

**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 APPLICATION

Name: Cindy Putnam Organization: Park United Methodist Church

Address: 30 N Lake Street

City: NORTH EAST State: PA Zip Code: 16428

Phone: 725-4105 DL #: _____

Non-Profit: Not-for-Profit: _____ attach proof of status

I/We request use of the following parks and services: (mark with "x")					
Gibson Park	<input checked="" type="checkbox"/>	Electricity	<input checked="" type="checkbox"/>	Water	
Heard Park		Electricity		Water	
Heard Park Bandstand		Electricity		Water	
Heard Park Restrooms		Concession*			
Street(s)					

**may require Erie County Health Dept. permit.*

Purpose: church service

Date(s): Sundays in July, Aug and Sept 3rd Time(s) of Use: 9-12am -include set-up/clean-up time

Anticipated maximum attendance: Adults: 70 Youth (18 and under) 10 Total: 80

Open to the public: yes no Decorations/banners: yes no Music: yes no

EMERGENCY CONTACT & PHONE: Cindy Putnam 814-460-6300

It is expressly understood and agreed that the applicant assumes all risk for claims of loss, damage, liability, injury, cost, or expense including costs of defense that may occur or be alleged to have occurred by reason of or in the course of the applicant's use or occupancy of the facilities of the Borough of North East. The applicant further agrees that for and in consideration of permission to use and occupy parks and facilities of the Borough of North East, that it will save, indemnify, and hold harmless the Borough of North East, its officers, agents, employees, and volunteers from any and all manner of actions, causes of action, suits, claims, and demands of whatever kind in law or equity known or unknown, foreseen or unforeseen, including costs of defense, which arise or are alleged to have arisen by reason of personal injury or property damage, or for any other reason whatsoever, in connection with the applicant's use and occupancy of the facilities of the Borough of North East.

I, the undersigned, hereby certify to abide by the regulations governing the said facilities and agree to abide by all Borough of North East Ordinances, Regulations, and Policies, and that I am the authorized representative of the applicant to execute the within application and make the within agreement. Further, I agree to be personally responsible for any damage/loss sustained by the grounds, buildings, and equipment or unusual clean up occurring through the occupancy of said facilities.

Signature: Cindy Putnam DATE: 2-13-23

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):
 - The NEFD Fire Chief
 - The Assistant Fire Chiefs
 - 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.