

ERIE AREA COUNCIL OF GOVERNMENTS

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MEETING OF THE GENERAL ASSEMBLY

Nov 4, 2020 at 3:00 pm

ZOOM Meeting

Minutes

Municipality	Delegate or Alternate	In Attendance:
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	Kim Clear	
County Executive's Representative	Honey Stempka	X
Borough of Edinboro	Pat Davis	X
Borough of Edinboro, Manager	Kevin Opple	X
Franklin Township	Dennis Howard	
Girard Township	Lindy Platz	X
Girard Borough	Dennis McNally	X
Greenfield Township	Steve Rathman	
Greene Township	John Bartnicki	
Harborcreek Township	Tim May	
Lawrence Park Township	Cindy Jo Cunningham	X
Lawrence Park Township	Jan Cabady	X
LeBoeuf Township	Michael Porter	
Millcreek Township	Dan Ouellet	X
North East Township	Robert Mazza	
Summit Township	Jack Lee	X
Venango Township	DJ Austin	X
Union City Borough	Cindy Wells	X
Wesleyville Borough	Regina Julius	
Invited guests and others in Attendance:		
EA COG	Jessica Horan-Kunco	X
Erie County Sustainability Coordinator	Lynn Armel	X
Nick Bruno	Erie Management Group/ Prism Glass	X

A. Call to order: Roll call of delegates on the video/audio conference; introduction of guest speakers at 3:05pm.

B. Approval of minutes: A motion to approve the minutes from Aug 5, 2020 General Assembly meeting was made by Lindy Platz and seconded by Jack Lee and passed unanimously.

C. Public Comment:

Member Governments

Boroughs of: Albion • Edinboro • Girard • Union City • Wesleyville • City of Erie • County of Erie

Townships of: Franklin • Girard • Greene • Greenfield • Harborcreek • Lawrence Park • LeBoeuf • Millcreek

North East • Summit • Venango

Speakers:

1. Presentation on Glass Recycling Pilot Project by Nick Bruno, Erie Management Group and

Lynn Armel, Erie County Sustainability Coordinator

Nick presented a 6-month Pilot project of Erie Management Group and Prism Glass Recycling that will allow municipalities to host glass recycling drop off containers at no cost for 1 year. Prism will be partnering with CAP Glass in Mt. Pleasant, PA to take the glass for processing into furnace-ready cullet for use by the glass industry.

This Pilot project is funded by Erie Management Group, Erie County, a grant through the Glass Recycling Foundation, and CAP Glass Recycling.

Sustainable funding is expected to be generated through the DEP 904 Recycling Performance Grants generated by utilization of the containers.

Public-Private partners include listed companies, the municipalities, the county and the EACOG.

Interested municipalities should recommend locations for containers. Containers will be 8 cu yd capacity, 12' x 6.5' x 6' high. No color sorting will be required. Municipalities should recommend flat hard surfaces for placement, monitor usage, report misuse and make the public aware of the project.

Sites will need access for residents and for hauling, as well as, be visible for monitoring.

Types of glass accepted include food and beverage containers.

Removal of improper materials will be sorted and handled by Prism Glass or CAP Glass unless it becomes abused by residents at which time containers will be removed.

A cost estimate of about \$300 - \$500 per quarter is projected after the Pilot. But the goal of the project is to ascertain the exact costs while the service is offered for free with the goal that the volume of recycled glass will provide DEP 904 performance grant amounts that will cover the costs. The 904 Grant is currently not being received for glass because of the lack of glass recycling in Erie County. Lynn Armel would be willing to collect the data on behalf of the participants to help this process run smoothly. The County will also help with public education.

Since this is a Pilot, if municipalities do not want to participate past the 6 month or 1 year they can drop out of the program without any problem.

The EACOG members were asked to sign a letter of intent to officially participate in the Pilot. A motion to participate was made by Dennis McNally and seconded by Mas Sala and passed unanimously.

Municipal next steps include letting Jessica or Nick know who is interested in hosting a container.

D. Treasurer's Report:

1. Presentation of 2021 Draft Budget for review:

Jessica presented the Finance Committee's proposed draft 2021 budget.

Membership dues will remain level for 2021 A proposed 3% salary increase is included for Jessica, health insurance costs are also increasing in 2021, Jessica will contribute 5% of the cost of the premiums. The proposed budget is balanced at \$100,350.

A motion to approve was made by DJ Austin and seconded by Kathy Schaaf and passed unanimously.

2. 2021 Draft membership dues: The 2021 budget does not include a dues increase for members for the 3rd

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year in a row

E. New Business:

1. A sample Resolution for this Proposed Budget will be provided for a vote of each member government.
2. COG taking position on state legislation: Jessica has received requests for letters of support for or against House or Senate legislation affecting municipalities. Chairman McNally suggested that Jessica alert municipalities of the request and have each send letters rather than one letter from the COG. COG should share the information with the members so the municipalities have the opportunity to give input.

F. Old Business:

1. Project updates:
 - 2020 Census Outreach project: US census ended abruptly on 10/16/20 due to a Supreme Court ruling. Michelle Jaggi, Census Outreach Coordinator has completed her service to the EACOG as of Oct 31, 2020. The rush to complete has caused some question of the integrity of the data.
 - Greater Erie Regional Trails: The website erietrails.org has been updated with some new trails and updated photography. Please check it out and alert Jessica if you have new trails or want your location updated. The website gets a shocking amount of traffic! Frequently visited pages include: Wintergreen Gorge, Scott Park and Harborcreek Parks.
 - Recruitment and Retention committee: a presentation of ideal ambulance deployment was presented at the last meeting. Fire and EMS preplans will be reviewed in the future.
2. Erie County Cares Funding updates: Erie County is trying to get the funding in the hands of Volunteer Fire and EMS. In the first round there were 8 entities that applied. The second round ends today at midnight. There are 32 Fire departments and 6 EMS agencies in Erie County so the more that apply the better!

The Erie County Cares funding for Municipal Reimbursement included 15 COG members in round 1. Round 2 is open now through Nov 16.

3. Workshop Training series ideas for the future:

1. Tree care and maintenance
2. Cyber security for municipalities to prevent Malware, ransomware phishing or hacking. Summit is currently working with consultants to evaluate Summit's computer system. Jack will provide the information once the Szymanski Consulting evaluation is complete. Possibly utilizing Mercyhurst University faculty of students.
3. Zoning officer, hearing board: when we can convene
4. Use of Force, de-escalation: when we can convene, for smaller police departments. Mayor Schember could make recommendations for trainings.
5. Social Media Best Practices for municipalities

4. Open discussion of delegate updates

Is there an interest in applying for an ECGRA MMC Grant in April for tree planting? Cash Match will be required by participating municipalities. COG members would like to wait and see if the trees from our last 2 grants survive before taking another grant on.

Summit, the City of Erie and Union City could use trees but will need to evaluate whether or not they have funding to provide the cash match. Please follow up with Jessica with the amount you could commit in matching funds, which will determine if we apply.

Motion to Adjourn at 4:48 was made by Jack Lee and seconded by Joe Schember.

Next meeting December 9, 2020.

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