AGENDA NORTH EAST BOROUGH COUNCIL

Monthly Meeting February 20, 2023

The second monthly meeting of North East Borough Council will be held Monday, February 20, 2023, at 6:00 p.m. in Council Chambers.

CALL TO ORDER:
PLEDGE OF ALLEGIANCE:
PUBLIC COMMENTS:
UNFINISHED BUSINESS:
NEW BUSINESS: Gibson Park Request: Park United Methodist Church services (Sundays, July 2—September 3, 2023) North East Public Safety Advisory Commission
CORRESPONDENCE:
ANNOUNCEMENTS:
PUBLIC COMMENTS:
ADJOURNMENT:

Borough of North East

31 W. Main St, North East, PA 16428

Telephone: (814) 725-8611, FAX (814) 725-4996

FACILITY	, PARKS	and STREETS USE AP	PLICATIO	ON .	
Name: Cindy Putham		Organization: 🗚	rkun	ited Methodist	Churc
Address: 30 N Lake St					
City: North East		State: DA	Zip Code: <u>/6428</u>		
Phone: 725-4105	DL	#:			
Non-Profit: Not-for-Pro					
I/We request use of the following pa	rks and	services: (mark with "x")		
Gibson Park	X	Electricity	X	Water	
Heard Park		Electricity		Water	
Heard Park Bandstand		Electricity		Water	
Heard Park Restrooms		Concession*			Ŀ
Street(s)					
*may require Erie County Health Dept.	permit.			····	
Purpose:	Time(s) dults:	of Use: <u>9-12 am</u> 70 Youth (18 and to prations/banners:yes_	in under) no	nclude set-up/clean-up of set-up	-
It is expressly understood and agreed liability, injury, cost, or expense includy reason of or in the course of the applicant further agrees that facilities of the Borough of North East, North East, its officers, agents, employed action, suits, claims, and demands of antioreseen, including costs of defense injury or property damage, or for any occupancy of the facilities of the Borough, the undersigned, hereby certify to all bride by all Borough of North East Orthology.	iding cost plicant's at for and t, that it yees, and whatever e, which other rea ough of N	sts of defense that may of use or occupancy of the lin consideration of perrivill save, indemnify, and volunteers from any and kind in law or equity krarise or are alleged to hason whatsoever, in construct East.	ccur or be facilities nission to d hold han d all man nown or u ve arisen ection wi	e alleged to have occur of the Borough of No use and occupy parks emless the Borough of ner of actions, causes nknown, foreseen or by reason of personal th the applicant's use	orth s and of and
abide by all Borough of North East On representative of the applicant to exect agree to be personally responsible for equipment or unusual clean up occurri	ute the w r any dai	within application and mage/loss sustained by the occupancy of said	ike the wine ground I facilities	thin agreement. Furth ls, buildings, and s.	
Signature: <u>(wdy latham</u>		I	DATE:	4-13-23	

No Prior Commitments



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 02/13/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). CONTACT NAME: PRODUCER Church Mutual Insurance Company, S.I. (A/C, No, Ext): 1-800-554-2642 E-MAIL ADDRESS: Customerservice@ Church Mutual Insurance Company, S.I. 855-264-2329 3000 Schuster Lane customerservice@churchmutual.com P.O. Box 357 INSURER(S) AFFORDING COVERAGE NAIC # Merrill WI 54452 Church Mutual Insurance Company, S.I. 18767 INSURER A: INSURED INSURER B: PARK UNITED METHODIST CHURCH OF NORTH EAST PENI INSURER C: 30 N LAKE ST INSURER D : INSURER E: NORTH EAST PA 16428-1317 INSURER F **COVERAGES** CERTIFICATE NUMBER: REVISION NUMBER: THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. ADDL SUBR POLICY EFF POLICY EXP
(MM/DD/YYYY) TYPE OF INSURANCE POLICY NUMBER INSD WVD COMMERCIAL GENERAL LIABILITY s 2,000,000 EACH OCCURRENCE CLAIMS-MADE X OCCUR PREMISES (Ea occurrence) s 100,000 15,000 MED EXP (Any one person) Υ Α 0164046 25-338041 04/22/2022 04/22/2023 \$ 2,000,000 PERSONAL & ADV INJURY \$ 5,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: GENERAL AGGREGATE X POLICY \$ 2,000,000 PRODUCTS - COMP/OP AGG OTHER COMBINED SINGLE LIMIT **AUTOMOBILE LIABILITY** S ANY AUTO BODILY INJURY (Per person) s OWNED AUTOS ONLY SCHEDULED AUTOS NON-OWNED BODILY INJURY (Per accident) S HIRED AUTOS ONLY PROPERTY DAMAGE S AUTOS ONLY \$ UMBRELLA LIAB OCCUR **EACH OCCURRENCE** EXCESS LIAB CLAIMS-MADE AGGREGATE s DED RETENTION S s WORKERS COMPENSATION STATUTE AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? E.L. EACH ACCIDENT \$ N/A (Mandatory in NH)
If yes, describe under
DESCRIPTION OF OPERATIONS below E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT | \$ DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Certificate Holder is an additional insured as required by written contract or agreement per the General Liability Enhancement endorsement attached to the policy. CERTIFICATE HOLDER CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. NORTH EAST BOROUGH 31 WEST MAIN ST AUTHORIZED REPRESENTATIVE

