

**Borough of Edinboro  
Council Meeting Minutes  
September 12, 2022**

**CALL TO ORDER:**

Monday, September 12, 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 Mark Eisert, Jim Kiley, Amanda Frantz-Mamani, Pat Davis, Aaron Gast, and Mary Ann Horne. Absent was Spencer Larson.

Other officials present were Solicitor Tim Wachter and Borough Manager Jason Spangenberg. Citizens present were Mary Ann Mook, Stephen Skaines, MJ Campbell, Kathy Amidon, Marti Martz, Curtis Hals, Debbie McElroy, Mary Schenck, John Stachowiak, Janet Stachowiak, Nancy Crawford, and Amy Adamski.

Before entering the business of the meeting, Manager Spangenberg recognized the newly hired full-time police officers Nathan Miller and Braden DeFranco, who were in attendance.

**MINUTES:**

Mayor Gast moved to approve the minutes of the August 8 regular meeting as presented. Mark Eisert seconded, and the motion passed 6-0.

**PUBLIC PARTICIPATION:**

Curtis Hals & Marti Martz, Edinboro Market. The owners of Edinboro Market presented an update on their plans for expansion. They have grown from 19 food producers to nearly 70, but their space hasn't grown. To date over \$1 million in sales have been achieved since opening, with \$785,000 of that income going back to the food producers. They are working to find funding for expansion in a larger location, which would allow them to double their food producers, expand the café, and expand classroom offerings. They are currently looking to meet with someone from the DCED to discuss funding opportunities, and they would like any interested members of Council to participate in the conversation. Multiple members of Council expressed interest in participating.

Stephen Skaines, 103 Moray Drive. Mr. Skaines requested information on a number of items including crosswalk signals, the need for a speed limit sign on Moray Drive, laws regulating who can purchase property in the Borough, and a specific police matter. His questions were answered by Manager Spangenberg and Police Chief Donahue.

Mary Ann Schenck, 116 Sunset Drive. Ms. Schenck thanked Heidi Marcinko for her work on the flowers in front of the Edinboro sign downtown.

## **COMMITTEE REPORTS:**

### **Finance Committee:**

Mary Ann Horne moved to approve bills paid August 22 totaling \$116,169.21; and paid September 12 totaling \$345,363.82. Pat Davis seconded, and the motion passed 6-0.

Mary Ann Horne moved to approve payroll paid August 11 totaling \$79,127.01; paid August 25 totaling \$80,521.64; and paid September 8 totaling \$86,983.36. Mark Eisert seconded, and the motion passed 6-0.

### **Ordinance Review Committee:**

Ordinance 625 regarding food truck permits was on the agenda for consideration. Manager Spangenberg stated that this ordinance was prepared following a review of similar ordinances passed by other nearby municipalities to establish rules and a permit fee for food trucks operating in the Borough, as there currently are no rules on the books. Jim Kiley moved to table the vote until local restaurants had been given a chance to review the ordinance. Mark Eisert seconded, and the vote to table passed 6-0.

## **SOLICITOR'S REPORT:**

Solicitor Wachter noted that he has prepared an ordinance to update the speed limits listed in the Borough's Code of Ordinances, and he will be drafting a resolution regarding tax collection notices as required by PA Act 57.

## **MANAGEMENT REPORTS:**

Manager Spangenberg presented his monthly report. The Movies Under the Stars Series had a successful year, with 5 of the 6 movies held and one cancelled due to weather. A special movie, Brave, was also scheduled for Friday in conjunction with the Highland Games.

The annual Edinboro Highland Games & Scottish Festival took place over the weekend. There was great weather and a great turnout.

Hannah Lovell from Washington Township submitted a DCNR grant application for a joint parks plan back in January or February. We have been awarded the requested grant in the amount of \$37,400.

The ECED applied on our behalf for the ECGRA Mission Main Street grant for \$250,000 for improvements to the business corridor along 6N and Mill Street, and the ECGRA Multi-Municipal Collaboration grant for \$50,000 for the Joint Parks Plan with Washington Township. These grants have both been awarded, with \$125,000 awarded for the Main Street grant due to overwhelming demand for the grant program, and the full \$50,000 awarded for the Parks Plan. We have applied to ECGRA for their Renaissance Block Grant Program for \$100,000, which provides funding for exterior improvements to residential properties, and we anticipate hearing back about that application this month.

We have been awarded a \$420,000 grant to fund a sidewalk on 6N to the Post Office and main entrance to EU campus. A meeting has been scheduled for September 28 with PennDOT and the engineer to begin the execution process. 2023 construction is possible, but 2024 is much more likely.

We have been awarded a grant to fund the purchase of a leaf vacuum truck. The truck will be received this week. We will promote the change in leaf collection technique, but will still accept bagged leaves this year as a transition.

We continue to receive applications for downtown façade improvements. This summer saw some major improvements to the facades downtown thanks to ECGRA, and further improvements are soon to be executed.

The annual Edinboro Homecoming celebration returns with the usual festivities October 7 & 8.

**Finance:**

Mayor Gast moved to table a vote on Resolution 19-2022 regarding the establishment of food truck permit fees until Ordinance 625 is acted upon. Amanda Frantz-Mamani seconded, and the motion to table passed 6-0.

Mayor Gast moved to approve Resolution 20-2022:

***BOROUGH OF EDINBORO  
RESOLUTION NO. 20-2022***

*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 2021 calendar year which was reviewed and accepted by the delegates at the General Assembly meeting on September 7, 2022; 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, 2021 are approved.*

*ADOPTED this 12<sup>th</sup> day of September, 2022.*

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.

Mayor Gast moved to approve the 2023 pension Minimum Municipal Obligations. Mary Ann Horne seconded, and the motion passed 6-0.

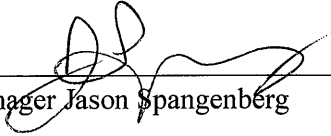
**NEW BUSINESS:**

Mayor Gast moved to approve the following items as one motion: Edinboro Homecoming road closings on October 8, budget workshop dates as 4 PM on October 19/26 and November 2, and trick or treat as 6-8 PM on October 31. Mary Ann Horne seconded, and the motion passed 6-0.

**ADJOURNMENT:**

Mayor Gast moved for adjournment, and the meeting was adjourned at 7:11 PM.

ATTEST:



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Manager Jason Spangenberg



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Mayor Aaron Gast