

**MINUTES
UNION CITY BOROUGH
JUNE 13, 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 7:00 P.M. by President Brumagin. The meeting was held at the Union City Fire Department Social Hall.

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

Officials present were Borough Secretary Cindy Wells, Mayor Bob King, Solicitor Timothy Wachter, Streets Supervisor Paul Maynard, Zoning Officer Dennis Ploss.

Visitors present see attached sign-in sheet.

APPROVAL OF AGENDA: It was moved by Councilor Conklin and seconded by Councilor Kolaja to adopt the agenda as amended to add the Solicitor to request seeking full restitution from Cheryl Capela’s pension plan. Motion carried.

MOTION ON MINUTES: It was moved by Councilor Conklin and seconded by Councilor Kolaja that all Councilors having read the minutes from the meeting held May 2, 2017 and May 16, 2017, be approved. Motion carried

MOTION ON SECRETARY’S REPORT: It was moved by Councilor Hoban and seconded by Councilor Kolaja 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 Steadman that the unpaid bills be ordered paid and those paid be approved. Motion carried.

HEARING OF THE VISITORS: Selina Uglow presented the “Click Start Your Heart” program through the Erie County Department of Health. She requested the installation of the

Exakttime Unit at Caflisch Park. The program is grant funded and free for participants and partnering communities. Council made a motion later in the meeting to vote on the installation.

Conelway T-Ball & Softball League - Janelle Klawuhn updated Council that they are still planning on working on the ball field on Willow Street. They will do more after the current ball season is over at the end of June. They have applied for a local grant and they are having a Chinese auction at Corry Fest to help raise funding. They have also talked to the Corry Journal who will be publishing an article about the League.

Anthony Bowes & Debbie Magee - Eagle Scout Project - Anthony presented his Eagle Scout Project. He will be working on the bank of French Creek in Hogan's Alley. He has approval from the DEP and the property owner Pete Neumeyer. There will be a flag pole set, lilies planted, and the removal of the cable across French Creek. He is asking for volunteers to help complete the project. Debbie Magee gave updates on several donations that have been received. Yellow Day Lillies will be sold at \$15.00 to be planted on the bank in support of the troops. They will be contacting Paul Maynard, Street Supervisor for some assistance.

Nick Kueczynski, Raccoon Refuse - e-Waste Recycling - Raccoon Refuse has e-Waste Recycling service set up. Residents can contact them if they want items picked up for e-Waste. Raccoon Refuse is also willing to set up a specific day at the Borough Garage if Council would like.

COUNCIL TO APPROVE BIDS FOR PAVING VARIOUS STREETS IN THE BOROUGH: Two bids were received and opened by Solicitor Wachter. One bid was from Russell Standard Corp., Box 86, Union City, PA 16438 for a total of \$88,768.42. The second bid was from Cross Paving, 8955 Wattsburg Road, Erie, PA 16509 in the amount of \$85,437.88.

MOTION TO APPROVE THE BID FROM CROSS PAVING FOR PAVING VARIOUS STREETS IN THE BOROUGH: It was moved by Councilor Conklin and seconded by Councilor Kolaja to approve the bid from Cross Paving for paving various streets in the Borough, upon the review and approval of the bid from the Solicitor. Motion carried.

COUNCIL TO APPROVE BIDS FOR THE BITUMINOUS SURFACE TREATMENT FOR VARIOUS STREETS IN THE BOROUGH: One bid was received for Bituminous Surface Treatment and opened by Solicitor Wachter. The bid was from Russell Standard, Box 86, Union City, PA 16438 in the amount of \$16,094.30.

MOTION TO APPROVE THE BID FROM RUSSELL STANDARD FOR THE BITUMINOUS SURFACE TREATMENT FOR VARIOUS STREETS IN THE BOROUGH: It was moved by Councilor Steadman and seconded by Councilor McGuire to approve the bid from Russell Standard for the Bituminous Surface treatment for various streets in the Borough, upon the review and approval of the bid from the Solicitor. Motion carried.

COMPLAINT FORMS: Copies of the most recent complaint forms were emailed to Council for their review. Councilor McGuire questioned if anything could be done concerning properties owned by lending institutions where the grass is tall and unmowed. It was stated that the Borough could mow the properties and then place a lien against the property.

MAYOR: Mayor King congratulated Natalie Malec-Wilmoth for winning the election.

Mayor King asked what could be done concerning the old political signs that are still in resident's yards. The Solicitor stated that, as was discussed at a previous meeting, nothing can be done without a completely new ordinance being passed that regulates all signs, because it would be a violation of freedom of speech. He stated that Millcreek Township had recently passed one and he would email the information to the Borough Secretary and then she could forward it to all Councilman for review.

SUMMER HELP AT THE STREETS DEPARTMENT: Paul Maynard said there is currently one high school student working but he will be participating in football camp.

