

ERIE AREA COUNCIL OF GOVERNMENTS

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MEETING OF THE GENERAL ASSEMBLY

February 5, 2020 at 3:00 pm

Lawrence Park Township Building

Minutes

Municipality	Delegate or Alternate	In Attendance:
City of Erie, Mayor	Joseph Schember	
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	Jason Spangenberg	X
Franklin Township	Dennis Howard	X
Girard Township	Lindy Platz	X
Girard Borough	Dennis McNally	X
Greenfield Township	Steve Rathman	
Harborcreek Township	Tim May	X
Lawrence Park Township	Eric Gerardine	X
LeBoeuf Township	Michael Porter	
Millcreek Township	James Bock	X
Summit Township	Jack Lee	X
Venango Township	DJ Austin	X
Wesleyville Borough	Regina Julius	
Invited guests and others in Attendance:		
EA COG	Jessica Horan-Kunco	X
Gary Snyder	Millcreek Streets Dept.	X
Lynn Armel	County Recycling Coord.	X
Art Martinucci	Quinn Law Firm	X

A. Call to order: Chairman Dennis McNally called the meeting to order at 3:10.

B. Approval of minutes: A motion to approve the minutes of 12/11/2019 General Assembly meeting was made by Lindy Platz and seconded by Jim Bock and passed unanimously.

C. Public Comment:

Lynn Armel, Erie County Sustainability Coordinator:

- Act 101 recycling reports due to Lynn in March and April, these reports enable 904 grant funding to be distributed based on tonnage collected.
- The DEP 902 Grant applications for infrastructure/equipment for up to \$345,000 every 2 years is open now. On Mar 19, Lynn will host pre-application meetings with Regina, from DEP to discuss potential projects.
- Erie County hosts Household Hazardous Waste monthly drop off events

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- Med Return disposal site listing was distributed
- Bayfront Glass is accepting glass for recycling during set hours on Fridays.
- The Great American Clean Up begins Mar 1 through May 31st, the county will provide garbage bags, gloves and other supplies to assist neighborhoods and organizations to host clean ups
- Lynn is available to assist municipalities as needed

D. Treasurer's Report:

1. Membership dues invoices mailed in the third week of January
 - a. Payments can be made in full or in quarterly installments
 - b. The new auditor, BBB, CPAs will begin soon.

E. Old Business:

1. Nomination and election of officers for 2020:

Tim May, nominated the following slate of officers:

Dennis McNally, President, Lindy Platz, Vice President, Jack Lee, Secretary and Dennis Howard Treasurer. There were no other nominations. A motion to close the nomination was made by Lindy Platz and seconded by Honey Stempka. The slate was seconded by Dennis Howard and passed unanimously.

2. Delegates and Alternate requirements:

There are many new delegates this year. A new delegate orientation is yet to be scheduled. New members may be provided individual training on their role as a delegate. From the ByLaws, all alternates must be elected officials or municipal managers, secretaries or treasurers. Please send your assignments so that someone who attends in your absence can cast a vote.

3. Discussion of creating a 501C3 division of the EACOG:

The idea to become a 501C3 was considered for the EACOG in order to make the grant application process easier when seeking foundation grants. This would alleviate the need to use a fiscal agent. Unfortunately, none of the allowable organizational categories fit a multi-municipal governmental purpose because we do not serve a charitable purpose.

501C3 is not a viable option for the EACOG. None of the 501C sections 4 – 10 fit our purpose either.

Jessica will investigate how other COGs have become 501C3 in the past and pass that information to Atty Martinucci for review.

Atty Martinucci recommended partnering with local non-profits as there is a substantial cost to applying for 501 C3 to just be turned down.

4. Project updates:

- a. Census Outreach:

PA Complete Count Committee has invited Gisele Feterman to come to Erie on Wed, February 12, 2020 to promote the Census. Flyers are available.

