

FINANCE COMMITTEE

Erie County Council

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Kim Clear, Chairwoman
Scott Rastetter, Vice-Chairman
Carl Anderson, III
André R. Horton
Mary Rennie
Ellen Schauerma
Brian Shank

4:00 PM

February 11, 2021

Join Via Zoom:

Online at: <https://us02web.zoom.us/j/86286890724?pwd=ZEtyWWdwaDdEMnVyMktEZWZQVXc5QT09>

Or Call-in: +1 929 205 6099

Meeting ID: 862 8689 0724

Passcode: 021121

FINANCE AGENDA

1. Ordinance 3, 2021 "Approval of Single Vendor Contract for Court Branch Computer Assisted Legal Research Firm" (Received First Reading 2/2/21)
The Westlaw Court's plan provides an essential and efficient legal research system used by the judges of the Erie County Court of Common Pleas, the judicial law clerks, the Juvenile Court Master, Court Administration personnel, and the Law Librarian. The yearly cost of the Westlaw subscription is budgeted under "Fees and Services" in the 2021 Law Library Budget. The renewal contract will cover a three-year period beginning March 1, 2021 and continuing February 29, 2024.
2. Ordinance 6, 2021 "Amending Ordinance 83, 2014 'Revised Fee Schedule in Department of Corrections" (Received First Reading 2/2/21)
A change to the cost recovery fee charged to inmates, from 75% to 25% of what is deposited in their inmate accounts. Since the 75% charge was instituted, the amount of inmate debt has quadrupled. Lowering the fee will bring added support from families, potentially modifying inmate behavior in a positive way.
Warden Kevin Sutter of the Erie County Prison will speak on this item.
3. Ordinance Number ____, 2021 "Approving a Single Vendor Contract for Thomson Reuters West Library Maintenance Agreement Plan"
Request to waive the County purchase code for a renewal of a three-year contract for a West Library Maintenance Agreement, supplied by Thomson Reuters West, covering the period of April 1, 2021 through March 31, 2024. The agreement includes the collection of the Erie County Law Library and the chamber of libraries of the nine judges of the Erie County Court of Common Pleas.
4. Ordinance Number ____, 2021, "____ 2021 General Fund Budget Supplemental

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Appropriation of \$102,352 and New Line Item for Late CARES Expenses"

Several items which qualified for CARES Funding were held up by production issues: 6,000 boxes of nitrile gloves which would now cost \$166,000 rather than \$78,000, and \$24,352 of furniture for social distancing of Voter Registration. The furniture is needed for the office to function.

5. Ordinance Number _____, 2021, "_____ 2021 General Fund Budget Supplemental Appropriation of \$33,334, New Line Item and Waiver of Bid Requirements for Administration of Community College RACP Grant"

The County asked four entities to submit bids on the administrative work of the Community College RACP Grant. Two declined, and the ECRDA number was significantly less than an out of town firm. The waiver is needed because the County did an informal search for an administrator, not a full bid procedure. The ECRDA does have significant experience with RACP Grants.

6. Ordinance Number _____, 2021, "_____ 2021 Library Fund Budget Supplemental Appropriation of \$9,521 for 2020 Balance of Beehive Innovation Network Grant Funds"

These funds were targeted in 2020 for the Idea Lab technician, however position doesn't exist now. The Library wishes to use these for their office supply line.

7. Ordinance Number _____, 2021, "_____ 2021 Library Fund Budget Supplemental Appropriation of \$1,000 for ALA Connecting You to Coverage Grant that Lapsed in 2020 Due to COVID 19"

These funds were designated for a 2020 event that was canceled by COVID-19. It was rescheduled in January 2021.

8. Discussion of Possible Volunteer Fire Tax Credit Program for County of Erie.

Councilwoman Clear is pursuing a County of Erie Tax Credit program for Members of Volunteer Fire Departments and Hose Companies, similar to one used in Millcreek Township.

9. Resolution Number____, 2021 "The Administration, Council and the Community College Board Working in Unity with to Move Community College Funding Forward for the Benefit of the Institution and Erie County Citizens"

Resolution is forthcoming.

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10. Possible Sale of a Parcel from the Repository for Unsold Property at Index Number: 03-016-029.0-005.00, Concord Road.

An offer of \$250 by Travis and Stephanie Bennett for the parcel (Land lot 268 x 220 x 53.26 - Map Attached) at Concord Rd., Corry, PA 16407. Land would be adjacent to the buyer's current property at 11888 Concord Rd. Other taxing bodies have approved the sale.

11. Analysis of General Fund Unassigned Fund Balance

If all the ordinances on the agenda pass, the County will have an estimated General Fund Unassigned Fund Balance of \$42,246,595 That is \$22,994,443 over the required \$19,116,466, which would cover two months of estimated expenses and transfers.