

MINUTES
UNION CITY BOROUGH COUNCIL WORK SESSION
August 23, 2016

The Work Session of the Union City Borough Council was called to order at 7:00 P.M. by President McCrillis. The meeting was held at the City Building.

Councilors present were Brumagin, Conklin, McCrillis, and Steadman. Councilor Hoban and Kolaja were absent.

Officials present were Borough Secretary Cindy Wells, Mayor Bob King and Police Chief David Pernice.

WORK SESSION DISCUSSION: Borough Secretary Cindy Wells stated that there is a Basic

Budgeting: Tools & Techniques class on September 7, 2016 in Cranberry, PA from 9AM -

3:30PM. The cost is \$100 each and Paul Maynard, Chief Pernice, and myself would like to attend. They have all been registered because there was a free Webinar on "Intermediate Government Accounting" if the registration was completed by the 22nd. Attendance can be cancelled if Council decides they don't want anyone to attend. Council all agreed that all three should attend.

The Borough was contacted by UC Downtown Development to confirm that their request for Hogan's Alley/Municipal Lot on October 1, 2016 from 9AM - 4PM was still approved. It had been voted on at the March 8, 2016 Council Meeting.

Erie County Boroughs Association contacted the Borough Secretary wanting to know if we would host the October dinner and meeting again this year. It is usually held at the American Legion ball field and catered by the American Legion. Secretary Wells stated that she had confirmed with the American Legion that the date was available. President McCrillis stated he is already handling it and had been in contact with Weslee Clapper-Krepps.

Bill Flynn has resigned from the Civil Service Commission. His letter of Resignation will be presented at the next council meeting.

HA Thomson refunded \$6.00 for the gap in coverage from when Cheryl Capela was terminated on 7/12/16 and Paul Maynard was appointed on 8/9/16. They sent a letter stating that if a loss would occur during this period, there would be no coverage on the Treasurer Bond.

The bond for Paul Maynard, Treasurer has been received.

Secretary Wells found out that the Pavilion Rentals Monday - Friday are only \$20, not the \$40 charged on week-ends. Council voted at the Council Meeting on August 9, 2016 to raise the rate from \$40 to \$50. They will need to vote at the next Council Meeting on whether or not to change the rate for during the week. It is uncertain if all organizations are being charged for the use of the pavilions but was stated that all should be charged. The only exception would be the Radio Club because they are all volunteer HAM Radio operators.

An email was received on June 23, 2016 from the French Creek Valley Conservancy. They wanted information about the services & amenities that Union City has to offer. Councilor Conklin suggested contacting the Downtown Development because they already have a list compiled. They were also offering Creek Towns street pole banners with the Creek Town logo. Councilor Conklin said to find out how many we need and see if we can still get them.

It was determined that the Public Safety computer that is in the old upstairs radio room is not needed anymore. If it was it would have to be removed from that area because Zito Business will be installing a hub there over the next few months.

The Street Supervisor and Borough Secretary discussed the American Flags on Main Street needing replaced. It was determined that most need the cast iron flag poles and new flags. Councilor Conklin stated this should be done as soon as possible and should be replaced as needed.

MAYOR KING: There is a group of people in Union City trying to organize to carry a large American flag in the Homecoming Parade this year. They will need approximately 25 people.

It was questioned about whether there is an Ordinance concerning garage sale signs being posted around town. There is an Ordinance that could be enforced by the Police. After discussion it was determined that the Streets Department, Police Department or anyone else that sees old signs still posted should just remove them.

PARKING TICKETS: It was also stated that since Paul Maynard is able to issue parking tickets that he should be able to do that year-round because if they are working in an area where cars are parked illegally it could be in the way of the workers.

STREETS DEPARTMENT: Councilor Steadman stated that Paul Maynard has not received a response yet on the handicap ramps. Also, the street paving is now complete.

FINANCE DIRECTOR: Councilor Brumagin stated that it had been in the budget for the Police Department to purchase a new computer, printer, and SonicWALL. With the fiber optic service being installed now would be the time to purchase them. Secretary Wells stated that the Borough Office printer has quit working and that computer also should have a SonicWALL. There is still room in the budget for these items because in Public Safety we are currently under budget. All Councilors agreed these items should be purchased.

CAFLISCH PARK: Councilor Brumagin said he had complaints about older men and guys and hanging out at the park and just sitting at the pavilions during the day. It makes women and children feel uncomfortable. After discussion it was determined that signs would be placed at all the parks stating "To report any crime of suspicious activity call Union City Police 438-3441 or go to Anonymousttips.com". When the police are contacted they can follow up on the individuals.

ORDINANCE FOR PART-TIME OFFICERS: Councilor Brumagin asked that Chief Pernice contact Solicitor Wachter to get a draft completed for an Ordinance on hiring part-time officers. It could be presented at the next council meeting.

It will take a couple of months to get the Ordinance passed. All Councilors were in agreement.

TASER POLICY: Chief Pernice mentioned that Solicitor Wachter is looking over a Taser Policy for Council to approve also.

MUNICIPAL PARKING LOTS: Councilor Conklin asked about a van parked in the lot behind Kim's Townhouse. Secretary Wells stated the owner had been contacted and notified the Police Department that the car was being moved this week and they were in the process of having the van moved. Chief Pernice brought up that the signs that are in the Municipal Lots need to be looked at and changed. Council agreed that parking for tenants needs to be a designated area and tenants need to get a permit from the Borough for long-term parking. Landlords also need to be notified. Councilor Brumagin asked that Chief Pernice check into the signage and come back to council with a recommendation.

BOROUGH SECRETARY/TREASURER POSITION: Councilor Conklin stated that he wanted to comment that he supports Cindy Wells to be Treasurer. He was not happy with the way the last council meeting went. There was discussion as to what the role of the Secretary and Treasurer are. He feels that the position for Secretary needs to be hired from outside. Councilor Brumagin explained that the PSAB does not recognize the role of a "Clerical" Secretary; they recognize the role of "Business" Secretary. President McCrillis stated that all of Council needs to be involved in the process of deciding the direction of filling these roles. It was decided to wait another month to continue discussing this.

CIVIL SERVICE RULES AND REGULATIONS: Councilor Conklin asked that Chief Pernice go through and make his recommendations to Council at the next meeting.

STREET AND SIDEWALK ORDINANCE: Councilor Conklin asked that Street Supervisor go through and make his recommendations to Council at the next meeting.

BENECON PMHIC CLAIM: Councilor Brumagin said it has not been done at this time because

we are waiting to see if another check is going to be paid. It was agreed by Council to wait until this is determined.

ZONING ORDINANCE AND FINE FOR MERCER: Councilor Brumagin contacted DJ Nichols office

and found that the fine is not court enforced. It should have been filed as an ordinance violation and not civilly. Borough Council can void the fine because they complied. All Councilors agreed that it should not be collected and to have it presented at the next meeting. The Mercer's will be notified by letter if they are not at the next meeting.

GARBAGE COLLECTION BID: Council agreed to have the recycling and garbage bid separated.

Also, the "green bag" service needs to be added. President McCrillis asked that Secretary Wells notify Solicitor Wachter what was determined so the bid can be completed.

CLEANING OF THE CITY BUILDING: Councilor Brumagin stated that he didn't think the Borough

Secretary should be spending their time doing the cleaning and we should get someone else in to do it. Councilor Conklin was in agreement.

CHIEF PERNICE CONTRACT: Chief Pernice requested that after the meeting he would give out a proposed contract.

ADJOURNMENT: President McCrillis adjourned the meeting at 9:00 P.M.

ATTEST: _____
Borough Secretary