

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

May 9, 2018
Wesleyville Borough

MINUTES

Municipality	Delegate or Alternate	In Attendance:
City of Erie, Mayor	Joseph Schember	X
City of Erie Mayor's Alternate	Mas Sala	X
City of Erie Council	Casimir Kwitowski	X
County Council	Kathy Fatica	
County Executive's Representative	Amy Murdock	X
Franklin Township	Dennis Howard	X
Girard Township	Bill Felege	
Girard Township	Lindy Platz	X
Girard Borough	Dennis McNally	X
Greenfield Township	Steve Rathman	
Harborcreek Township	Tim May	X
Lawrence Park Township	Jan Cabaday	
Millcreek Township	John Groh	X
Summit Township	Jack Lee	X
Summit Township Alternate	Mark Welka	X
Venango Township	Eugene Krahe	X
Wesleyville Borough	Jill Merritt	X
Invited guests and others in Attendance:		
EA COG	Jessica Horan-Kunco	X
PA DCED	Ed Fosnaught	X

A. Call to reconvene

Dennis McNally called the meeting to order at 3:04 pm.

Quorum

Present at the opening of the meeting were Delegates and Alternates for 9 member governments, constituting a quorum.

B. Approval of minutes

A motion to accept the minutes as presented from the February 7, 2018 General Assembly meeting was made by Tim May seconded by Eugene Krahe, and passed unanimously.

C. Public Comment: All delegates and alternates in attendance were welcomed and introduced themselves.

The agenda order was adjusted to vote on the application for membership from LeBoeuf Township.

A motion to accept LeBoeuf Township's application to join the EACOG was made by Jack Lee and seconded by Eugene Krahe and approved unanimously.

- Discussion of upcoming grant opportunities:
 - ECGRA Multi-municipal collaboration grants: Current grant funded trail and shade tree projects are nearing completion.
 - The ECGRA MMC Grant round is currently open and applications are due on June 1, 2018. Jessica can help put together collaborative grant applications if at least 2 municipalities are interested in working together, the maximum grant is \$100,000. A commitment of a dollar for dollar match is required.
 - Members were asked if they had ideas that would fit these grant requirements.
 - Amy Murdock mentioned that she has been working with several municipalities to apply for funding to continue the stormwater GIS mapping project.
 - John Groh suggested a multi-municipal grant application for updating preemption signals on traffic lights. Erie City, Millcreek, and Summit discussed the possibility of partnering for a grant application.
 - The Erie Community Foundation Helping Today grant round is coming up for up to \$30,000 without a match. The Helping Today grant is due in July and requires a pre-application meeting with ECF staff.
 - ECGRA has announced a new grant program called Anchor Building to provide funding for a historic building in your municipality that needs improvement. This grant is due May 24th with a minimum of \$25,000 with a dollar for dollar cash match.
 - The Regional Advisor for PA DCNR, Erin Wiley Moyers sends regular emails with a wealth of information related to parks and recreation grants. If something jumps out at you let Jessica know as the COG may be able to help you to find out more information or apply.
- Ed Fosnaught from the Local Government Services at DCED was in attendance and explained that he works with three main programs:
 - Early Intervention Program– DCED program- Initially the municipality issues an RFP to seek a consultant. Ed has a list of good consultants if needed, DCED will pay for at least 50% of the consultant fee. The consultant chosen will look at your municipality's financials from 5 years in the past to five years in the future, they will review your operations and make recommendations. Those recommendations can then be used to help communities qualify for DCED grants to help them implement the recommendations. The Early Intervention program has a 50/50 cash match unless you can prove there is a financial hardship. Just being a municipality qualifies to be in the program. Implementation of Early Intervention recommendations will be eligible for grant funding from DCED.
 - Municipality Assistance Program- more competitive grant funding for new joint municipal programs, such as: mergers and consolidations of departments, regional police or fire and shared services such as code enforcement.

- Peer to Peer Program is a program in which DCED deploys individuals that are experts in a topic area to provide assistance and training to your municipal staff.

D. Treasurer's Report:

1. Reserve account PLGIT- This account has been opened and has the County required reserve in it. This account is a good way for the COG to earn a little interest on the reserved funds.
2. Assembly budget for 2019 – Professionals coming to speak are asking to be paid so there is a need for a budget. Jessica is suggesting a \$2000 budget for 2019. This year the county is helping to pay for the speakers.

E. Old Business:

1. Annual Municipal Officials' Assembly: don't forget to register.

- May 24, 2018 2:00 – 5:00 Program 5:00 – 6:00 Refreshments

“What is a County Land Bank and how can it help your community to fight blight.”

Two professionals from other cities are coming to speak from their experience. Kathy Dahlkemper and Amy Murdock will speak about their plans to form the Erie County Land Bank. This will be an educational session to learn about what a land bank is and how it is used to help tackle blight in our municipalities.

2. Project updates:

- Greater Erie Regional Trails update
 - The website is up and the trails have been mapped. The committee will be meeting on 5/23 to continue to project but also to talk with the County Park, Trails, and Recreation consultants about their recent outreach to municipalities regarding needs. There is a mock up for signs to be placed inside the parks to help direct trail users to trail heads. The GERT group will review and approve the mock up and finalize the signs at that meeting.
- Multi-Municipal Shade Tree Planting Project
 - Trees are being planted in multiple municipalities at several parks, streets and boulevards. At completion the project will install 400-450 trees. The city will be getting boulevard and street trees very soon. Coming in the second round will be Girard, Corry, Union City and Lawrence Park.
- Workshop Training Series: Report from NIMS/ICS for Elected Officials Workshop held on 2/15
 - Everyone that attended earned a certificate. The registration fees less expenses resulted in a \$135 profit
 - Next workshop: Planning Commissioners and their role in Comprehensive Planning and should last 3 hours and be held at Harborcreek.
 - Fall workshop topic – Municipal budgeting with Michael Foreman from DCED.

3. Joint Bidding program updates

- Road and Streets results are available at: <https://www.erieareacog.org/joint-bidding/pages/road-street-bid-results-and-vendor-bids>
- General Material results are available at: <https://www.erieareacog.org/joint-bidding/pages/general-material-bid-results-and-vendor-bids>
- No bids were submitted for sign faces.
- Recycling Bins have not gone out for bid yet. We can do a joint bid if there is enough interest. Let Jessica know if you are interested and what size of containers.

3. Great Lakes Regional Water Resources Advisory Committee appointment - A motion to nominate Jessica as a representative to this committee was made by John Groh and seconded by Tim May and approved unanimously. A letter and resume will be sent to the governor.

F. New Business:

1. Open for delegate updates and information sharing

- Brining dirt roads- Municipalities with dirt roads have historically used brine, a by-product from gas wells that was given to them for free, to keep the dust down. There is currently a lawsuit that is preventing the DEP from issuing permits to allow this practice to continue. For municipalities to purchase brine from a company on their own the cost would be extremely expensive. Until the DEP rewrites the specs they will not be giving permits to use the gas well brine. The Cog is going to look into joint purchasing for this. The Cog could also write a letter to the DEP if that would help.
- Harborcreek attended the PSAT conference, Tim May attend the opioid epidemic roundtable and he strongly encourages spreading the word that there is help available. The hotline # is 1-800-662-help. Cog members are encouraged to get this hotline # out.

Motion to adjourn – A motion to adjourn was made by Tim May, seconded by Eugene Krahe , and passed unanimously.

Next meeting June 6 at 3:00 at Millcreek Township Building

Topic: Act 172. Please bring any personnel knowledgeable or interested in developing this program