

**MINUTES  
UNION CITY BOROUGH  
SEPTEMBER 10, 2019**

**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 7:01 P.M. by Councilor Brumagin. The meeting was held at Union City Elementary School, LGI Room, 91 Miles Street.

**COUNCILORS PRESENT** were Brumagin, Hoban, Steadman, Kolaja, McGuire, and Cross.

**OFFICIALS PRESENT** were Solicitor Timothy Wachter, Mayor Natalie Wilmoth, Borough Secretary Cindy Wells, Police Chief David Pernice, Streets Supervisor Bob Phillips, Zoning Officer Dennis Ploss, and Code Enforcement Shawn Tharp.

**VISITORS PRESENT:** See the sign-in sheet.

**APPROVAL OF AGENDA:** It was moved by Councilor Kolaja and seconded by Councilor McGuire that the agenda stands approved as presented. Motion carried anonymously.

**MOTION ON MINUTES:** It was moved by Councilor McGuire and seconded by Councilor Steadman that all Councilors having read the minutes from the council meeting August 27, 2019 be approved. Motion carried anonymously.

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

**MOTION ON BILLS:** It was moved by Councilor McGuire and seconded by Councilor Cross that the unpaid bills be ordered paid and those paid be approved. Motion carried anonymously.

**HEARING OF THE VISITORS:**

**CORRY MEMORIAL HOSPITAL –** Jasen Diley – Corry Memorial Hospital is seeking support tax exemption on the property at 101 East High Street for a 5,000 sq ft building for health care services. They will file for Tax Exemption with Erie County by August 1, 2020 and it would take effect on taxes for 2021. Solicitor Wachter reported that Council can only support them making an application. They can’t do the actual approval, only the County can do that.

**DISCUSS RESOLUTION TO SUPPORT AN APPLICATION FOR REAL PROPERTY TAX EXEMPTION:** Property location 101 East High Street, Union City. Solicitor Wachter read a proposed resolution.

**MOTION TO PASS A RESOLUTION SUPPORTING AN APPLICATION FOR REAL PROPERTY TAX EXEMPTION BY CORRY MEMORIAL HOSPITAL FOR THE PROPERTY AT 101 EAST HIGH STREET TO BUILD A 5,000 SQUARE FOOT HEALTH CARE SERVICES FACILITY.** It was moved by Councilor Hoban and seconded by Councilor Steadman to pass a resolution supporting an application for real property tax exemption by Corry Memorial Hospital for the property at 101 East High Street to build a 5,000 square foot health care services facility. Councilor McGuire abstained from voting because he is the realtor for both parties involved in the property. Councilor Brumagin, Hoban, Steadman, Kolaja, and Cross all voted yea. Motion carried.

**PARADE STREET UNITED METHODIST CHURCH – Chris Lindberg & Kathy Henry**  
Chris Lindberg stated the wishes of the church to pave the parking lot. They have a donor that would like to pay for this project. She asked if catch basins were required and if they were, what the cost for installation is. Councilor Brumagin stated a camera was used in the storm sewer lines to determine their condition. The lines don't cross through the center of the parking lot they go along the sidewalk on Parade and then parallel to the Church. Solicitor Wachter stated that Act 167 Stormwater Management Ordinance 1083 does not require drains because it is not currently dirt but is a compacted gravel and stone and they would be just swapping out impervious surfaces, so no plan is necessary. The church can move forward on the project.

**CODE ENFORCEMENT:** There were no questions regarding Reports. Shawn stated he received a new list for delinquent garbage accounts and sent out notices and fines.

**96 EAST HIGH STREET:** The property has approximately 2-3 sections (approximately 12') of fencing and a clothes pole/line on the bordering Borough Property, about 3' over the line. Council agreed not to require this be moved at this time but Solicitor Wachter stated a letter should be sent stating that Council recognizes the items are on Borough property and they reserve the right to have it removed in the future. Council instructed Secretary Cindy Wells to send a letter.

**BIU PROPERTY INSPECTIONS:** 87 East High Street has been re-inspected and is complete.

**92 SOUTH MAIN STREET:** Erie Land Bank has submitted paperwork to purchase lots off the repository.

**CHERRY HILL PROPERTY UPDATE:** 31 Miles Street was inspected the only unaddressed issue there is the door has not been secured. Council requested that Cindy Wells check with BIU to find out the requirements on keeping the fence and the drainage. They would request the fence be removed.

**ZONING OFFICER:** Council reviewed the Zoning Report for August 2019 and had no questions regarding the report.

**MAYOR:** The Mayor had no reports or recommendations.

**EXECUTIVE SESSION:** 1. Discuss personnel, 2. Negotiation on bid project, 3. Negotiation on work exchange. Executive Session was from 8:07 – 8:29.

**SOLICITOR:**

**HIRING PART-TIME OFFICERS OUTSIDE OF CIVIL SERVICE:** Solicitor Wachter presented information regarding decisions in PA Court that the Borough can't hire part-time officers outside of the civil service. We need to review the Civil Service Regulations and Ordinance 1103 to make necessary changes.

**AMENDMENT TO THE ZONING ORDINANCE:** Solicitor Wachter presented information regarding amending the Zoning Ordinance requirements for demolition permits for structures under 1000 square feet. After providing information on Air BNB's and 5G regulations, Council wants to also pursue amending the Zoning Ordinance regarding these.

