

**Borough of Edinboro
Council Meeting Minutes
January 7, 2019**

CALL TO ORDER:

Monday, January 7, 2019, the regularly scheduled meeting was called to order by Mayor Aaron Gast at 6:53 PM.

Pledge of Allegiance

ROLL CALL:

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

Other officials present were Solicitor Tim Wachter, Borough Manager Kevin Opple, and Finance Director Jason Spangenberg. Citizens present were Maryann Mook, Renee Thayer-Allison, M.L. Smith, Jackie Rhen, John Ponsoll, Casey Ponsoll, Alex Topor, Victor Kwiatkowski, Stephanie Berger, Mary Schenck, Scott Rastetter, and Curtis Hals.

MINUTES:

Jim Kiley moved to approve the December 10, 2018 regular meeting minutes as presented. Mary Ann Horne seconded, and the motion passed 7-0.

PUBLIC PARTICIPATION:

With no speakers present, Mayor Gast closed public participation.

COMMITTEE REPORTS:

Finance Committee:

Mayor Gast moved to approve bills paid December 21, 2018 totaling \$48,528.28; and bills paid December 31, 2018 totaling \$53,229.24. Alyssa Dobson seconded, and the motion passed 7-0.

Mary Ann Horne moved to approve payroll paid December 21, 2018 totaling \$70,346.09; and payroll paid January 4, 2019 totaling \$76,108.04. Alyssa Dobson seconded, and the motion passed 7-0.

Ordinance Review Committee:

Alyssa Dobson moved to approve Ordinance 613 regarding student rentals, having held two public hearings prior to approval. The full ordinance is shown here:

*BOROUGH OF EDINBORO
Erie County, Pennsylvania
Ordinance No. 613*

AN ORDINANCE OF THE BOROUGH OF EDINBORO, ERIE COUNTY, PENNSYLVANIA, AMENDING PART 2 OF CHAPTER 5 OF THE BOROUGH CODE, ENTITLED PROPERTY MAINTENANCE CODE; AMENDING AND PROVIDING FOR OWNER'S DUTIES, AMENDING AND PROVIDING FOR RENTAL LICENSES AND INSPECTION; AND AMENDING PART 2 OF CHAPTER 27 OF THE BOROUGH CODE, ENTITLED DEFINITIONS; AMENDING PART 4 OF CHAPTER 27 OF THE BOROUGH CODE, ENTITLED NONCONFORMING USES AND STRUCTURES, AMENDING AND PROVIDING FOR REGULATED RENTAL UNITS AND THE MANDATORY REVOCATION OR NONRENEWAL OF LICENSES; AND PROVIDING FOR A REPEALER, SEVERABILITY, BOROUGH MANAGER FILING INSTRUCTIONS, AND AN EFFECTIVE DATE.

WHEREAS, the Home Rule Borough of Edinboro (the "Borough") has previously codified enacted ordinances as the Borough Code (the "Code"); and

WHEREAS, the Borough desires to amend Chapter 5 of the Code, known as Code Enforcement, specifically to amend Part 2, to address concerns with the verification of students residing in student rental units within the Borough; and

WHEREAS, the Borough desires to amend Chapter 27 of the Code, known as the Zoning Ordinance, specifically to amend Part 2 and Part 4, to address local concerns with the decline in student rentals within the Borough; and

WHEREAS, the Borough has the power and duty to enact ordinances to promote the health, safety, and general welfare of Borough residents and visitors; and

WHEREAS, the Home Rule Borough of Edinboro hereby ordains and enacts the following:

Section 1. That Section 249 of Part 2 of Chapter 5 of the Code be amended through the inclusion of the underlined terms as follows:

§5-249 *Owner's Duties. . .*

3. Application for Residential Property Housing License/Regulated Rental License. At the time of annual renewal for residential rental property licenses (formerly known as occupancy permits), which is set on or before ~~August 15~~ December 31 of each year, the owner shall complete and sign the application form; prepared by or at the direction of the Code Enforcement Officer, and shall require the owner to provide:
 - A. The name and addresses of the owner and the responsible local agent, if applicable.
 - B. The address(es) and unit/room/apartment number(s) of the regulated rental unit(s).
 - C. A list of the names of all adult tenants or heads of family in each unit.
 - D. The actual number of ~~T~~tenants and the maximum number of tenants permitted per regular rental unit.
 - E. The number of smoke detectors per unit.
 - F. Fire extinguisher availability.
 - G. His/her signature attesting to the owner's compliance with the specified Borough Ordinances, including Subsection 4 of this section, that tenants have received the tenant information form.
 - H. In the event that the residential rental property license is for property designated as a "student house," under the Borough Zoning Ordinance [Chapter 27], the owner shall provide an affirmative statement indicating the following:

- i. The lease agreement between owner and tenant(s) includes a clause mandating that tenant(s) shall remain students for the entirety of the lease agreement's term.
- ii. The owner has received documentation (enrollment records, student identification, etc.) that verifies that each tenant is a student at the time of the execution of the lease agreement.

Section 2. That Section 251 of Part 2 of Chapter 5 of the Code be amended through the inclusion of the underlined terms as follows:

§5-251 Rental Licenses and Inspection.

1. License Requirement. . .

B. The application for a license shall be made in writing in such form and manner and in accordance with such instructions as may be determined by the Code Enforcement Officer, shall be signed by the owner, and shall include at least the following information:

- 1) The names and addresses of the owner and responsible local agent, if applicable.
- 2) The address(es) and unit/room/apartment number(s) of the regulated rental unit(s).
- 3) A list of names of all adult tenants or heads of family in each unit.
- 4) The actual number of tenants and the maximum number of tenants permitted per regulated rental unit.
- 5) The number of smoke detectors per unit.
- 6) Fire extinguisher availability.
- 7) His/her signature attesting to the owner's compliance with the specified Borough ordinances, including §5-293 §5-249, Subsection 4 of this Subpart and that tenants have received the tenant information form.
- 8) In the event that the residential rental property license is for property designated as a "student house," under the Borough Zoning Ordinance [Chapter 27], the owner shall provide an affirmative statement indicating the following:
 - iii. The lease agreement between owner and tenant(s) includes a clause mandating that tenant(s) shall remain students for the entirety of the lease agreement's term.
 - iv. The owner has received documentation (enrollment records, student identification, etc.) that verifies that each tenant is a student at the time of the execution of the lease agreement.

Issuance of License, Annual License Term and Fee.

B. Each license shall have an annual term running from August 15 through August 14 of the next year January 1 through December 31. There shall be no proration of yearly fees for any reason whatsoever. Applications received after a due date shall be subject to a late fee.

Section 3. That Section 202 of Part 2 of Chapter 27 of the Code be amended through the deletion of the struck out terms and the inclusion of the underlined terms as follows:

§27-202 Specific Terms. . .

