

**Borough of Edinboro
Council Meeting Minutes
February 14, 2022**

CALL TO ORDER:

Monday, February 14, 2022 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 Aaron Gast, Pat Davis, Jim Kiley, Spencer Larson, and Mary Ann Horne (via phone). Absent were Mark Eisert and Robert Mulligan.

Other officials present were Solicitor Tim Wachter and Borough Manager Jason Spangenberg. Citizens present were Mary Ann Mook, Curtis Hals, MJ Campbell, and Mark Gray.

MINUTES:

Mayor Gast moved to approve the minutes of the January 3 reorganizational and regular meetings as presented. Jim Kiley seconded, and the motion passed 5-0.

PUBLIC PARTICIPATION:

Mark Gray, 119 Waterford Street. Mr. Gray expressed concerns about the condition of the properties neighboring his at 117 and 121 Waterford Street, showing pictures of the issues including accumulation of trash. He added that he does not feel the landlords keep up with their maintenance throughout the year. Manager Spangenberg replied that he would discuss the situation with the Code Enforcement department.

COMMITTEE REPORTS:

Finance Committee:

Pat Davis moved to approve bills paid January 24 totaling \$21,579.00; and paid February 14 totaling \$164,164.36. Mayor Gast seconded, and the motion passed 5-0.

Pat Davis moved to approve payroll paid January 13 totaling \$83,102.49; paid January 27 totaling \$78,949.53; and paid February 10 totaling \$80,006.62. Mayor Gast seconded, and the motion passed 5-0.

Personnel Committee:

Pat Davis moved to accept Joan Barbour's resignation from the Planning Commission, William Sellers' resignation from the Zoning Hearing Board, and the appointment of Dan Foulkrod to the Zoning Hearing Board. Manager Spangenberg noted that Dan Foulkrod was previously serving as an alternate to the ZHB. Mayor Gast seconded, and the motion passed 5-0.

MANAGEMENT REPORTS:

Borough Manager Jason Spangenberg presented his report. McLane Church has begun the process to connect to our water system. We will be sending a joint letter with the Township to the properties now eligible to connect, to inform them of the new water agreement.

Hannah Lovell from Washington Township is working on our DCNR Parks Grant application for a joint parks plan with Washington Township. We also plan to apply for an ECGRA Multi-Municipal Collaboration grant for this project.

The 2021 fiscal year financial audit was performed the week of January 24. We are still waiting on a few items before the completion of the final audit report, but all signs point to a clean audit.

We have been contacted by Tim Thompson, Event Planning professor at Edinboro University regarding the return of the Boro Fest event at the end of April. Last held in 2018 as a block party on Short Street, this event is a good way to get students into town and mix with community members.

A meeting was held on February 9 to discuss the Rt. 6 Façade Grant program, open to businesses in Erie and Crawford County. There seems to be significant interest in the program, with around 40 people in attendance.

A letter was sent to eligible business and property owners last week to get the ball rolling on continued improvements this summer through our ECGRA Façade Grant program. Looking ahead to 2023, we anticipate a new round of ECGRA funding, potentially for a different street than the current program.

Resolutions are on the agenda for three new grant applications. Two applications are for the sewer plant building project: \$250,000 from Erie County's ARPA Gap Funding program and \$1 million from the PA Gaming Revenue Local Share program. The other application is also from the PA Gaming Revenue Local Share program, about \$90,000 for renovations to the Borough's community room.

We have been approved for a grant for 10 trees through the DCNR's Bare Root Tree Program. Five will be planted at Triangle Park, three downtown, and two along Lakeside. We plan to revitalize the Shade Tree Committee to administer this annual program.

We have hired Emma Lovell-Nick to serve in a new role as our Summer Recreation Coordinator. Emma will administer the creation of a few new youth programs throughout the summer, building off of the success of the annual 3 on 3 basketball tournament.

The Civil Service Commission has begun the process to hire a new officer, although the new hire likely won't start until early 2023. Police testing is planned for May 14, 2022.

Finance/HR:

Mayor Gast moved to approve Resolutions 5-2022 through 9-2022:

***BOROUGH OF EDINBORO
RESOLUTION NO. 5-2022***

**A Resolution to Approve an Application for the
Erie County Municipal Infrastructure Gap Funding Program**

WHEREAS, the Federal government through the American Rescue Plan Act legislation allows for a broad range of necessary investments in projects that improve access to clean drinking water, improve wastewater and stormwater infrastructure systems, and provide access to high-quality broadband service; and

WHEREAS, the Federal government has provided guidance on eligible uses of the funding through the U.S. Department of the Treasury to the County of Erie; and

WHEREAS, the County of Erie has provided information to all Erie County municipalities on the activities that are eligible for grant funding and the process to request grant funding; and

WHEREAS, the Borough of Edinboro has reviewed the Erie County Municipal Infrastructure Gap Funding Program guidelines and completed the application process provided by the County of Erie; and

WHEREAS, the Borough of Edinboro Council has reviewed the completed application prior to submission to the County of Erie and finds it to be in good order; and

WHEREAS, the Borough of Edinboro Council agrees to the terms and conditions set forth in the application portal.

IT IS HEREBY RESOLVED that the Borough of Edinboro Council, Erie County, Pennsylvania approves the filing of an application for the Erie County Municipal Infrastructure Gap Funding Program.

ADOPTED this 14th day of February, 2022.

