

BOROUGH OF EDINBORO
COUNCIL REORGANIZATIONAL MEETING
January 3, 2023
6:15 PM

- 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 Jason Spangenberg
 - B. **Solicitor Appointment**
 - 1. Appoint Timothy Wachter and Knox Law Firm and set compensation per letter
 - C. **Legal for labor issues**
 - 1. Appoint Mark Wassell and Knox Law Firm and set compensation per letter
 - 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**
 - E. **Designate depositories of funds:** PLGIT & Northwest Bank with option to use other banks within the Edinboro Community
 - F. **Designate local paper of circulation:** Meadville Tribune and/or Erie Times-News
 - G. **Authorize signers on all bank accounts:** Mayor, Finance Committee Chair, & Deputy Mayor – minimum of two signatures required
 - H. **Emergency Management Coordinator:** Reappoint West Erie County Emergency Management Agency and Shawn Wroblewski
 - I. **Building Code Official & Inspector:** Reappoint Building Inspection Underwriters
 - J. **Board/Commission Appointments**
 - 1. Zoning Hearing Board
 - a) Eric Cunningham promote from alternate to full member, 01/01/2023 – 01/01/2028
 - b) George Gast (alternate) 01/01/2023 – 01/01/2026
 - 2. Water & Municipal Authority Board
 - a) Sam Austin 01/01/2023 – 01/01/2028
 - K. **Fee Schedule Resolution 1-2023 - ACTION**
 - 1. Incorporate food truck permits approved in 2022

L. Appoint Erie County Tax Collection Committee Representatives:

1. Primary: Jason Spangenberg
2. First Alternate: Mary Ann Horne
3. Second Alternate: Chair of ECTCC

Resolution 2-2023 – ACTION

M. Appoint Erie Area Council of Governments Representatives:

1. Primary: Pat Davis
2. First Alternate: Aaron Gast
3. Second Alternate: Jason Spangenberg

Resolution 3-2023 – ACTION

V. Adjourn

BOROUGH OF EDINBORO COUNCIL

AGENDA

January 3, 2023

6:15 PM Reorganizational Meeting (separate agenda)

Regular Meeting to follow

Call to Order Regular Council Meeting by Mayor

I. Pledge of Allegiance

II. Roll Call: Amanda Frantz-Mamani ____, Pat Davis ____, Aaron Gast ____, Jim Kiley ____, Mark Eisert ____, Spencer Larson ____, Mary Ann Horne ____, Solicitor Tim Wachter ____, Borough Manager Jason Spangenberg ____

III. Approval of Minutes

- **December 12, 2022 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) **Approve bills** paid December 29, 2022 totaling **\$110,848.94 ACTION**

b) **Approve payroll** paid December 15, 2022 totaling **\$79,545.65**; and paid December 29, 2022 totaling **\$87,581.06 ACTION**

2. Ordinance Review Committee – Chair Mark Eisert

3. Personnel Committee – Chair Pat Davis

a) Openings for Committees –

- Civil Service Commission 1 alternate
- Planning Commission 1 alternate
- Zoning Hearing Board 1 alternate

4. Public Safety – Chair Mary Ann Horne

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

2. Finance/HR

a) **Resolution 4-2023 for the annual disposition of records – ACTION**

b) Annual audit to take place the week of January 23

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

VI. Communications

- 1.

VII. New Business

1. **Support Washington Township winter/sledding event – ACTION**

VIII. Adjournment

2023 EDINBORO BOROUGH COUNCIL MEETINGS: 2nd Monday; meeting 4th Monday of the month only as needed. January 3, January 23, February 13, February 27, March 13, March 27, April 10, April 24, May 8, May 22, June 12, June 26, July 10, July 24, August 14, August 28, September 11, September 25, October 9, October 23, November 13, November 27, December 11, December 27, beginning at 6:30 PM