



4:00 p.m. Room 114A

July 10, 2014

## Report to Council by DevelopErie

1. Ordinance Number 74, 2014, "2014 General Fund Budget Revised Expenditures Of \$52,500 And Creation Of A *Business Service Representative Program* Line Item" (FR 6-17-14)  
**Page 3**
2. Ordinance Number , 2014, "2014 Revised Fee Schedule In The Department Of Corrections"  
**Page 8**
3. Ordinance Number , 2014, "2014 General Fund Budget Supplemental Appropriation And Release Of \$24,384 In Automation Fees From Prothonotary's Office"  
**Page 13**
4. Ordinance Number , 2014, "2014 General Fund Budget Supplemental Appropriation Of \$13,000 Donation From Friends Of The Library For Programming"  
**Page 17**
5. Ordinance Number , 2014, "2014 Public Health Fund Budget Supplemental Appropriation Of \$22,008 For Increase In *State Beach Grant*"  
**Page 22**
6. Ordinance Number , 2014, "2014 General Fund Budget Supplemental Appropriation And Release Of \$31,917 For Register Of Wills Automation Capital Outlay"  
**Page 32**
7. Resolution Number , 2014, "In Support Of The Veterans Council Of Erie County"  
**Page 35**
8. Resolution Number , 2014, "Change In Terms For Board Members Of The Erie County Housing Authority"  
**Page 36**
9. Resolution Number , 2014, "Erie County General Authority Not To Exceed \$3,000,000 Tax-Exempt Note (Erie County Historical Society Project)"  
**Page 40**

10. Resolution Number , 2014, “Erie County General Authority Not To Exceed \$2,850,000 Tax-Exempt Note (Safe Harbor Behavioral Health Project)”  
**Page 41**
11. Resolution Number , 2014, “Exonerating Taxes On Five Abandoned Trailers/Properties In Girard Township And The Girard School District”  
**Page 42**
12. Appointment of Ralph DeRose to the Erie County Housing Authority Board of Directors replacing Bishop Sean Rowe who recently resigned.  
**Page 47**
13. Sale of Parcel from Repository for Unsold Property at Index Number:  
03-003-007.0-017.00  
**Page 50**
14. Analysis of General Fund Unassigned Fund Balance  
**Page 54**

**ORDINANCE NUMBER 74, 2014**

**2014 General Fund Budget Revised Expenditures Of \$52,500 And Creation Of A  
*Business Service Representative Program Line Item***

**BE IT ENACTED** by the County Council of the County of Erie pursuant to Article II Sections 3B (1), and 3B(2)(f) of the Erie County Home Rule Charter that Revised Expenditures of \$52,500 and the creation of an *Business Service Representative Program* line item in the Economic Development Bureau of the 2014 General Fund, are hereby approved as outlined on the attached Exhibit A.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE  
COUNTY OF ERIE, PENNSYLVANIA

Attest:

\_\_\_\_\_  
Douglas R. Smith  
County Clerk

\_\_\_\_\_  
Dr. Kyle Foust, Chairman

Date: \_\_\_\_\_

\_\_\_\_\_  
Fiore Leone, Vice Chairman

\_\_\_\_\_  
Jay Breneman

Approved by:

\_\_\_\_\_  
Edward T. DiMattio, Jr.

\_\_\_\_\_  
Kathy Dahlkemper,  
County Executive

\_\_\_\_\_  
Phil Fatica

Date: \_\_\_\_\_

\_\_\_\_\_  
André R. Horton

\_\_\_\_\_  
Carol J. Loll

**Exhibit A  
 2014 General Fund Budget  
 Revised Expenditures of \$52,500  
 and Creation of a New Line Item  
 For Business Service Representative  
 Program**

<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
<u>Total Expenditures</u>		
Restricted Account	001-002010-003700	(52,500)
Business Service Representative Program	001-002010-006264*	52,500
Total Expenditures		<u><u>0</u></u>

\* Denotes creation of a new line item

A	B	C	D	E	F	G
1						0001
2						INQUIRY BY DEPARTMENT
3						Acct 001-002010-*****-100
4	Code Desc	ORIGINAL BUDGET	BUDGET CHANGES	CURRENT BUDGET	ACTUAL 2014	BALANCE REMAINING
5						
6	002010 TRAVEL WR	5,000.00		5,000.00		5,000.00
7	002050 ASSOC FEES	13,800.00		13,800.00		13,800.00
8	002290 POSTAGE	10.00		10.00		10.00
9	003700 RESTRICTED	52,500.00		52,500.00		52,500.00
10	006205 EXPORT PRG	52,500.00		52,500.00		52,500.00
11	006207 ENTRPENEUR	1,000.00		1,000.00		1,000.00
12	006210 RETEN/GROW	1,000.00		1,000.00		1,000.00
13	008040 DEBT SRVC	844,503.00		844,503.00	351,876.25	492,626.75
14	Total	970,313.00	0.00	970,313.00	351,876.25	618,436.75



## INVOICE

**To:** County of Erie  
Attn: James Sparber  
140 West 6<sup>th</sup> Street  
Erie, PA 16501

**From:** ERIE REGIONAL CHAMBER AND GROWTH PARTNERSHIP

**Date:** May 13, 2014

**Re:** BSR Personnel Expenses – January through March 31, 2014-First Quarter

January 2014	\$4,272.00 – Doug Massey
February 2014	\$4,537.00 - Doug Massey
March 2014	<u>\$4,166.00</u> - Doug Massey
<b>Total</b>	<b>\$12,975.00</b>

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▶ 208 East Bayfront Parkway  
Suite 100  
Erie, Pennsylvania 16507

▶ 814-454-7191  
814-459-0241 (fax)

▶ [www.EriePa.com](http://www.EriePa.com)

2014

ERIE COUNTY COUNCIL

BUDGET ACTION

PROPOSED BY FINANCE COMMITTEE  
DESCRIPTION OF ACTION :

# 41

GENERAL FUND  
Community Relations/Economic De

*restrict*  
To eliminate grant  
& come back with matching funds.

COUNCIL ACTION 11/19/13 VOTE TO

FINANCIAL INFORMATION

ACCOUNT #	REVENUES		EXPENDITURES	
	INCREASE	DECREASE	INCREASE	DECREASE
001	002010	006214	Workforce Investment Board	52,500
001	00100	003700	Restricted account	52,500
001	002010			
001				
TOTAL				0 0 0 52,500

*may amend action sheet to place in restricted account.*  
*net = 0*

*We believe that if the UTDC contracts*

*7-0*

**ORDINANCE NUMBER , 2014**

**2014 Revised Fee Schedule in the Department of Corrections**

**BE IT ENACTED** by the County Council of the County of Erie pursuant to Article II Sections 3B (1), and 3B (2)(e) of the Erie County Home Rule Charter that additions, and/or amendments to the Fee Schedule for the Erie County Department of Corrections, are hereby approved as outlined on the attached Exhibit A.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE  
COUNTY OF ERIE, PENNSYLVANIA

Attest:

\_\_\_\_\_  
Douglas R. Smith  
County Clerk

\_\_\_\_\_  
Dr. Kyle Foust, Chairman

Date: \_\_\_\_\_

\_\_\_\_\_  
Fiore Leone, Vice Chairman

\_\_\_\_\_  
Jay Breneman

Approved by:

\_\_\_\_\_  
Edward T. DiMattio, Jr.

\_\_\_\_\_  
Kathy Dahlkemper,  
County Executive

\_\_\_\_\_  
Phil Fatica

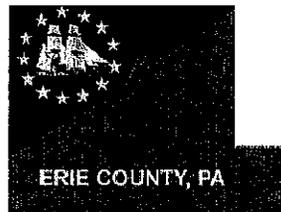
Date: \_\_\_\_\_

\_\_\_\_\_  
André R. Horton

\_\_\_\_\_  
Carol J. Loll

Kathy Dahlkemper  
County Executive

Kevin Sutter  
Director of Corrections/Warden



**County of Erie**  
**Department of Corrections**  
1618 Ash Street  
Erie, Pennsylvania 16503-2168  
(814) 451-7500  
FAX (814) 451-7520

**SUBJECT:** Sue Ellen Pasquale  
**TO:** Fee Proposal  
**FROM:** Deputy Warden Michael Holman  
**DATE:** June 30, 2014

In late 2013, I proposed to Warden Sutter that we look into raising our fees and possibly adding new fees due to the fact that they hadn't changed since 2003 and in order to help raise revenues. Local counties were contacted for information regarding their current fees and it was discovered ours were lower in most categories than the other counties even though our operation is much larger. We are requesting that the following fees be increased and/or created:

- Processing fee: \$20.00 to \$50.00 with full refund if the inmate is found not guilty or all charges are dropped. Additionally, a \$10.00 per day room and board fee for county sentenced inmates and a \$100.00 weekender fee will be initiated.
- Hearing Conviction: \$3.00 to \$10.00
- Altercation Injury: \$10.00 to \$25.00 (all involved will be charged if the aggressor can't be determined)
- Haircuts: \$6.50 to \$10.00
- Copies: \$.10 to \$.25
- Nurse Sick Call: \$3.00 to \$6.00 (follow-up visits not charged if initiated by medical staff)
- Midlevel Provider/Doctor/Dental Call: \$5.00 to \$20.00
- Transport: \$15.00 (court ordered) to \$20.00 for all transports out of jail, to include medical transports to outside appointments.
- Damage/Destruction: \$30.00 minimum for plugged toilets (or total cost if higher).