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NORTH EAST

PA 164281135

A Thought Paper

Drafted to Consider the Establishment of a North East Public Safety Advisory Commission

Background

In the fall of 2021, Crescent Hose Co. #2 began pursuit of part-time-paid EMT staffing to supplement its volunteer roster, during the workday. In its efforts to develop a formal agreement with the North East Borough and North East Township for workers compensation coverage to be made available to these paid EMTs, the language of the proposed agreement had the unintended consequence of granting Crescent Hose additional authority for fire service in the borough and township, at the expense of (and removing that same authority from) Fuller Hose Co. #1.

Fuller Hose leadership was not included in any of these discussions and the company believed it was forced to hire its own attorney to ensure that the scope of any type of an agreement between the Borough of North East, the Township of North East and Crescent Hose Co. #2 would be limited to the delivery of Emergency Medical Services and would not address any matters related to Fire Service within North East Borough and North East Township.

In an effort to engage in a more open dialogue between the municipalities and the fire companies, representatives from North East Borough, North East Township, Fuller Hose and Crescent Hose began meeting on a monthly basis to discuss matters ranging from the ongoing EMT shortage to work on a joint training facility, to ongoing talks related to potential consolidation among Fuller and Crescent, following the report presented by the Commonwealth of Pennsylvania's Department of Community and Economic Development (DCED).

Conversations at these meetings were at times spirited, and it was often difficult to schedule a regular time when representatives from both fire companies could attend, but there was an identified need for a channel through which each fire company may have access to the municipal officials, as well as county and state government to explore grant opportunities and to solicit support for local initiatives which would benefit both the fire service and the residents of North East Borough and Township.

It was agreed by all parties involved that the former Fire Commissioner position within the borough was not effective and should not be resurrected.

Two borough council members and one township supervisor volunteered to work together, as a task force, to research best practices in other municipalities and propose a structure through which municipal officials might best provide counsel and administrative support to the companies of the North East Fire Department.

The purpose of this thought paper is to propose for discussion, the concept of a North East Public Safety Advisory Commission, to fulfill that role.

It is proposed that North East Township and North East Borough consider the creation of a North East Public Safety Advisory Commission.

- a. The Township of North East and the Borough of North East would jointly create a commission to serve as a governmental liaison, providing municipal access, non-binding counsel and support to all entities with responsibility for the welfare and safety of the residents of North East Township and North East Borough, to include:
 - Fuller Hose Co. #1
 - Crescent Hose Co. #2
 - North East Police Department
 - North East Area Emergency Management
 - Pennsylvania State Police
- b. This organization would be hereafter known and designated as the "North East Public Safety Advisory Commission."

Purpose

The North East Public Safety Commission shall serve as a channel through which the Fire, EMS, Police and Emergency Management Departments of North East may have direct access to the municipal resources of North East Borough and North East Township, for informal background discussions, strategic planning and the development of cohesive state, county and municipal support requests in advance of presentation at a public meeting.

