

**MINUTES  
UNION CITY BOROUGH  
SEPTEMBER 22, 2020**

**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 Council Meeting for the Borough of Union City was called to order at 6:02 P.M. by Councilor Brumagin. The meeting was held at the Union City Borough Building, 13 South Main Street, Union City.

**COUNCILORS PRESENT** were Brumagin, Hoban, McGuire, Cross, Bowes, and Joyce.

**OFFICIALS PRESENT** were Mayor Natalie Wilmoth, Borough Secretary Cindy Wells, and Police Chief David Pernice.

**APPROVAL OF AGENDA:** It was moved by Councilor Joyce and seconded by Councilor McGuire to adopt the agenda as amended, adding Streets Department. Motion carried unanimously.

**MOTION ON MINUTES:** It was moved by Councilor Joyce and seconded by Councilor Cross that all Councilors having read the minutes from the council meeting on September 8, 2020, be approved. Motion carried unanimously.

**HEARING OF THE VISITORS:** There were no visitors.

**CODE ENFORCEMENT:** The QOL process is being followed for 47 East High Street. Requesting inspection on run down properties. Council approved a property to be inspected.

**COMPLAINT FORMS:** Council reviewed solved complaint forms and had no questions. There was a question on a previous complaint on Hazen Street. Councilor Bowes will check the area out and review with the Street Supervisor on the status.

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

**POLICE CHIEF:** Chief Pernice had nothing to report.

**STREETS:**

**Plowing Services:** Councilor Brumagin stated that Council had talked before about contracting plowing for parking lots. Councilor Bowes & Hoban felt we should send a letter to the two employees that were laid off in April notifying them that there may be a need for plowing services. A letter will be sent to each one.

**Municipal Lot #2 catch basin:** There is a sink hole in the parking lot. With the Street Supervisor on vacation, Dave Himes will be notified and the Borough and Municipal Authority will dig it up and refill it.

**BOROUGH SECRETARY:** A letter was received from PHMC notifying the Borough the grant was approved in the amount of \$25,000. Agreement needs to be signed after review by Solicitor Wachter. Must be submitted prior to October 16, 2020.

**MOTION TO APPROVE SIGNING AN AGREEMENT FOR THE PHMC KEYSTONE HISTORIC PRESERVATION GRANT IN THE AMOUNT OF \$25,000 FOR A FEASIBILITY STUDY FOR THE CITY BUILDING FOR ADA ACCESS AND SECOND FLOOR USE AFTER REVIEW AND APPROVAL BY SOLICITOR WACHTER.** It was moved by Councilor Cross and seconded by Councilor Hoban to approve signing an agreement for the PHMC Keystone Historic Preservation Grant in the amount of \$25,000 for a feasibility study for the City Building for ADA Access and second floor use, after review and approval by Solicitor Wachter. Motion carried unanimously.

**MURAL PROJECT – 28 SOUTH MAIN:** Mural Committee – Dave Nothum, Union City Pride; Melinda Meyer, Preservation Erie, EC Planning Dept; Cindy Wells. Need Council approval for this committee. Also, Council to approve the agreement for Installation of Public Artwork between the Borough and UC Pride, to share future expenses for the mural.

**MOTION TO APPROVE THE FOLLOWING FOR THE MURAL COMMITTEE, DAVE NOTHUM, UNION CITY PRIDE; MELINDA MEYER, PRESERVATION ERIE, EC PLANNING DEPT; CINDY WELLS BOROUGH SECRETARY/TREASURER, FOR THE MURAL AT 28 SOUTH MAIN STREET.** It was moved by Councilor Cross and seconded by Councilor Hoban to approve the following for the Mural Committee, Dave Nothum, Union City Pride; Melinda Meyer, Preservation Erie, EC Planning Dept; Cindy Wells Borough Secretary/Treasurer, for the mural at 28 South Main Street. Motion carried unanimously.

**MOTION TO APPROVE THE AGREEMENT FOR INSTALLATION OF PUBLIC ARTWORK BETWEEN THE BOROUGH AND UNION CITY PRIDE WHICH AGREES TO SHARE FUTURE MAINTENANCE COSTS.** It was moved by Councilor Bowes and seconded by Councilor Joyce to approve the agreement for Installation of Public Artwork between the Borough and Union City Pride which agrees to share future maintenance costs. Motion carried unanimously.

**UNION CITY DOWNTOWN GATEWAY PROJECT:** The future plans of the downtown gateway were reviewed.

**ADMINISTRATIVE:**

**LETTER OF RESIGNATION:** Brian Maynard submitted a letter of resignation from the Zoning Hearing Board.

**MOTION TO ACCEPT THE LETTER OF RESIGNATION FROM BRIAN MAYNARD AS A MEMBER OF THE ZONING HEARING BOARD, EFFECTIVE IMMEDIATELY.** It was moved by Councilor Bowes and seconded by Councilor Cross to accept the letter of resignation from Brian Maynard as a member of the Zoning Hearing Board, effective immediately. Motion carried unanimously.

**RENTAL OF BOROUGH PROPERTY:** Councilor Bowes asked if there is a formal way to request use of the parking lot. Councilor Brumagin stated it was rented using the same type of agreement as is used with the parks.

**EMS, FIRE & EMERGENCY MANAGEMENT CO-ORDINATOR:** The Liaison for EMS/Fire had no reports or recommendations.

**PARKS AND RECREATION:** Councilor Joyce reported that the meeting for the public about the Comprehensive Master Plan on October 7, 2020 at 7:00 at the UCVFD Social Hall.

**FINANCE:** Council to approve a Resolution authorizing the use of the 2020 County Aid Funds towards the 2020 paving project. Also, approve a payment to Cross Paving and Russell Standard from the Liquid Fuels/Highway Aid Fund.

**MOTION TO APPROVE RESOLUTION 2020-12 AUTHORIZING THE USE OF THE 2020 COUNTY AID FUNDS TOWARDS THE 2020 PAVING PROJECT.** It was moved by Councilor Hoban and seconded by Councilor McGuire to approve the Resolution 2020-12 authorizing the use of the 2020 County Aid Funds Towards the 2020 paving project. Motion carried unanimously.

**MOTION TO APPROVE A PAYMENT OF \$75,060.08 TO CROSS PAVING, LLC AND A PAYMENT OF \$15,865.68 TO RUSSELL STANDARD, FROM THE LIQUID FUELS/HIGHWAY AID FUNDS FOR THE 2020 PAVING/SEAL COAT PROJECTS.** It was moved by Councilor Hoban and seconded by Councilor Bowes to approve a payment of \$75,060.08 to Cross Paving, LLC and a payment of \$15,865.68 to Russell Standard, from the Liquid Fuels/Highway Aid funds for the 2020 Paving/Seal Coat projects. Motion carried unanimously.

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

**EXECUTIVE SESSION TO DISCUSS PERSONNEL:** Council went into Executive Session from 7:05-7:46 to discuss personnel.

**ADJOURNMENT:** It was moved by Councilor Hoban and seconded by Councilor Bowes that the meeting be adjourned. The meeting adjourned at 7:47 P.M.\_

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ATTEST