New fees to be charged include:

- Check Writing: \$5.00 per check
- Canceled Check: \$10.00 per check
- Pin Number Change: \$5.00 per reset
- Voice Biometric Change: \$10.00 per reset
- Prescription Co-Pay: \$3.00 per prescription and refill
- Approved Medical Devices: The cost of the item will be charged to the inmate for all approved medical devices that are patient specific (something the facility does not stock).

A snapshot of monies owed to the jail on December 3, 2013 revealed that a total of \$648,138.69 was owed (since computer tracking began in the early 90s) and on that day alone, \$46,383.73 was owed by current inmates housed in the facility. Therefore, the plan also includes changing the cost recovery percentage to 75% from 50% of all monies deposited on the inmate's account in hopes that, while predicting the exact amount of revenue increases would be impossible, at least monies owed could be realized at a higher rate. Warden Sutter has spoken to County Executive Kathy Dahlkemper regarding this plan and she concurred that it was the right decision to change the fees. If you have any questions or need anything further from me, please don't hesitate to contact me.

COMPARISON OF INMATE FEES SCHEDULES				
County	Processing/Administrative Fee	Medical Fees	Disciplinary Fees	Other Fees
ERIE	One time processing fee of \$20. Doesn't apply to Federal, Military, INS or Bureau of Prison Inmates or Court Returns.	Nurse Sick Call \$3.00 Midlevel, Dr., Dental Call \$5.00 (followup free upon provider request) Transport (Court Ordered Only) \$15.00 Optometrist \$25.00 All fees waived when initiated by medical staff. All other services free.	Hearing Conviction \$3.00 Altercation Injury \$10.00	Haircut \$6.50 Copies \$0.10 All damage/destruction to issued items will be charged to inmate at replacement cost. Maintenance repairs to be determined at fair value.

**Cost Recovery** 50% of all incoming funds will be credited to inmate's negative balance and will continue until satisfied. Negative balance does carry over. Balance is not applied to fines and costs at the current time.

**Requested New Charges: Plugged Toilets (caused by inmates):** \$30 flat, Check Writing Fee: \$5, Canceled Check Fee: \$10, Voice Biometric Change: \$10, Pin Number Change: \$5

WARREN	All inmates charged \$100. If not paid in full upon sentencing, not eligible for good time until paid (or waived by warden). Debt does not continue on new bookings.	Medication Co-Pay \$3.00 Doctor Call \$20.00	Disciplinary Hearing \$3.00	Haircut \$5.00 Copies \$0.25 Check Issuance \$2.00 Intentional damage to item; inmate is charged actual cost to replace.
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**Cost Recovery** 50% of all incoming funds will be credited to inmate's negative balance and will continue until satisfied. Judge has not approved addition to these fees on the inmate's fines and costs, but they are working on it.

<b>VENANGO</b>	All inmates charged \$50 (if found not guilty, reimbursed).	<p><b>Medical Fee</b></p> <p><b>Doctor Call</b></p> <p><b>Prescription (New/Refill)</b> (The actual cost of the medication is deducted from inmate account.)</p>	<p><b>Disciplinary Hearing</b>    \$10.00</p>	<p><b>Haircut</b>    \$10.00</p> <p><b>Transportation Fee</b>    \$20.00</p> <p><b>Copies</b>    \$0.20</p> <p><b>Bail Processing</b>    \$10.00</p> <p><b>Weekender Fee</b>    \$100.00</p> <p>Intentional damage to item; inmate is charged actual cost to replace. Also, any expenses caused by injuries to self or others will be charged to inmate including all medical bills.</p>
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**Cost Recovery**

60% of all incoming funds will be credited to inmate's negative balance and will continue until satisfied. Any costs inmates incur while in the jail is charged back to them. All cost included would be hospital visits, outside Dr visits, meds, transport fees, guilty misconduct fee, haircut etc. When the inmate is released from the facility they transfer all the costs incurred by the inmate (not paid) to our Collections Department who works with the Clerks Office to get the fees added to their fines and costs (if payment is not made in 30 days).

<b>CRAWFORD</b>	Sentenced inmates are charged \$10/day for room and board. Pre-sentenced days are added if credit time is awarded by sentencing judge.	<p><b>Sick Call</b></p> <p><b>Doctor Call</b></p> <p><b>Prescription (New/Refill)</b></p> <p><b>Inmate Altercation</b></p> <p><b>Self-Inflicted Injuries</b></p> <p><b>Transport-Dr. visit</b></p> <p><b>Transport-Nurse visit</b></p>	<p><b>Haircut</b>    \$8.00</p> <p><b>Copies</b>    0.25+tax</p> <p>All damage/destruction to issued items or property will be charged to inmate at replacement cost via disciplinary hearing.</p>
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**Cost Recovery**

100% of all incoming funds will be credited to inmate's negative balance and will continue until satisfied. Looking into restitution via fines and costs/courts.

**ORDINANCE NUMBER , 2014**

**\_\_\_\_\_ 2014 General Fund Budget Supplemental Appropriation And Release Of  
\$24,384 In Automation Fees From Prothonotary's Office**

**BE IT ENACTED** by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), 3B(2)(f) and Article VIII, Section 8 of the Erie County Home Rule Charter, and certified by the County Executive, that this 2014 General Fund Budget supplemental appropriation and release of \$24,384 in Automation Fees from the Prothonotary's Office, is hereby approved as outlined on the attached Exhibit A.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE  
COUNTY OF ERIE, PENNSYLVANIA

Attest:

\_\_\_\_\_  
Douglas R. Smith  
County Clerk

\_\_\_\_\_  
Dr. Kyle Foust, Chairman

Date: \_\_\_\_\_

\_\_\_\_\_  
Fiore Leone, Vice Chairman

\_\_\_\_\_  
Jay Breneman

Approved by:

\_\_\_\_\_  
Edward T. DiMattio, Jr.

\_\_\_\_\_  
Kathy Dahlkemper,  
County Executive

\_\_\_\_\_  
Phil Fatica

Date: \_\_\_\_\_

\_\_\_\_\_  
André R. Horton

\_\_\_\_\_  
Carol J. Loll

**Certificate of the County Executive**

I, Kathy Dahlkemper, County Executive for the County of Erie, do hereby certify pursuant to the provisions of Article VIII, Section 8, of the Home Rule Charter for the County of Erie, that there are funds in the amount of \$24,384 which are available for supplemental appropriation for Automation Fees in the Prothonotary.

