

**MINUTES  
UNION CITY BOROUGH  
October 11, 2016**

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 McCrillis. The meeting was held at the Union City Area High School Large Group Instruction Room.

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

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

Visitors present see attached sign-in sheet.

**APPROVAL OF AGENDA:** It was moved by Councilor Brumagin and seconded by Councilor

Hoban to adopt the agenda as amended. Amendments were vote to approve the Worker's Compensation agreement with Kevin Jones and an Executive Session for personnel issues following the public meeting with no action to be taken. Motion Carried.

**MOTION ON MINUTES:** It was moved by Councilor Hoban and seconded by Councilor Conklin that all Councilors having read the minutes held September 27, 2016 and Work Session held October 5, 2016, be approved. Motion Carried.

**MOTION ON SECRETARY'S REPORT:** It was moved by Councilor Hoban and seconded by Councilor Brumagin 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 Hoban and seconded by Councilor Brumagin that the unpaid bills be ordered paid and those

paid be approved. Motion carried.

**HEARING OF THE VISITORS:** Howard Lillie stated that he has been seeing posts on Facebook

where residents are complaining about littering by Waste Management at garbage pick-up. It was stated that the Waste Management contract does expire this year.

Howard also complained about the flushing of hydrants on Putnam & Prospect streets by the Municipal Authority had wiped out 1/3 of a residents flower bed. Councilor Brumagin stated that with the new hydrants there is more pressure and nozzles can be put on to divert the water. He would handle the complaint through the Municipal Authority. If there are ever any complaints about this type of problem they should contact the Municipal Authority.

Howard lives at 63 Putnam Street and there is a junction box for water where the pavement is falling apart around it. He thought the Streets Department would have put a patch on it when they were patching the streets. He is also requesting that in the winter salt be put on the hill on Putnam Street.

**BOROUGH SOLICITOR:** Nothing to report.

**MAYOR:** Nothing to report.

**MOTION TO APPROVE TRICK-OR-TREAT BE HELD ON MONDAY, OCTOBER 31<sup>ST</sup> FROM 6:30 P.M. TO 8:00 P.M.** It was moved by Councilor Brumagin and seconded by Councilor Conklin to approve Trick-or-Treat be held on Monday, October 31, 2016 from 6:30 P.M. to 8:00 P.M. Motion Carried.

**COUNCIL TO APPROVE A RESOLUTION THAT WILL GIVE PRESIDENT MCCRILLIS AND FINANCE DIRECTOR DAN BRUMAGIN AUTHORIZATION TO PROVIDE NORTHWEST INSTRUCTIONS REGARDING THE ADMINISTRATION OF THE UNION CITY POLICE PENSION PLAN AND THE NON-UNIFORM PENSION PLAN AND LIMITED AUTHORIZATION TO PROVIDE NORTHWEST INSTRUCTIONS REGARDING BENEFIT PAYMENT AND**

**ROUTINE ADMINISTRATION MATTERS OF THE PLANS.** It was stated this is the same Resolution that was approved in January 2016 but removing the name of Cheryl Capela.

**MOTION TO APPROVE A RESOLUTION THAT WILL GIVE PRESIDENT MCCRILLIS AND FINANCE DIRECTOR DAN BRUMAGIN AUTHORIZATION TO PROVIDE NORTHWEST INSTRUCTIONS REGARDING THE ADMINISTRATION OF THE UNION CITY POLICE PENSION PLAN AND THE NON-UNIFORM PENSION PLAN AND LIMITED AUTHORIZATION TO PROVIDE NORTHWEST INSTRUCTIONS REGARDING BENEFIT PAYMENT AND ROUTINE ADMINISTRATION MATTERS OF THE PLANS.** It was moved by Councilor Conklin and seconded

by Councilor Brumagin to give President McCrillis and Finance Director Dan Brumagin authorization to provide Northwest instructions regarding the administration of the Union City Police Pension Plan and the Non-uniform Pension Plan and limited authorization to provide Northwest instructions regarding benefit payment and routine administration matters of the plans. A roll call vote was taken. All Councilors voted yea. Motion Carried.

**MOTION TO ADVERTISE FOR BIDS ON THE COLLECTION OF WASTE AND RECYCLABLE MATERIALS FOR THE BOROUGH OF UNION CITY.** It was moved by Councilor Brumagin and

seconded by Councilor Kolaja to advertise for bids on the collection of waste and recyclable materials for the Borough of Union City and on Section 6.0 provided it can be changed if not bound by Act 101 to add "Other approved licensed and permitted facility for municipal solid waste disposal". Motion carried.

**COUNCIL TO DISCUSS THE PARTICIPATION IN THE PLANNING PROCESS FOR THE MULTI-HAZARD MITIGATION PLAN UPDATE AND APPOINT SOMEONE TO ATTEND THE PLANNING SESSIONS.** The information was emailed to all Councilors to review.

**MOTION TO PARTICIPATE IN THE PLANNING PROCESS FOR THE MULTI-HAZARD MITIGATION PLAN UPDATE AND APPOINT SOMEONE TO ATTEND THE PLANNING SESSIONS.** It was moved

by Councilor Brumagin and seconded by Councilor Kolaja to participate in the planning process for the Multi-Hazard Mitigation Plan and

appoint Street Supervisor Paul Maynard to attend the planning sessions. Motion carried.

**COUNCIL TO APPROVE THE SIGNING OF THE STREET LIGHTING AGREEMENT WITH PENELEC TO CHANGE THE STREET LIGHTS TO THE LED LIGHTING.** This would allow Penelec to change

approximately 84 lights now at no cost to the Borough. The rest will be available to be changed starting in October 2020 at no cost to the Borough. This agreement locks in the 10 year time period. In 2017 the time period changes to 20 years.

