

**Borough of Edinboro  
Council Meeting Minutes  
November 13, 2023**

**CALL TO ORDER:**

The meeting was called to order by Mayor Aaron Gast at 6:32 PM.

**Pledge of Allegiance**

**ROLL CALL:**

Council members present were Jim Kiley, Amanda Frantz-Mamani, Mark Eisert, Aaron Gast, and Pat Davis. Absent were Spencer Larson and Mary Ann Horne.

Other officials present were Solicitor Tim Wachter and Jason Spangenberg. Citizens present were Mary Ann Mook, Curtis Hals, Shawn Wroblewski, John Stachowiak, Janet Stachowiak, Ray Overholt, and Ryan Parker.

**MINUTES:**

Jim Kiley moved to approve the minutes of the October 9 regular meeting as presented and the revised September 11 regular meeting minutes. Mark Eisert seconded, and the motion passed 5-0. Manager Spangenberg noted that he noticed he had left out a section of his notes from the first version of the September 11 meeting minutes.

**PUBLIC PARTICIPATION:**

Shawn Wroblewski, West Erie County Emergency Management Agency. Mr. Wroblewski, the Borough's Emergency Management Coordinator, provided an update on the operations of the WECEMA. Fairview Township has now joined the Agency, bringing additional revenue and resources. He is working with the Humane Society to create a free shelter program for individuals in need of pet care following a house fire or natural disaster. He noted the upcoming solar eclipse on April 8 and the expected influx of people into the area.

Curtis Hals, 136 Maple Drive. Mr. Hals asked if there was a policy in place regarding required attendance to meetings by Council members, and if there are any requirements for public notice for the proposed budgeted 2024 \$10,000 contribution to the Edinboro Community & Economic Development nonprofit. Solicitor Wachter stated that there are PA court rulings that have determined that Council members cannot be removed from office for nonattendance. Manager Spangenberg stated that there have been multiple opportunities for public comment regarding the 2024 budget and \$10,000 ECED contribution, including this meeting, and that it is relatively common for municipalities to contribute to their local economic development nonprofits, although it is new for the Borough of Edinboro.

Ryan Parker, 236 Waterford Street. Mr. Parker thanked the Council members for their service to the community. He expressed a concern about the plans for the sidewalk project east on 6N, requesting that the sidewalk design be changed to take trees down and have the sidewalk closer to the road, rather than leave the trees in place and have the sidewalk farther into the yards. Manager Spangenberg replied,

stating that the plans could be changed to fit the needs of the residents, and there will be the opportunity soon for each property owner to review the plans and discuss their needs.

## **COMMITTEE REPORTS:**

### **Finance Committee:**

Jim Kiley moved to approve bills paid October 23 totaling \$374,901.07; and November 13 totaling \$171,256.22. Mayor Gast seconded, and the motion passed 5-0.

Jim Kiley moved to approve payroll paid October 19 totaling \$82,342.48; and paid November 2 totaling \$81,526.12. Mark Eisert seconded, and the motion passed 5-0.

## **MANAGEMENT REPORTS:**

Borough Manager Jason Spangenberg presented his report:

**PennDOT US-6N/PA-99 Intersection:** Paving took place last Thursday and Friday. Remaining work to be completed includes installing stamped concrete crosswalks and activating the new lights and signals.

**Nature's Outlet Improvements:** Phase 1 of this project is complete, with lamp posts and the railing now installed. Phase 2 will take place next year, installing more sidewalk and a gazebo.

**Community Events:** Holiday events upcoming include the General McLane Holiday Arts Fair on November 18, Edinboro Light Up Night and Santa Sprint on November 30, and the Festival of Trees on December 2.

**Municipal Software:** The process of converting our municipal software from Freedom Systems to BS&A is complete. This week we will be launching a new online payment system as the final part of the project.

**Refuse & Recycling Contract:** Tri-County Industries has chosen to not take the optional two-year contract extension for 2024-2025, meaning we had to go out for bids for 2024 and beyond. Tri-County was the only contractor to bid at our October bid opening, at a significant price increase from our existing contract. We will have to increase refuse collection rates by \$9 a month beginning with next month's bills. A communication was included with the bills mailed this month to notify utility customers.

**JWPMS Students:** On October 13 we welcomed a class of middle school students to our building to learn about the Borough's operations. He and Officer Reinsel presented to the students, who were most excited to learn about the police.

**Budget Workshop:** On October 25 we held a public budget workshop to review the plans for 2024.

**Kayak Rental Racks:** We are looking to partner with a company called Rent.fun to offer a service that would allow visitors to rent a kayak and related equipment for use on our lake, for a few hours at a time. Rent.fun would handle all maintenance of the equipment and hold the liability, while also handling all customer service and payments. We are going to apply for a grant to cover half of the cost of installation.

General McLane Meeting: On November 1 he attended the bi-annual meeting between the General McLane Superintendent and the GMSD municipalities. Only Manager Spangenberg and Franklin Township were in attendance due to a meeting reschedule, but it was still a positive and useful meeting.