Gary N. Lee  
Gary N. Lee for Kathy Dahlkemper,  
County Executive

7/8/2014  
Date

**Exhibit A  
 2014 General Fund Budget  
 Supplemental Appropriation of \$24,384  
 For Automation Fees in the Prothonotary**

<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
<u>Total Revenue</u>		
Appropriation from <b>Restricted</b> Fund Balance	001-000990-099500	(24,384)
Total Revenue		<u><u>(24,384)</u></u>
<u>Total Expenditures</u>		
Automation Fees	001-003240-004430	24,384
Total Expenditures		<u><u>24,384</u></u>

County of Erie - General Fund  
Restricted Fund Balance  
Fye 12/31/13 001-099000-029040

Balance in General Ledger @ 12/31/13

Aje#36 To adjust restricted fund balance @ 12/31/13

Adjusted Balance @ 12/31/13

Balance Consists Of:

Supervision Fees  
Balance @ 12/31/13 (119,958.65)  
Change @ 12/31/13 (107,797.86)  
(227,756.51)

Deeds Record Improvement  
Balance @ 12/31/13 (167,652.05)  
Change @ 12/31/13 (32,545.34)  
Transfer of Balance to County Record Imprc 0.00  
(200,197.39)

County Record Improvement  
Balance @ 12/31/13 (146,482.78)  
Transfer of Balance from Deeds Improve 0.00  
Change @ 12/31/13 36,109.55  
(110,373.23)

Low Income Housing  
Balance @ 12/31/13 (258,413.43)  
Change @ 12/31/13 20,150.53  
(238,262.90)

Clerk of Courts Automation Fees  
Balance @ 12/31/13 (44,272.43)  
Change @ 12/31/13 5,499.08  
(38,773.35)

Prothonotary Automation Fees  
Balance @ 12/31/13 (27,365.22)  
Change @ 12/31/13 2,981.56  
(24,383.66)

Divorce Masters Fees  
Balance @ 12/31/13 (120,899.71)  
Change @ 12/31/13 (16,860.00)  
(137,759.71)

Wills Automation Fees  
Balance @ 12/31/13 (55,842.29)  
Change @ 12/31/13 (13,356.00)  
(69,198.29)

Restitution Advocate  
Balance @ 12/31/13 (47,517.99)  
Change @ 12/31/13 (10,863.77)  
(58,381.76)

Vital Statistics  
Coroner's Office  
Balance @ 12/31/13 (122,705.96)  
Change @ 12/31/13 (22,234.87)  
(144,940.83)

Investment in RDA  
Balance @ 12/31/13 (8,000,000.10)  
Change @ 12/31/12 0.00  
(8,000,000.10)

Investment in ECGA  
Balance @ 12/31/13 (3,000,000.00)  
Change @ 12/31/12 0.00  
(3,000,000.00)

**ORDINANCE NUMBER . 2014**

**\_\_\_\_\_ 2014 General Fund Budget Supplemental Appropriation Of \$13,000  
Donation From Friends Of The Library For Programming**

**BE IT ENACTED** by the County Council of the County of Erie pursuant to Article II, Sections 3B (1), 3B(2)(f) and Article VIII, Section 8 of the Erie County Home Rule Charter and certified by the County Executive that this 2014 General Fund Budget Supplemental Appropriation of a \$13,000 donation from Friends of the Library, for programming at the County Library, is hereby approved as outlined on the attached Exhibit A.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE  
COUNTY OF ERIE, PENNSYLVANIA

Attest:

\_\_\_\_\_  
Douglas R. Smith  
County Clerk

\_\_\_\_\_  
Dr. Kyle Foust, Chairman

Date: \_\_\_\_\_

\_\_\_\_\_  
Fiore Leone, Vice Chairman

\_\_\_\_\_  
Jay Breneman

Approved by:

\_\_\_\_\_  
Edward T. DiMattio, Jr.

\_\_\_\_\_  
Kathy Dahlkemper,  
County Executive

\_\_\_\_\_  
Phil Fatica

Date: \_\_\_\_\_

\_\_\_\_\_  
André R. Horton

\_\_\_\_\_  
Carol J. Loll

**Certificate of the County Executive**

I, Kathy Dahlkemper, County Executive for the County of Erie, do hereby certify pursuant to the provisions of Article VIII, Section 8, of the Home Rule Charter for the County of Erie, that there are donations in the amount of \$13,000 which are available for supplemental appropriation for Donation from the Friends of the Library for Programming.

Gary N. Lee  
Gary N. Lee for Kathy Dahlkemper,  
County Executive

7/8/2014  
Date

**Exhibit A  
 2014 General Fund Budget  
 Supplemental Appropriation of \$13,000  
 For Donation from the Friends of the  
 Library for Programming**

<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
<u>Total Revenue</u>		
Friends of the Library	054-017100-098590	(13,000)
Total Revenue		<u><u>(13,000)</u></u>
<u>Total Expenditures</u>		
Fees & Services	054-017100-002700	3,500
Other Office Supplies	054-017100-003060	9,500
Total Expenditures		<u><u>13,000</u></u>

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ERIE COUNTY PUBLIC LIBRARY INTEROFFICE MEMORANDUM

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**TO:** SUE ELLEN PASQUALE, MANAGER OF ACCOUNTING

**FROM:** MARY RENNIE, EXECUTIVE DIRECTOR

**SUBJECT:** ORDINANCE REQUEST

**DATE:** 7/1/2014

I am submitting a request for an exhibit for an ordinance to appropriate a \$15,000.00 donation from the Friends of the Library. The donation was deposited in the Friends of the Library Revenue line #054-017100-098590. The money is to be used for expenses related primarily to adult and children's programming. We had budgeted \$2,000 in the Revenue Line as part of the 2014 budget process so I think this is how the money should be appropriated.

Account name	Account number	Amount
Revenue:		
Friends of the Library	054-017100-098590	\$13,000
Expense:		
Main – Fees & Services	054-017100-002700	\$3,500
Main – Other Office Supplies	054-017100-003060	\$9,500

Thank you for your help. Please let me know if you need any additional information in this matter

Fund Name LIBRARY FUND

County of Erie Pennsylvania  
Department of Finance

Receipt Number 04827

Receipt Date 06/30/2014

Received From: LIBRARY BLASCO

For: 6/20/14 DEPOSIT

Receipt Amount 15,515.01

Check: 0.00 Cash: 0.00 Other: 15,515.01

Account Number	054-017100-043250	Amount	262.24
Account Number	054-017100-044160	Amount	38.97
Account Number	054-017100-042770	Amount	107.00
Account Number	054-017100-042760	Amount	12.00
Account Number	054-017100-042850	Amount	80.00
Account Number	054-099000-020080	Amount	4.80
Account Number	054-017100-044655	Amount	10.00
Account Number	054-017100-098590	Amount	15,000.00

**ORDINANCE NUMBER , 2014**

**2014 Public Health Fund Budget Supplemental Appropriation Of  
\$22,008 For Increase In *State Beach Grant***

**BE IT ENACTED** by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), 3B(2)(f) and Article VIII, Section 8 of the Erie County Home Rule Charter and certified by the County Executive that this 2014 Public Health Fund Budget supplemental appropriation of \$22,008, for an increase in the *State Beach Grant*, is hereby approved as outlined on the attached Exhibit A.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE  
COUNTY OF ERIE, PENNSYLVANIA

Attest:

\_\_\_\_\_  
Douglas R. Smith  
County Clerk

\_\_\_\_\_  
Dr. Kyle Foust, Chairman

Date: \_\_\_\_\_

\_\_\_\_\_  
Fiore Leone, Vice Chairman

\_\_\_\_\_  
Jay Breneman

Approved by:

\_\_\_\_\_  
Edward T. DiMattio, Jr.

\_\_\_\_\_  
Kathy Dahlkemper,  
County Executive

\_\_\_\_\_  
Phil Fatica

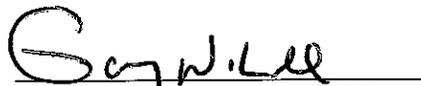
Date: \_\_\_\_\_

\_\_\_\_\_  
André R. Horton

\_\_\_\_\_  
Carol J. Loll

**Certificate of the County Executive**

I, Kathy Dahlkemper, County Executive for the County of Erie, do hereby certify pursuant to the provisions of Article VIII, Section 8, of the Home Rule Charter for the County of Erie, that there are grants in the amount of \$22,008 which are available for supplemental appropriation for Beach Grant.

  
\_\_\_\_\_  
Gary N. Lee for Kathy Dahlkemper,  
County Executive

7/8/2014  
Date

**Exhibit A  
 2014 Public Health Fund Budget  
 Supplemental Appropriation of \$22,008  
 For Beach Grant**

<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
<u>Total Revenue</u>		
Grant	056-018031-051300	(22,008)
Total Revenue		<u><u>(22,008)</u></u>
<u>Total Expenditures</u>		
All Other Supplies	056-018031-003330	6,780
Pass Thru Grant	056-018031-006050	15,228
Total Expenditures		<u><u>22,008</u></u>

**ERIE COUNTY DEPARTMENT OF HEALTH**  
**606 WEST SECOND STREET**  
**ERIE, PA 16507**  
**814/451-6700**  
**Fax: 814/451-6775**

**TO:** James Sparber  
Finance Director

**FROM:** Melissa Lyon, Director  
Erie County Department of Health

**CC:** Karen M. Tobin  
Environmental Health Director

Sue Ellen Pasquale  
Manager of Accounting

Kathy Dahlkemper  
County Executive

Gary Lee  
Director of Administration

**DATE:** July 1, 2014

**SUBJECT:** Supplemental Appropriation Beach Grant

The Department has received an additional beach grant award of \$22,008 from the U.S. Environmental Protection Agency (EPA). A copy of the signed award agreement is attached.