**MOTION TO APPROVE THE SIGNING OF THE STREET LIGHTING AGREEMENT WITH PENELEC TO CHANGE THE STREET LIGHTS TO THE LED LIGHTING.** It was moved by Councilor Conklin and

seconded by Councilor Kolaja to approve the signing of the street lighting agreement with Penelec to change the street lights to the led lighting. Motion carried.

**COUNCIL TO APPROVE THE TASER POLICY FOR THE UNION CITY POLICE DEPARTMENT.** The requested changes were sent to Solicitor Wachter and he approved of the changes.

**MOTION TO APPROVE THE TASER POLICY FOR THE UNION CITY POLICE DEPARTMENT.** It was

moved by Councilor Brumagin and seconded by Councilor Hoban to approve the Taser Policy for the Union City Police Department. Motion carried.

**PARKS AND RECREATION:** The Halloween Costume Contest and Treats-in-the Streets will be

Monday, October 31, 2016 from 5:00 P.M. to 5:30 P.M. It will begin at Glenn Funeral

Home and the contest will be held at St. Teresa's Center.

**MOTION TO SUSPEND THE RULES:** It was moved by Councilor Kolaja and seconded by

Councilor Brumagin to suspend the rules. Motion carried.

**MOTION TO DISCUSS LEGAL MATTERS IN THE EXECUTIVE SESSION WITH NO ACTION TO BE TAKEN.** It was moved by Councilor Kolaja and seconded by Councilor Brumagin to discuss legal

matters in the Executive Session with no action to be taken. Motion carried.

**PUBLIC WORKS:** Streets Supervisor Paul Maynard stated that Tomcho's will not be plowing at the Fire Department this winter. If the Streets Department does it they would complete the front bays first and the lot later. Councilor Kolaja stated the Fire Department may have it taken care of. This will be discussed at the Work Session on October 25, 2016.

Paul Maynard also stated that at the Work Session he wants to discuss the UC Borough dump and the Storm Water Management Grant. Solicitor Wachter will have the suggestions for the Edinboro Street Openings to review.

Paul Maynard will be ordering the winter supplies when salt is available to order.

**COUNCIL TO APPROVE THE TRANSFER OF MONEY FROM THE LIQUID FUELS ACCOUNT TO THE GENERAL FUND IN THE AMOUNT OF \$48,641.90 TO COVER THE FINAL BILL FOR THE 2016 PAVING.** The state pays money back to the community based on the population and based on the taxes paid on fuel at the gas pump.

**MOTION TO APPROVE THE TRANSFER OF MONEY FROM THE LIQUID FUELS ACCOUNT TO THE GENERAL FUND IN THE AMOUNT OF \$48,641.90 TO COVER THE FINAL BILL FOR THE 2016 PAVING.** It was moved by Councilor Kolaja and seconded by Councilor Conklin to transfer money from the Liquid Fuels account to the General Fund in the amount of \$48,641.90 to cover the final bill for the 2016 paving. Motion carried.

Councilor Brumagin stated that the Secretary's report has been updated and changed from reports received in the past. He has discussed the report with the Borough Secretary and it is a better format, more informative and shows all the residual incomes coming in vs the expenditures going out and is true and accurate.

**COUNCIL TO MAKE A MOTION ON ADVERTISING FOR A PART-TIME POSITION FOR POLICE SECRETARY /ASSISTANT TREASURE/ASSISTANT OFFICE CLERK THROUGH ADECCO.** There has been a lot of discussion on this. The pay rate for the position also needs to be determined.

**MOTION TO SUSPEND THE RULES.** It was moved by Councilor Hoban and seconded by

Councilor Brumagin to suspend the rules. Motion carried.

**MOTION FOR EXECUTIVE SESSION.** It was moved by Councilor Hoban and seconded by

Councilor Brumagin to have an Executive Session to discuss personnel and action to be taken. Motion carried.

**EXECUTIVE SESSION:** Council went into Executive Session at 7:41 P.M. and reconvened at 8:38 P.M.

**MOTION TO ADVERTISE WITH ADECCO FOR A PART-TIME POSITION FOR POLICE SECRETARY/ASSISTANT OFFICE CLERK WITH A WAGE AGREED UPON BY COUNCIL.** It was moved by Councilor Hoban and seconded by Councilor Conklin to advertise with Adecco for a part-time position for police secretary/assistant office clerk with a wage agreed upon by council. The ad will not include advertising for Assistant Treasure. Motion carried.

**MOTION TO SUSPEND THE RULES.** It was moved by Councilor Hoban and seconded by Councilor Brumagin to suspend the rules. Motion carried.

**MOTION TO ACCEPT THE CHIEF OF POLICE EMPLOYMENT CONTRACT AS AMENDED AND REWRITTEN.** It was moved by Councilor Hoban and seconded by Councilor Brumagin to accept the Chief of Police employment contract as amended and rewritten. Motion carried.

**MOTION TO ACCEPT THE LIMITS FOR THE WORKMAN'S COMP SETTLEMENT WITH KEVIN JONES.** It was moved by Councilor Kolaja and seconded by Councilor Conklin to accept the limits for the Workman's Comp Settlement with Kevin Jones. Motion carried.

**MOTION TO ACCEPT THE INFORMATIONAL SUMMARY STAND APPROVED AND BE MADE**

**PART OF THE MINUTES.** It was moved by that the Information Summary stand approved and be made part of the minutes. Motion carried.

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

The meeting adjourned at 8:42 P.M.

ATTEST: \_\_\_\_\_

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