

**MINUTES  
UNION CITY BOROUGH  
FEBRUARY 14<sup>TH</sup>, 2017**

Vision Statement: "The Union City area is a thriving rural community of families, businesses and organizations dedicated to encouraging growth while maintaining small town values."

The meeting of the Union City Borough Council was called to order at 7:04 P.M. by Councilor Brumagin. The meeting was held at the Union City Fire Department Social Hall.

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

Officials present were Borough Secretary Cindy Wells, Mayor Bob King, Police Chief David Pernice, Solicitor Timothy Wachter, Streets Supervisor Paul Maynard.

See the Sign-in-Sheet for visitors present.

**APPROVAL OF AGENDA:** It was moved by Councilor Kolaja and seconded by Councilor Conklin to adopt the agenda as presented. Motion carried.

**MOTION ON MINUTES:** It was moved by Councilor Kolaja and seconded by Councilor Steadman that all Councilors having read the minutes from the meeting held January 10, 2016, be approved. Motion carried.

Notes from January 24, 2017 were handed out. There was no quorum for the meeting.

**MOTION ON SECRETARY'S REPORT:** It was moved by Councilor Steadman and seconded by Councilor Kolaja that the Secretary's Report be accepted and made a part of the minutes of this meeting. Motion carried.

**MOTION ON BILLS:** It was moved by Councilor Conklin and seconded by Councilor Kolaja that

the unpaid bills be ordered paid and those paid be approved. Motion carried.

**HANDICAP RAMPS ON CORNER OF SOUTH MAIN & SOUTH STREET:**

Sharon Syed wanted to know if the Curb Cuts that were going to be discussed later in the meeting were going to include the sidewalk near their business at the corner of South Main & South Street. Street Supervisor Paul Maynard stated that when and if South Street is paved it would be completed then. The ones that are on the agenda are already in motion from when they paved roads. There is approximately 50 of them that are on roads that were previously paved. When Main Street was completed it was marked out but the only ones the State had to do were the ones that crossed a state road.

**COMPLETION OF MILES STREET:** Roy Hanks asked if Miles Street and the ditches were going to

be completed this year. Street Supervisor Paul Maynard stated it is in the works.

**CODE ENFORCEMENT REPORT:** Councilor Kolaja asked if there was previously a limit on the

larger items and number of bags that are permitted to be put out. Also, does Raccoon Refuse need to be notified when large items are put out. Nick Kueczynski from Raccoon Refuse said Waste Management always limited it to 12 bags per week. Raccoon Refuse will only take a maximum of 12 bags per week. Nick Kueczynski also stated that each tenant in apartment buildings need to obtain service. Councilor Brumagin stated that he and the Borough Secretary would put together a statement to be put on the Municipal Authorities call system with an update.

Councilor Brumagin said that he talked to the owner of 6 Atlantic and gave an extension of two months to repair the roof.

**MAYOR:** The Mayor had no report.

**BOROUGH SECRETARY:**

I have contacted the Manufacturers Association regarding electric suppliers. Information was submitted and they will get back to me.

We received notice from the Erie County Department of Planning that they would be releasing the funds for the Handicapped Accessible Curb-Cut Ramps Construction Project after the required posting period ends. The posting period for the Notice of Intent to Request Release of Funds must be posted from February 8<sup>th</sup> - 28<sup>th</sup> and has been posted.

**BOROUGH SOLICITOR:** The Borough Solicitor stated that he would encourage all of Borough

Council to attend the Law Symposium that is sponsored by Knox Law, on April 25, 2017. There will be three speakers, one from the PA Historical Museum Commission speaking on Municipal Records Retention, the FBI Agent that was involved in the Capela investigation would discuss ways to set up your Government office to avoid fraud issues, and the last one will be the Regional Director from the DEP who will speak about his new focus on the DEP being more customer friendly and economic development.

**AGREEMENT WITH CONELWAY T-BALL AND SOFTBALL LEAGUE:** The Borough would be

required to do normal mowing and maintain the buildings currently there. The League would also provide insurance on any structures being built. Council approved to have the agreement forwarded on to the League for review. There is currently a dugout and Street Supervisor Paul Maynard stated that it needs shingles and paint. The dugout would need to be added to the insurance policy. Paul asked if the Liability Insurance we currently have would cover people who park in the Borough Garage Lot. The Solicitor stated that we currently have that coverage.