The Department is requesting:

1. An increase in the Beach Grant revenue line 056-018031-051300 from \$209,000 to \$231,008.
2. An increase in expenditure line 056-018031-003330 (all other supplies) from \$30,720 to \$37,500.

James Sparber  
Page 2  
July 1, 2014

3. An increase in expenditure line 056-018031-006050 (pass thru grant) from \$91,364 to \$106,592.

The grant provides for a new water purification system in the Department's laboratory and for the reimbursement to Presque Isle State Park (PISP) and the Regional Science Consortium (RSC) at the Tom Ridge Environmental Center for equipment.

If you have any questions, please contact Karen Tobin at 451-6754.

cas

Attachment

	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>  <b>Assistance Amendment</b>	GRANT NUMBER (FAIN): 97334709	DATE OF AWARD 08/24/2014
		MODIFICATION NUMBER: 1	
		PROGRAM CODE: CU	MAILING DATE 07/01/2014
		TYPE OF ACTION Augmentation: increase	ACH# 30107
RECIPIENT TYPE: County		Send Payment Request to: N/A	
RECIPIENT: Erie County Department of Health 606 W 2nd St Erie, PA 16507 EIN: 25-6001027		PAYEE: Erie County Department of Health 606 W 2nd St Erie, PA 16507	
<b>PROJECT MANAGER</b>	<b>EPA PROJECT OFFICER</b>	<b>EPA GRANT SPECIALIST</b>	
Karen Tobin 606 W 2nd St Erie, PA 16507 E-Mail: ktobin@eriecountygov.org Phone: 814-451-6754	Clarissa Poole 1650 Arch Street, 3WP60 Philadelphia, PA 19103-2029 E-Mail: poole.clarissa@epa.gov Phone: 215-814-5758	Lorraine Fleury Grants and Audit Management Branch, 3PM70 E-Mail: fleury.lorraine@epa.gov Phone: 215-814-2341	
<b>PROJECT TITLE AND EXPLANATION OF CHANGES</b> Erie County Beach Monitoring & Notification			
This amendment increases federal funds by \$22,008 and updates an administrative condition.			
<b>BUDGET PERIOD</b> 01/01/2014 - 12/31/2014	<b>PROJECT PERIOD</b> 01/01/2014 - 12/31/2014	<b>TOTAL BUDGET PERIOD COST</b> \$231,008.00	<b>TOTAL PROJECT PERIOD COST</b> \$231,008.00
<b>NOTICE OF AWARD</b>			
Based on your Application dated 05/24/2013 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$22,008. EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$231,008. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA statutory provisions. The applicable regulatory provisions are 40 CFR Chapter 1, Subchapter B, and all terms and conditions of this agreement and any attachments.			
<b>ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)</b>		<b>AWARD APPROVAL OFFICE</b>	
<b>ORGANIZATION / ADDRESS</b>		<b>ORGANIZATION / ADDRESS</b>	
US EPA Region 3, 3PM70 1650 Arch Street Philadelphia, PA 19103-2029		U.S. EPA, Region 3 Water Protection Division (3WP00) 1650 Arch Street Philadelphia, PA 19103-2029	
<b>THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</b>			
Digital signature applied by EPA Award Official for Ronald J. Borsellino - Assistant Regional Administrator for Policy and Management  John Krakowiak - Award Official delegate			<b>DATE</b> 08/24/2014

## EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 209,000	\$ 22,008	\$ 231,008
EPA In-Kind Amount	\$ 0	\$	\$ 0
Unexpended Prior Year Balance	\$ 0	\$	\$ 0
Other Federal Funds	\$ 0	\$	\$ 0
Recipient Contribution	\$ 0	\$	\$ 0
State Contribution	\$ 0	\$	\$ 0
Local Contribution	\$ 0	\$	\$ 0
Other Contribution	\$ 0	\$	\$ 0
Allowable Project Cost	\$ 209,000	\$ 22,008	\$ 231,008

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.472 - Beach Monitoring and Notification Program Development Grants	Beaches Environmental Assessment and Coastal Health Act of 2000 PL 106-284	40 CFR PART 31

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
	1403LL0085	13	E1D	03L4	201B23	4156			22,008
									22,008

## Budget Summary Page

Table A - Object Class Category (Non-construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$85,336
2. Fringe Benefits	\$28,000
3. Travel	\$3,000
4. Equipment	\$23,690
5. Supplies	\$29,618
6. Contractual	\$0
7. Construction	\$0
8. Other	\$91,364
9. Total Direct Charges	\$231,008
10. Indirect Costs: % Base	\$0
11. Total (Share: Recipient % Federal 100.00 %.)	\$231,008
12. Total Approved Assistance Amount	\$231,008
13. Program Income	\$0
14. Total EPA Amount Awarded This Action	\$22,008
15. Total EPA Amount Awarded To Date	\$231,008

## Administrative Conditions

Administrative Condition #17 is Revised as Follows:

### **17. Disadvantaged Business Enterprise**

#### **UTILIZATION OF SMALL, MINORITY AND WOMEN'S BUSINESS ENTERPRISES**

##### **GENERAL COMPLIANCE, 40 CFR, Part 33**

The recipient agrees to comply with the requirements of EPA's Disadvantaged Business Enterprise (DBE) Program for procurement activities under assistance agreements, contained in 40 CFR, Part 33.

##### **FAIR SHARE OBJECTIVES, 40 CFR, Part 33, Subpart D**

This assistance agreement is a Technical Assistance Grant (TAG); or the award amount is \$250,000 or less; or the total dollar amount of all of the recipient's financial assistance agreements from EPA in the current Federal fiscal year is \$250,000 or less. Therefore, the recipient of this assistance agreement is exempt from the fair share objective requirements of 40 CFR, Part 33, Subpart D, and is not required to negotiate fair share objectives/goals for the utilization of MBE/WBEs in its procurements.

##### **SIX GOOD FAITH EFFORTS, 40 CFR, Part 33, Subpart C**

Pursuant to 40 CFR, Section 33.301, the recipient agrees to make the following good faith efforts whenever procuring construction, equipment, services and supplies under an EPA financial assistance agreement, and to require that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

- (a) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
- (b) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
- (c) Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs. For Indian Tribal, State and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
- (d) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.
- (e) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.
- (f) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (a) through (e) of this section.

##### **MBE/WBE REPORTING, 40 CFR, Part 33, Subpart E**

MBE/WBE reporting is limited to annual reports and only required for assistance agreements where one or more the following conditions are met:

- (a) there are any funds budgeted in the contractual, equipment or construction lines of the award;
- (b) \$3,000 or more is included for supplies; or
- (c) there are funds budgeted for subawards or loans in which the expected budget(s) meet the conditions as described in items (a) and (b).

**This award meets one or more of the conditions as described above, therefore, the recipient agrees to complete and submit a "MBE/WBE Utilization Under Federal Grants, Cooperative Agreements and Interagency Agreements" report (EPA Form 5700-52A) on an annual basis.**

When completing the annual report, recipients are instructed to check the box titled "annual" in section 1B of the form. For the final report, recipients are instructed to check the box indicated for the "last report" of the project in section 1B of the form. Annual reports are due by October 30<sup>th</sup> of each year. Final reports are due within 90 days after the end of the project period.

The reporting requirement is based on planned procurements. Recipients with funds budgeted for non-supply procurement and/or \$3,000 or more in supplies are required to report annually whether the planned procurements take place during the reporting period or not. If no procurements take place during the reporting period, the recipient should check the box in section 5B when completing the form.

MBE/WBE reports should be signed and emailed to R3\_MBE-WBE\_Reports@epa.gov as a pdf file, or if that is not possible, mailed to Cynthia Burrows, Diversity/EEO Manager (3DA10), U.S. EPA - Region III, 1650 Arch Street, Philadelphia, PA 19103-2029 with a courtesy copy to the Grants Specialist. The current EPA Form 5700-52A can be found at the EPA Office of Small Business Program's Home Page at [http://www.epa.gov/osbp/dbe\\_reporting.htm](http://www.epa.gov/osbp/dbe_reporting.htm).

This provision represents an approved deviation from the MBE/WBE reporting requirements as described in 40 CFR, Part 33, Section 33.502; however, the other requirements outlined in 40 CFR Part 33 remain in effect, including the Fair Share Objectives negotiation as described in 40 CFR Part 33 Subpart D.