Michelle has created new marketing materials promoting Census Day, banners and posters are also available. Michelle also has website and newsletter material to for municipalities. Michelle is currently recording PSAs about the importance of the Census. If you or someone you know would be interested in being in a PSA that let Michelle know. She is also creating a YouTube channel where PSAs and other videos will be housed for sharing.

- b. Shared Emergency Management project next steps:

The Study is complete and has been reviewed with participant leadership and PEMA. The study

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recommends the 6 communities (Millcreek, City of Erie, Lawrence Park, Wesleyville, Summit and Fairview) working together to be better prepared in the event of a disaster. Our next step is for the Emergency Managers of each community to come together with Dale Robinson and Jessica to discuss their needs and opportunities for sharing of resources and duties. The idea of creating an umbrella EMA organization with municipal participants serving a deputy EMC role would help to meet the extensive training requirements, provide coordination and share resources in the event of an emergency. Other municipalities are welcome to be part of the discussions of next steps, let Jessica know if you would like to be part of this continued discussion.

c. Fire and EMS Recruitment and Retention Subcommittee:

The next meeting will be held in March. Some committee members have retired leaving some openings on the committee. Please let Jessica know if you would like to serve in their place.

5. Public Safety Government Dinner 2/7 Shrine Club 6:00 Cocktails, 7:00 Dinner: Recruitment and Retention Subcommittee status, statewide speakers on Fire and EMS Crisis

Jessica and 2 statewide expert speakers on Fire and EMS will be presenting

F. New Business:

1. ECGRA – MMC Grant cycle is open as of January with a due date of April 30 and a second grant round due Sept 30. The maximum grant amount is \$100,000 with a 1:1 cash match. If 2 or more municipalities would like to collaborate on a project let Jessica know and she will assist you with grant writing.

Kathy Schaaf suggested an MMC Grant with the City and Millcreek for installation of sidewalks on Pittsburgh Ave. due especially to the EMTA Buses no longer driving into the West Erie Plaza. Jim Bock indicated that he would discuss it with Matt Waldinger and John Morgan and reach out to Kathy Schaaf.

2. Project to research Tax Collector rates and create guidelines:

Jason Spangenberg, Edinboro Finance Director, has been doing a research project on Tax Collector pay rates for municipalities in Erie County. His efforts have revealed a lack of uniformity in what is being paid to municipal tax collectors. Creating a uniform policy and best practices about how a tax collector should be paid could be a Cog project. All members are asked to get information pertaining to their municipality to Jason. Currently, municipalities are paying through a variety of formulas including: by parcel, by a percentage of revenue collected or at a flat rate. Jason has revealed that some municipalities are paying significantly more than others. The project would set uniform recommendations to ensure that all tax collectors are receiving fair pay compared to others doing the same job. So far Jason's research shows what the tax collectors are being paid by the municipalities only, this does not include what the school district and the county are paying the tax collector as well. This project should continue by collecting information from all three taxes bodies in order to create a set of recommendations that could be adopted individually by municipalities. Second Class Township Code sets the maximum amount of tax collector compensation at 5%.

3. Senator Laughlin Grant Writing Workshop 2/11 8:30 TREC:

DCNR, DCED, ECGRA, DEP will all be in attendance to discuss grant writing tips.

4. Open discussion of delegate updates:

Penelec has been unwilling to retro-fit street lighting to LED bulbs to save on electric bills for the City of Erie. Not all municipalities have street lighting at all or street lights that are owned by Penelec, The City has 9000 light poles. Some municipalities, like Harborcreek pass along a street light assessment to residents. Let Jessica know if you would like to work together to pressure Penelec to make the retro-fits. Lawrence Park has street lights, Summit Township thinks that Penelec has already done the change over to LED. Edinboro is considering changing the light posts to more pedestrian friendly lighting. Jessica will continue to investigate the issue and report back.

Next meeting is a Work Session on March 4, 2020 in Harborcreek on the Joint Bidding Program

. Motion to adjourn by Tim May and seconded by Dennis Howard at 4:27 pm.

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