

ERIE AREA COUNCIL OF GOVERNMENTS

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MEETING OF THE GENERAL ASSEMBLY

Dec. 8, 2021 at 3:00 pm

Via ZOOM

Minutes

Municipality	Delegate or Alternate	In Attendance:
Albion Borough	Greg Hemmis	X
Albion Borough, Manager	Gary Wells	X
Albion Borough, Secretary	Angela Taledega	X
City of Erie, Mayor	Joseph Schember	EX
City of Erie Mayor's Alternate	Mas Sala	X
City of Erie Council	Liz Allen	X
County Council	Mary Rennie	X
County Executive	Kathy Dahlkemper	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	X
Greenfield Township	Steve Rathman	-
Greene Township	John Bartnicki	X
Harborcreek Township	Tim May	X
Lawrence Park Township	Eric Gerardine	-
LeBoeuf Township	Catherine Wise	-
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
Union City Borough	Dan Brumagin	X
Union Township	Earl Brown	X
Wesleyville Borough	Regina Julius	-
Invited guests and others in Attendance:		
Quinn Law Firm	Art Martinucci	X
EACOG	Jessica Horan-Kunco	X
Erie County Grant Administrator	Melinda Meyer	X

Member Governments

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

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

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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 Nov 3, 2021 General Assembly meeting was made by Dan Ouellet and seconded by Pat Davis and passed unanimously.

C. Public Comment: none

D. Treasurer's Report:

1. Resolutions received from members regarding 2022 budget:

Resolutions have been received from 10 member municipalities. Harborcreek reported that they will vote on it next week. Albion will vote on it next Thursday. All members should provide a resolution approving the 2022 COG Budget as soon as possible.

2. Official vote to approve 2022 budget:

A motion to accept the 2022 budget was made by Lindy Platz and a second by Gary Wells and passed unanimously.

E. Old Business:

1. Melinda Meyer, ARPA Grant opportunities

Melinda presented about the Erie County ARPA Grant funding opportunities that are available to municipalities. Erie County is making funds available to provide infrastructure \$2 million in gap funding to municipalities for water, stormwater, sewer and Broadband projects.

To be eligible for this funding you must have received your ARPA funding from the state and show that there is a gap or need in your project funding. Proposed projects should align with a comprehensive plan or a regional plan such as Emerge 2040.

This funding must be allocated by 12/31/2024 and spent by 12/31/26. Both municipalities and utility authorities are eligible to apply. Eligible uses were reviewed.

Applications are available at <https://eriecountypa.submittable.com>

Total grants for projects are capped at \$250,000. Consideration of proposals exceeding this will be made in the event of multi-municipal projects. The application process was reviewed, and the powerpoint and guidance will be shared. Applications will be reviewed as they are received and approved on a rolling basis until the funding is expended. A percentage of municipal contribution is not defined, but this funding is intended to be a last piece of the project funding proposal not the primary source of funding.

2. Discussion of EACOG membership growth

Delegates discussed the current membership. The COG has grown from 9 members to currently 20 member governments. Membership dues will not be recalculated due to the insignificant population shifts resulting from the 2020 Census. It would be ideal to gain membership from municipalities contiguous to existing members. Members discussed techniques for attracting new members including encouraging multi-municipal and regional projects and members benefits. Pat Davis inquired as to why Washington Township, McKean Township, and McKean Borough historically did not participate with the COG. DJ Austin recommended inviting non-members to a future meeting. Jessica will send out a summary of programs and map of members to be shared with non-members. Dennis Howard suggested updating the promotional materials for the COG as soon as possible.

F. New Business:

1. Project updates:

- a. Fire and EMS Recruitment and Retention Committee

- i. Dec 9th Fire, EMS and Municipal Leadership Seminar:

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Please attend if you can. It is important for municipal leaders to engage with their emergency service providers. The EMS Collaborative Plan to ensure that EMS agencies notify the 911 Center when they do not have staff to answer calls will be rolled out. Dispatch protocol changes will be introduced to improve the timeliness of emergency response. Also at the seminar, Fire and EMS grant opportunities and scholarships will be outlined.

- ii. DCED Fire and EMS study status: The Fire Study is still underway but an EMS Consultant has not been identified to date.
- iii. Tri-County project progress: Erie, Crawford and Warren Counties are working together to create a uniform EMS Collaborative Response Plan and an EMS Plan Administrator position to work together to improve the delivery of Emergency Medical Services. Jessica created and Intergovernmental Cooperation Agreement that will be presented to Erie County Council and then to the Commissioners of Warren and Crawford counties.
- iv. Albion project updates: Albion, Cranesville, Conneaut and Elk Creek are working closely together to address the future sustainability of Fire and EMS in their area. Jessica is assisting with the development of an Intergovernmental Agreement to create and Emergency Service Commission.

2. Annual report of 2021 EACOG Programs and Accomplishments:

Jessica provided a summary document of COG Activities for the delegates. The document summarizes the benefits of membership. Dennis Howard suggested sending this to non-members as well. Dennis Howard suggested adding a general comment about the COG facilitating connections and arranging meetings to assist municipal problem solving.

3. PSAB recorded Training Seminars for review:

PACOG sent a list of PSAB webinars that members of COGs could watch for free. Jessica provided the contact information to arrange to watch the webinars.

4. Thank you to our departing delegates

Thank you to County Executive Kathy Dahlkemper for her support of the initiatives of the Erie Area COG during her tenure. She has provided great access and collaboration with County government departments and resources.

Thank you to Bob Mazza for his service to the COG.

5. 2022 draft calendar of meetings

a. Assignment of Delegates and alternates

Please identify your delegates and alternates for 2022

- New delegate orientation to be scheduled.

b. Consider nominations for 2022 officers for the February meeting.

Jessica will look for the best options to do hybrid meetings with both an in-person and virtual option for the other meetings in 2022.

On a motion by Dan Ouellet and a second by Jack Lee the meeting adjourned at 4:30pm.

Next General Assembly Meeting February 2, 2022 3:00 pm via Zoom

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