**CONTRACT ADMINISTRATION PROVISIONS, 40 CFR, Section 33.302**

The recipient agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

**BIDDERS LIST, 40 CFR, Section 33.501(b) and (c)**

Recipients of a Continuing Environmental Program Grant or other annual reporting grant, agree to create and maintain a bidders list. Recipients of an EPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Section 33.501 (b) and (c) for specific requirements and exemptions.

**Programmatic Conditions**

All Programmatic Conditions Remain the Same

**ORDINANCE NUMBER \_\_\_\_\_, 2014**

**\_\_\_\_\_ 2014 General Fund Budget Supplemental Appropriation And Release Of \$31,917  
For Register Of Wills Automation Capital Outlay**

**BE IT ENACTED** by the County Council of the County of Erie pursuant to Article II, Sections 3B(1), 3B(2)(f) and Article VIII, Section 8 of the Erie County Home Rule Charter, and certified by the County Executive, that this 2014 General Fund Budget supplemental appropriation and release of \$31,917 in Automation Fees for a related capital outlay in the Register of Wills Office, is hereby approved as outlined on the attached Exhibit A.

This ordinance shall be effective immediately upon adoption.

COUNTY COUNCIL OF THE  
COUNTY OF ERIE, PENNSYLVANIA

Attest:

\_\_\_\_\_  
Douglas R. Smith  
County Clerk

\_\_\_\_\_  
Dr. Kyle Foust, Chairman

Date: \_\_\_\_\_

\_\_\_\_\_  
Fiore Leone, Vice Chairman

\_\_\_\_\_  
Jay Breneman

Approved by:

\_\_\_\_\_  
Edward T. DiMattio, Jr.

\_\_\_\_\_  
Kathy Dahlkemper,  
County Executive

\_\_\_\_\_  
Phil Fatica

Date: \_\_\_\_\_

\_\_\_\_\_  
André R. Horton

\_\_\_\_\_  
Carol J. Loll

**Certificate of the County Executive**

I, Kathy Dahlkemper, County Executive for the County of Erie, do hereby certify pursuant to the provisions of Article VIII, Section 8, of the Home Rule Charter for the County of Erie, that there are funds in the amount of \$31,917 which are available for supplemental appropriation for Register of Wills Automation Capital Outlay.

Gary N. Lee  
Gary N. Lee for Kathy Dahlkemper,  
County Executive

7/8/2014  
Date

**Exhibit A  
 2014 General Fund Budget  
 Supplemental Appropriation of \$31,917  
 For Register of Wills Automation Capital  
 Outlay**

<u>Account Title</u>	<u>Account Number</u>	<u>Amount</u>
<u>Total Revenue</u>		
Restricted Fund Balance Appropriated	001-000990-099500	(31,917)
Total Revenue		<u><u>(31,917)</u></u>
<u>Total Expenditures</u>		
Automation Capital Outlay	001-003230-004430	31,917
Total Expenditures		<u><u>31,917</u></u>

**Resolution Number \_\_\_\_\_ of 2014  
IN SUPPORT OF THE VETERANS COUNCIL OF ERIE COUNTY**

**WHEREAS**, Erie County Government supports the creation of the Veterans Council of Erie County (VCEC) to promote better understanding and awareness of the sacrifices and positive impacts made by County veterans and military members; and

**WHEREAS**, the Veterans Council of Erie County would serve as a regional forum for veterans, veteran organizations, and government and nonprofit service organizations to support the veteran community in Erie County; and

**WHEREAS**, VCEC would facilitate mutual assistance among veteran organizations in strengthening their resilience, community impact, and long-term sustainability; and

**WHEREAS**, VCEC would be invaluable for the study of regional issues impacting the veteran; and

**WHEREAS**, VCEC would assist in the organization and/ or support of area parades and events, and to ensure the wellbeing and perpetuity of area military and veteran memorials and the continued appreciation of Erie County's distinguished military history .

**RESOLVED, ERIE COUNTY COUNCIL** supports the formation of the *Veterans Council of Erie County* to enhance the vitality of the veteran community and to foster cohesion and collaboration among area public and private veteran service organizations.

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_,  
This resolution was passed on this \_\_\_\_\_ day of \_\_\_\_\_, 2014 by a vote of  
\_\_ to \_\_.

APPROVED BY:

\_\_\_\_\_  
Kyle Foust, Chairman  
Erie County Council

\_\_\_\_\_  
Kathy Dahlkemper  
County Executive

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Douglas R. Smith  
County Clerk

Date: \_\_\_\_\_

Resolution Number \_\_\_\_\_ of 2014  
**CHANGE IN TERMS FOR BOARD MEMBERS OF THE ERIE COUNTY HOUSING AUTHORITY**

**WHEREAS**, the terms for each Member of the Erie County Housing Authority (“the Authority”) Board were originally established in the organization bylaws to expire in succeeding years as a means to promote stability and consistency; and

**WHEREAS**, this institutional intent has been lost over time through early resignations and artificially extended terms; and

**WHEREAS**, three current Members of “the Authority” Board have terms which end in 2016, which creates the potential for disruption of Board activities; and

**WHEREAS**, Executive Director McNierney and County Executive Dahlkemper support a change in terms of some Board Members as a means to promote stability and the proper operation of the Erie County Housing Authority in the foreseeable future.

**NOW THEREFORE, THE COUNTY COUNCIL OF THE COUNTY OF ERIE RESOLVES** that changes in the terms for the Erie County Housing Authority Board Members are hereby approved as outlined on the attached Exhibit A.

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_,  
This resolution was passed on this \_\_\_\_ day of \_\_\_\_\_, 2014 by a vote of  
\_\_\_ to \_\_\_.

APPROVED BY:

\_\_\_\_\_  
Kyle Foust, Chairman  
Erie County Council

\_\_\_\_\_  
Kathy Dahlkemper  
County Executive

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Douglas R. Smith  
County Clerk

Date: \_\_\_\_\_

Resolution Number \_\_\_\_\_ of 2014  
CHANGE IN TERMS FOR BOARD MEMBERS OF THE ERIE COUNTY HOUSING AUTHORITY

Current Status of Board

	<u>Appointed</u>	<u>Expires</u>		<u>Proposed Expiration Dates</u>
Jim McGoey (Chairman)	7/13/10	- 7/31/15		3/31/15
Diane Madara	7/05/11	- 3/31/16	(no change)	3/31/16
Sr. Christine Vladimiroff	2/07/12	- 11/04/14		3/31/19
David Robinson	10/15/13	- 3/31/16		3/31/18
Vacant (Bishop Rowe)	4/05/11	- 3/31/16	<b>Ralph DeRose (proposed)</b>	3/31/17

EXHIBIT A



# COUNTY OF ERIE

## OFFICE OF COUNTY EXECUTIVE

---

**Kathy Dahlkemper**  
COUNTY EXECUTIVE

### MEMORANDUM

TO: Members of County Council

FROM: Kathy Dahlkemper,  
County Executive

DATE: July 7, 2014

RE: Erie County Housing Authority

As County Executive, I hereby propose the following schedule for the Erie County Housing Authority Board of Directors.

<u>Appointment Date</u>		<u>Term Expires</u>	<u>Proposed Expiration</u>
James McGoey (Chair)	7/30/10	7/31/15	3/31/2015
Diane Madara	7/05/11	3/31/16	3/31/2016
Sr. Christine Vladimiroff	2/07/12	11/04/14	3/31/19
David Robinson	10/15/13	3/31/16	3/31/18
Vacant (Bishop Rowe) Ralph De Rose (proposed)	4/5/11	3/31/16	3/31/17

Thank you.

cmc

cc: Douglas Smith, Clerk  
Michael McNierney, ECHA Director  
File

---

Erie County Courthouse ● 140 West Sixth Street ● Suite 504 ● Erie, Pennsylvania 16501

PHONE (814) 451-6333 ● FAX (814) 451-6334 ● TOLL FREE 1 (800) 352-0026 ● TDD (814) 451-6237

B. Erie County Housing Authority

1. Function of the Authority

The function of the Erie County Housing Authority shall be to promote the health and welfare of the inhabitants of Erie County by providing safe, decent, and sanitary housing.

2. Membership and Term

(a) The Erie County Housing Authority shall consist of five (5) members who shall be appointed by the County Executive with the advice and consent of County Council.

(b) Members of the Authority must be citizens residing within the County;

(c) The term of office shall be five years, except that the members who are first appointed shall serve for terms of one, two, three, four, and five years, respectively, from the date of their appointment, as shall be specified at the time of their appointment. A member shall hold office until his successor has been appointed.

