office in Cleveland will be moving to Brooklyn Heights, and that Erie County Council may soon be approving the transfer of an emergency response vehicle to the Borough.

**COMMITTEE REPORTS:**

**Finance Committee:**

Mary Ann Horne moved to approve bills paid July 27 totaling \$135,390.28; and paid August 10 totaling \$64,693.49. Jim Kiley seconded, and the motion passed 6-0.

Mary Ann Horne moved to approve payroll paid July 17 totaling \$81,658.72; and paid July 31 totaling \$83,588.27. Pat Davis seconded, and the motion passed 6-0.

**Personnel Committee:**

Pat Davis moved to appoint Ken Somerville to the Water and Municipal Authority Boards. Mary Ann Horne seconded, and the motion passed 6-0.

## MANAGEMENT REPORTS:

Manager Opple presented his monthly report. The 2020 Census will now wrap up on 30 September. It is likely that the greater portion of non-responses (44% of households at the end of June) were students living off campus. If we do not get those responses, we are looking a new population of approximately 4,000-4,500. The university entered the group housing information which includes about 1,900 students. Manager Opple is working with the university to impress upon the students the importance of completing the census. There is some census grant money remaining which could be used for an event to focus on the students.

Three of the six planned outdoor movies have now taken place. We had one rain-out, but the others have been a success. We have averaged about 60 or so attendees at the Goodell Gardens venue and had no issues with the required social distancing measures. The final two movies are Toy Story and The Sandlot.

The Lakeside Association proposed to decorate the old concrete street posts in the neighborhood. They do not adhere to traffic requirements for height or visibility, so the Borough has not kept them up for years. The stipulations are that the designs should not be political, religious, or commercial, and that they should ensure the houses around each post find the design agreeable. The Edinboro Arts Council, which is a committee of the ECED, has offered to give advice on materials and execution to the participants.

The project to replace the wastewater line on W. Normal, Brookview, and Water St. extension is nearing completion. We have also replaced the water line on Gibson Lane.

Interviews to fill the police vacancy occurring because of the resignation of Kyle Kunz are planned for Wednesday, August 19.

Regarding the ECGRA Mission Main Street Grant, the lamp poles have been taken down on the west side of Erie and Meadville Streets and delivered for sandblasting and powder-coating. While they are being refurbished, we will be laying conduit and rewiring the street on that side. Once they are back up and installed, we will do the same for the east side. After that we will be doing the stamped concrete sidewalk portion and crosswalks. There is about \$21,000 still available for downtown business façade improvements.

Manager Opple has been discussing the coordination of the 6N/99 Intersection and Waterford St. Federal Aid route projects with PennDOT and the project manager Fisher Associates.

The summer paving project will be starting soon. We are hoping they will begin in the next few weeks, so we have posted the streets to be paved on our Facebook and website. The roads in our contract to be paved are Banff Drive, Brora Drive, Cypress Street, Fairway Drive,

Green Oaks Drive, Madeline Drive, Maple Drive, Pine Street, Stonehaven Drive, Tarbell Lane, and Walker Drive.

The second round of COVID-19 Grants to Small Businesses opens today and will close in two weeks. This will be the final round. Eligible businesses must apply for these grants through a Community Development Financial Institution (CDFI). There are four CDFIs that are designated for Erie County.

The playground at Thompson Park is complete and open for the community. It was made possible with a grant of \$25,000 from ECGRA. Our bids for the resurfacing of the basketball courts and 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.

We have contracted with Savvy Citizen, to provide a one-way communication app for residents. Savvy Citizen already supports Albion and Harborcreek Township. We can send out messages for routine information as well as emergency information. A resident just needs to download the free app. By having the correct address, we can send specific messaging to affected residents, such as a water break on their street. The app also allows us to have a community schedule that we have noted for a while is necessary.

We have presented the outline of a proposed Washington Township water agreement to the Authority Board at the meeting tonight and will move forward with formalizing the document. This proposal is greatly simplified from the proposals of years past.

Manager Oppe has been exploring outdoor seating options for downtown restaurants.

**Finance:**

Mayor Gast moved to approve Resolution 12-2020:

**HOME RULE BOROUGH OF EDINBORO  
RESOLUTION NUMBER 12 - 2020**

**RESOLUTION OF BOROUGH COUNCIL OF EDINBORO BOROUGH  
APPROVING THE FY 2020 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, herein, referred to as County Planning, administer the Borough's CDBG program; and

**WHEREAS**, the PA DCED has informed the Borough that it is eligible to receive FY 2020 Community Development Block Grant monies in the amount of **\$117,835**; and

**WHEREAS**, the Borough, with the assistance of County Planning 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 2020 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 Department of Planning, on behalf of Edinboro Borough, is hereby authorized to file the application for financial assistance with the PA Department of Community and Economic Development.

**THEREFORE**, the undersigned, Aaron L. Gast, Mayor of the Borough of Edinboro, does hereby certify that the resolution was adopted at a duly noticed regular meeting of the Borough of Edinboro Council on the 10<sup>th</sup> day of August 2020.

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

Mayor Gast moved to approve Resolution 13-2020:

**HOME RULE BOROUGH OF EDINBORO  
RESOLUTION NO. 13 - 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**

**WHEREAS**, the Borough of Edinboro has been designated a CDBG "entitlement" municipality under 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); and

**WHEREAS**, in response to the Coronavirus Pandemic (COVID-19) the PA Department of Community and Economic Development (DCED) has notified the Borough that it is eligible to apply for and receive a special CDBG allocation in the amount of \$67,247 to be used specifically for the prevention of, preparation for, and response to the Coronavirus; 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 funding assistance in accordance with program requirements.

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

- *The application for 2020 CDBG-COVID 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 Department of Planning, on behalf of Edinboro Borough, is hereby authorized to file the application for financial assistance with the PA Department of Community and Economic Development.*

**THEREFORE**, the undersigned, Aaron L. Gast, Mayor of the Borough of Edinboro, does hereby certify that the resolution was adopted at a duly noticed regular meeting of the Borough of Edinboro Council on the 10<sup>th</sup> day of August 2020.

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

**COMMUNITY LIAISONS:**

**Washington Township:**

Mark Eisert stated that the Township is currently in the process of reviewing the potential of allowing solar farms, and their Township Manager David Anthony is planning to retire soon.

**NEW BUSINESS:**

Pat Davis moved to enter executive session to discuss a personnel matter. Council entered executive session at 6:56 PM and returned at 7:15 PM. Pat Davis moved to enter a professional services contract, pending final revisions, for professional development classes for Manager Oppe. Alyssa Dobson seconded, and the motion passed 6-0. Pat Davis then moved to award Manager Oppe a \$3,000 bonus, with \$1,500 to be paid now and \$1,500 to be paid following the aforementioned classes. Mayor Gast seconded, and the motion passed 6-0.

**ADJOURNMENT:**

Pat Davis moved for adjournment, and the meeting was adjourned at 7:17 PM.

ATTEST:

  
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 Manager Kevin Oppe

  
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 Mayor Aaron Gast