**Finance:**

Mark Eisert moved to approve Resolution 11-2023:

**BOROUGH OF EDINBORO  
RESOLUTION NO. 11-2023**

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

*WHEREAS, the Borough of Edinboro is a member of the Erie Area Council of Governments (EACOG); and*

*WHEREAS, the EACOG has proposed its Annual Budget for its financial activities for the 2024 calendar year; and*

*WHEREAS, the Borough of Edinboro Council has reviewed the Proposed Annual Budget for 2024, a copy of which is attached hereto, and finds it to be in good order; and*

*WHEREAS, the Borough of Edinboro Council acknowledges its proportionate share of the Member Dues.*

*IT IS HEREBY RESOLVED by the Borough of Edinboro Council, Erie County, Pennsylvania that the proposed EACOG Annual Budget for the Calendar Year Ending December 31, 2024 is approved.*

*ADOPTED this 13<sup>th</sup> day of November, 2023.*

Jim Kiley seconded, and the motion passed by 5-0 roll call vote: Amanda Frantz-Mamani, yes; Mark Eisert, yes; Jim Kiley, yes; Pat Davis, yes; and Aaron Gast, yes.

Pat Davis left the meeting.

Jim Kiley moved to approve Resolution 12-2023:

**BOROUGH OF EDINBORO  
RESOLUTION NO. 12-2023**

*A RESOLUTION, of the Home Rule Borough of Edinboro, Erie County, Pennsylvania, fixing the tax rate for the year 2024.*

*WHEREAS, PA Act 51 of 2019 authorized the use of a Resolution rather than an Ordinance for setting the annual tax levy if keeping the same tax rate or lowering it; and*

*WHEREAS, the Borough of Edinboro intends to set the same tax levy in 2024 as in 2023.*

*NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Edinboro that a tax be and the same is hereby levied on all real property within the Borough as follows: Tax rate for general purposes, the sum of 4.50 mills on each dollar of assessed valuation, which equates to \$450 per \$100,000 of assessed value. Also, the Homestead Act enacted by Ordinance 555 shall be in effect for the year 2024 as it has been since 2008.*

*The same being summarized in tabular form as follows:*

|                                      | <i>Mills on Each<br/>Dollar of<br/>Assessed<br/>Valuation</i> |
|--------------------------------------|---|
| <i>Tax Rate for General Purposes</i> | <i>4.50 Mills</i>   |

*That any ordinance/resolution, or part of ordinance/resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.*

**ADOPTED this 13<sup>th</sup> day of November, 2023.**

Amanda Frantz-Mamani seconded, and the motion passed by 4-0 roll call vote: Amanda Frantz-Mamani, yes; Mark Eisert, yes; Jim Kiley, yes; and Aaron Gast, yes.

Jim Kiley moved to approved Resolution 13-2023:

**BOROUGH OF EDINBORO**

**RESOLUTION 13-2023**

*A RESOLUTION OF THE Borough of Edinboro in the County of Erie, Commonwealth of Pennsylvania, appropriating sums estimated to be required for the purposes of the municipal government, hereinafter set forth, during the year 2024.*

**BE IT RESOLVED AND ENACTED**, and it is hereby resolved by the Council of the Borough of Edinboro, County of Erie, Commonwealth of Pennsylvania:

**SECTION 1.** *That for the expenditures and expenses of the fiscal year 2024 the following amounts are hereby appropriated from income for the year 2024 for the purposes set forth on the following page, with any amount of Expenditures over Revenues being funded by equipment reserves.*

**SECTION 2.** *That any Resolution conflicting with this Resolution be and the same is hereby repealed insofar as the same affects this Resolution.*

|                           |                    |
|---------------------------|--------------------|
| <i>Total Revenues</i>     | <i>\$5,661,359</i> |
| <i>Total Expenditures</i> | <i>\$5,661,235</i> |

**BE IT RESOLVED AND ENACTED THIS 13<sup>th</sup> DAY OF NOVEMBER, 2023.**

Amanda Frantz-Mamani seconded, and the motion passed by 4-0 roll call vote: Amanda Frantz-Mamani, yes; Mark Eisert, yes; Jim Kiley, yes; and Aaron Gast, yes.

Jim Kiley moved to approve opening bank accounts at Marquette Savings Bank with approved check signers Mayor, Deputy Mayor, and Finance Committee Chair, and to close the bank accounts at Northwest Bank. Amanda Frantz-Mamani seconded, and the motion passed 4-0.

Mark Eisert moved to approve the revised 2024 pension MMOs. Jim Kiley seconded, and the motion passed 4-0. Manager Spangenberg noted that the strong performance of the pension funds has allowed for a reduced MMO for 2024.

**Zoning:**

Jim Kiley moved to approve the plans for the new sewer plant building. Mark Eisert seconded, and the motion passed 4-0.

**Recreation:**

Council briefly discussed the agreement on the table to contract with Rent.fun for a kayak rental service. Mark Eisert requested that input be solicited from the Lakeside Association regarding this

potential new service. Mayor Gast moved to table the discussion until the next meeting. Mark Eisert seconded, and the motion to table passed 4-0.

**Refuse & Recycling:**

Mark Eisert moved to award the 2024-2027 refuse and recycling contract bid to Tri-County Industries as the low and lone bidder. Jim Kiley seconded, and the motion passed 4-0.

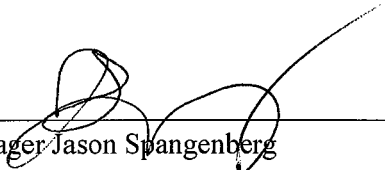
**NEW BUSINESS:**

Mark Eisert moved to approve the General McLane Polar Plunge event and road closing permits and Lighting of the Beach event permit, waiving fees. Amanda Frantz-Mamani seconded, and the motion passed 4-0.

**ADJOURNMENT:**

Mayor Gast moved for adjournment, and the meeting was adjourned at 7:18 PM.

ATTEST:

  
\_\_\_\_\_  
Manager Jason Spangenberg

  
\_\_\_\_\_  
Mayor Aaron Gast