(d) A member shall receive no compensation for services, but she/he shall be entitled to the necessary expenses, including traveling expenses, incurred in the discharge of duties;

(e) No more than two persons holding any other paid public office shall be members of the same housing authority at the same time.

3. Organization of the Authority

(a) The members of the Authority shall select from among themselves a chairman and a vice-chairman.

(b) The Authority may employ persons in those positions allowable under the Housing Authorities Law, 1937, May 28, P.L. 955, as amended.

(c) The Authority shall establish its own by-laws consistent with the Housing Authorities Law, 1938, May 28, P.L. 955, as amended.

ERIE COUNTY COUNCIL  
RESOLUTION NO. \_\_\_\_\_- 2014

ERIE COUNTY GENERAL AUTHORITY  
NOT TO EXCEED \$3,000,000 TAX-EXEMPT NOTE  
(ERIE COUNTY HISTORICAL SOCIETY PROJECT)

WHEREAS, the Erie County General Authority (the "Authority") is a body corporate and politic existing under the laws of the Commonwealth of Pennsylvania pursuant to the Municipality Authorities Act, 53 Pa.C.S. Ch. 56, as amended (the "Act");

WHEREAS, the Act, among other things, empowers authorities created thereunder to borrow money and to make and issue bonds and other evidences of indebtedness for the various purposes set forth in the Act and to secure payment of such bonds and other evidences of indebtedness or any part thereof by pledge or deed of trust of all or any of its revenues and receipts;

WHEREAS, Erie County Historical Society (the "Institution"), a Pennsylvania nonprofit corporation, has requested the Authority to undertake a project (the "Project") consisting of (i) the financing of the design, construction, renovation, equipping and/or furnishing of the Institution's office and museum facilities located at 356 West 6th Street and on the currently vacant lots on West 5th Street adjacent thereto, Erie, Pennsylvania; and (ii) the payment of a portion of the costs of issuance of the Note;

WHEREAS, in order to provide funds for the Project, the Institution has requested the Authority to issue its tax-exempt bond or note in an amount not to exceed \$3,000,000 (the "Note");

WHEREAS, the Articles of Incorporation of the Authority state that each project of the Authority shall be conditioned upon approval by the County Council of Erie County, Pennsylvania.

NOW, THEREFORE, be it resolved:

1. The Project, the issuance of the Note, and the undertaking and completion by the Authority of all other matters necessary or convenient for the conclusion of the Project and the financing described hereinabove are hereby approved, and it is hereby declared that it is desirable for the health, safety and welfare of the people in the area served by the Institution that the Project be financed by the Authority.

2. Nothing in this Resolution shall be construed to pledge the credit or taxing power of the County of Erie, Pennsylvania nor shall such County be in any manner liable for any indebtedness arising out of this transaction.

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Resolution was passed this \_\_\_\_\_ day of July, 2014, by a vote of \_\_\_\_ - \_\_\_\_.

ATTEST:

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chair of County Council

APPROVED BY:

\_\_\_\_\_  
Kathy Dahlkemper, County Executive

Date: \_\_\_\_\_, 2014

ERIE COUNTY COUNCIL  
RESOLUTION NO. \_\_\_\_\_ - 2014

ERIE COUNTY GENERAL AUTHORITY  
NOT TO EXCEED \$2,850,000 TAX-EXEMPT NOTE  
(SAFE HARBOR BEHAVIORAL HEALTH PROJECT)

WHEREAS, the Erie County General Authority (the "Authority") is a body corporate and politic existing under the laws of the Commonwealth of Pennsylvania pursuant to the Municipality Authorities Act, 53 Pa.C.S. Ch. 56, as amended (the "Act");

WHEREAS, the Act, among other things, empowers authorities created thereunder to borrow money and to make and issue bonds and other evidences of indebtedness for the various purposes set forth in the Act and to secure payment of such bonds and other evidences of indebtedness or any part thereof by pledge or deed of trust of all or any of its revenues and receipts;

WHEREAS, Safe Harbor Behavioral Health (the "Institution"), a Pennsylvania nonprofit corporation, has requested the Authority to undertake a project (the "Project") consisting of (i) the refinancing of existing mortgage debt on the Institution's facilities located at 1330 W. 26th Street and 2560 W.12th Street, Erie, Pennsylvania (the "Facilities"), (ii) the financing of expenditures related to the construction, renovation, equipping and/or furnishing of the Facilities; and (iii) the payment of a portion of the costs of issuance of Note;

WHEREAS, in order to provide funds for the Project, the Institution has requested the Authority to issue its tax-exempt bond or note in an amount not to exceed \$2,850,000 (the "Note");

WHEREAS, the Articles of Incorporation of the Authority state that each project of the Authority shall be conditioned upon approval by the County Council of Erie County, Pennsylvania.

NOW, THEREFORE, be it resolved:

1. The Project, the issuance of the Note, and the undertaking and completion by the Authority of all other matters necessary or convenient for the conclusion of the Project and the financing described hereinabove are hereby approved, and it is hereby declared that it is desirable for the health, safety and welfare of the people in the area served by the Institution that the Project be financed by the Authority.
2. Nothing in this Resolution shall be construed to pledge the credit or taxing power of the County of Erie, Pennsylvania nor shall such County be in any manner liable for any indebtedness arising out of this transaction.

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Resolution was passed this \_\_\_\_\_ day of July, 2014, by a vote of \_\_\_\_ - \_\_\_\_.

ATTEST:

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Chair of County Council

APPROVED BY:

\_\_\_\_\_  
Kathy Dahlkemper, County Executive

Date: \_\_\_\_\_, 2014

**RESOLUTION NUMBER \_\_\_\_\_, 2014**

**Exonerating Taxes On Five Abandoned Trailers/Properties In  
Girard Township And The Girard School District**

**WHEREAS**, Girard Township approved the exoneration of taxes on certain abandoned trailers/properties at their regular meeting held on February 25, 2014; and

**WHEREAS**, the Girard School District approved the exoneration of taxes on certain abandoned trailers/properties at their regular meeting held on May 27, 2014.

**NOW THEREFORE, BE IT RESOLVED** by the County Council for the County of Erie that the taxes outlined on the attached Exhibit A on the abandoned trailers/properties listed below are hereby exonerated.

Parcel # 24-008-066.0-001.97  
24-012-036.0-074.56  
24-012-036.7-074.13  
24-019-082.0-016.50  
24-019-082.0-016.51

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, this resolution was passed on this \_\_\_\_\_ day of \_\_\_\_\_, 2014 by a vote of \_\_\_\_ - \_\_\_\_.

APPROVED BY:

-----  
Dr. Kyle Foust, Chairman  
Erie County Council

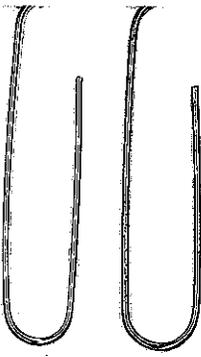
-----  
Kathy Dahlkemper  
County Executive

ATTEST:

Date: \_\_\_\_\_

-----  
Douglas R. Smith  
County Clerk

Date: \_\_\_\_\_



**Resolution #14-623**

**Exoneration of Delinquent Property Taxes  
Girard Township, Erie County**

WHEREBY, the Girard Township board of Supervisors authorizes the exoneration of delinquent taxes on the abandoned or destroyed mobile homes within Girard Township listed on the following pages: and

WHEREBY, these include taxes on trailers which over the years have been damaged or have deteriorated to the extent that they are of little value; and

WHEREBY, the resolution will serve to exonerate the years stated as well as future years.

Attest: Becky Hosack, Sec.  
Becky Hosack, Secretary

\_\_\_\_\_  
Sandra L. Anderson, Chairman

Date: February 25, 2014

Paul Pangratz  
Paul Pangratz, Vice Chairman

William R. Felege  
William R. Felege, Supervisor



# GIRARD SCHOOL DISTRICT

**ADMINISTRATION  
OFFICE**  
1203 Lake Street  
Girard, PA 16417  
814-774-5666  
FAX 814-774-4220

**GIRARD  
HIGH SCHOOL**  
1135 Lake Street  
Girard, PA 16417  
814-774-5607  
FAX 814-774-4530

**RICE AVENUE  
MIDDLE SCHOOL**  
1100 Rice Avenue  
Girard, PA 16417  
814-774-5604  
FAX 814-774-5259

**ELK VALLEY  
ELEMENTARY SCHOOL**  
2556 Maple Avenue  
Lake City, PA 16423  
814-774-5602  
FAX 814-774-8885

June 11, 2014

Steven A. Letzelter, Supervisor  
Department of Finance  
Bureau of Revenue & Tax Claim  
Erie County Court House  
140 West Sixth Street, Room 110  
Erie, PA 16501

Dear Mr. Letzelter:

At a Regular Meeting of the Girard Board of School Directors held on May 27, 2014 a resolution was approved to exonerate all delinquent and future taxes on the parcels as requested by your letter dated February 21, 2014.

