

AGENDA

Erie County Council

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Public is invited to attend.



Brian Shank, Chairman
Mary Rennie, Vice Chairwoman
Charlie Bayle
André R. Horton
Ellen Schauerman
Terry M. Scutella
Jim Winarski

Erie County Courthouse
140 West 6th Street, Room 117
Erie, PA 16501

REGULAR MEETING

Tuesday, June 13, 2023

5:00 P.M. – Council Caucus

6:00 P.M. – Council Meeting

View Live: <https://www.youtube.com/c/eriecountypa>

1. **PLEDGE OF ALLEGIANCE**
2. **OPTIONAL PRAYER OR REFLECTION**
3. **ROLL CALL**
4. **CITATIONS**
 - A. Lou Ann Nowosielski
 - B. Paul T. Nelson
 - C. Scott Bremner
5. **HEARING OF THE PUBLIC**
 - A. John May
 - B. Sam Talarico
 - C. Shelia Woeger
6. **MINUTES FROM PREVIOUS MEETING**

May 9, 2023 Regular Meeting
7. **REPORTS OF COUNTY OFFICIALS**
 - A. County Executive and/or his Designee
 - B. Finance Committee - Mrs. Schauerman
 - C. Personnel Committee - Mr. Scutella
 - D. Other

8. OLD BUSINESS

- A. Second Reading of Ordinance Number 37, 2023, "Amending the Administrative Code of 2021, Article III, Purchasing and Sale Procedures" (First Read 5/9/23)(Finance Committee)

This is a companion to Ordinance Number 42, 2023, which passed on 5/26/23. The Davis Administration wishes to place it as a Bureau of Finance as it was originally a few years ago (and is currently for the US Government). Finance sets spending limits for the County and monitors ongoing expenditures; this cost control engagement piece will aid in that effort.

- B. Second Reading of Ordinance Number 39, 2023, "Second 2023 Capital Projects Fund Budget Supplemental Appropriation of \$150,000 for Microsoft 365 Software Upgrade" (First Read 5/9/23)(Finance Committee)

The need to migrate to Microsoft Office 365 would help mitigate potential security risks and protect sensitive data and adapt to a Microsoft change that would leave us without critical security updates or support from vendors. The long-term maintenance costs are anticipated to be reduced significantly. The costs will be reduced by consolidating current annual software packages with the advanced features and functionality that would be included in the migration to Microsoft 365.

- C. Second Reading of Ordinance Number 40, 2023, "Eleventh 2023 General Fund Budget Supplemental Appropriation of \$11,678 for the Reorganization of Library Positions" (First Read 5/9/23)(Finance Committee)

This is the companion to Ordinance 41, 2023. The funds are being placed back into the fund balance.

- D. Second Reading of Ordinance Number 41, 2023, "Fourth 2023 Library Fund Budget Supplemental Appropriation of \$11,678 for the Reorganization of Library Positions" (First Read 5/9/23)(Personnel Committee)

In reorganizing the Library, this would include a restructuring of the Library business office and reclassification and duplicating of the Library Assistant job description to increase responsibilities and eliminate grant specific duties.

9. NEW BUSINESS

- A. First Reading of Ordinance Number 50, 2023, "2023 General Fund Budget Revised Revenue and Expenditures of \$17,353 for Reduction of Transfer Line Due to Savings from Position Vacancy in Public Health"(Finance Committee)

This is the companion to Ordinance Number 54, 2023, the reclassification in the Department of Health. These funds are being placed back into the fund balance.