The Commission shall provide a forum for municipal officials to better understand the operational and administrative functions of those organizations responsible for public safety within North East Borough and North East Township.

Participation in the Commission will allow municipal officials to better understand and appreciate the needs/interests of those public safety organizations in discussions with their respective governing bodies. With that knowledge, those officials may better provide context and accurate representation

Participation in the Commission will allow Fire, EMS, Police and Emergency Management officials to better understand and appreciate the operational and administrative responsibilities, capabilities and restrictions of municipal officials in the borough and township.

Participation in the Commission will allow community representatives from the borough and township to have a better understanding and appreciation for the roles played by those responsible for public safety in North East and the municipal officials who serve on borough council and the township's board of supervisors.

Duties

Responsibilities of the Commission and its members

It shall be the responsibility of commission members to work together in an open dialogue at all times, so that all members may have a common and thorough working knowledge of :

- Operational and Administrative functions and job descriptions for Fire, EMS and Public Safety Organizations, tasked with the protection of life and property in North East Borough and North East Township, to include (but not be limited to):
 - o The NEFD Fire Chief
 - The Assistant Fire Chiefs
 - o The Rescue Chief
 - The Company Captains
 - The Respective Lieutenant Structure for Fuller Hose Co. #1 & Crescent Hose Co. #2
 - The Administrative Structure and Officer Roles for the North East Fire Department
 - The Administrative Structure and Officer/Board roles for each respective company
 - The Liaison Roles played by members in Mutual Aid and County/Regional Organizations
 - The Operational and Administrative functions and structure of the North East Police Department
 - The Operational and Administrative structure and functions of the Mayor & North East Borough Council and the North East Township Board of Supervisors, as well as the respective committee structure and reporting organizations for each governing body
 - The Operational and Administrative structure and functions of North East Area Emergency Management
 - Understand the relationship and support provided in and around North East, by the Pennsylvania State Police
- To understand the operational capabilities and training/certification requirements of each
 of these organizations, how they interact with each other and what needs, requirements
 and desires each may have in order for better fulfill its respective mission.
- To understand and be familiar with the operational and administrative budgets for each
 organization, the respective financial needs for each, the strategic and long-term planning
 for each, as well as the financial and fundraising requirements necessary for those plans to
 become reality.

 To provide a forum for any member organization to share issues or to discuss complaints on behalf of their respective organizations, while seeking advice and counsel from the Commission, as well as an access point to any other member's organization, based on the unique nature of that organization's operational and administrative structure.

The goal would be to allow Commission members and their respective organizations to have a real and reasonable avenue to seek guidance, provide context to a request for support and to provide background information on a given situation without the matter having to be presented for the first time at a public forum/meeting.

As members learn more about each other and how they may best work together toward a
common goal, it is hoped that the Commission may be in a position to make
recommendations which may benefit all member organizations, while better serving the
North East Community.

Committee Members shall understand the responsibilities associated with access to information which may be required to understand and address specific issues, efforts, and initiatives. All members as a condition of membership shall understand that any information shared at the committee level will be treated as "Confidential," in nature and, therefore, shall not be shared outside of the Committee, without the approval of a majority of the Commission's members.

Efforts to be discussed by the Committee should include but not be limited to:

- The development of local municipal funding requests
- The development of county, state and federal funding requests
- Combined efforts to pursue public and private grant funding
- Liaison and educational outreach to government officials, corporate, and community leaders
- Strategic planning designed to address future discussions of crisis situations, sensitive issues, wrongdoing by employees of member organizations, potential loss of funding for active programs, etc.

Membership

The North East Public Safety Advisory Commission shall include six members as follows:

- A designated North East Township Supervisor, selected by the township's board of supervisors
- A designated North East Borough Council Member, selected by borough council
- The Mayor of North East Borough
- The President of Fuller Hose Co. #1
- The President of Crescent Hose Co. #2
- EMA Representative (Terry Thompson)

Commission members shall be appointed as follows:

A Commission member's service shall be no longer than 5 years or their respective term of office. Terms of members shall be staggered in such a manner that at least one expires annually. Members of such Commission shall serve without compensation. Vacancies in such Commission occurring otherwise than by expiration of term shall be filled for the unexpired term in the same manner as original appointments.