If any further information is necessary please contact Barbara J. DeJesus, Director of Business at 814-774-5666, Ext. 8698.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads 'Joyce M. Campbell'.

Joyce M Campbell  
Board Secretary

Cc: Barbara J. DeJesus  
Director of Business

9:2-5 Resolution to acknowledge the 2<sup>nd</sup> reading and approval of the following policies as outlined in Supplement 9:2-5.1, etc.

- 113.1 Discipline of Students with Disabilities
- 227 Controlled Substances/Paraphernalia
- 323 Tobacco Use
- 423 Tobacco Use
- 523 Tobacco Use
- 805 Emergency Preparedness
- 913 Non-School Organizations/Groups/Individuals

9:2-6 Resolution to approve a contract for hybrid learning consulting services with Dellicker Strategies in the amount of \$30,000 as outlined in Supplement 9:2-6.1, etc.

**9:3 BUSINESS, FINANCE & PROPERTY**

9:3-1 Resolution to appoint Buseck, Barger, Bleil & Co. as local auditors to perform the audit for the fiscal year ending June 30, 2014 at a fee not to exceed \$13,800.

9:3-2 Resolution to approve the sale of property commonly known as and identified in the assessment records of Erie County as Index 24-012-036.1-074.32, 157 HONEYBROOK CIR TRL to Geothermal Homes LLC for \$250 as outlined in Agenda Supplement 9:3-2.1, etc.

9:3-3 Resolution to approve the sale of property commonly known as and identified in the assessment records of Erie County as Index 28-002-002.3-005.39, 10384 W LAKE RD LT 208 TRL to Geothermal Homes LLC for \$250 as outlined in Agenda Supplement 9:3-3.1, etc.

9:3-4 Resolution to approve exoneration of taxes for the years indicated and all future years on deleted trailers and parcels as requested by the Bureau of Revenue and Tax Claim, County of Erie, as outlined on Agenda Supplement 9:3-4.1, etc.

9:3-5 Resolution to approve the following investments:

<u>DATE OUT</u>	<u>DATE IN</u>	<u>AMOUNT</u>	<u>INTEREST</u>	<u>INSTITUTION</u>
<b>GENERAL</b>				
5/6/2014	6/24/2014	2,000,000	0.10	PSDLAF
<b>CAPITAL RESERVE</b>				
5/6/2014	6/24/2014	900,000	0.10	PSDLAF
<b>CAFETERIA</b>				
5/6/2014	6/24/2014	300,000	0.10	PSDLAF

**9:4 PERSONNEL**

9:4-1 Resolution to appoint Carissa Gimber as a Long Term Substitute Teacher for Chris Rokosky at salary step B 1 in accordance with the Professional Contract, effective retroactive to May 6, 2014 through May 18, 2014.

9:4-2 Resolution to acknowledge the return to work from a Family Medical Leave of Chris Rokosky effective retroactive to May 19, 2014.

9:4-3 Resolution to accept the resignation due to retirement of Sharon Burge (GHS Cafeteria) effective June 5, 2014.

Exonerating Taxes On Five Abandoned Trailers/Properties In Girard Township and Girard School District	TAXES DUE 24-008-066.0-001.97	TAXES DUE 24-012-036.0-074.56	TAXES DUE 24-012-036.7-074.13	TAXES DUE 24-019-082.0-016.50	TAXES DUE 24-019-082.0-016.51
Tax Year 2012	\$43.06		\$169.71		
Tax Year 2013	\$65.14	\$77.04		\$314.18	\$145.98

Amounts reflect school and  
municipal totals for each tax year

**EXHIBIT A**



# COUNTY OF ERIE

## OFFICE OF COUNTY EXECUTIVE

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**Kathy Dahlkemper**  
COUNTY EXECUTIVE

### MEMORANDUM

TO: Members of County Council

FROM: Kathy Dahlkemper,  
County Executive

DATE: July 7, 2014

RE: Erie County Housing Authority

As County Executive, I hereby convey notice of my appointment of Mr. Ralph DeRose, 13695 West Washington Street, Number 42, Corry, PA 16407, to the Erie County Housing Authority. Mr. DeRose will serve as an interim appointment to fulfill the unexpired term of Bishop Sean Rowe. This term will expire on March 31, 2016.

Thank you.

cmc  
cc: Douglas Smith, Clerk  
Michael McNierney, ECHA Director  
File

# RALPH J. DE ROSE

Highly skilled executive in marketing/sales with an entrepreneurial spirit. Years of proven track record in developing/launching and marketing/sales business development plans on a local and national level.

## SUMMARY

- Years of business to business marketing/ sales management experience with two successfully built companies.
- Establishing and maintaining corporate accounts to consistently increase market share and annual profits.
- Working with customers and sales consultants to understand their business goals and objectives while assisting them in developing solutions to meet or exceed their expectations.

## PROFESSIONAL EXPERIENCE

**Creative Solutions for Hospitality, LLC Corry, Pa**

**February 2010-Present**

- **Solicit and Develop Hotel Projects**

**All Pro Luxury Sales and Marketing, LLC Corry, PA**

**April 2011-December 2012**

- **Independent Manufactures Representative**

**DeRose Designs Corry, PA**

**October 2003 – December 2009**

Leading manufacturer and importer of luxury glass plumbing products for the retail and hospitality contract markets.

### National Account Manager / President

- Recruited, hired and trained a successful sales team to cover the US market for the residential and commercial markets.
- Developed and executed sales and incentive programs to reduce inventory, increase sales volumes and expand product categories.
- Analyzed potential sales market areas to expand current customer base, including export markets.
- Developed products with global suppliers and negotiated costs to improve net profitability.
- Traveled with sales representatives to territories building relationships, executing sales initiatives, conducting product knowledge sessions and gaining customer feedback.
- Created product catalogs, point of purchase material, pricing and discount structures that increased sales and improved brand awareness and recognition.
- Prepared and instructed presentations, training materials and manuals to coach and mentor sales agents to attain maximum sales potentials.
- Managed compliance programs for IAPMO™ certifications and listings for plumbing and related products.
- Developed annual budgets and monitored the progress to provide information for production planning.
- Experienced in all aspects of business operations from warehousing to customer relations.
- Coordinated all trade show efforts.

**Curvet USA, Inc. Corry, PA**

**January 1992 – October 2003**

Importer, fabricator and distributor of residential home furnishing products, luxury plumbing products and glass components for retail, refrigeration, contract and OEM markets.

### President / General Manager

- Started a US distribution center, trading company and manufacturing facility in Corry, PA with an Italian Manufacturer.
- Prepared marketing, sales and budget plan for our Italian manufacturer/partner to invest in the US distribution center.
- Implemented marketing plans to establish national OEM accounts.
- Recruited, mentored and developed a management team to expand sales and marketing plan.
- Contacted, developed, marketed and sold product lines to three Fortune 500 companies.
- Solicited and hired professional independent sales representatives.
- Traveled domestically with sales representatives to assist in presentations of product to showrooms.
- Built name recognition and brand awareness through excellent customer service, participating in national trade shows and television coverage.
- Developed, monitored and adjusted budgets based on market conditions.

- Implemented financial controls and procedures.
- Reviewed financial statements and generated action plans for development and use in improvement of overall profit margins.

**Dlubak Corporation, Blairsville, PA**

June 1986 – December, 1987 July 1989 – December 1991

Fabricator of bent laminated and curved glass products.

**General Manager / Sales Manager**

- Developed a strategic budget and business plan in conjunction with the comptroller to expand company from \$3 to \$7 million in sales in 5 years.
- Consulted and advised with the architects on the largest curved glass project application for the Pittsburgh International Airport which led to the largest and most profitable sale in company history.
- Developed and launched the sales and marketing business development plan for new curved glass products.
- Traveled extensively for business development, project problem resolution, trade shows and sales representative's product training and assistance.
- Negotiated contracts with union leaders.
- Managed 73 plant personnel and sales representative network in the US.
- Coordinated the communications between upper management and plant personnel.
- Assisted in planning and tracking quotations to completion.