Family- a family is:

- A. A single person occupying a dwelling unit and maintaining a household, including individual(s) who are "students" as defined and referenced in this chapter who also maintain dependents as part of a household.
- B. Two or more relatives (as defined and referenced in this chapter) occupying a dwelling unit, living together and maintaining a common household, including not more than two boarders or roomers,

including situations where one or more relatives are also “students,” as defined and referenced in this chapter.

- C. ~~Not more than three~~ Two or more unrelated persons (see definition of “related”) occupying a dwell unit, living together, and maintaining a common household.
- D. Permanent group homes for the disabled or family-like arrangements for disabled persons. Any number of disabled persons may be treated as a “family” if they are defined as handicapped or disabled under the Fair House Act Amendments to the Civil Rights Act. Please note: Handicapped or disabled persons shall be those who are so designated under the Fair Housing Amendment (1988) to the Federal Civil Rights Act of 1968.

~~This definition shall not apply to any dwelling occupied as a student house as referenced and defined in this Chapter. . .~~

Student- a student is an individual who is matriculating or about to matriculate in undergraduate or graduate programs offered by colleges or universities, or who are on semester break or summer break. The definition of “student” shall include individuals who are related, married, or who maintain dependents as part of a household while simultaneously qualifying as a “student” under this section.

~~Student house- a type of use which is a subgroup of a regulated rental unit. It is a living arrangement within a one- or-two family dwelling, a conversion dwelling or a townhouse by persons unrelated by blood, marriage, or legal adoption, or any combination of such persons~~ students who are attending, or about to attend matriculating or about to matriculate in undergraduate or graduate programs offered by colleges or universities, or who are on semester break, or summer break. The maximum number of occupants of a student house shall be limited to three persons whether related or unrelated and each student house must comply with the minimum area requirements established by the Property Maintenance Code.

Section 4. That Section 401 of Part 4 of Chapter 27 of the Borough Code be amended through the inclusion of the underlined terms as follows:

§27-401 Nonconforming Uses and Structures

The following provisions shall apply to all nonconforming uses and structures. It is the intention of the Edinboro Borough that all legal nonconforming uses and structures shall be able to continue, however, all such changes in uses shall only be as allowed in this Part.

- A. Any nonconforming use may be continued, or may be changed to a use of the same or a more restrictive classification. The nonconforming use may not be extended or expanded unless to a conforming use, except as permitted by the Board in accordance with the provisions of this Chapter. . .
- C. Except as provided for in Section 401(c)(i-iv), ~~in~~ the event that any nonconforming use conducted in a structure, or otherwise, ceases, for whatever reasons, for a period of 1 year, such nonconforming use shall not be resumed and any further use shall be in conformity with the provisions of this chapter.
 - i. For a period beginning on January 1, 2019 and terminating on January 1, 2022, the above Section §27-401(C) shall not apply to regulated rental unit(s), currently licensed as a “student house,” located within the Edinboro Borough that currently maintain a nonconforming use status.
 - ii. If a nonconforming use in a regulated rental unit ceases during the three (3) year period identified above, the regulated rental unit shall not lose its nonconforming use status.
 - iii. No later than January 1, 2021, the Borough Manager of the Edinboro Borough shall notify all affected owners of regulated rental units whether the period referenced in Section §27-401C(i) shall be extended and if so, the term for which it shall be extended.
 - iv. Unless the Borough Council acts to extend the period referenced in Section §27-401(C)(i) for an additional period of years, Sections §27-401(i-iii) shall sunset as of January 1, 2022. . .

Section 5. That Section 415 of Part 4 of Chapter 27 of the Borough Code be amended through the deletion of the struck out terms and the inclusion of the underlined terms as follows:

§27-415 Regulated Rental Units

1. All dwellings and dwelling units within the Borough may be rented and occupied by persons meeting the definition of family in Part 2 of this Chapter. Licensing is required for all regulated rental units by Borough Ord 496 and Ord. 554.
2. *Student House.* In addition to the licensing requirements for regulated rental units, student houses are subject to the following supplemental regulations:
 - A. No single-family home, townhouse, duplex, or conversion unit, used as a student house, shall be located on a lot, any portion of which is closer to another lot containing a student house than a distance determined by multiplying 20-15 times the minimum lot width required for a single-family dwelling in the district in which the student house is located.

Section 6. That Section 252 of Part 2 of Chapter 5 of the Code be amended with the addition of a new subsection 5, entitled Mandatory Grounds for Non-Renewal/Revocation of License, through the deletion of the struck out terms and the inclusion of the underlined terms as follows:

1. *General.* For violating any provision of this code and/or failing to regulate the breach of duties by tenants as provided for herein, the Code Enforcement Officer ~~may~~ shall institute an action an impose penalties against an owner by means of a formal violation notice and/or by the non-renewal or revocation of an owner's license...
4. *Further Grounds for Non-renewal/Revocation of a License.* Any of the following ~~may~~ shall subject an owner to non-renewal or revocation of a license:
 - A. Failure to abate a violation of the various codes and ordinances that apply to the premises within the time directed by the Code Enforcement Officer.
 - B. Refusal to permit the inspection of the premises by the Code Enforcement Officer.
 - C. Failure to take steps to remedy violations of this Subpart by owners and/or occupants of regulated rental units.
 - D. Numerous, repeat and/or continuous violations, which in a cumulative effect are evident the owner is irresponsible with their duties and obligations causing undue inconvenience to the reasonable habitation and jeopardizing the health, safety and welfare of the tenant(s) and further causing additional enforcement activities by code department staff.

Section 7. Repealer.

Any ordinances, rules or resolutions, or parts of ordinances, rules or resolutions, in conflict herewith shall be, and the same are hereby repealed.

Section 8. Severability.

The provisions of this Ordinance are severable. If any sentence, clause, section or part of this ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this ordinance. It is hereby declared as the intent of the Borough Council that this ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section or part thereof not been included herein.

Section 9. Directions to Borough Manager

The Borough Manager is hereby directed to affix the Borough Seal upon this Ordinance, insert the date of enactment upon the same, record the ordinance in the Borough Ordinance Book and to take all such actions as are required by the Home Rule Charter of the Borough and to amend the Borough Code as may be necessary.

Section 10. Effective Date.

This Ordinance shall be effective on the tenth day following the enactment of this Ordinance, as indicated below.
ORDAINED AND ENACTED by the BOROUGH COUNCIL OF THE HOME RULE BOROUGH OF EDINBORO on the date first indicated above.

