

AGENDA

Erie County Council

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Public Invited to Attend



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

REGULAR MEETING

5:30 P.M. – Council Caucus

6:00 P.M. – Council Meeting

Tuesday, August 17, 2021

On-the-Road in District 5:

Harborcreek Municipal Building, 5601 Buffalo Road, Harborcreek, PA 16421

1. **PLEDGE OF ALLEGIANCE**
2. **OPTIONAL PRAYER OR INVOCATION**
3. **ROLL CALL**
4. **HEARING OF THE PUBLIC**
5. **MINUTES FROM PREVIOUS MEETING**
 - A. July 20, 2021 - Regular Meeting
 - B. August 8, 2021 - Special Meeting
6. **REPORTS OF COUNTY OFFICIALS**
 - A. County Executive and/or her Designee
 - B. Finance Committee -Mrs. Clear
 - C. Personnel Committee - Mrs. Rennie
 - D. Other
7. **OLD BUSINESS**
 - A. Second Reading of Ordinance Number 58, 2021, "Twenty-Fourth 2021 General Fund Budget Supplemental Appropriation of \$19,658 for Creation of Diversity, Equity and Inclusion Officer in Human Resources Department" (1st Read 7-20-21)(Personnel Committee)
The requested position is a professional role that will foster the diversity, equity, and inclusion goals of the county. This individual will be responsible for interacting with the employee Diversity and Inclusion Council, which includes members of every department, and will

continually evaluate and improve our practices in county government for employees and citizens utilizing county services. This will be achieved through policy review, employee training, departmental collaborations, and additional initiatives.

- B. Second Reading of Ordinance Number 59, 2021, "Amending Ordinance 122, 2020 to Change the Position Grade and Salary of the County Clerk" (1st Read 7/20/21)(Personnel Committee)
The duties and responsibilities of the County Clerk position have increased over time. Its current grade is not reflective of that reality. After review by JL Nick, agent of the Human Resources Department, the position was re-graded from a Non-Bargaining 17, to Non-Bargaining 18.
- C. Second Reading of Ordinance Number 60, 2021, "Twenty-Fifth 2021 General Fund Budget Supplemental Appropriation of \$24,573 for Creation of Deputy County Clerk Position in Office of County Council" (1st Read 7/20/21)(Personnel Committee)
This position will assist County Council in their daily duties and communications. The changes in election law and procedure over the last two years require more oversight. This position will also provide assistance to the Election Supervisor and the Warehouse Manager, in the overall conduct of elections.
- D. Second Reading of Ordinance Number 61, 2021, "First 2021 Planning Fund Budget Supplemental Appropriation of \$33,716 for GIS Position Reclassification" (1st Read 7/20/21)(Personnel Committee)
Eliminates one GIS Position and creates another GIS Administrator Position at a higher grade.
- E. Second Reading of Ordinance Number 63, 2021, "Twenty-Sixth 2021 General Fund Budget Supplemental Appropriation of \$93,314 for EMTA Local Match Shortfall of the fiscal year 2021-2022 requirement of \$1,153,888, as amended" (1st Read 7/20/21 & amended 7/20/21) (Finance Committee)
Act 89, the enabling legislation for EMTA's operating assistance grant, requires that state operating assistance be matched by local cash funding. The required amount of local funding for EMTA in fiscal year 20-21 is \$1,153,888. The EMTA has collected \$946,520 of local funding, 82% of the requirement. The Ordinance will make up the difference to maintain compliance.
- F. Second Reading of Ordinance Number 64, 2021, "Third 2021 Mental Health\Intellectual Disabilities (MHID) Fund Budget Supplemental Appropriation of \$2,835,469 and Creation of New Line Item for Receipt of Additional Grant Funds" (1st Read 7/20/21)(Finance Committee)
Revenue from the Department of Community and Economic Development, the PA Housing and Affordability and Rehabilitation Enhancement Grant, and the Emergency Rental Assistance Federal will be expended in Homeless Assistance. No County funds are projected for use at this time.
- G. Second Reading of Ordinance Number 68, 2021, " Twenty-Ninth 2021 2021 General Fund Budget Supplemental Appropriation of \$33,716 for Planning GIS Position Reclassification" (1st Read 7/20/21)(Personnel Committee)
This is the General Fund side of the Ordinance that eliminates one GIS Position, and creates another at a higher grade. Savings due to a vacancy in the former position are going back to Fund Balance.

- H. Resolution Number 28, 2021, "Approving a Professional Services Contract for Consultation on Pandemic Related State and Federal Funding " (Tabled 7/20/21)(Finance Committee)
This matter was tabled pending selection of a firm to provide technical assistance and advice in relation to ARPA and related funding sources. The item would need to be removed from the table and amended to include the name and contract with Witt O'Brien's as written.