**ADDITIONAL EMPLOYMENT**

<b><u>Regional Manager</u></b> , Sebrite Corporation	January 1988 - June 1989
Solicited Loan Funding from Banks for Mobile Home & RV Financing	
<b><u>Chief Operating Officer</u></b> , Merchants National Bank, Kittanning, PA	October 1985 - May 1986
Commercial Loan Workout Officer in conjunction with the Office of the Comptroller of Currency	
<b><u>Vice President</u></b> , Integra Bank North (formerly Pennbank), Erie, PA	October 1982 – October 1985
Commercial Loan Workout Officer	
<b><u>Regional Manager</u></b> , General Electric Credit Corporation, Erie, PA	August 1980 to September 1982
Leasing and Financing Heavy Equipment, Airplanes, Trucks, Cargo Vans and Machine Tool Equipment	
<b><u>Assistant Vice President</u></b> , Pennbank, Titusville, PA	June 1978 – July 1980
Coordinated Leasing and Loans with GECC; Assisted in developing various loan programs and manuals	
<b><u>Collection Manager</u></b> , Northwest Savings Bank, Warren PA	August 1976 to May 1978
Managed and directed Collections for the Mobile Home and FHA Title 1 Loan portfolio	
<b><u>Collection Manager</u></b> , Pennbank, Titusville, PA	September 1975 to August 1976
Established and Managed the newly created Collection Supervision Department	
<b><u>Sales Manager</u></b> , Butler Mobile Home Mart, Butler, PA	January 1974 to July 1975
<b><u>Account Manager</u></b> , Sebrite Corporation, Allison Park, PA	June 1971 to January 1974
Solicited Bank/Saving & Loans for Financing for Mobile Home Dealers	
<b><u>Credit Manager</u></b> , Busy Beaver Building Center, Clairton, PA	June 1966 to June 1971
Established and Managed newly created Credit/Collection Department for 12 Building Supply/Lumber Stores	
<b><u>Collection Manager</u></b> , PNC Bank, Pittsburgh, PA	May 1964 to May 1966
Managed Collection Supervision Department for 70 branch offices	

**EDUCATION**

Slippery Rock University, Slippery Rock, PA  
 American Institute of Banking  
 General Electric Management Training

**PROFESSIONAL ASSOCIATIONS**

DPHA Member 2004 – 2009  
 NKBA 2004 – 2009  
 National Association of Credit Management-Director of W.PA Chapter  
 American Institute of Banking-Member and Instructor

References Available Upon Request



**COUNTY OF ERIE**  
**DEPARTMENT OF FINANCE**  
**BUREAU OF REVENUE AND TAX CLAIM**  
ERIE COUNTY COURT HOUSE  
140 WEST SIXTH STREET ROOM 110  
ERIE, PENNSYLVANIA 16501  
Tel. (814) 451-6202  
Fax (814) 451-7484

KATHY DAHLKEMPER  
COUNTY EXECUTIVE

STEVEN LETZELTER  
SUPERVISOR

RE: Sale of Parcel from Repository for Unsold Properties

Mr. Sparber:

Act No. 1998-69 requires that the Erie County Tax Claim Bureau notify each taxing district of any offer to purchase property from the County Repository for unsold properties, and secure the consent of the appropriate districts prior to any such sale. The districts may not unreasonably withhold their consent.

The Tax Claim Bureau has received an offer to purchase the property commonly known as and identified in the assessment records of Erie County as **03-003-007.0-017.00 ELGIN RD TR 50 1.76 AC** offer was made by **Roy Harley** who is willing to purchase that parcel for the sum of \$250.00 **Proceeds of this sale will be applied to costs advanced by the Bureau for collection first, in accordance with Section 205 of the Real Estate Tax Sale Law Act 542 of 1947, as amended.**

Please place this offer to purchase on the agenda for your next regularly scheduled meeting and take official action on this proposed sale. After the meeting, complete the enclosed form and return it immediately to the Erie County Tax Claim Bureau at the above address.

If there are questions or concerns regarding the procedure, the property, or the offer, please contact Jean Rodemaker at the Erie County Tax Claim Bureau at 451-6206.

Thank you,

Steven A Letzelter, Director  
Erie County Tax Claim Bureau

TO: Erie County Tax Claim Bureau  
Erie County Courthouse  
140 West Sixth Street, Room 110  
Erie, PA 16501

RE: Property: ELGIN RD TR 50 1.76 AC  
Index No: 03-003-007.0-017.00  
Offer of: \$250.00 by Roy Harley

At our regular/special meeting on, \_\_\_\_\_  
We took action regarding the sale of the property referenced above from The Erie County  
Repository,  
By the purchaser and for the amount specified. The proposed sale was:

APPROVED

DENIED\*

\*Please state reason for denial. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_

For: \_\_\_\_\_

Date: \_\_\_\_\_

TO: Erie County Tax Claim Bureau  
Erie County Courthouse  
140 West Sixth Street, Room 110  
Erie, PA 16501

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RE: Property: ELGIN RD TR 50 1.76 AC  
Index No: 03-003-007.0-017.00  
Offer of: \$250.00 by Roy Harley

At our regular/special meeting on, June 3, 2014  
We took action regarding the sale of the property referenced above from The Erie County  
Repository,  
By the purchaser and for the amount specified. The proposed sale was:

APPROVED *Land is in Flood plain. Special  
restrictions if any building*  
 DENIED\*

\*Please state reason for denial. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: *Janice Ohl*  
For: *Concord Township*  
Date: *June 3, 2014*

TO: Erie County Tax Claim Bureau  
Erie County Courthouse  
140 West Sixth Street, Room 110  
Erie, PA 16501

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RE: Property: ELGIN RD TR 50 1.76 AC  
Index No: 03-003-007.0-017.00  
Offer of: \$250.00 by Roy Harley

At our regular/special meeting on, May 5, 2014  
We took action regarding the sale of the property referenced above from The Erie County  
Repository,  
By the purchaser and for the amount specified. The proposed sale was:

APPROVED

DENIED\*

\*Please state reason for denial. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: Victoria L. Anderson, BOARD SECRETARY  
For: CORRY AREA SCHOOL DISTRICT  
Date: 5-6-2014

<b>County of Erie</b> <b>Analysis of General Fund Unassigned Fund Balance</b> <b>FYE 12/31/14</b> <b>As of July 8, 2014</b>
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**Projected Ending 2014 Unassigned Fund Balance** 32,093,226

**Less: Appropriations from Unassigned Fund Balance**

Ordinance # 142 of 2013 for 2014 Supp Approp for Reorganization in Assessment	(6,873)
Ordinance #22 of 2014 Supp Approp for Transfer to Public Safety Fund	(50,703)
Ordinance #25 of 2014 Supp Approp for Completion of Sheriff Radio Project	(49,094)
Ordinance #53 of 2014 Supp Approp for Pictometry	(45,988)
Ordinance #67 of 2014 Transfer to Planning for Wage allocation	(10,372)
Ordinance #70 of 2014 Supp Approp for Contribution to the Summer Jobs Program	(100,000)
Ordinance #78 of 2014 Supp Approp for County Technology Department	(1,040)
Ordinance #77 of 2014 Supp Approp for County Solicitor's Office Supplies	(43)
Ordinance # of 2014 Supp Approp from Restricted Fund Balance - Register of Wills	(31,917)
Ordinance # of 2014 Supp Approp from Restricted Fund Balance - Prothonotary	(24,384)

Total Appropriations from Unassigned Fund Balance (320,414)

**Plus: Appropriations to Unassigned Fund Balance**

Ordinance #14 of 2014 Reclassification of Two Positions in District Attorney Department	16,885
Ordinance #31 Supp Approp for Reduction in Transfer to Debt Service Fund	771,784
Ordinance #35 Supp Approp for Reduction in Transfer to Public Health Fund	7,603
Ordinance #34 Supp Approp in Wages and Fringes for Dir of Administration	7,849
Ordinance # Supp Approp for Reorganization of Procurement Facilities & Operation	10,756

Total Appropriations to Unassigned Fund Balance 814,877

Estimated General Fund Unassigned Fund Balance to date 32,587,689

**Summary**

Total Budgeted General Fund Expenditures and Transfers	93,068,934
Less: Pass Thru Grants Originally Budgeted in the General Fund	(75,000)
Net Budgeted General Fund Expenditures and Transfers	<u>92,993,934</u>

One Month's Expenditures and Transfers	7,749,495
Two Month's Expenditures and Transfers	15,498,989

Difference between Estimated GF Unassigned Fund Balance and One Month of Expend & Transfers 24,838,195

Difference between Estimated GF Unassigned Fund Balance and Two Months of Expend & Transfers 17,088,700