Nathan Latimer seconded the motion. Fred Langill requested that liaisons from the community meet with the ordinance committee regularly to discuss the effects of this ordinance. He then commended the ordinance committee for their hard work done for the ordinance revisions. Jim Kiley said that Council has to take a proactive role regarding housing issues. The motion passed 7-0 by roll call vote: Pat Davis, yes; Jim Kiley, yes; Fred Langill, yes; Nathan Latimer, yes; Mary Ann Horne, yes; Alyssa Dobson, yes; and Aaron Gast, yes.

Mayor Gast moved to approve Ordinance 615 regarding corrections to parking regulations, shown below:

*BOROUGH OF EDINBORO
Erie County, Pennsylvania
Ordinance 615*

AN ORDINANCE OF THE BOROUGH OF EDINBORO, ERIE COUNTY, PENNSYLVANIA, AMENDING PART 1 OF CHAPTER 15 OF THE BOROUGH CODE, ENTITLED MOTOR VEHICLES AND TRAFFIC, PROVIDING FOR DEFINITIONS; AMENDING PART 2 OF CHAPTER 15 OF THE BOROUGH CODE, ENTITLED TRAFFIC REGULATIONS, ESTABLISHING CERTAIN ONE-WAY STREETS, RESTRICTING TURNING AT CERTAIN INTERSECTIONS, PROVIDING FOR STOP INTERSECTIONS AND FOR YIELD INTERSECTIONS; AMENDING PART 4 OF CHAPTER 15 OF THE BOROUGH CODE, ENTITLED GENERAL PARKING REGULATIONS, PROVIDING FOR PROHIBITIONS ON PARKING AND FOR ANGLE PARKING ON PORTIONS OF CERTAIN STREETS, ESTABLISHING PROVISIONS FOR PROHIBITION OF PARKING ON CROSSWALKS AND SIDEWALKS, NEAR DRIVEWAYS AND FIRE HYDRANTS, ON BRIDGES AND WITHIN AN INTERSECTION, ESTABLISHING PROVISIONS FOR PARKING OF COMMERCIAL VEHICLES, FOR DIRECTIONAL PARKING, FOR DISABLED, DISMANTLED, AND UNLICENSED VEHICLES, AND PROVIDING FOR PENALTIES FOR THE VIOLATION THEREOF; AMENDING PART 5 OF CHAPTER 15 OF THE BOROUGH CODE, ENTITLED OFF-STREET UNMETERED PARKING, PROVIDING FOR UNMETERED PARKING LOTS; PROVIDING FOR A REPEALER, SEVERABILITY, BOROUGH MANAGER FILING INSTRUCTIONS, AND AN EFFECTIVE DATE.

WHEREAS, the Home Rule Borough of Edinboro (the “Borough”) has previously codified enacted ordinances as the Borough Code (the “Code”); and

WHEREAS, the Borough desires to amend Chapter 15 of the Code, specifically to amend Part 1, Part 2, and Part 5, to provide updated rules and regulations regarding permissible operation of vehicles, maintenance of vehicles, and parking of vehicles within the Borough’s boundaries; and

WHEREAS, the Borough has the power and duty to enact ordinances to promote the health, safety, and general welfare of Borough residents.

WHEREAS, the Home Rule Borough of Edinboro hereby ordains and enacts the following:

Section 1. That Section 101 of Part 1 of Chapter 15 of the Code be amended through the inclusion of the underlined terms as follows:

§15-101 Definitions and Interpretation.

1. Words and phrases when used in this chapter, except for sections on articles to which different or additional definitions apply, shall the meanings ascribed to them in the Pennsylvania Vehicle Code (the Act of June 1976, P.L. 162, No. 81), as amended . . .

Section 2. That Section 204 of Part 2 of Chapter 15 of the Code be amended through the inclusion of the underlined terms as follows:

§15-204 One-Way Streets Established.

1. The following are established as one-way streets, and it shall be unlawful for any person to drive a vehicle on any one-way street other than in the direction established for traffic on that street:

<i>Street</i>	<i>From</i>	<i>To</i>	<i>Direction of Travel</i>
Alley (Unnamed) Borough Building	Meadville Street	<u>Eastbound</u>	
	Parking #1		
<u>Alley (Unnamed)</u>	<u>Meadville Street</u>	<u>Borough Building</u>	<u>Westbound</u>
		Parking #1	
Alley (Unnamed) Meadville Street	Borough Parking #2	<u>Eastbound</u>	
School Street	Raspberry	Route 6N	<u>Eastbound</u>

Section 3. That Section 205 of Part 2 of Chapter 15 of the Code be amended through the inclusion of the underlined terms as follows:

§15-205 Turning at Certain Intersections Prohibited or Restricted.

1. It shall be unlawful for the driver of any vehicle, of the type indicated, traveling upon the first named-street at any of the following intersections, in the direction or directions indicated in each case, to make a left turn and/or a right turn and/or drive straight across the intersection into the second-named street, as indicated, at any time when such a turn is prohibited by this section:

<i>Vehicles Traveling On</i>	<i>Direction of Travel</i>	<i>Not to Make Turn</i>	<i>Into</i>	<i>When</i>	<i>Type of Vehicle Applicable to</i>
Mill Street	North and South	<u>Left/Straight</u>		9:00 a.m. to 6:00 p.m. <u>Mon. thru Fri.</u>	All . . .

Section 4. That Section 207 of Part 2 of Chapter 15 of the Code be amended through the inclusion of the underlined terms and the deletions of the terms struck out as follows:

§15-207 Stop Intersections Established.

The following intersections, in addition to the intersections with the through highways established by this Part, are established as stop intersections, and official stop signs shall be erected, or are ratified if previously erected, in such a position as to face traffic approaching the second-named street (the intersecting or through street) on the first-named street (the stop street) in the direction or directions indicated for that intersection. Every drive of a vehicle approaching the intersection on the first named or stop street, in the direction indicated in each case, shall stop the vehicle as required by Section 3323(b) of the Vehicle Code, and shall not proceed into or across the second-named or intersecting or through street until he has followed all applicable requirements of that section of the law.

<i>Stop Street</i>	<i>Intersection or Through Street</i>	<i>Direction of Travel</i>
Angling Road	West Plum Street	South . . .

Highland Drive	Cherry Street/ Peach Street	South . . .
Hilltop Road	Chestnut Street	South
<u>Hilltop Road</u>	<u>Fairway Drive</u>	<u>North . . .</u>
Jefferson Street	West Plum Street	South
<u>Kinter Hill Road</u>	<u>Water Street Ext.</u>	<u>West</u>
Lakeside Drive	Maple Street	South
Lakeside Drive	West Plum Street	South . . .
Raspberry Lane	Davis Drive	North and South
<u>Raspberry Lane</u>	<u>Raspberry Lane (mid-block)</u>	<u>South . . .</u>

Section 5. That Section 208 of Part 2 of Chapter 15 of the Code be amended through the deletion of the terms struck out as follows:

§15-208 Yield Intersections Established.