**RESIGNATION OF PRESIDENT BRADEN MCCRILLIS:** It was moved by Councilor Kolaja and

seconded by Councilor Steadman to accept the resignation of Braden McCrillis. Motion carried.

Councilor Steadman asked Borough Secretary Cindy Wells to please send a thank you to Braden McCrillis.

**APPOINT A NEW COUNCIL PRESIDENT:** It was moved by Councilor Conklin and seconded by

Councilor Kolaja to nominate Councilor Brumagin as Council President. There were no further nominations. Motion carried.

**APPOINT A NEW COUNCIL VICE PRESIDENT:** It was moved by Councilor Steadman and seconded by Councilor Kolaja to nominate Councilor Conklin as Vice President. Motion carried.

**FILL THE VACANCY ON BOROUGH COUNCIL:** Councilor Kolaja suggested Emmet McGuire. Councilor Conklin suggested George Fox. The decision will be tabled until the next meeting. If there are more names they can be given at the next meeting.

**RESIGNATION OF ROBERT WOLF FROM CIVIL SERVICE:** It was moved by Councilor Conklin and seconded by Councilor Kolaja to accept the resignation of Robert Wolf from the Union City Borough Civil Service Commission. Motion carried.

**COUNCIL TO APPOINT A MEMBER TO THE UNION CITY CIVIL SERVICE COMMISSION:** It was moved by Councilor Kolaja and seconded by Councilor Conklin to table. Motion carried.

**APPROVE A VOTING DELEGATE FOR THE PSAB CONFERENCE.** This is for the purpose of electing Officers in the Association and voting on proposed resolutions and policies. It was moved by Councilor Brumagin and seconded by Councilor Steadman to appoint Borough Secretary Cindy Wells to be the Voting Delegate for the PSAB Conference. Motion carried.

**APPOINTMENT TO THE UNION CITY FIRE DEPARTMENT ADVISORY BOARD** - There should be two members of Borough Council. It was moved by Councilor Steadman and seconded by Councilor Kolaja to appoint Councilor Brumagin and Councilor Conklin. Motion carried.

**APPOINTMENT TO UNION CITY PROPERTY MAINTENANCE BOARD OF APPEALS:** Currently

Greg Bowes and Charlie Steadman are on the Board. Another member plus an alternate are needed. It was moved by Councilor Conklin and Seconded by Councilor Steadman that Councilor Brumagin be appointed as a member and Councilor Kolaja be appointed as alternate. Motion carried.

**RESOLUTION FOR THE PREVIOUS DESTRUCTION OF RECORDS.**

**Resolution #2017-01** It was

moved by Councilor Steadman and seconded by Councilor Conklin to approve a Resolution for the previous destruction of records. Solicitor Wachter stated that the Police Department had given the information to the previous Borough Manager and was under the assumption that the Resolution had been completed and the records were destroyed. However, it was found the Resolution had never been passed. A Roll Call Vote - Councilor Steadman Yea, Councilor Kolaja Yea, Councilor Conklin Yea, Councilor Brumagin Yea. Motion carried.

**COUNCIL TO REVIEW ORDINANCE 987 PROVIDING AND REGULATING COLLECTION OF RECYCLING AND GARBAGE.** Section II the wording “and composting of leaf waste” will be

removed. Also, remove “The collection and composting of leaf waste will be done by Municipal Street Department Employees.” The Solicitor stated he would like to check into the recycling requirements before proceeding. It was moved by Councilor Kolaja and seconded by Councilor Steadman to table until the next meeting to give the Solicitor time to review and make suggested changes. Motion carried.

**MOTION TO ADVERTISE THE APPROVAL OF THE AMENDED ZONING ORDINANCE AND HOLD A PUBLIC HEARING ON THE ADOPTION:** This

ordinance is regarding the Manufactured Housing

Standards and hold a public hearing on the adoption of the amended Ordinance. It was moved by Councilor Steadman and seconded by Councilor Conklin to advertise the approval of the Amendment to the Zoning Ordinance regarding the Manufactured Housing Standards and hold a public hearing on the adoption of the amended Ordinance. Motion carried.

