

**MINUTES
UNION CITY BOROUGH WORK SESSION
October 5, 2016**

The Work Session of the Union City Borough Council was called to order at 5:0 P.M. by President McCrillis. The meeting was held at the City Building.

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

Officials present were Borough Secretary Cindy Wells, Police Chief David Pernice, and Mayor Bob King. Streets Supervisor Paul Maynard came later.

There were no visitors present.

DAN BRUMAGIN WANTED FEED BACK REGARDING HOW THE CURRENT SET UP IS WITH THE BOROUGH SECRETARY, CHIEF DAVID PERNICE, AND STREET SUPERVISOR PAUL MAYNARD:

Police Chief David Pernice stated that things are going very well, and that he had reviewed the current budget with Borough Secretary Cindy Wells and things are more transparent now than ever before. Councilor Steadman stated that he has received positive feed-back from Paul Maynard. President McCrillis stated the same and that Paul had also stated he thought the Budget Class was very helpful. Dan Brumagin stated that with the situation the way it currently is, it gives the Police Chief and Streets Supervisor more responsibility. He feels with the added responsibility that the compensation should also be adjusted.

ADVERTISEMENT FOR ASSISTANCE TO THE POLICE

SECRETARY/BOROUGH SECRETARY/BOROUGH TREASURE: Councilor Hoban said that it was his intention to use Adecco to hire for this position. Qualifications were discussed and Borough Secretary Cindy Wells is going to contact Adecco to see what is needed for them to advertise and what the cost would be. A motion will be made at the next Council Meeting on October 11, 2016 to approve using the services of Adecco.

THE NEED FOR THE BOROUGH ORDINANCES TO BE CODIFIED WAS DISCUSSED:

President McCrillis stated that the Ordinances need codified. It was agreed by all attending that it needs to be done and the Ordinances should be reviewed by Chief Pernice to determine if any needed

to be changed and then make the recommendations to Council. This is an item that needs to be looked into in the near future.

THE PROPOSED BID FOR RECYCLING AND GARBAGE SERVICE WAS REVIEWED: It was stated that the wording to address the previous billing issues with Waste Management has been changed. Councilor Brumagin stated he would like the 300# limit in Section 2.1 and the 10# limit in section 2.7 removed. It was also discussed about mandating Landlords to obtain garbage service. Councilor Brumagin will email the requested changes to Solicitor Wachter so that the bid can be voted on at the next Council Meeting on October 11, 2016.

PARKING PERMITS REQUIRED IN MUNICIPAL LOT #1 & #2: There was discussion about the current requirements of cars parking long term obtain a parking permit. Also, Landlords should be notified that tenants are required to park in an appointed area.

THE RULES AND REGULATIONS FOR THE CIVIL SERVICE COMMISSION WERE REVIEWED: Chief Pernice stated that Section 3.4 needs to be changed to 21 years of age, and the mileage requirements should be changed to 25 miles. He would also like to restructure the ranks in Section 3.6. Remove the Lieutenant and Corporal and restructure the requirements for Sargent. Section 4.6 regarding the Oral Exam should have added "...that the Chief of Police is one of the testing administrators and the Chief of Police chooses two others for the oral examination." Section 5.5 should be changed from a 6 month period to 1 year. Chief Pernice is to contact Solicitor Wachter to make the changes and then bring it to Council to vote on.

UNION CITY POLICE DEPARTMENT TASER POLICY: It was suggested that Section D4 be changed to "Although the officer should be mindful not to use continuous discharges.....". Section F4 should be added "at the discretion of the officer". Chief Pernice will email the changes to Solicitor Wachter and it will be put on the agenda for the next Council Meeting on October 11, 2016 to be voted on.