The following intersections, in addition to intersections with the through highways established by this Part, are established as yield intersections, and official yield signs shall be erected, or are ratified if previously erected, in such a position as to face traffic approaching the second-named street (the through street) on the first-named street (the yield street) in the direction of directions indicated for that intersections. Every drive of a vehicle approaching the intersection on the first-named or yield street, in the direction indicated in each case, shall slow down or stop the vehicles as required by Section 3323(c) of the Vehicle Code, and then yield the rights-of-way required by that subsection of the Vehicle Code.

Yield Street	Through Street	Direction of Travel
Hilltop Road	Fairway Drive	North
Lorna Lane	High Street	East

Section 6. That Section 402 of Part 4 of Chapter 15 of the Code be amended through the inclusion of the terms underlined and the deletion of the terms struck out as follows:

§15-402 Parking Prohibited at All Times in Certain Locations.

~~Parking shall be prohibited at all times in the following locations:-~~ The following chart contains a list of all public streets within the Borough and the parking prohibitions related to said streets (if any):

<u>[Street]</u>	<u>[Side]</u>	<u>Parking Prohibited [Between]</u>
Chestnut Street	North	Maple Drive and Water Street to Sherrod Hill Road
Darrow Road	Both	Entire length
Erie Street	Both	250 feet north of intersection with PA Route-6N to said intersection

<i>Gibson Lane</i>	<i>Both</i>	<i>Meadville Street to Normal Street</i>
<i>Lakeside Drive</i>	<i>Both</i>	<i>From Cherry Street to Peach Street</i>
<i>Lakeside Drive</i>	<i>Both</i>	<i>Route 6N and Cherry Street with the exceptions of the now existing parking areas located at beach area between Washington Street and Maple Street and starting at the foot of Elm Street North on Lakeside Drive for approximately 160 feet</i>
<i>Meadville Street</i>		<i>20 feet north of the Edinboro Fire Department driveway and 40 feet south of the south property line of the Edinboro Fire Department</i>
<i>West Normal Street</i>	<i>East</i>	<i>100 feet from bridge</i>
<i>West Normal Street</i>	<i>West</i>	<i>50 feet from bridge</i>
<i>East Normal Street</i>	<i>North</i>	<i>Entire length</i>
<i>Ontario Street</i>	<i>West</i>	<i>Waterford and East Normal Street</i>
<i>Ontario Street</i>	<i>West</i>	<i>100 feet from intersection of Waterford Street and 100 feet from intersection of East Normal Street</i>
<i>Peach Street</i>	<i>North</i>	<i>From Lakeside Drive to Lee Drive</i>
<i>Plum Street, Rt.</i>	<i>North</i>	<i>Erie Street and Mill Street</i>
<i>Plum Street, Rt.</i>	<i>Both</i>	<i>Erie Street and the Outlet, approximately 850 feet</i>
<i>Water Street</i>	<i>East</i>	<i>Chestnut to Borough line</i>
<i>Water Street</i>	<i>West</i>	<i>West Normal to Borough line</i>
<i>Waterford Street</i>	<i>North</i>	<i>Eastwardly from its intersection with Meadville Street for 60 feet</i>
<i>Adams Street</i>	<i>=</i>	<i>No restrictions related to this section (15-402)</i>
<i>Ash Street</i>	<i>=</i>	<i>No restrictions related to this section (15-402)</i>
<i>Aspen Way</i>	<i>=</i>	<i>No restrictions related to this section (15-402)</i>
<i>Banff Drive</i>	<i>=</i>	<i>No restrictions related to this section (15-402)</i>
<i>Beau Drive</i>	<i>=</i>	<i>No restrictions related to this section (15-402)</i>
<i>Beech Street</i>	<i>=</i>	<i>No restrictions related to this section (15-402)</i>
<i>Billings Drive</i>	<i>=</i>	<i>No restrictions related to this section (15-402)</i>

<u>Brookview Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Brora Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Casey Lane</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Cherry Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Chestnut Street</u>	<u>North</u>	<u>Between the intersection of Erie St., and the intersection of Sherrod Hill Road marked by signs indicating "No Parking."</u>
<u>Chestnut Street</u>	<u>South</u>	<u>Between the intersection of Erie St., and the intersection of Sherrod Hill Road marked by signs indicating "No Parking."</u>
<u>Conneauttee Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Cooper Lane</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Cove Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Cypress Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Davis Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Dunbarton Road</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Darrow Road</u>	<u>North/South</u>	<u>Entire length of road (Meadville St. to S. Perry Ln.) marked by signs indicating "No Parking."</u>
<u>Dundon Road</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Elm Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>East Normal Street</u>	<u>South</u>	<u>Between the intersection of Meadville Street to a point approximately 90 feet east marked by a sign indicating "No Parking Here to Corner."</u>
<u>East Normal Street</u>	<u>South</u>	<u>Between the intersection of High Street to a point approximately 150 feet west and to a point approximately 150 feet east, marked by signs indicating "No Parking Between Signs," and further identified by "No Parking" signs throughout the previously mentioned 300 feet.</u>
<u>East Normal Street</u>	<u>South</u>	<u>Between the intersection of Ontario Street to a point approximately 180 feet west marked by a sign indicating "No Parking Here to Corner" and further identified by a "No Parking" sign within the previously mentioned area.</u>
<u>East Normal Street</u>	<u>North</u>	<u>Between Meadville Street and Ontario Street marked by signs indicating "No Parking."</u>

<u>East Plum Street/Rt. 6NE</u>	<u>North/South</u>	<u>Between the intersection of Erie St. to the intersection of Ontario St., marked by signs indicating "No Parking."</u>
<u>Erie Street</u>	<u>East</u>	<u>Between the bridge to a point approximately 115 feet north (entrance to Base II employee parking lot – lower parking lot of Borough building), marked by sign indicating "No Parking."</u>
<u>Erie Street</u>	<u>East</u>	<u>Between the intersection of Waterford St. to a point approximately 90 feet north marked by signs indicating "No Parking."</u>
<u>Erie Street</u>	<u>East</u>	<u>Between the intersection of East Plum St. (Rt. 6NE) to a point approximately 140 feet south marked by a sign indicating "No Parking Here to Corner" and to a point approximately 150 north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Erie Street</u>	<u>East</u>	<u>Between the intersection of Raspberry Lane to a point approximately 50 feet south marked by a sign indicating "No Parking Here to Corner" and to a point approximately 25 feet north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Erie Street</u>	<u>East</u>	<u>Between the property located at 314 Erie St. to the Borough Line (north) marked by signs indicating "No Parking."</u>
<u>Erie Street</u>	<u>West</u>	<u>Between the intersection of Cooper Lane to a point approximately 30 feet south marked by a sign indicating "No Parking Here to Corner" and to a point approximately 60 feet north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Erie Street</u>	<u>West</u>	<u>Between the intersection of West Plum St. (Rt. 6NW) to a point approximately 60 feet south marked by a sign indicating "No Parking Here to Corner," as well as, a yellow painted curb and to a point approximately 200 feet north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Erie Street</u>	<u>West</u>	<u>Between approximately 20 feet north and approximately 20 feet south of the alley between the 121 and 123 Erie St. marked by painted yellow curb lines.</u>
<u>Erie Street</u>	<u>West</u>	<u>Between the bridge to a point approximately 100 feet north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Evergreen Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Fairway Drive</u>	=	<u>No restrictions related to this section (15-402)</u>

