

**MINUTES
UNION CITY BOROUGH
MAY 8, 2018**

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 7:00 P.M. by President Brumagin. The meeting was held at Union City High School LGI room, 105 Concord Street.

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

Officials present were Solicitor Timothy Wachter, Mayor Wilmoth, Secretary Wells, Chief Pernice, Street Supervisor Phillips, Zoning Officer Dennis Ploss, Code Enforcement Tharp.

See the sign-in sheet for visitors present.

APPROVAL OF AGENDA: It was moved by Councilor Kolaja and seconded by Councilor McGuire to adopt the agenda as amended to include the Informational Summary and an Executive Session. Motion carried unanimously.

MOTION ON MINUTES: It was moved by Councilor Kolaja and seconded by Councilor Hoban that all Councilors having read the minutes from the meeting held April 24, 2018 be approved. Motion carried unanimously.

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

MOTION ON BILLS: It was moved by Councilor Hoban and seconded by Councilor Steadman that the unpaid bills be ordered paid and those paid be approved. Motion carried unanimously.

HEARING OF THE VISITORS:

James Buzzanco, 25 Second Avenue – Discussed concerns that he has over cats in the Borough and wanted to know what could be done. He has trapped 70 skunks over the years. He provided information to Council concerning

cats. Councilor Hoban asked how many cats have been caught that he has been able to determine the owners. He said he had only caught one last year, that was very mangey, and he didn't know who the owner was. It was mentioned that "Because You Care" will take cats. Currently there is no ordinance in place. Jim asked if there could be a local mediator that could notify cat owners. The problem is there is no way to know who the owners are. Council will see what can be done.

Jack Croston, 37 Atlantic Street – Thanked everyone for attempting to control trucks on Atlantic Street. It has improved. Jack mentioned that he has mowed and trimmed the Washington Street park for 15-20 years. He stated a grant had been awarded for the playground equipment several years ago. There is a wood enclosure around the base that had been filled with mulch. It is worn down now and needs replaced. Council stated that Bob and Paul can look into it and report the findings to Council at the next meeting.

Beth Malec, 53 Putnam Street – Beth is on the Parks and Recreation committee. They won't be conducting Playcamp this year. Usually they have a winter fun day and would like to have a summer family fun day with a waterslide on Willow Street Hill with a picnic and movie night. The Borough will check with the insurance company to see if would be permitted.

RACCOON REFUSE UPDATE ON SOLID WASTE TRANSFER STATION PERMITTED BY THE PA DEP FOR RACCOON REFUSE:

Ernest Sell has gotten all the required signatures. His loan has been approved to purchase the site of the former Cherry Hill. There is a Zoning Board hearing scheduled for Thursday, May 17, 2018 at 7:00 PM at the City Building. Ernest stated the business would operate during normal business hours 8:00 – 5:00 M-F. He said the garbage trucks would back in, empty, and the garbage would then be loaded, tarped and taken to the landfill. There will be no hazardous material. It would be open to local contractors for drywall/roofing/etc. disposal. There will be e-recycling for TV, refrigerators, electronics, etc. They have submitted a request to PennDOT for a driveway from Main Street to Miles Street on the north side of 77 South Main Street. The front part of that lot would be planted to grass and trees, with benches. It was questioned about whether residents could dispose of branches/grass/leaves, which will be determined at a later date. The building will have a cement floor, fence, and cameras around the building. There will not be trash left on the concrete floor. The proposed closing date is May 31, 2018. They hope to be in operation by the end of July 2018.

PROPOSED ZONING ORDINANCE: After having held the Public Hearing for the proposed Zoning

Ordinance, Council needs to approve whether to advertise the proposed ordinance.

MOTION TO ADVERTISE THE ENACTMENT OF THE PROPOSED ZONING ORDINANCE INCLUDING MAPS, CHARTS, TEXTUAL MATTER, AND OTHER MATTERS INTENDED TO FORM THE WHOLE ORDINANCE AND REPEAL THE CURRENT ZONING ORDINANCE #910 AND THE POLITICAL SIGN ORDINANCE #819 AT THE MAY 22, 2018 COUNCIL MEETING. It was moved by

Councilor McGuire and seconded by Councilor Kolaja to advertise the enactment of the proposed zoning ordinance including maps, charts, textual matter, and other matters intended to form the whole ordinance and repeal the current zoning ordinance #910 and the political sign ordinance #819 at the May 22, 2018 council meeting. Motion carried unanimously.

UNION CITY HISTORICAL SOCIETY: Council will have an agreement drawn up regarding the ownership of the land/building, and the artifacts.

ZONING OFFICER: There were no questions for Dennis Ploss regarding the Zoning Report.

CODE ENFORCEMENT: There were no questions for Shawn Tharp regarding the Code

Enforcement Reports. Shawn gave an update regarding the BIU inspection on the Cherry Hill property. Tickets have been issued for the violations and they have not been paid. He should be issuing citations. Since the property is in the process of being sold in the next few weeks does Council want citations issued. They agreed he should contact the property owner and tell him he needs to get the tickets paid to prevent citations from being issued.

