

**ERIE AREA COUNCIL OF GOVERNMENTS
GENERAL ASSEMBLY MEETING**

February 1, 2017
Summit Township

MINUTES

Municipality	Delegate or Alternate	In Attendance:
City of Erie, Mayor's representative	Mas Sala	X
City of Erie Council	Casimir Kwitowski	AB
County Council	Jay Breneman	AB
County Executive's Representative	Kathy Wyrso Dick	X
Franklin Township	Dennis Howard	X
Greenfield Township	Steve Rathman	X
Girard Borough	Dennis McNally	X
Harborcreek Township	Tim May	X
Lawrence Park Township	Lawrence Park	AB
Millcreek Township	Brian McGrath	X
Summit Township	Nancy Agostine	X
Venango Township	Eugene Krahe	X
Wesleyville Borough	Jill Merritt	X
Millcreek Township	John Groh	X
Invited guests and others in Attendance:		
EA COG	Jessica Horan-Kunco	X
PA Futures	Alan Kugler	X
Senator Toomey's office	Sheila Sterrett	AB
Quinn Law Firm	Art Martinucci	X
Erie County Planning Dept.	Amy Murdock	X

A. Call to reconvene

The meeting was called to order at 3:06 pm.

Welcome new members: Steve Rathman representing Greenfield Township and Eugene Krahe representing Venango Township.

Quorum

Present at the opening of the meeting were Delegates and Alternates for 10 member governments, constituting a quorum.

B. Approval of minutes

A motion to accept the minutes as presented from the Dec 14, 2016 General Assembly meeting was made by Nancy Agostine, seconded by Dennis McNally, and passed unanimously.

C. Treasurer’s Report:

Jessica gave an overview and provided copies of the following:

1. Status of dues and joint purchasing fee collection:
2017 Dues were billed out and payment has been timely. The only dues in question is the County dues as they utilized Gaming revenues to pay the EACOG. Although they have budgeted our dues they have not entered a “grant agreement” with us as in previous years. It is unknown what will happen and what this will mean in the future. All non-member Joint Purchasing Participants have paid their participation fees and all shares of classified advertising have been paid.
2. Review of 2016 draft year-end financial reports – Jessica provided a balance sheet and Statement of Activities broken down by regular operational activities dues funded and grant funded activities. All of the information provided is subject to audit.

A motion to accept the 2016 year-end financial reports (subject to audit) was made by Nancy Agostine, seconded by Dennis McNally, and passed unanimously.

3. Resolutions are still needed from some member municipalities accepting the 2017 proposed budget and the 2015 Audited Financial Report.

E. Old Business:

1. 2017 meeting schedule final version – Copies were shared with all in attendance.
2. Nomination and election of officers for 2017
 - a. Nancy Agostine-Chair
 - b. Dennis Howard-Vice Chair
 - c. Dennis Buzz McNally-Treasurer
 - d. Jill Merritt - Secretary

Tim May made the motion and Mr. Groh seconded it. The slate of officer passed unanimously.

3. Resolutions needed assigning Delegates and Alternates from each municipality.
 - a. There are only a few municipalities that need to submit their resolutions and delegates. These municipalities were made aware of the need for a resolution.
 - b. Individual delegate responsibilities form.
Jessica asked that each delegate take a form and to return it signed. Also please fill out the self-evaluation form
4. Amended By-law review and adoption
 - Resolutions needed by member governments accepting amended by-laws. Please take copies back to the municipalities. By-laws were rewritten to reflect the mission and facilitate a welcoming environment to all municipalities. There has been a focus on creating a budget rather than a cost allocation plan. New committees have been created. Attendance expectations have been included.

2/1/17

- Tim May made the motion and Brian McGrath seconded and 15 voted yes and 1 voted no.

Mas Sala recorded the Nay vote on behalf of the City of Erie and stated that the bylaws should assign the mayor 2 votes instead of Mayor and Council having separate votes. Also that the mayor believes that members should be able to withdrawal from the EACOG at any time.

Jessica will send the approved by-laws to each municipality's secretary.

5. Joint Bidding Program reminders:

- Gas and Diesel Fuel Bidding Three Year Cycle ends June 30, 2017 – This will be coming out shortly
- Work session March 1 time change 2:30 joint purchasing program. 3:30 MS-4

We will determine the specific material and services that will be joint bid. Road materials need to come first and then general materials and in May Gas and diesel. Please invite road masters to participate in the first hour of the meeting. Please invite municipal engineers to the second hour to hear Amy Murdock speak about MS 4 collaboration opportunities and to participate in the discussion.

F. New Business:

1. 1st Annual EACOG Municipal Officials Assembly

Please attend on: March 23, 2017 2:00 -6:00 at the Ambassador Conference Center on upper Peach St. Theme: "Building Partnerships for Economic Development."

A report on the outcomes from our Economic Development survey will be presented. In addition this is an opportunity to help build relationships between municipalities and the Economic Development Organizations that are available to help them. There will be introductions of what is offered by these organizations and a meet and greet from 5-6. Please let Jessica know if there are people that need to be added to the invite list.

2. MS 4 and PRP opportunities for collaboration and multi-municipal grant funding for implementation

MS 4 will not be going away. Municipalities may be able to get help from the Erie County Planning Department with mapping. MS -4 Communities will be given 5 years to implement the MS 4 requirements. There may be grant money available through Harrisburg. They seem interested in projects where municipalities are working together. Erie County planning will meet with municipalities and their engineers and begin to talk about where everyone is at and possible put together options to assist. This topic will continue at the upcoming work session.

3. Erie County Redevelopment Authority loan program – offered to municipalities to do projects up to \$500,000 at a low interest rate. The municipalities must pay for 10% of the project costs

2/1/17

and the APR is 2.5%. Jessica will send out the info via email.

Also for CoStars participants they are currently requesting your quantities for salt for next year.

G. Adjournment

Mas Sala made a motion to adjourn the meeting and Brian McGrath seconded the motion. All voted in favor and the meeting was adjourned at 4:05pm.