<u>Georgian Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Gibson Lane</u>	<u>East/West</u>	<u>North/South Between Meadville St. and West Normal St. marked by signs indicating "No Parking."</u>
<u>Granada Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Green Oaks Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Harrison Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Hickory Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>High Street</u>	<u>East</u>	<u>Between the intersections of Waterford St. and East Normal St. marked by signs indicating "No Parking."</u>
<u>High Street</u>	<u>West</u>	<u>Between the intersection of Waterford St. to a point approximately 35 feet south, marked by a sign indicating "No Parking Here to Corner."</u>
<u>High Street</u>	<u>West</u>	<u>Between the intersection of Schruers Lane to a point north approximately 30 feet marked by a sign indicating "No Parking Here to Corner" and to a point south approximately 30 feet by a sign indicating "No Parking Here to Corner."</u>
<u>High Street</u>	<u>West</u>	<u>Between the intersection of East Normal St. to a point approximately 50 feet north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Highland Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Hillcrest Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Hilltop Road</u>	<u>East</u>	<u>Between the intersection of Chestnut St. to a point approximately 125 feet north marked by sign indicating "No Parking Here to Corner."</u>
<u>Industrial Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Jefferson Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Kinter Hill Road</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Lakeland Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Lakeside Drive</u>	<u>West</u>	<u>Between the intersection of West Plum Street and the Intersection of Conneautte Drive marked by signs indicating "No Parking."</u>
<u>Lakeside Drive</u>	<u>West</u>	<u>Between the intersection of Cherry Street and the intersection of Peach Street marked by signs indicating "No Parking."</u>

<u>Lakeside Drive</u>	<u>East</u>	<u>Between the intersection of West Plum Street and the intersection of Peach Street marked by signs indicating "No Parking," except for the designated public parking area beginning at the intersection of Willow Street to a point north approximately 160 feet north of the intersection of Elm Street, as well as at the beach area located between Washington Street and Maple Street.</u>
<u>Lakeside Drive</u>	<u>East</u>	<u>South public dock parking area, between the two signs indicating "No Parking Between Signs," on the east portion of the lift station located in the parking area.</u>
<u>Lakeside Drive</u>	<u>East</u>	<u>At all times on boat ramps or access area to boat ramps.</u>
<u>Lee Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Lorna Lane</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Lynwood Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Madeline Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Madison Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Maple Drive</u>	<u>East</u>	<u>Between the intersection of Chestnut St. to a point approximately 70 feet north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Maple Drive</u>	<u>West</u>	<u>Between the intersection of Chestnut St. and the intersection of West Plum St., marked by signs indicating "No Parking."</u>
<u>Maple Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Meadville Street</u>	<u>West</u>	<u>Between the intersection of Erie St. to a point approximately 20 feet south and marked by sign indicating "No Parking Here to Corner."</u>
<u>Meadville Street</u>	<u>West</u>	<u>Between the intersection of the entrance of Borough Lot #1 to a point approximately 20 feet south and marked by painted yellow lines indicating "No Parking- Fire Hydrant."</u>
<u>Meadville Street</u>	<u>West</u>	<u>Between the intersection of the exit to Borough Lot #1 to a point approximately 20 feet south and marked by painted yellow lines indicating "No Parking."</u>
<u>Meadville Street</u>	<u>West</u>	<u>Between the driveway of the Water Treatment Plant, 126 Meadville St. to a point approximately 45 feet north and to a point approximately 25 feet</u>

south marked by signs indicating "No Parking
Between Signs."

<u>Meadville Street</u>	<u>West</u>	<u>Between West Normal Street to a point approximately 170 feet north marked by sign indicating "No Parking Here to Corner."</u>
<u>Meadville Street</u>	<u>West</u>	<u>From the intersection of West Normal St. to the Borough Line marked by signs indicating "No Parking."</u>
<u>Meadville Street</u>	<u>East</u>	<u>Between Darrow Rd. to a point approximately 170 feet south marked by a sign indicating "No Parking Here to Corner" and to a point approximately 60 feet north marked by sign indicating "No Parking Here to Corner."</u>
<u>Meadville Street</u>	<u>East</u>	<u>Between the entrance to Reeder Hall (EUP) to a point approximately 25 feet south and to a point approximately 25 feet north of the entrance marked by signs indicating "No Parking Between Signs."</u>
<u>Meadville Street</u>	<u>East</u>	<u>Between the entrance of the driveway of the Diebold Center for Performing Arts (EUP) to a point approximately 80 feet south and to a point approximately 40 feet north marked by signs indicating "No Parking Between Signs."</u>
<u>Meadville Street</u>	<u>East</u>	<u>Between the intersection of East Normal St. to a point approximately 170 feet south marked by a sign indicating "No Parking Here to Corner" and north to the intersection of Schruers Lane marked by sign indicating "No Parking."</u>
<u>Meadville Street</u>	<u>East</u>	<u>Between the intersection of Lorna Lane to a point approximately 45 feet south marked by sign indicating "No Parking Here to Corner."</u>
<u>Meadville Street</u>	<u>East</u>	<u>Between a point approximately 40 feet south to a point approximately 20 feet north of the property line of the Edinboro Volunteer Fire Department.</u>
<u>Meadville Street</u>	<u>East</u>	<u>Between the intersection of Waterford St. to a point approximately 35 feet south marked by sign indicating "No Parking Here to Corner."</u>
<u>Mill Street</u>	<u>=</u>	<u>No restrictions related to this section (15-402)</u>
<u>Monroe Street</u>	<u>=</u>	<u>No restrictions related to this section (15-402)</u>
<u>Moray Drive</u>	<u>=</u>	<u>No restrictions related to this section (15-402)</u>
<u>Nordmere Drive</u>	<u>=</u>	<u>No restrictions related to this section (15-402)</u>
<u>North Skytop Road</u>	<u>=</u>	<u>No restrictions related to this section (15-402)</u>