**BOROUGH OF EDINBORO
RESOLUTION NO. 6-2022**

**A Resolution to Approve an Application for the
Statewide Local Share Assessment Program**

Be it RESOLVED, that the Borough of Edinboro of Erie County hereby requests a Statewide Local Share Assessment grant of \$89,960 from the Commonwealth Financing Authority to be used for the Community Room Renovation Project.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Jason Spangenberg, Borough Manager/Secretary and Aaron Gast, Mayor as the officials to execute all documents and agreements between the Borough of Edinboro and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Jason Spangenberg, duly qualified Secretary of the Borough of Edinboro, Erie County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by majority vote of the Borough of Edinboro Council at a regular meeting held the 14th of February, 2022 and said Resolution has been recorded in the Minutes of the Borough of Edinboro and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of Edinboro, this 14th day of February, 2022.

**BOROUGH OF EDINBORO
RESOLUTION NO. 7-2022**

**A Resolution to Approve an Application
For a Joint Municipal DCNR Grant**

WHEREAS, WASHINGTON TOWNSHIP ("Applicant") desires to undertake the project, "Greater Edinboro Area Parks and Recreation Plan" ("Project Title"); and

WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources ("Department") a grant for the purpose of carrying out this project; and

WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant"; and

WHEREAS, the applicant understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department if the applicant is awarded a grant.

NOW THEREFORE, it is resolved that:

1. The grant application may be electronically signed on behalf of the applicant by "Jason Spangenberg" who, at the time of signing, has a TITLE of "Borough of Edinboro Manager" and the email address of "jspangenberg@edinboro.net".
2. If this Official signed the Grant Application Electronic Authorization prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.
3. If the applicant is awarded a grant, the Grant Application Electronic Authorization, signed by the above Official, will become the applicant/grantee's executed signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.
4. Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official who, at the time of signing of the amendment, has the "TITLE" specified in paragraph 1 and the grantee will be bound by the amendment.

I hereby certify that this Resolution was adopted by the Borough of Edinboro Council this 14th day of February, 2022.

**BOROUGH OF EDINBORO
RESOLUTION NO. 8-2022**

**A Resolution to Approve an Application for the
Statewide Local Share Assessment Program**

Be it RESOLVED, that the Borough of Edinboro of Erie County hereby requests a Statewide Local Share Assessment grant of \$1,000,000 from the Commonwealth Financing Authority to be used for the Edinboro Wastewater Plant Building Project.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Jason Spangenberg, Borough Manager/Secretary and Aaron Gast, Mayor as the officials to execute all documents and agreements between the Borough of Edinboro and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Jason Spangenberg, duly qualified Secretary of the Borough of Edinboro, Erie County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by majority vote of the Borough of Edinboro Council at a regular meeting held the 14th of February, 2022 and said Resolution has been recorded in the Minutes of the Borough of Edinboro and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of Edinboro, this 14th day of February, 2022.

**BOROUGH OF EDINBORO
RESOLUTION 9-2022**

A RESOLUTION, of the Home Rule Borough of Edinboro, Erie County, Pennsylvania.

WHEREAS, the Home Rule Borough of Edinboro (Borough) has been approved to receive grant funding from the TA Set-Aside program for a sidewalk along SR 699/Erie Street; and

WHEREAS, Borough Council must assign an authorized signer for project documents.

NOW, THEREFORE, BE IT RESOLVED by the authority of the Borough Council of the Home Rule Borough of Edinboro, that Jason Spangenberg, Borough Manager, be the only authorized signer directed to sign on behalf of the Borough, the agreement for the "111429 - SR 699 Pedestrian Improvement Project 2018 TA Set-Aside Funding" and all other required project documents.

ADOPTED this 14th day of February, 2022.

Jim Kiley seconded, and the motion passed by 5-0 roll call vote: Jim Kiley, yes; Mary Ann Horne, yes; Pat Davis, yes; Spencer Larson, yes; and Aaron Gast, yes.

Police:

Mayor Gast moved to approve Resolutions 10-2022 and 11-2022:

**BOROUGH OF EDINBORO
RESOLUTION 10-2022**

A RESOLUTION, of the Home Rule Borough of Edinboro, Erie County, Pennsylvania.

WHEREAS, the Civil Service Commission of the Borough of Edinboro has passed resolutions 1-2022 through 6-2022 for the purposes of making the following appointments for the new hire process: background investigations, psychological examinations, medical examinations, oral examinations, written examinations, and physical agility examinations.

NOW, THEREFORE, BE IT RESOLVED by the members of the Borough Council, that the Home Rule Borough of Edinboro approves of the above actions made by the Civil Service Commission, in accordance with the attached Civil Service Resolutions.

ADOPTED this 14th day of February, 2022.

**BOROUGH OF EDINBORO
RESOLUTION NO. 11-2022**

A RESOLUTION, of the Home Rule Borough of Edinboro, Erie County, Pennsylvania.

WHEREAS, the previous Rules and Regulations of the Home Rule Borough of Edinboro Civil Service Commission were adopted in 2019; and

WHEREAS, the Police Chief and Borough Manager have composed a revised Rules and Regulations document which corrects numerous issues and changes the Rules to allow the use of local police testing as the primary method of testing; and

WHEREAS, at their January 11, 2022 meeting, the Civil Service Commission voted unanimously to adopt and approve the attached amended Rules and Regulations.

NOW, THEREFORE, BE IT RESOLVED by the members of the Borough Council, that the attached amended Rules and Regulations of the Civil Service Commission of the Home Rule Borough of Edinboro are approved.

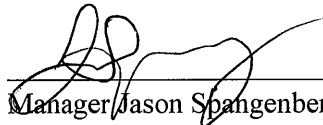
ADOPTED this 14th day of February, 2022.

Jim Kiley seconded, and the motion passed by 5-0 roll call vote: Jim Kiley, yes; Mary Ann Horne, yes; Pat Davis, yes; Spencer Larson, yes; and Aaron Gast, yes.


ADJOURNMENT:

Pat Davis moved for adjournment, and the meeting was adjourned at 6:52 PM.

ATTEST:



Manager Jason Spangenberg



Mayor Aaron Gast