**DISCUSSION OF OFFERING LERTA IN THE BOROUGH OF UNION CITY.** There has been a couple of phone calls in the last two weeks inquiring about this. Solicitor Wachter stated that in the past LERTA was in place which provided a 5-year abatement. If Council does want to provide LERTA we need to do it with the School District. Council requested that Cindy Wells contact Tara Lineman at the School District to see if they would be interested.

**BOROUGH SECRETARY:**

**CHANGE OF LOCATION FOR COUNCIL MEETING:** The Council meetings normally held at the High School for the remainder of this year will be at the Elementary School LGI Room. Council would like to see about changing the meetings in 2020 to be located at the Elementary School instead of the High School.

**THANK YOU NOTE FROM THE KING FAMILY WAS READ.**

**DAMAGE TO THE POLICE VEHICLE:** A Civil Complaint was filed against Trevor Winters for the unpaid damages to the police SUV. The hearing is scheduled for October 3, 2019.

**MEETING WITH THE TOWNSHIP:** A meeting is scheduled with Union Township on Tuesday, September 17, 2019 to discuss Borough/Township property lines and discuss a plan for exchange of work.

**MULTIMODAL TRANSPORTATION GRANT:** The Letter Agreement from TranSystems Corp. Consultants was presented. They will be providing the design services for a requested amount of \$10,844.74. The grant allows for 10% of the amount of the grant which equals \$12,180.

**MOTION TO APPROVE THE LETTER AGREEMENT FROM TRANSYSTEMS CORPORATION CONSULTANTS TO PROVIDE THE DESIGN SERVICES FOR THE PENNDOT MULTIMODAL GRANT FOR SIDEWALKS ON THE SOUTH SIDE OF JOHNSON STREET FOR APPROXIMATELY 400 FEET,**

**AND THE EAST SIDE OF MILES STREET FOR APPROXIMATELY 1200 FEET, AT A COST OF \$10,844.74.** It was moved by Councilor Cross and seconded by Councilor Kolaja to approve the Letter Agreement from TranSystems Corporation Consultants to provide the design services for the PennDOT multimodal grant for sidewalks on the south side of Johnson Street for approximately 400 feet, and the east side of Miles Street for approximately 1200 feet, at a cost of \$10,844.74. Motion carried unanimously.

**PROPOSED SALE OF PARCELS FROM REPOSITORY:** A letter was received from EC Tax Claim Bureau stating they received a request from the Erie County Land Bank to purchase 92 South Main Street and the vacant lot north of it for \$250.00 each. They would demolish the structure and then sell as a side lot/greenspace.

**MOTION TO APPROVE THE SALE OF 92 SOUTH MAIN STREET AND THE VACANT LOT NORTH OF IT TO THE ERIE COUNTY LAND BANK IN THE AMOUNT OF \$250 FOR EACH LOT.** It was moved by Kolaja and seconded by McGuire to approve the sale of 92 South Main Street and the vacant lot north of it to the Erie County Land Bank in the amount of \$250 for each lot. Motion carried unanimously.

**2020 MINIMUM MUNICIPAL OBLIGATIONS:** Council to approve the 2020 MMO's.

**MOTION TO APPROVE THE 2020 MINIMUM MUNICIPAL OBLIGATIONS FOR THE NON-UNIFORM PENSION AND THE POLICE PENSION:** It was moved by Councilor Hoban and seconded by Councilor Cross to approve the 2020 Minimum Municipal Obligation for the Non-Uniform Pension and the Police Pension. Motion carried unanimously.

**DELETION OF A PARCEL FROM THE ERIE COUNTY BUREAU OF ASSESSMENT:** A letter was received from the EC Bureau of Assessment stating that 5 Highland Drive was removed from the assessment records based on the determination of no value or existence of each trailer per field review. This requires a resolution be passed removing the remaining taxes for 2016-17-18-19 and all future years.

**MOTION TO PASS A RESOLUTION REMOVING THE REMAINING TAXES FOR 2016, 2017, 2018, 2019, AND ALL FUTURE YEARS FOR PARCEL 41-004-006.2-008.34, 5 HIGHLAND DRIVE, UNION CITY, PA.** It was moved by Councilor Kolaja and seconded by Councilor Cross to pass a resolution removing the remaining taxes for 2016, 2017, 2018, 2019, and all future years for parcel 41-004-006.2-008.34, 5 Highland Drive, Union City, PA. Motion carried unanimously.

**ADMINISTRATION:** The Director of Administration had no reports or recommendations.

**CIVIL SERVICE COMMISSION:** There is still a vacancy on the Civil Service Commission whose term will end December 31, 2020.

**ZONING HEARING BOARD:** There is still a vacancy on the Zoning Hearing Board whose term will expire December 31, 2021.

**FINANCE:** The Director of Finance had no reports or recommendations.

**POLICE DEPARTMENT:**

**PUBLIC SAFETY:** The Director of Public Safety had no reports or recommendations.

**PARKS AND RECREATION:** The Director of Parks and Recreation had no reports or recommendations.

**STREET SUPERVISOR:**

**UPDATE ON CATCH BASIN INSTALLATIONS:** Street Supervisor Bob Phillips reported Washington Street is complete with help from the Municipal Authority. They are planning to start Park Street next.

**PUBLIC WORKS:** The Director of Public Works had no reports or recommendations.

**PERSONNEL AND PLANNING:** The Director of Personnel and Planning had no reports or recommendations.

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

The meeting adjourned at 8:51 P.M.\_