<u>Ontario Street</u>	<u>East</u>	<u>Between the intersection of Waterford St. to the intersection of East Normal St. marked by signs indicating "No Parking."</u>
<u>Ontario Street</u>	<u>West</u>	<u>Between the intersection of Waterford St. to a point approximately 60 feet south marked by sign indicating "No Parking Here to Corner."</u>
<u>Ontario Street</u>	<u>West</u>	<u>Between East Normal St. to a point approximately 135 feet north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Orchard Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Peach Street</u>	<u>East/West</u>	<u>Between the intersection of Lakeside Drive and the intersection of Lee Drive marked by signs indicating "No Parking."</u>
<u>Pine Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Pineview Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Raspberry Lane</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>School Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Schruers Lane</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Scots Glen Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Schechinah Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Shellhamer Circle</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Shelhamer Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Sherwood Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Short Street</u>	<u>North</u>	<u>Between the intersection of Erie St. to a point approximately 60 feet west marked by a sign indicating "No Parking Here to Corner."</u>
<u>Short Street</u>	<u>South</u>	<u>Between the intersection of Erie St. to a point approximately 20 feet west marked by a sign indicating "No Parking Here to Corner."</u>
<u>South Perry Lane</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>South Skytop Road</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Stonehaven Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Sunset Drive</u>	<u>East</u>	<u>Between the intersection of Chestnut St. to a point approximately 45 feet north marked by a sign indicating "No Parking Here to Corner."</u>

<u>Sunset Drive</u>	<u>East</u>	<u>From a point approximately 45 feet north of the intersection of Chestnut St. to a point approximately 185 feet north of the same intersection (south portion of driveway of 104 Sunset Dr.), marked by a sign indicating No Parking."</u>
<u>Sunset Drive</u>	<u>West</u>	<u>Between the intersection of Chestnut St. to a point approximately 215 feet north (south portion of driveway of 105 Sunset Dr.), marked by a sign indicating "No Parking."</u>
<u>Tarbell Lane</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Terrace Drive</u>	<u>South</u>	<u>Between the intersection of Meadville St. to a point 185 feet west marked by signs indicating "No Parking."</u>
<u>Valleyview Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Walker Drive</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Walnut Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Washington Street</u>	=	<u>No restrictions related to this section (15-402)</u>
<u>Water Street</u>	<u>East</u>	<u>Between the Borough line (south) to the intersection of Chestnut Street (north) marked by signs indicating "No Parking."</u>
<u>Water Street</u>	<u>West</u>	<u>Between the Borough line (south) to the intersection of West Normal Street (north) marked by signs indicating "No Parking."</u>
<u>Water Street</u>	<u>West</u>	<u>Between the intersection of West Normal Street to a point approximately 100 feet north marked by a sign indicating "No Parking Here to Corner."</u>
<u>Water Street</u>	<u>West</u>	<u>Between the intersection of Chestnut Street to a point approximately 75 feet south marked by a sign indicating "No Parking."</u>
<u>Waterford Street</u>	<u>South</u>	<u>Between High St., and to a point approximately 35 feet west marked by a sign indicating "No Parking Here to Corner" and to a point approximately 30 feet east marked by a sign indicating "No Parking Here to Corner."</u>
<u>Waterford Street</u>	<u>South</u>	<u>Between the intersection of Ontario St. to a point approximately 150 feet west marked by a sign indicating "No Parking Here to Corner."</u>
<u>Waterford Street/Rt. 6NE</u>	<u>North/South</u>	<u>Between the intersection of Ontario St. and the Borough Line (east) marked by signs indicating "No Parking."</u>

<u>Waterford Street</u>	<u>North</u>	<u>Between the intersection of Ontario St. to a point approximately 120 feet west marked by a sign indicating "No Parking Here to Corner."</u>
<u>Waterford Street</u>	<u>North</u>	<u>Between the intersection of Raspberry Lane to a point approximately 35 feet east marked by a sign indicating "No Parking Here to Corner."</u>
<u>Waterford Street</u>	<u>North</u>	<u>Between the intersection of Raspberry Lane to the intersection of Erie St., marked by signs indicating "No Parking."</u>
<u>West Normal Street</u>	<u>South</u>	<u>Between the intersection of Water Street and the intersection of Brookview Drive, marked by signs indicating "No Parking."</u>
<u>West Normal Street</u>	<u>South</u>	<u>Between the intersection of Brookview Drive and the bridge marked by sign indicating "No Parking Here to Bridge."</u>
<u>West Normal Street</u>	<u>South</u>	<u>Between the bridge and a point approximately 50 feet east marked by sign indicating "No Parking Here to Bridge."</u>
<u>West Normal Street</u>	<u>South</u>	<u>Between the intersection of Gibson Lane to a point approximately 25 feet west marked by a sign indicating "No Parking Here to Corner" and from the intersection of Gibson Lane to a point approximately 35 feet east marked by sign indicating "No Parking Here to Corner."</u>
<u>West Normal Street</u>	<u>South</u>	<u>Between the intersection of Meadville Street to a point approximately 115 feet west marked by a sign indicating "No Parking Here to Corner."</u>
<u>West Normal Street</u>	<u>North</u>	<u>Between the intersection of Meadville Street and the intersection of Water Street, marked by signs indicating "No Parking."</u>
<u>West Plum Street/Rt. 6NW</u>	<u>North/South</u>	<u>Between the intersection of Erie St., and the Borough Line (west), marked by signs indicating "No Parking."</u>
<u>Willow Street</u>	<u>=</u>	<u>No restrictions related to this section (15-402)</u>
<u>Windy Lane</u>	<u>=</u>	<u>No restrictions related to this section (15-402)</u>

Section 7. That Section 406 of Part 4 of Chapter 15 of the Code be amended through the inclusion of the underlined terms as follows:

15-406 Angle Parking Required on Portions of Certain Streets.

- Only angle parking shall be permitted on the following portions of streets:

Street	Side	Between
---------------	-------------	----------------

Erie Street

West

Plum Street and Short Street

Erie Street

East

Between 122 Erie Street and 104 Erie Street

Section 8. That Section 408 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-408 **Parking on Crosswalks.**

Parking is hereby prohibited on all crosswalks in the Home Rule Borough of Edinboro at any and all times.

Section 9. That Section 409 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-409 **Parking on Sidewalks.**

Parking is hereby prohibited on all sidewalks in the Home Rule Borough of Edinboro at any and all times.

Section 10. That Section 410 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-410 **Parking in Front of a Public or Private Driveway.**

Parking is hereby prohibited in front of and/or blocking any public or private driveway in the Home Rule Borough of Edinboro, at any and all times.

Section 11. That Section 411 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-411 **Parking Near Fire Hydrant.**

Parking is hereby prohibited within fifteen (15) feet of any fire hydrant in the Home Rule Borough of Edinboro, at any and all times.

