

**MINUTES  
UNION CITY BOROUGH  
MARCH 28, 2017**

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 6:09 P.M. by Councilor Conklin. The meeting was held at the Union City Fire Department Social Hall.

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

Officials present were Borough Secretary Cindy Wells, Police Chief David Pernice, Streets Supervisor Paul Maynard.

Visitors present see attached sign-in sheet.

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

Steadman that the agenda stands approved as presented. Motion carried.

**MOTION ON MINUTES:** It was moved by Councilor Hoban and seconded by Councilor

Steadman that all Councilors having read the minutes from the meeting held March 14, 2017, be approved. Motion carried.

**MOTION ON MINUTES FOR PUBLIC HEARING:** It was moved Councilor Steadman and seconded

by Councilor Hoban that all Councilors having read the minutes from the Public Hearing

for the Amendment to Zoning Ordinance 910 held March 14, 2017, be approved. Motion carried.

**HEARING OF THE VISITORS:** Janelle Klawuhn from Conelway T-Ball & Softball League, provided

a list of items that they plan to complete at the park. They added that they will put a new roof on the existing dugout and make roof repairs as needed. They wanted approval to make the infield all dirt. Councilor Hoban suggested waiting to complete that until they see how this year goes. He said to watch it this year and see what the needs are because of the fact the field holds water. He said the list looks good. Penelec is donating poles for the backstop and lights.

Shirley Lafferty wanted to thank Council for their continued support to the Fire Department and ambulance service. She also thanked Street Supervisor Paul Maynard for the job they did this past winter.

**VACATING STREETS:** There has been some response to the letters that were sent out to property owners concerning the streets that are being vacated. There has been some progress. Certified letters will be sent out in a few weeks from the property owners who have not responded.

**STATEMENT OF FINANCIAL INTEREST:** Statement of Financial Interests from some of Council still have not been received.

**AUDIT COMPLETED BY MONAHAN AND MONAHAN:** Correspondence between the Borough and Auditors from Monahan and Monahan have been provided in your folders.

**PAYROLL DIRECT DEPOSIT:** Through Northwest Savings it will cost approximately \$35.00/month and with Quickbooks Premier it appears there is not an additional charge.

**COUNCIL TO DISCUSS PROPOSED CHANGES TO THE BURNING ORDINANCE #738 ALLOWING FOR RECREATIONAL FIRES.** Council reviewed the suggested changes to the Burning Ordinance #738 allowing for Recreational Fires.

**MOTION TO HAVE THE SOLICITOR AMEND THE BURNING ORDINANCE #738 WITH THE SUGGESTED CHANGES, ALLOWING FOR RECREATIONAL FIRES AND PRESENT TO COUNCIL AT THE APRIL 11, 2017 MEETING.** It was moved by Councilor Hoban and seconded by Councilor Steadman to have the Solicitor amend Burning Ordinance #738 with the suggested changes, allowing for recreational fires and present to Council at the April 11, 2017 meeting. Motion carried.

**COUNCIL TO DISCUSS PROPOSED CHANGES TO THE LITTERING ORDINANCE #838 & 917.** Council reviewed proposed changes to the Littering Ordinance #838 & 917.

**MOTION TO HAVE THE SOLICITOR AMEND THE LITTERING ORDINANCE WITH THE SUGGESTED CHANGES, BY ADDING A SECTION REGARDING ENFORCEMENT PROCEDURES FOR SWEEPING LITTER INTO GUTTER AND STREETS, AND PRESENT TO COUNCIL AT THE APRIL 11, 2017 MEETING.** It was moved by Councilor Hoban and seconded by Councilor Steadman to have the

Solicitor amend the Littering Ordinance by adding a section regarding enforcement procedures for sweeping litter into gutters and streets, and present to Council at the April 11, 2017 meeting. Motion carried.

**COUNCIL TO DISCUSS THE LOCATION OF THE 2017 COUNCIL MEETINGS:**

Council discussed moving the meetings back to the Union City High School and the Borough Building. It was decided meetings would be left at the current location at least through 2017.

