

ERIE AREA COUNCIL OF GOVERNMENTS

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MEETING OF THE GENERAL ASSEMBLY

June 10, 2020 at 3:00 pm

ZOOM Meeting

Minutes

Municipality	Delegate or Alternate	In Attendance:
Albion Borough	Greg Hemmis	X
Albion Borough	Gary Wells	X
City of Erie, Mayor	Joseph Schember	X
City of Erie Mayor's Alternate	Mas Sala	X
City of Erie Council	Kathy Schaaf	X
County Council	Mary Rennie	X
County Executive's Representative	Honey Stempka	
Borough of Edinboro	Pat Davis	X
Borough of Edinboro, Manager	Kevin Opple	X
Franklin Township	Dennis Howard	X
Girard Township	Lindy Platz	X
Girard Borough	Dennis McNally	X
Greenfield Township	Steve Rathman	
Greene Township	John Bartnicki	X
Harborcreek Township	Tim May	
Lawrence Park Township	Eric Gerardine	X
LeBoeuf Township	Michael Porter	
Millcreek Township	Dan Ouellet	X
North East Township	Robert Mazza	
Summit Township	Jack Lee	
Venango Township	DJ Austin	
Union City Borough	Cindy Wells	
Wesleyville Borough	Regina Julius	
Invited guests and others in Attendance:		
EA COG	Jessica Horan-Kunco	X
Art Martinucci	Quinn Law Firm	X
Tina Mengine	Erie County Redevelopment Auth.	X
Amy Murdock	Erie Regional Chamber	X

A. Call to order: Welcome and introduction of delegates on the video/audio conference: 3:05

Meeting re-advertised on June 3, 2020 as a voting General Assembly meeting and allowing public access to the Zoom format.

Member Governments

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B. Approval of minutes: Approval of minutes from April 8, 2020 General Assembly meeting on a motion by Lindy Platz with a second by Dennis Howard, unanimously approved.

C. Public Comment:

Presentations:

1. Tina Mengine, CEO, Erie County Redevelopment Authority: Update on the ECRDA loan program, discussion of development opportunities in your communities

Primary missions of the Erie County Redevelopment Authority:

- Business Development: \$18 Million revolving loan fund to assist businesses with large capital projects. In the process of establishing a small business loan fund.
 - Municipal Loan Fund for infrastructure needs: easy approval process with an interest rate of 2.5% loan terms 5 – 15 years, maximum loan \$500,000 per 12 month period
 - Land Development: Business Park development to attract and grow business. If you know of property in your jurisdiction between 50 and 100 acres please let Tina know.
 - Brown field development: ECRDA has a Phase 1 EPA grant program for environmental remediation evaluation at no cost to municipality or individual property owner.
 - Petroleum Station remediation available
 - Erie Coke Plant is a special project in conjunction with Port Authority and DEP
 - Covid19 CARES Funding from the state will come to the County and will allow some municipal expenses incurred related to Covid 19 to be reimbursed. A survey will be forth coming.
2. Amy Murdock, Director of Government Affairs, Erie Regional Chamber & Growth Partnership:

Update and Overview of programs:

- Business member organization with 800 members and an economic development division
 - Chamber currently working on supporting business during the pandemic by creating Erie Restart to best support businesses with re-opening and re-vamping in the new Covid19 world.
 - Understanding workforce barriers to employees returning to work, connecting resources to businesses
 - A Government Affairs Workgroup creates policy recommendations, addresses liability concerns for employers, contacts members to understand their experience
 - Virtual events and programming
 - Business Resource Guides available on the website www.eriepa.com
 - Continue to foster connections with municipal leadership
 - Letter to Governor and Secretary Levin advocating for Erie County to go green
3. Michelle Jaggi, Erie County Census Outreach Coordinator, update on Self-response rates, 2020 Census timeline, outreach program adjustments

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- Erie County Census Response rate at 69%, PA at 64%, US at 60%
- Areas of concern: Edinboro 55%, Mill Village – 50%, City – 60%, Union City -66%
- County employees are phone banking to encourage response and find out why not responding
- College students are undercounted because they left their college apartments before the 4/1/20 Census Mailer. They should complete the Census based on where they lived most of the time rather than where they went home to due to Covid19.
- Extension of self-response deadline through to 10/31/20
- US Census Bureau employees not doing enumeration until 8/11 but are currently dropping off paper copies of the questionnaire at rural homes
- Michelle has Census Yard signs for placement, if you want one
- Michelle is attending food distribution, diaper depots and other community events to facilitate Census completion. She brings an Ipad to help to give hard to count people and those without internet access an opportunity to complete the Census
- Think about locations where people are still congregating and let us know, some ideas:
 - McClelland Dog Park/ Bayfront Cruise In
 - Albion - Northwest Food Pantry June 20
 - Greene Township- St. Boniface Food Pantry June 13