Section 12. That Section 412 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-412 **Parking on Bridges.**

Parking is hereby prohibited on all bridges in the Home Rule Borough of Edinboro at any and all times.

Section 13. That Section 413 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-413 **Parking Within an Intersection.**

Parking is hereby prohibited within thirty (30) feet of and within any intersection in the Home Rule Borough of Edinboro at any and all times, except where duly authorized signs are displayed in the proper manner designating such.

Section 14. That Section 414 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-414 **Parking of Commercial Vehicles Generally.**

1. No person shall park a commercial vehicle or allow the same to remain parked for longer than the time necessary to load or unload such vehicle at any time or in any location on any of the highways or roadways in the Home Rule Borough of Edinboro.
2. “Commercial Vehicle” means a truck with a weight class of three or above, as well as any unattached trailers.
3. The driver must remain in the immediate proximity while the vehicle as described herein is so parked.

Section 15. That Section 415 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-415 Directional Parking

1. **Two-Way Highways, Streets, Traffic-Ways and Roadways.** All vehicles on any two-way highway, street, traffic-way, and roadway within the limits of the Home Rule Borough of Edinboro shall be positioned parallel to and have the right-hand wheels no more than twelve (12) inches from the right-hand curb or in the absence of a curb, as close as practicable to the right edge of the right-hand shoulder, or frontage of any property; all vehicles shall face in the direction of travel of the nearest lane of travel.
2. **One-Way Highways, Streets, Traffic-Ways, and Roadways.** Except as otherwise provided in this section, all vehicles on any one-way highway, street, traffic-way, or roadway within the limits of the Home Rule Borough of Edinboro shall be positioned parallel to and have the right-hand wheels no more than twelve (12) inches from the right-hand curb or in the absence of a curb, as close as practicable to the right edge of the right-hand shoulder, or frontage of any property or with the left-hand wheels no more than twelve (12) inches from the left hand curb or in the absence of a curb, as close as practicable to the left edge of the left hand shoulder, or frontage of any property; all vehicles shall face in the direction of travel of the nearest lane of travel.

Section 16. That Section 416 of Part 4 of Chapter 15 of the Code is hereby established through the inclusion of the underlined terms as follows:

§15-416 Disabled, Dismantled, Unlicensed and Uninspected Vehicles

Disabled, dismantled, unlicensed, and/or uninspected vehicles shall not be parked or stored on any of the streets or alleys within the limits of the Home Rule Borough of Edinboro. Such disabled, dismantled, unlicensed, and/or uninspected vehicles must be removed within forty-eight (48) hours after notification by a certified letter from the Home Rule Borough of Edinboro Police Department and shall be subjected to a parking ticket for each day after receipt of said certified letter notification.

Section 17. That Section 501 of Part 5 of Chapter 15 of the Code is hereby amended through the inclusion of the underlined terms as follows:

§15-501 Unmetered Parking Lots Established

The following are established at the unmetered parking lots operated by the Borough:

Lot	Lot Name	Maximum Parking Time	Days in Operation	Hours in Operation
1	Municipal Building Lot #1	24 hours	7	Odd vs. even days . . .
5	Lower Lot of Municipal Building- Base II	Employee Only Parking from 6:00 A.M. to 4:00 P.M.	7	24 Hours

Section 18. Repealer.

Any ordinances, rules, or resolutions, or parts of ordinances, rules, or resolutions, in conflict herewith shall be, and the same are hereby repealed.

Section 19. Severability.

The provisions of this Ordinance are severable. If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Ordinance. It is hereby declared as the intent of the Borough Council that this Ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included herein.

Section 20. Directions to Borough Manager

The Borough Manager is hereby directed to affix the Borough Seal upon this Ordinance, insert the date of enactment upon the same, record the Ordinance in the Borough Ordinance Book and to take all such actions as are required by the Home Rule Charter of the Borough and to amend the Borough Code as may be necessary.

Section 21. Effective Date

This Ordinance shall be effective on the tenth day following the enactment of this Ordinance, as indicated below.

ORDAINED AND ENACTED by the BOROUGH COUNCIL OF THE HOME RULE BOROUGH OF EDINBORO on the date first indicated above.

Mary Ann Horne seconded the motion. Manager Opplé explained that this ordinance corrects the Code to match what the police department has been enforcing for years; there won't be any changes to what is enforced. It also puts some state regulations into our Code, which will allow a local ticket to be written, simplifying the process. The motion passed by 7-0 roll call vote: Jim Kiley, yes; Fred Langill, yes; Nathan Latimer, yes; Alyssa Dobson, yes; Pat Davis, yes; Mary Ann Horne, yes; and Aaron Gast, yes.

SOLICITOR'S REPORT:

Solicitor Wachter stated that he is drafting a fireworks ordinance at the request of management, which would establish a permitting process for display fireworks in the Borough. Manager Opplé noted that this is needed for Edinboro University to host 4th of July fireworks.

MANAGEMENT REPORTS:

Manager Opplé presented his report. DEP has approved the new plant, and we are awaiting the certificate now to fully switch over the operations and decommission the old plant. Once we put the new facility on line, we will be able to finish filling the tower on Dundon Rd. and then, after testing the water, certify it as well. We have the demo permit for the old tank at Dundon Rd. now. Manager Opplé noted that Doug Bennett in the water department has
* achieved 30 years of service, and he was invaluable during the water project process.

We met with EVFD to define criteria and process for the volunteer tax credit and are awaiting their deliberation. Millcreek has approved a \$1,000 maximum, after all the communities had agreed to \$500 at the EACOG meeting. We will sit down with EVFD officials to finalize the ordinance.

PennDOT intends to conduct a public hearing on options for our Route 6N and 99 intersection, on 16 January at 6 PM. This is a change from the 8 January date announced before.

Over the holidays we had the lobby repainted. The wainscoting and trim were retouched, and the dark yellow/beige was changed to a lighter contrast color. The ceiling was also repainted a lighter color. The police break room was also painted.

Before Christmas, Bill Fendya (General McLane School District Business Manager), Chuck Scalise (Edinboro University Foundation), Mark Hutchison (local realtor), Al Donahue (Police Chief) and Manager Opple met with Amy Murdock, the Director of the Erie County Planning Department for a community survey. We were able to give perspective on the demographic and socio-economic changes in the community over the past 10 years and discuss how the nascent Land Bank could help mitigate the effect of those changes.

Regarding ECGRA façade grants, so far 11 of the 12 properties have completed the work for the grant for which they applied. The final project has been extended by ECGRA due to scheduling conflicts by their contractor, but work is in progress. The grants of \$15,000 from ECGRA and \$8,277.50 from the Borough have yielded improvements of just under \$87,000 to local businesses. When the improvements for the final project are included, the number will be even higher. Also included in the grant was funding for a Streetscape vision to be completed by Jeff Kidder of Kidder Wachter architects of Erie in 2019. The next round of grants will be for \$250,000 and applications are due in February or July.