COMPLAINT FORMS: There were no questions concerning any of the Complaint Forms.

MAYOR: The Mayor reminded everyone of the clean-up day on Saturday, May 19, 2018 from 10:00-1:00.

BOROUGH SECRETARY:

JUNE COUNCIL MEETING DATES: The regular dates for the June Council meetings are the 12th & the 26th. There are scheduling conflicts. Requesting the meeting dates be changed to June 5th & 19th.

MOTION TO ADVERTISE THE CHANGE OF THE JUNE COUNCIL MEETING DATES TO JUNE 5, 2018 AT 7:00 PM AT THE CITY BUILDING AND JUNE 19, 2018 AT 6:00 PM AT THE CITY BUILDING. It was moved by Councilor Hoban and seconded by Councilor McGuire to advertise the change of the June Council meeting dates to June 5, 2018 at 7:00 PM at the City Building and June 19, 2018 at 6:00 PM at the City Building. Motion carried unanimously.

MISSION MAIN STREET GRANT: The recommendations for the Façade Improvement Grant recipients were presented to Council for their approval.

MOTION TO APPROVE THE FAÇADE IMPROVEMENT GRANT COMMITTEE RECOMENDATIONS OF THE GRANT RECIPIENTS. It was moved by Councilor McGuire and seconded by Councilor Kolaja to approve the Façade Improvement Grant Committee recommendations of the grant recipients. Motion carried unanimously.

CITY BUILDING IMPROVEMENTS: Council agreed to have the painting and new garage door improvements completed for the City Building. These improvements are part of the Façade Improvement Grant.

DCNR REPRESENTATIVE: There has been no response from the DCNR representative about setting up a time to review the services offered for Hazardous Tree Evaluation, forest resource assessment, and possibly the banks of French Creek. He should respond by the end of the month.

PUBLIC SAFETY:

UCVFD ANTIQUE TRUCK AGREEMENT: Councilor Steadman gave the agreement to Bob Wolf, Assistant Fire Chief, of the UCVFD. Bob will contact the Borough Secretary or Councilor Brumagin to finalize the agreement.

PUBLIC WORKS:

UPDATE ON RAIL ROAD CROSSING REPAIRS: Street Supervisor Bob Phillips has talked to Jessie Coates from Western NY & PA RR. The crossings at Miles Street and Sixth Avenue will be completed approximately the second week of June. The Concord Street and South Mainstreet crossings are requested through PennDOT. Concord Street will be completed this year but PennDOT requested they wait until next year to complete the Main Street crossing because of projects they will be completing in 2018.

Councilor Brumagin asked if the grade could be changed at the Sixth Avenue crossing.

Street Supervisor stated he would talk to them.

JR EQUIPMENT OPERATOR: We have received eight applications. Bob Phillips, Street

Supervisor, Councilor Conklin, and Councilor McGuire reviewed the applications and

have an interview set up for May 15, 2018.

DEP INSPECTION OF THE CITY DUMP ON CONCORD ROAD: The DEP inspected the City Dump

on April 23, 2018. They have since contacted the Borough and will be doing surface water tests along with testing 3-4 residential water wells. They were last tested in 2001. They will probably issue a report in the next few months.

PROPOSED STREET PAVING AND SEALCOAT PROJECTS FOR 2018:

Council will review the

proposed streets and determine if the ads for bids should be placed.

MOTION TO APPROVE THE ADVERTISING OF THE BID PACKAGE FOR THE PROPOSED 2018 STREET PAVING AND SEALCOAT PROJECTS. It

was moved by Councilor McGuire and seconded

by Councilor Kolaja to approve the advertising of the bid package for the proposed 2018 street paving and sealcoat projects. Motion carried unanimously.

REQUEST FROM CORRY CITY COUNCIL TO PARTICIPATE WITH THEM IN THE ECGRA APPLICATION FOR MULTIT-MUNICIPAL GRANT TO PURCHASE A PUGMILL: Terry Hamilton,

Corry City Councilor would like Union City Borough Council to consider partnering with them to apply for a Multi-Municipal Grant for the purchase of a pugmill. They have found a used one for \$49,900. She has sent information about this particular machine. After much discussion Council decided to opt out.