**REVIEW INTEREST RATES FOR BANK ACCOUNTS:** The interest rates for PLGIT, Northwest

Savings Bank, and Erie Bank were presented. Council agreed they would like a recommendation from the Solicitor. This was tabled until the April 11, 2017 meeting.

**MUNICIPAL AUTHORITY TAX EXONERATION:** Council discussed giving a Tax Exoneration to the

Municipal Authority. After discussion, it was requested that the Borough Secretary check with the Solicitor on the laws regarding this. This was tabled until the April 11, 2017 meeting,.

**DOWNTOWN DEVELOPMENT HAS BIKE RACKS TO PLACE IN THE BOROUGH:**

A drawing was shown of the design of the bike racks that the Downtown Development would like to place in the Borough. They requested that the Borough take ownership and install the racks. It was stated that there isn't much of a need for bike racks because not a lot of people use bikes and there are not a lot of businesses to place them at. It was suggested that they possibly use the design on banners that could be placed on the light poles on Main Street. Councilor Conklin will take the information back to the Downtown Development for consideration.

**CONVERT THE STREET LIGHTS ON MAIN STREET TO LED BULBS:**

Street Supervisor Paul

Maynard requested that Council consider allowing the bulbs in the street lights on Main Street be changed to LED bulbs and replace the globes with new whiter globes. The globes have yellowed with age and the cost of LED bulbs is less than having to replace the current bulbs and ballasts when they no longer work. The total cost to replace 20 of

the lights with bulbs and globes is approximately \$2371. It was also mentioned that the Downtown Development might want to consider contributing to this cost. Councilor Conklin will mention it to them. Council stated that Paul Maynard has the authority to spend up to \$2500.00 without their approval and this amount is less than that.

**COUNCIL TO DISCUSS HIRING AN INSPECTOR FOR CONSTRUCTION OF NEW ADA RAMPS:**

After talking to GPI they have stated that we could hire one of their inspectors for approximately \$75 per hour, for approximately 25 hours. They would be there during the layout of the ramps and during some of the construction and would confirm that they are in compliance at the end of construction.

**MOTION TO APPROVE THE HIRING OF A PART-TIME INSPECTOR FROM GPI DURING THE CONSTRUCTION OF THE NEW ADA RAMPS.** It was

moved by Councilor Steadman and

Councilor Conklin to hire a part-time inspector from GPI during the construction of the new ADA ramps. Motion carried.

**AUCTION AT TOMCHO'S ON APRIL 5, 2017:** Street Supervisor Paul Maynard is planning to

attend the Auction on April 5, 2017 and would like to possibly purchase a laser level and a screen for gravel. Council stated that he is permitted to spend up to his spending limit of \$2,500.00.

**PUBLIC SAFETY CLEAN-UP DAY:** Chief Pernice said Clean-up Day is scheduled Saturday, May 13,

from 10-1:00. The rain date is Saturday, May 20, 2017 at the same time. He stated that he would like to have some of Council attend also. He requested to have signs posted at all the main entrances to the Borough that littering violations will be enforced. Council tabled the decision on the no littering signs.

**EXECUTIVE SESSION REQUESTED BY CHIEF PERNICE TO DISCUSS PERSONNEL WITH POSSIBLE ACTION TO BE TAKEN:** Council went into Executive Session at 7:33 to 7:50.

**MOTION TO HIRE AMANDA MUSGRAVE AS A PART-TIME REGULAR BOROUGH EMPLOYEE AT 32 HOURS PER WEEK WITH NO BENEFITS AT A PAY RATE OF \$13.50 PER HOUR. AN OFFER LETTER, ALONG WITH A JOB DESCRIPTION SHOULD BE SUBMITTED TO COUNCILOR HOBAN FOR REVIEW AND THEN IT COULD BE PRESENTED TO AMANDA MUSGRAVE.** It was moved by

Councilor Hoban and seconded by Councilor Conklin to Hire Amanda Musgrave as a part-time regular Borough employee at 32 hours per week with no benefits at a pay rate of \$13.50 per hour an offer letter,

along with a job description should be submitted to Councilor Hoban for review and then it could be presented to Amanda Musgrave.  
Motion carried.

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

The meeting adjourned at 7:52 P.M.

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