OPPORTUNITY TO HAVE PENELEC CHANGE STREET LIGHTS TO LED: Borough Secretary Cindy Wells gave information on LED Street Lighting. She and Street Supervisor Paul Maynard had gathered information and found that if an agreement is signed with Penelec prior to the end of the year that the

Borough would be eligible to have approximately 84 lights currently eligible, out of approximately 300, changed to LED at no cost. The balance of the lights are under a 10 year agreement that expires in 2020 and would be eligible October 2020. If the agreement is not made prior to year end, the 10 year agreement changes to a 20 year time frame. Council agreed it should be considered and requested the agreement with Penelec be sent to Solicitor Wachter for review.

REVIEW OF EDINBORO ORDINANCE ON THE OPENING OF STREETS:

Paul Maynard stated that he is talking with Solicitor Wachter to review this and will bring recommendations back after they have met.

DISCUSSION IF THERE IS A SET POINT FOR WATER AND SEWER LINES REGARDING WHO IS RESPONSIBLE FOR REPAIRS: There is a large hole on Washington Street that is not being repaired. Whose responsibility is it for the sewer line repair? Councilor Conklin stated that he will bring it up for discussion at the next Municipal Authority meeting.

STREET SUPERVISOR PAUL MAYNARD PRESENTED INFORMATION ON AVAILABLE GRANTS: There are DCNR, Greenway Block Grants, Handicap Sidewalk Grants, etc. The Green Light Go grant and some of these grants are going to still be available again next year and will be considered at that time.

INFORMATIONAL SIGN AT THE CORNER OF WEST HIGH STREET AND NORTH MAIN STREET: Paul Maynard is gathering information concerning an information sign to be placed in the park at the corner of West High Street and North Main. An application would be made to the Community Foundation for a grant and also talk with the Downtown Development to see if they would be interested in participating.

STORM WATER MANAGEMENT PLAN: Paul Maynard suggested applying for a grant with the DCNR to complete a study on creating a Storm Water Management program.

SELECT CUTTING AT THE UNION CITY BOROUGH DUMP SITE: Paul Maynard will contact one or two foresters to look at the property for recommendations.

WELCOME CENTER PREVIOUSLY LOCATED AT D&T MARKET: Councilor Conklin will find out where the Welcome Center is currently located. Paul Maynard will remove the signs currently in place. It was suggested to move it to the Union City Borough Building.

UNION CITY PRIDE AND UNION CITY DOWNTOWN DEVELOPMENT: Union City Pride is struggling with lack of participants. There are currently four people. They are considering trying to merge with the UC Downtown Development. It would require a possible change of the 501C(3). They are going to also remove the requirements of Union City Borough Manager to be a board member. Festival of Trees may be done as a co-sponsor with Amanda's Notary.

WINTER MAINTENANCE CONTRACT: The Winter Maintenance Contract that was agreed on at the September 8, 2015 council meeting was never submitted to PENN DOT. They plowed the state roads in the Borough last year, 2015/2016, and are planning on doing so again for 2016/2017.

NON-UNIFORMED PENSION AND POLICE PENSION: These pensions are with Northwest Savings Bank and they have stated that they would like to meet with Borough Council a minimum of twice a year, preferably in January and September each year. It was agreed to schedule them at the Work Sessions.

TV ALERT PHONE: Borough Secretary Cindy Wells found that this phone line had been installed years ago and was no longer being used. It was originally used when Cable Vision in Corry was in business and in the event of an emergency it provided the Police Department a way to notify UC Residents. The phone line was cancelled.

HOPE JUNCTION FISHING DERBY 2017: Since this event is open to the public at no charge, Council agreed not to charge a pavilion rental fee.

DISCUSSION ON NARCAN SUPPLIES FOR THE POLICE DEPARTMENT: Councilor Steadman wanted to know who pays for the Narcan for the Police Department. Chief Pernice stated that it is currently a program provided for through the DA's Office. The Police Department has had it for several months and hadn't used it until just recently. The normal price to replace two doses is approximately \$4200.

DISCUSSION ON CODE ENFORCEMENT REQUIREMENTS: It was stated that there are properties that the status is being questioned on. Also, the required attendance at the Council Meetings.

ADJOURNMENT: The meeting adjourned at 08:45 P.M.

ATTEST: _____
Borough Secretary