ADMINISTRATION:

MOTION TO APPROVE RESCINDING THE VOTE ON APRIL 24, 2018 PASSING THE AMENDMENT TO ORDINANCE 1049 SECTION I TO NO PARKING ON THE SOUTHSIDE OF MARKET STREET FROM NORTH MAIN TO THE ENTRANCE OF MUNICIPAL LOT ONE AND SECTION IV NOT ALLOWING PARKING ON CENTER STREET FROM 15TH OF NOVEMBER THROUGH THE 15TH OF APRIL BECAUSE IT STATED MUNICIPAL LOT ONE AND SHOULD HAVE STATED MUNICIPAL LOT TWO AND A MOTION TO APPROVE AMENDING ORDINANCE 1049

SECTION I TO NO PARKING ON THE SOUTHSIDE OF MARKET STREET FROM NORTH MAIN TO THE ENTRANCE OF MUNICIPAL LOT TWO AND SECTION IV NOT ALLOWING PARKING ON CENTER STREET FROM 15TH OF NOVEMBER THROUGH THE 15TH OF APRIL. It was moved by

Councilor _____ and

seconded by Councilor _____ to approve rescinding the vote on April 24, 2018 passing the amendment to ordinance 1049 Section 1 to no parking on the southside of Market Street from North Main to the entrance of Municipal Lot one and Section IV not allowing parking on Center Street from 15th of November through the 15th of April because it stated Municipal Lot One and should have stated Municipal Lot Two and to approve amending ordinance 1049 Section I to no parking on the southside of Market Street from North Main to the entrance of Municipal Lot two and Section IV not allowing parking on Center Street from 15th of November through the 15th of April. Motion carried unanimously.

MUNICIPAL AUTHORITY: Councilor Brumagin stated that there would be a rate increase in

2019 for the Municipal Authority and there had not been a recent increase.

PER CAPITA TAX: Discuss the Per Capita Tax for senior citizens. Solicitor Wachter stated that

PA law states the tax must be applied equally so there is no way to eliminate the tax for senior citizens. The entire tax could be eliminated starting in 2019. Council may consider that for the 2019 budget.

FINANCE:

DEPARTMENT OF AUDITOR GENERAL LIQUID FUELS AUDIT: Council to approve the

Examination Engagement Letter for the Liquid Fuels Audit on May 10, 2018.

MOTION TO APPROVE THE EXAMINATION ENGAGEMENT LETTER FOR THE LIQUID FUELS AUDIT TO BE COMPLETED BY THE DEPARTMENT OF THE AUDITOR GENERAL. It was moved by

Councilor Kolaja and seconded by Councilor McGuire to approve the examination engagement letter for the liquid fuels audit to be completed by the Department of the Auditor General. Motion carried unanimously.

SEPARATE CHECKING ACCOUNT FOR NATIONAL NIGHT OUT: Currently any donations received

the past several years for National Night Out have been deposited into the Legislative Grant Fund and any balance was left in the account.

The Borough Secretary is requesting to open a separate checking account that will be used for any receipts or payments for National Night Only. Also, requesting that an account be opened for the Façade Improvement Grant funds since this will most likely be an on-going grant. Council approved opening the two accounts using the same check signers we currently have.

COUNCIL TO APPROVE THE CONTRACT WITH R&R FIREWORKS: We have received the contract for the fireworks on July 6, 2018. Council needs to approve the contract.

MOTION TO APPROVE THE CONTRACT WITH R&R FIREWORKS WHICH PROVIDES FIREWORKS AT THE FRENCH CREEK FESTIVAL ON JULY 6 & 7, 2018 AND TO ALSO APPROVE THE WAIVER TO PERMIT THE FIREWORKS IN THE BOROUGH. It was moved by Councilor Hoban and Councilor McGuire to approve the contract with R&R Fireworks which provides fireworks at the French Creek Festival on July 6 & 7, 2018 and to also approve the waiver to permit the fireworks in the Borough. Motion carried unanimously.

PARKS AND RECREATION: There was nothing to report.

PERSONNEL AND PLANNING:

POLICY MANUAL: Council to discuss the proposed Policy Manual. It was requested that

Christmas Eve Day be added as a holiday. Council was each questioned individually: McGuire-yes, Kolaja-yes, Steadman-yes, Hoban-yes, Brumagin-yes.

MOTION TO APPROVE THE PROPOSED POLICY MANUAL WITH AN AMMENDMENT TO REPORTING ACCIDENTS AND INJURIES, CLOTHING AND ALLOWANCE, AND HOLIDAY SECTIONS AS DISCUSSED. It was moved by Councilor Kolaja and seconded by Councilor McGuire to approve the proposed policy manual with an amendment to reporting accidents and injuries, clothing and allowance, and holiday sections as discussed. Motion carried unanimously.

INFORMATIONAL SUMMARY: It was moved by Councilor Hoban and Councilor McGuire to make the Informational Summary part of the minutes. Motion carried unanimously.

ADJOURNMENT: It was moved by Councilor Hoban and seconded by Councilor Kolaja that the meeting be adjourned. Motion carried unanimously.

The meeting adjourned at 8:29 P.M.

TWO EXECUTIVE SESSIONS WITH NO ACTION TO BE TAKEN. Council went into Executive

Session at 8:30 PM with Council, Solicitor, Mayor, Borough Secretary, Street Supervisor Phillips, Dennis Ploss, Shawn Tharp, and Chief Pernice. Executive Session ended at 8:33 PM.

Council continued with Executive Session with Council, Solicitor, Mayor, and Borough Secretary. Executive Session ended at 8:53.

ATTEST