D. Old Business:

1. Non-member participation in EACOG programs:

Review of draft “Policy for Non-member participation in EACOG Programming”

Joint Bidding Programming participant fee schedule:

Participation in Annual Bids

- \$200 per bid round

2020 fee for participation in Three Year Gas and Diesel Bid:

- First time municipal participants: \$350
- Prior year municipal participants: \$500
- Eligible Non-municipal participants: \$750.

Fees will be subject to annual adjustment and voted upon annually by the General Assembly

A motion to approve the proposed fee schedule above was made by: Joe Schember seconded by Dennis Howard and passed unanimously.

2. Non-member municipal participation in other programming:

Fees for non-members to receive other service of the COG is difficult to determine. Not all programs have a

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direct cost/ fee that can be prorated.

COG member consensus is that there should be a fee to participate in our services.

Calculating that cost is a per-program cost allocation model that is not yet developed.

If a non-member chooses to participate, they will be charged a percentage of the cost of the program.

This will be Tabled for further analysis for the next EACOG meeting.

3. Proposal to create Associate memberships for non-municipal participants

- Draft Associate Membership Program proposal reviewed
- By-Laws allow Associate Members but doesn't elaborate on details, associate members would not have a vote
- The Associate Member policy and dues structure should also be reviewed and adopted annually by the General Assembly
- Dues subject to annual adjustment
- Associate memberships will require specific rules for withdrawal and a statement of renewal
- Consensus to continue to develop an Associate Member recruitment document and policy

4. Is there a collective need for a PPE joint order?

Not at this time. Disinfectant, mask, sanitizer, thermometers available at Sanford Supply and Logistics Plus.

5. Joint Bidding program updates:

Please take a look at www.erieareacog.org for all bid results.

There were 10 municipalities participating in the Road and Streets bids and 11 in the General Material bids.

The 3-year Gas and Diesel bids have been opened. There were over 40 entities participating in that bid including Municipalities, School Districts, Authorities and Fire departments.

Non-member participants included Amity Township and Lake City Borough, Girard School District and EMTA. The total annual quantity for diesel was 800,000 gallons and gasoline at 360,000 gallons.

Low bidder on all products is Melzer's Fuel Service:

- a. Gas bid price up slightly from the prior contract by .015 or .02 cents per gallon
- b. Diesel bid price down .035 - .04 Cents per gallon
- c. Gas and Diesel fuel Notice of Award letters need issued to vendor and copy to Jessica asap.
- d. Jessica will secure and hold the Performance Bond on behalf of all members.

E. New Business:

1. Accepting membership applications from Albion Borough, Greene Township, North East Township

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- A motion to accept a membership application from Albion Borough was made by Joe Schember and seconded by Lindy Platz and passed unanimously.
- A motion to accept the membership application from Green Township was made by Dennis Howard and seconded by Dan Ouellet and passed unanimously
- A motion to accept the membership application from North East Township was made by Joe Schember and seconded by Dennis Howard and passed unanimously.

This expands the COG to 18 members from 9 members in 2015.

2. Annual Assembly and Workshop Training Series delayed due to Covid19

Members were invited to provide input on whether to conduct virtual trainings or hold tight. Members thought that we should wait until convening in person is advisable.

Fire and EMS Recruitment and Retention was going to be the focus of this year's Annual Assembly. Volunteer and career needs still exist but engaging in solutions virtually is difficult. Call volumes had declined due to Covid19 but are escalating again.

Doing Virtual Speaker engagements is difficult to hold people's attention plus it lacks the socialization component which we enjoy. The amount of time to keep attention virtually is 1 ½ - 2 hours.

Let Jessica know if you have a need for training that can be facilitated virtually.

3. Open Discussion of delegate updates

New CARES County Block grant funding request for information on municipal expenses related to Covid 19 will be coming. Jessica will reach out as more information becomes available.

If you have passed a Resolution to Waive penalties on Real Estate taxes, please let the County know.

E. Adjournment: A motion to adjourn by Dennis Howard and seconded by Lindy Platz at 4:45pm. The next Work Session will be held on Aug 5, 2020 at 3:00pm via Zoom.

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