

ERIE AREA COUNCIL OF GOVERNMENTS

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MEETING OF THE GENERAL ASSEMBLY

Nov. 3, 2021 at 3:00 pm

Via ZOOM

Minutes

Municipality	Delegate or Alternate	In Attendance:
Albion Borough	Greg Hemmis	X
Albion Borough, Manager	Gary Wells	
City of Erie, Mayor	Joseph Schember	X
City of Erie Mayor's Alternate	Mas Sala	X
City of Erie Council	Liz Allen	X
County Council	Mary Rennie	X
County Executive's Representative	Honey Stempka	X
Borough of Edinboro	Pat Davis	X
Borough of Edinboro, Manager	Jason Spangenberg	X
Fairview Township	Mark Gennuso	X
Franklin Township	Dennis Howard	X
Girard Township	Lindy Platz	X
Girard Borough	Dennis McNally	
Greenfield Township	Steve Rathman	
Greene Township	John Bartnicki	EX
Harborcreek Township	Tim May	EX
Lawrence Park Township	Eric Gerardine	
LeBoeuf Township	Catherine Wise	
Millcreek Township	Dan Ouellet	X
North East Township	Robert Mazza	X
Summit Township	Jack Lee	X
Venango Township	DJ Austin	X
Union City Borough	Cindy Wells	X
Union Township	Earl Brown	
Wesleyville Borough	Regina Julius	
Invited guests and others in Attendance:		
Quinn Law Firm	Art Martinucci	X
EACOG	Jessica Horan-Kunco	X

Member Governments

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A. Call to order: Roll call of delegates on the virtual and in person meeting at 3:05 pm.

B. Approval of minutes: A motion to approve the minutes of the Aug 4, 2021 General Assembly meeting was made by Dan Ouellet and seconded by Lindy Platz and passed unanimously.

C. Public Comment: none

D. Treasurer's Report:

1. 2022 Draft membership dues:

Membership dues for 2022 will remain the same as 2021. Dues have remained level since 2019 without an annual increase. This is primarily due to growth in membership.

2. Presentation of 2022 Draft Budget for review:

The Finance Committee met on 10/26/21 to develop the draft budget for 2022. Jessica reviewed the budget proposal. Chairman Dennis Howard discussed that over the last 5 years due to sound financial management and through increasing membership the COG has accumulated surplus revenue in the amount of \$25,000. The 2022 budget proposal reflects a transfer from Surplus Revenue to meet an unexpected increase in expenses. Generally, expenses remain the same as 2021 except in the case of the cost of health insurance benefits, premiums have increased by 55%. The Finance Committee reviewed Jessica's contract and budgeted to over 95% of the cost of family coverage as is in her employment contract.

Jessica reviewed the expense side of the budget explaining the type of expenses in each line item. Mary Rennie discussed the salary rate and asked about consideration for increasing Jessica's salary. Chairman Howard responded that in order to ensure that dues remained level the committee decided that in order to be able to cover the fringe benefits a modest salary increase was the best that could be done. Liz Allen suggested evaluating all possible health insurance options. DJ Austin mentioned a need for health insurance plan options for small municipalities with 1 or 2 employees that need coverage. Insurance brokers generally require that all individuals on the same group policy have the same employer of record.

On a motion by Bob Mazza with a second by DJ Austin the proposed 2022 budget was passed unanimously.

3. Request for increase in ECSRT Reimbursement rate:

Jessica is proposing a hourly rate increase for administrative service provided to the Erie County Signing Region Trust from the existing rate of \$43.68/ hr to \$50/hr.

A motion to increase the hourly reimbursement rate to administer the ECSRT was made by Pat Davis and seconded by DJ Austin and passed unanimously.

E. New Business:

1. Resolutions for Proposed Budget needed: Jessica will provide a sample Resolution for the delegates to present to their legislative bodies for approval.

F. Old Business:

1. Project updates:

a. Fire and EMS Recruitment and Retention Committee

- i. DCED Fire and EMS study status: The DCED Fire Study Consultant met with Committee members in October. He seems to be moving along with the report and completion is expected soon.

The DCED EMS Study Consultant is no longer working for DCED so a new consultant

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needs to be secured and onboarded to take over the study process.

- ii. Collaborative EMS Plan: This is required for all ambulance providers to remain in compliance with their EMS licenses. The Plan has been re-written and will be rolled out to all providers before the end of the year. The intent of the plan is to ensure that all EMS providers communicate with the 911 Center if they are unable to staff an ambulance so that no time is lost dispatching an agency that is not staffed. Participation in the plan encourages agencies to plan ahead when they are unable to staff to ensure that they do not drop calls or have extended response times for the citizens. It is not punitive in nature but remedial to assist agencies.
 - iii. Tri-County projects: The R & R Committee is working with Warren and Crawford Counties to adopt a similar EMS Collaborative plan with the intention of creating a shared EMS Plan Administrator position that would support all three counties and their EMS providers and ensure compliance with the plan.
 - iv. Public Safety Authorities SB 698: Council Council passed a resolution and the County Executive sent a letter of support for the legislation. Jessica provided copies to the COG members if they would like to send similar letters of support or resolutions.
 - v. Albion support: 4 municipalities in the Albion area have been working together to set expectations for the 2 fire departments in the area. This is an important project and Jessica is providing support and assistance. The EACOG is the recipient of a \$50,000 grant from the County's ARPA funding to support long range solutions to the crisis facing Fire and EMS.
- b. 2020 Census: Jessica provided a spreadsheet with some of the 2020 census data per municipality. If you are interested in understanding how to pull reports from the data side of the Census please let Jessica know. Jason Spangenberg from Edinboro requested some support in finding out how other PASHE school host municipalities counted their student populations. It appears as if there was a significant under count. Jessica will provide Jason with some contact names to address this issue. According to Mayor Schember Census appeals are not accepted yet until Spring 2022.
 - c. Multi-municipal Tree plantings were recently completed in Union City, Summit and Girard Borough for a total planting of 33 addition trees. The final planting will be in the Wesleyville Memorial Park once the park is renovated.
 - d. EGov – website development: Girard Township received a new website, Summit is underway.

2. Erie County ARPA Grant opportunities: Public Safety Grants will be rolled out in the beginning of December, in 3 categories: operational, transformational, and an EMS Scholarship fund administered by the Erie Community Foundation. Municipalities can invest in the EMS Scholarship fund as well which is allowable under the ARPA guidance. The county ARPA Municipal Gap funding grants for Water, Sewer and Broadband will be rolled out in time for Melinda to attend our Dec 8th Cog meeting.

3. Open discussion of delegate updates

\$. Adjournment 4:08 pm

Next General Assembly Meeting December 8, 2021 3:00 pm via ZOOM

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