WECEMA is planning a tabletop exercise in the evening of January 23rd that will focus on an emergency in Edinboro.

Manager Opple stated that a motion would be needed to approve the sale of the flagpole that used to be in front of the Borough building and a set of tire treads, both of which will be under \$1,000. Mayor Gast made this motion, Mary Ann Horne seconded, and the motion passed 7-0.

Finance:

Mary Ann Horne moved to approve Resolution 5-2019 for the disposition of records:

HOME RULE BOROUGH OF EDINBORO RESOLUTION NO. 5-2019

WHEREAS, by virtue of Resolution No. 12-2001, adopted October 8, 2001, the Home Rule Borough of Edinboro, Erie County, Pennsylvania declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on July 16, 1993, and,

WHEREAS, the Municipal Records Manual was updated and approved on December 16, 2008 and amended on July 23, 2009, and Edinboro Borough Council intends to follow the most up-to-date version, and,

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFOR, BE IT RESOLVED by Council of Home Rule Borough of Edinboro, Erie County, Pennsylvania, assembled this 7th day of January, 2019 in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

Records per the Municipal Records Manual:

Prior 2012 – records requiring 7 year retention:

<i>Insurance claims and policies</i>		
<i>Public Utility</i>	<i>Realty Reports</i>	
<i>Treasurer Bond Certificates</i>	<i>Job Announcements</i>	
<i>Workers Compensation records</i>	<i>Realty Transfer records</i>	
<i>Civil Service examination records and answer sheets</i>		
<i>Recommendations of Civil Service Applicants for appointments</i>		
<i>Earned Income Tax ledgers/journals/forms/receipts</i>		
<i>Bills/invoices</i>	<i>Accounts payable files & ledgers</i>	
<i>Cancelled checks</i>	<i>Employee expense reports</i>	
<i>Purchase Order files</i>	<i>Any other records require 7yrs</i>	
<i>Accounts Receivable files & ledgers</i>	<i>Cancelled notes</i>	<i>Rental permits</i>
<i>Daily Cash Records</i>	<i>Deposit slips</i>	<i>Soliciting permits</i>
<i>Surplus property sales files</i>	<i>Utility and Paid Service Receipts</i>	
<i>Voucher files</i>	<i>Bank statements</i>	
<i>Bank reconciliations</i>	<i>Check registers</i>	

Prior 2014 – records requiring 5 year retention:

Ethics Commission Statements of Financial Interest
Delinquent Tax Remittance - any other items requiring 5 years
CSC appeals, removal, eligibility lists, examinations
CSC recommendations records
HRA records

Prior 2009 – records requiring 10 year retention: *Proof of publications* *Press releases*

Prior 2015 – any other document requiring 4 year retention

<i>Time Cards</i>	<i>Supply Requisitions</i>
<i>Animal Law Enforcement Records</i>	<i>Water Daily Operating Reports</i>
<i>Requests for service forms</i>	<i>Survey of Financial Condition (DCED)</i>
<i>Parking tickets</i>	

Prior 2017 – 2 year retention of not hired application including CSC

Also Other Borough Department's disposal per their section of the Municipal Records Manual

Jim Kiley seconded, and the motion passed 7-0 by roll call vote: Alyssa Dobson, yes; Fred Langill, yes; Nathan Latimer, yes; Mary Ann Horne, yes; Pat Davis, yes; Jim Kiley, yes; and Aaron Gast, yes.

Mary Ann Horne moved to approve Resolution 6-2019 regarding a pension policy:

**BOROUGH OF EDINBORO
RESOLUTION NO. 6-2019**

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

WHEREAS, the Borough of Edinboro (Borough) administers a defined benefit pension plan for retired police officers; and

WHEREAS, the Borough may adopt policies from time to time to clarify the interpretation of the wording of the pension plan document; and

WHEREAS, the need for clarification has arisen regarding the interpretation of plan document section 4.07 Cost-of-Living Adjustments; and

WHEREAS, the attached pension policy document has been drafted to provide clarification on the interpretation of the wording of this section.

NOW, THEREFORE, BE IT RESOLVED by the members of the Borough Council, that the Borough of Edinboro approves the attached police pension plan administrative policy document.

ADOPTED this 7th day of January, 2019.

**BOROUGH OF EDINBORO
POLICE PENSION PLAN
ADMINISTRATIVE POLICY**

The Plan Administrator of the Borough of Edinboro Police Pension Plan ("Plan") adopts the following policy with respect to the interpretation and application of Section 4.07 of the Plan.

Section 4.07 Cost-of-Living Adjustments. This section of the Plan permits each Participant who shall retire and receive a normal retirement benefit determined pursuant to Section 4.02, to be entitled to receive a Cost-of-Living Adjustment as set forth in Section 4.07. Section 4.02 deals with "Normal Retirement Benefit." Because both the Normal Retirement Benefit and the Early Retirement Benefit in Section 4.05 are determined based on the Participant's "Accrued Benefit" as defined in Section 1.01, which cross references Section 4.02, the Plan interprets Section 4.07 to apply the Cost-of-Living Adjustment to both Normal and Early Retirement Benefits. The Cost-of-Living Adjustment limits in Section 4.07 are not affected by this policy and such limits shall be determined and apply to both Normal and Early Retirement Benefits. The Plan Administrator is charged under Plan Section 8.03 with administering and construing the Plan. The Plan Administrator may modify this policy from time to time

Alyssa Dobson seconded, and the motion passed by 7-0 roll call vote: Mary Ann Horne, yes; Pat Davis, yes; Alyssa Dobson, yes; Nathan Latimer, yes; Jim Kiley, yes; Fred Langill, yes; and Aaron Gast, yes.

COMMUNITY LIAISONS:

EVFD:

Mary Ann Horne said that the EVFD is still reviewing the draft ordinance for implementing a tax break for volunteers.

PSAB:

Alyssa Dobson moved to authorize Aaron Gast's attendance at the annual PSAB conference. Jim Kiley seconded, and the motion passed 7-0.

Edinboro University:

Alyssa Dobson moved to authorize Pat Davis' attendance at the International Town Gown Association conference in State College this year. Jim Kiley seconded, and the motion passed 7-0.

Washington Township:

Nathan Latimer mentioned that Washington Township has been given a large donation of land, greatly increasing the size of Wainer Park.

COMMUNICATIONS:

Mayor Gast and Fred Langill briefly discussed the open forum Council meeting scheduled for January 28.

ADJOURNMENT:

Mary Ann Horne moved for adjournment, and the meeting was adjourned at 7:21 PM.

ATTEST:



Manager Kevin Oppe



Mayor Aaron Gast