8. NEW BUSINESS

- A. First Reading of Ordinance Number 69, 2021, "Twenty-Seventh 2021 General Fund Budget Supplemental Appropriation of \$7,000 for Additional Insurance Expense In The Director of Administration Office" (Finance Committee)
Additional insurance expenses need to be accounted for as previously there was an employee on single coverage to family coverage. The ordinance accounts for the difference.
- B. First Reading of Ordinance Number 70, 2021 "Approving a Single Vendor Contract for a Three Year Agreement with Advent Communications for Partner Assurance Support Services " (Finance Committee)
Advent Communications was the lone bidder for the County Telecommunications hardware/maintenance contract. The winner of that bid has historically provided the Software side of the service as part of the PASS contract. The terms of the Maintenance Contract and the PASS contract are the same. The cost is \$45,018 for each of the three years. Total is \$135,054.
- C. First Reading of Ordinance Number 71, 2021 "2021 Pleasant Ridge Manor Fund Budget Revised Revenue of \$2,700,000 from ARPA Revenue Replacement" (Finance Committee)
This ordinance is required to transfer the funds appropriated in the ARPA Fund Budget via Ordinance 65, 2021 to the PRM Fund Budget for use this year.
- D. First Reading of Ordinance Number 72, 2021 "To Create and Establish the Erie County Diversity, Equity and Inclusion Commission" (Finance Committee)
In accordance with The American Rescue Plan Act of 2021 H.R.1319, the function of the Diversity, Equity, and Inclusion Commission shall be to organize a structure which will invest in racially diverse populations by granting funding that creates opportunities for minority populations, lobbies for inclusive policy, and empowers minority populations throughout Erie County while adhering to the ARPA guidelines and policies. Funding was set aside via Ordinance 65, 2021.
- E. First Reading of Ordinance Number 73, 2021 "Amending the Administrative Code of 2021 Article II, Section IV (E) to Incorporate the Erie County Diversity, Equity and Inclusion Commission" (Finance Committee)
This amends the Erie County Administrative Code to reflect the creation of the Erie County Diversity, Equity and Inclusion Commission by a different ordinance on the Agenda. The Code presents details regarding County departments, Authorities and Commissions, as well as other aspects of County governance.
- F. First Reading of Ordinance Number 74, 2021 "American Rescue Plan Fund Budget Revised Expenditures of \$3,500,000 and Removal of Restriction on Funds for the Erie County Diversity, Equity and Inclusion Commission" (Finance Committee)
The \$3.5 Million was restricted when appropriated under Ordinance 65, 2021. This action removed the restriction to coincide with the creation of the Commission through another

ordinance on the agenda.

- G. First Reading of Ordinance Number 75, 2021 "Amending Ordinance 119, 2020 " 2021 Appointed Official's Salary Ordinance County Clerk"
This is a companion to Ordinance 59 which changes the grade of the County Clerk Position. It grants a 6% increase due to the change from Grade 17 to Grade 18.
- H. Resolution Number 30, 2021 "Approval of the Letter of Engagement from Maher Duessel for ARPA Funding Accounting Services" (Finance Committee)
The County wishes to engage CPA Maher Duessel's financial expertise for consultation on COVID 19 related state and federal funding procedures.
- I. Resolution Number 31, 2021 "Approving the Financial Statements and Independent Auditor Report for the County of Erie and Related Funds for the year ending December 31, 2020" (Finance Committee)
Zelenkofske Axelrod, LLC Certified Public Accountants performed the Independent Audit Report for Erie County, ending December 2020. The 212 page comprehensive audit is available upon request.
- J. Resolution Number 32, 2021 "In Support of Ending State Wage Preemption, so Erie County May Enact Their Own Minimum Wage" (Finance Committee)
The resolution supports House Bill 2659, allowing municipalities throughout Pennsylvania to enact their own minimum wage legislation.
- K. Possible Sale of a Parcel from the Repository for Unsold Property at Index Number: 18-051-047.0-101.00 (Finance Committee)
An offer of \$250 by Cheryl Lepkowski for the parcel located adjacent to 2643 E. 37th Street, Erie, PA ; an irregular lot. The other taxing bodies have approved the sale. Parcel is adjacent to other family property of the bidder.
- L. Possible Sale of a Parcel from the Repository for Unsold Property at Index Number: 27-030-027.0-002.00 (Finance Committee)
An offer of \$250 by Brandon VanAlstyne for the 210x100x190 parcel on E Lake Rd., Harborcreek, PA. The other taxing bodies have approved the sale. Bidder intends to utilize the property for fishing and clean up for future development.
- M. Possible Sale of a Parcel from the Repository for Unsold Property at Index Number: 18-051-016.0-202.00 (Finance Committee)
An offer of \$250 by Javier O. Rodriguez Vega for the parcel at 2616 Pear Street, Erie, PA, 16510; a 46 x 141 lot. The other taxing bodies have approved the sale. Bidder intends to utilize the property for parking vehicles.

9. ADJOURNMENT

- A. Upcoming Meeting information

The next Finance & Personnel Committee Meetings will occur September 9, 2021 at 4:00pm in room 114A of the Erie County Courthouse, 140 West Sixth Street, Erie PA 16501 or attend via zoom utilizing Meeting Id: 886 2169 9417 and Passcode: 090921

The next Regular Meeting of Council will be on-the-road, September 14, 2021 at 6:00pm in District 6 at Stancliff Hose Co., 328 High Street, Waterford, PA 16441. Caucus will begin at 5:30pm. *No Zoom option possible at this location

Visit www.eriecountypa.gov, click on Departments then County Council for agendas, meeting recordings, and schedules including information regarding the On-the-Road Series.

Call the Council office at 451-6303 for specific inquiries.