- B. First Reading of Ordinance Number 51, 2023 "2023 Restricted 911 Fund Balance Revised Revenue and Expenditures of \$9,930 for Reduction of Transfer Line Due to Savings from Position Vacancy in Public Safety"(Finance Committee)
This is the companion to Ordinance Number 55, 2023, the reclassification in Public Safety. These funds are being placed back into the fund balance.
- C. First Reading of Ordinance Number 52, 2023, "Fourth 2023 Library Fund Budget Supplemental Appropriation of \$15,095 for Donations Received from Esther Klugiewicz Library Fund Through the Erie Regional Library Foundation"(Finance Committee)
This is a pass through donation to be used for the Novelist Database and reference material.
- D. First Reading of Ordinance Number 53, 2023, "Fourth 2023 Public Health Fund Budget Supplemental Appropriation of \$736,599 for Public Health Preparedness Grant"(Finance Committee)
This is a pass through of additional funding from the PA Department of Health to the Public Health Preparedness Bureau. The fully executed contract states that these funds must be spent by 6/30/23.
- E. First Reading of Ordinance Number 54, 2023, "2023 Public Health Fund Budget Revised Revenue and Expenditures of \$17,353 for Job Reclassification"(Personnel Committee)
This is the companion to Ordinance 50, 2023. The current position is vacant and this reclassification (from an NB11 to an NB13) is needed to attract a qualified Candidate to manage the grants and overall budget, as it is critical to the operations and fiscal solvency of the department. The Dept. of Health has the necessary funds within the budget to cover this increase and no additional funding is needed for the upgrade.
- F. First Reading of Ordinance Number 55, 2023, "2023 Public Safety Fund Budget Revised Revenue and Expenditures of \$9,930 for Job Reclassification"(Personnel Agenda)
This is the companion to Ordinance 51, 2023. This reclassification from an NB8(Administrative Financial Officer) to an NB 13(Fiscal Analyst) as the position will have additional duties and responsibilities, requiring a degree in Accounting or Finance. As the Public Safety Department's budget exceeds \$9.8M, this would provide the Public Safety Department with an internal Staff Member with knowledge of Public Safety programs and not have to rely on the County Finance Department. There is no additional funding required for this upgrade, as the Public Safety Fund Budget has a sufficient balance of restricted 911 funds to cover the increase.

- G. First Reading of Ordinance Number 56, 2023, "Waiver of Bid Requirements to Contract with Highway Safety Network Inc."(Finance Committee)
The Department of Health has a contract with PENNDOT to provide highway safety programs and enforcement activities in 6 Counties. Due to the vacancy left by the Employee formerly coordinating those programs, a waiver of the bid process and the ability to subcontract those services to an existing Project Partner, Highway Safety Network(HSN) is requested. The agreement would begin on October 1, 2023 through September 30, 2026 and the Department of Health, HR department, and AFSCME bargaining union have agreed on a Memorandum of Understanding that would allow the services to be subcontracted out. This is a companion to Ordinance 58, 2023.
- H. First Reading of Ordinance Number 57, 2023 "Waiver of Bid Requirements to Contract with Erie Earn-It Program Inc."(Finance Committee)
The Erie Earn-it program is a restitution program for County janitorial services, working with juvenile offenders. It is a 501(c)(3) nonprofit corporation that has been working with the County since 1986 and is governed by a Board of Directors. This is a companion to Resolution 21, 2023.
- I. First Reading of Ordinance Number 58, 2023 "2023 Public Health Fund Budget Revised Expenditures of \$52,159 For Elimination of Public Health Educator Position in Highway Safety"
This is a companion to Ordinance 56, 2023 as the elimination of the position.
- J. Possible Adoption of Resolution 21, 2023 "Approving Sole Vendor Contract between the County of Erie and Erie Earn-It Program Inc."(Finance Committee)
The contract held with the County covers the costs associated with running the program and paying restitution to the victims of juvenile crime. Juveniles that completed supervision successfully, with a restitution obligation, paid full restitution to 97% of the victims. The 5 year renewal contract will include a 3% increase as follows: 2023-2027 - \$8,328.43 per month/\$99,941.16 annually (3% increase) and an additional 3% for 2027 -2028 - \$8,578.28 per month/\$102,939.36 annually. This is the companion to Ordinance 57, 2023.
- K. Possible Waiver of Administrative Code Article II Section 5(B)(1)(a)(c) and Possible Appointment of Andy Dimperio to the Erie County Care Management. Term to expire December 31, 2026. (Bayle)(Personnel Committee)
The Administrative Code states that Board membership shall reflect Countywide district representation with one member appointed from each of the seven Council districts. Mr. Dimperio will replace Doris Genovich whose term expired, but does not represent District 6, but District 1.

- L. Possible Sale of a Parcel from the Repository for Unsold Property at Index Number: 12-010-004.0-004.000(Finance Committee)
An offer of \$250.00 was made by JOSEPH & MARILYN BOROWY for the parcel at S MAIN ST LOT 1 68 X 335.55 IRR. This property is located in Elgin Borough and the other taxing bodies have approved the sale. Bidders intend to maintain and add to their property.

10. ADJOURNMENT

- A. *The next Finance/Personnel Committee Meetings are Thursday, July 6, 2023 at 4pm in room 114A, Erie County Courthouse or via Zoom.
*The next Regular Meeting of County Council is Tuesday, July 11, 2023 at 6pm in room 117, Erie County Courthouse or streamed live at the link provided on the County website.
*Members of the public wishing to speak at an upcoming Regular Meeting of Council or those requiring specific accommodation are encouraged to call or email the Council Office at (814) 451-6303 or Councilrequests@eriecountypa.gov, no later than the end of business 5 days prior to the meeting. The public must be present at the meeting to speak.