**AGREEMENT BETWEEN BIU AND THE BOROUGH.** In the past, the Code Enforcement and

Zoning Officers could condemn property. This would allow BIU to condemn property. Council agreed to table so Councilors would have time to review the agreement.

**PARKS AND RECREATION:** Winter Fun Day was held on February 12, 2017 even though there was no snow.

**DISCUSS CHANGING THE TRAFFIC SIGNAL AT ROUTE 6 & 8 TO LED LIGHTING.** Chief Pernice

discussed the flashing yellow/red light at the intersection of Routes 6 & 8. He stated the light is not very bright and not noticed by drivers. It is hoped that by changing the lights that motorists would slow down. He also recommends painting "SLOW" on the road from both directions might help. The Borough Secretary will check with PennDOT about having that done. Paul Maynard had given pricing information to change the fixture from 8" to 12" with LED bulbs. The cost would be approximately \$350. Council all agreed it should be changed. Paul will order the parts closer to spring and the Streets Department will change the light.

**DISCUSS SIGNAGE AT THE CURVE ON SECOND AVENUE:** Paul Maynard said it is still in the works.

**REVIEW THE ORDINANCE FOR THE CLOSING OF JOHN STREET AND HIRE A LAND SURVEYOR.** It

was moved by Councilor Kolaja and seconded by Councilor Steadman to hire a land surveyor, contingent upon getting landowners approval. Motion Carried.

Paul Maynard has been trying to contact the land owners and will continue to try and make contact to get their approval.

**MOTION TO ADVERTISE AN ORDINANCE VACATING A PORTION OF JOHN STREET:** It was

moved by Councilor Steadman and seconded by Councilor Kolaja to advertise an Ordinance vacating a portion of John Street, contingent upon receiving approval from the land owners. Motion carried.

**VACATING ALLEY, PENNSYLVANIA AVENUE AND NORTH STREET (EAST OF WARDEN):**

Upon review of the tax maps there are three streets that are still showing.

1. Alley - Ordinance 1020 showing this was vacated in 2001. This will be sent to the Courthouse to be updated.
2. Pennsylvania Avenue - This street ran between Odell & Parade, north of Hazen Street. No Ordinance has been located showing the vacating of this street. However, it does not show on the Liquid Fuels map.
3. North Street - This street extended past Warden Street. No Ordinance has been located showing the vacating of this street. However, it does not show on the Liquid Fuels map. There is a letter dated May 5, 1997 that discusses this.

**COUNCIL TO APPROVE SOLICITOR WACHTER TO PREPARE AN ORDINANCE TO VACATE PENNSYLVANIA AVENUE AND NORTH STREET (EAST OF WARDEN):** Council approved the

Solicitor to write the Ordinances to vacate these properties.

**PUBLIC WORKS:** Streets Department Supervisor Paul Maynard stated that the tar and chip that was put on Pleasant, Warden, Elm, Maple, and Park Street last summer is holding up very well.

The Streets Department has been patching potholes and so far have used 11 ton of Cold Patch.

The motor on the air compressor at the Borough garage caught fire today. Paul is checking into the option of replacing the entire unit or just the motor.

**RESOLUTION APPROVING THE ISSUANCE OF A NOTE IN THE AMOUNT OF APPROXIMATELY \$40,000 AND SALE OF THE SAME TO THE REDEVELOPMENT AUTHORITY OF THE COUNTY OF ERIE. Resolution 2017-02:** It was moved by Councilor Conklin and seconded by Councilor Kolaja

to pass the Resolution approving the issuance of a note in the amount of approximately

\$40,000 and sale of the same to the Redevelopment Authority of the County of Erie.

Motion carried.

**COUNCIL APPROVE TO MAKE PAYMENTS MONTHLY TO THE UNION CITY FIRE DEPARTMENT FOR THE MONEY BUDGETED FOR THE AMBULANCE SERVICE.** It was moved by Councilor Conklin and seconded by Councilor Steadman to make payments monthly to the Union City Fire Department for the money budgeted for the Ambulance Service. Motion carried. Councilor Kolaja abstained.

**ADJOURNMENT:** It was moved by Councilor Conklin and seconded by Councilor Kolaja that the meeting be adjourned.

The meeting adjourned at 8:09 P.M.

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ATTEST