

**Borough of Edinboro
Council Meeting Minutes
October 9, 2023**

CALL TO ORDER:

The meeting was called to order by Mayor Aaron Gast at 6:30 PM.

Pledge of Allegiance

ROLL CALL:

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

Other officials present were Solicitor Tim Wachter and Jason Spangenberg. Citizens present were Kyle Shoulders, Curtis Hals, Mary Ann Mook, Kitty Tarbell, Buck Tarbell, Steve Lombard, Mary Schenck, George Gast, Brenda Cannell, Ray Overholt, Pat Koloskee, and MJ Campbell.

MINUTES:

Jim Kiley moved to approve the minutes of the September 11 ordinance hearing, CDBG hearing, and regular meeting as presented. Mark Eisert seconded, and the motion passed 6-0.

PUBLIC PARTICIPATION:

George Gast, 210 Elm Street. Mr. Gast provided comments noting the importance of short-term rentals for tourism and the good of the Borough. He noted a longstanding history of short-term rentals in the Lakeside neighborhood. He suggested that Council pass an ordinance to make short-term rentals a permitted use, as required by a PA Supreme Court ruling, and include short-term rentals with the existing rental regulations.

Brenda Cannell and Steve Lombard, Edinboro Community & Economic Development. Ms. Cannell stated that the ECED has existed since 2019 and has grown organically since then, but is now at a point where a paid employee is needed to move the organization forward. She noted the work that the ECED and Borough have done together up until this point, including a number of grant programs. Mr. Lombard stated that the ECED is a 501(c)(3) nonprofit and has recently hired a local accounting firm to assist with maintaining the finances. He said that the ECED is requesting from Borough Council a contribution of \$10,000 to help the organization hire an employee. Ms. Cannell added that this same request will be brought to Washington Township Council for their consideration as well. She noted the positive work that other small town nonprofits are able to accomplish with the help of paid staff, and expressed a desire to continue to help Edinboro improve with this funding.

Kitty Tarbell, 901 Lakeside Drive. Ms. Tarbell stated that there are ordinances not being enforced, and asked why there are rules in place if they are not going to be enforced. She provided Mayor Gast with a printout of a few highlighted sections of the Code of Ordinances.

COMMITTEE REPORTS:

Finance Committee:

Mary Ann Horne moved to approve bills paid September 25 totaling \$442,168.02; and October 9 totaling \$149,690.48. Mark Eisert seconded, and the motion passed 6-0.

Mary Ann Horne moved to approve payroll paid September 21 totaling \$78,518.64; and paid October 5 totaling \$85,543.66. Jim Kiley seconded, and the motion passed 6-0.

Ordinance Review Committee:

Mayor Gast stated that the committee would soon meet to discuss the proposed short-term rental ordinances.

MANAGEMENT REPORTS:

Borough Manager Jason Spangenberg presented his report:

PennDOT US-6N/PA-99 Intersection: Remaining work to be completed includes finishing paving the area, installing new traffic signals, and installing stamped concrete crosswalks.

Nature's Outlet Improvements: The sidewalk has been completed, with lamp posts and the railing along the water yet to be installed. Phase 2 will take place next year, installing more sidewalk and a gazebo.

Community Events: The Goodell Gardens Homegrown Harvest Festival took place on Sunday, September 17. Edinboro Homecoming was Saturday, September 30. The Edinboro Lakeside Association Witches Paddle is scheduled for this coming Saturday, October 14.

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

Joint Parks Plan: The Parks Planning Committee met on October 4 to review the bids received for the project consultant. Four bids were received, and the committee ultimately selected one company with a very good track record and a price within the project budget. Pending approval of the selection by DCNR, the project should get underway this winter.

ECGRA Community Center Grant: We have been awarded a \$25,000 ECGRA matching grant to renovate the Borough building's lower level. We have previously received a \$10,000 ECGRA grant and \$44,980 from the PA Gaming Revenue Local Share program for this project. We hope to have the project completed over the winter.

Class Presentation: On September 12 he presented to a class on campus regarding the operations of the Borough and potential ideas for their class project. The professor has assigned that they research potential new amenities around town, such as an ice rink or a farmer's market.

Angling & 6N Intersection: In collaboration with Norm Willow and Washington Township, we are requesting to PennDOT that short-term improvements be made to the Angling Road and 6N intersection to improve safety. A potential major project here is already on their list of future projects, although a

major project would likely not take place for quite a few years. We have requested that the intersection be made similar to the intersection of Rt. 99 and North Main Street in McKean, with one branch of entry one-way onto Angling.

Liquid Fuels Audit: The 2022 Liquid Fuels State Aid audit took place on September 18, with no issues noted.

Refuse & Recycling Contract: Tri-County Industries has chosen to not take the optional two-year contract extension for 2024-2025, meaning we now have to go out for bids for 2024 and beyond. This is unexpected and later than we would have liked to hear this news, but bids will be received just in time to include in our 2024 budget at the November meeting. We are expecting to have to increase refuse collection utility rates for 2024, which are based nearly entirely on the rate that we pay the contractor.

Finance:

Mary Ann Horne moved to approve Resolution 9-2023:

**BOROUGH OF EDINBORO
RESOLUTION NUMBER 9-2023**

**RESOLUTION OF BOROUGH COUNCIL OF EDINBORO BOROUGH
APPROVING THE FY 2023 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 2023 Community Development Block Grant monies in the amount of \$105,285; 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 2023 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 9th day of October, 2023.

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

Pat Davis moved to approve Resolution 10-2023:

**BOROUGH OF EDINBORO
RESOLUTION NO. 10-2023**

A RESOLUTION, of the 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 obtained the Financial Statements and Independent Auditor's Report of its financial activities during the 2022 calendar year which was reviewed and accepted by the delegates at the General Assembly meeting on September 6, 2023; and

WHEREAS, the Borough of Edinboro Council has reviewed the proposed Financial Statements and Independent Auditor's Report and finds it to be in good order.

IT IS HEREBY RESOLVED by the Borough of Edinboro Council, Erie County, Pennsylvania that the Financial Statements and Independent Auditor's Report for the calendar year ending December 31, 2022 are approved.

ADOPTED this 9th day of October, 2023.

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

COMMUNITY LIAISONS:

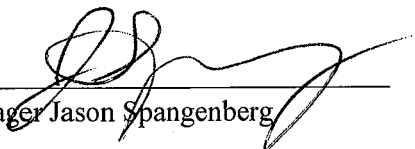
Water & Municipal Authorities:

Manager Spangenberg noted the recent passing of Authority Board Member Greg Lessig. Greg served the Borough on Council, as Mayor, and on the Authority Board for most of his life, and he will be greatly missed in the Edinboro community. The Borough intends to dedicate a bench in his honor.

ADJOURNMENT:

Mark Eisert moved for adjournment, and the meeting was adjourned at 7:06 PM.

ATTEST:



Manager Jason Spangenberg



Mayor Aaron Gast