PROPERTY LINES AT SIXTH AVENUE AND AT MILES STREET: It was moved by Councilor Steadman and seconded by Councilor Conklin to table the discussion until the next meeting.

BOROUGH SECRETARY: Correspondence was received from Erie County Department of Planning regarding the Erie County Cultural Heritage Plan. It will serve as Erie County's Historic Resources Plan and is proposed for adoption

as an element of the Erie County Comprehensive Plan. It is available for viewing at the Erie County Department of Planning.

HIRING OF AMANDA MUSGRAVE TO CLEAN THE CITY BUILDING: The Borough Secretary

requested that Council approve hiring Amanda Musgrave, police secretary, to clean the City Building. Council approved giving her 3-4 hours per week initially. It would be done after her 32 hours at the Police Department.

BIU AGREEMENT: The Solicitor stated that there is a law in the house that passed this week

requiring municipalities to provide a minimum of three approved inspectors. Council would like to have some research done as to the names and availability of other inspectors.

MEETING WITH KATHY DAHLKEMPER, COUNTY EXECUTIVE: Council stated they would like to

meet with Kathy Dahlkemper and our representative for County Council. The Borough Secretary will check on available dates.

PENSION FORFEITURE ACT REGARDING CHERYL CAPELA: Solicitor Wachter explained that since

Cheryl Capela had pled guilty on her charges she also forfeits the growth on hers and the Borough's contributions into the pension plan. This would open-up her contributions for repayment of the money that she owes the Borough. He is waiting for papers from the Federal Courts regarding her sentencing. Her legal council had stated she would use her contributions towards her restitution payments.

SUSPEND THE RULES: It was moved by Councilman Conklin and seconded by Councilman

McGuire to suspend the rules. Motion carried.

CLICK-START-YOUR-HEART PROGRAM: It was moved by Councilor Conklin and seconded by

Councilor McGuire to approve the installation of the Exaktme Unit for the Click-Start-Your-Heart program. Motion carried.

MOTION TO APPROVE MOVING THE OLD FIRE BELL AT THE BOROUGH GARAGE BACK TO THE FIRE DEPARTMENT: Nick Kueczynski requested permission from Council to move the bell. It

originally belonged to the Fire Department. It was moved by Councilman Conklin and

seconded by Councilman Kolaja to allow Nick Kueczynski to move the old fire bell in front of the Borough Garage back to the Fire Department. Motion carried.

UNION CITY DOWNTOWN DEVELOPMENT BIKE RACKS: The bike racks are to support the Bike Initiative in encouraging riders to stop/go through Union City Borough. The letter will be signed tomorrow giving permission for the racks to be installed.

UNION CITY PRIDE OLD DRY CLEANERS PROPERTY: The Streets Department pushed in the portion of the roof that was hanging out over the sidewalk.

REVIEW AND DISCUSS THE PROPOSED POLICY AND PROCEDURES

MANUAL: President

Brumagin requested that a date be set to review the proposed policies. Any Council members who would want to review the document would be able to attend. It could be completed at that time and then bring the recommendations back to Council. It would not be necessary to have a quorum for the review.

MOTION TO HAVE A SEPARATE TIME WHEN THE PROPOSED POLICY AND PROCEDURES MANUAL COULD BE REVIEWED BY COUNCIL MEMBERS WHO WANTED TO ATTEND. It was

moved by Dan Hoban and seconded by President Brumagin to have a separate time when the proposed Policy and Procedures Manual could be reviewed by Council Members who wanted to attend. Motion carried.

DISCUSS AN ORDINANCE REQUIRING ALL RESIDENTS TO MAINTAIN WATER SERVICE: Sewer

service is already required. This would be for residents whose water is shut off and they are still living there. It would be addressed in the Property Maintenance Code. Council requested that Solicitor Wachter put an amendment together regarding this problem.

HAZARDOUS MITIGATION PLAN: Councilman Kolaja will get a copy of Conelway's Hazardous Mitigation Plan.

MOTION TO APPROVE THE TAX EXONERATION FOR THE MUNICIPAL AUTHORITY FOR 2017 TAXES: It was moved by Councilman Kolaja and seconded by Councilman Hoban to approve the Tax Exoneration for the Municipal Authority for 2017 taxes. Motion carried. President Brumagin abstained from voting because he is employed by the Municipal Authority and Councilman Conklin abstained because he serves on the board.

MOTION TO APPROVE A PAYMENT IN THE AMOUNT OF \$614.00 TO COVER A PORTION OF THE LIABILITY INSURANCE FOR THE FRENCH CREEK FESTIVAL: It was moved by Councilor Kolaja and seconded by Councilor McGuire to approve a payment in the amount of \$614.00 to cover a portion of the liability insurance for the French Creek Festival. Motion carried. Councilor Conklin abstained from voting because he is on Union City Pride.

PAYMENT FROM THE PUC FOR THE CLOSING OF THE RR CROSSINGS AT HEMLOCK STREET AND LINCOLN STREET: Council approved the deposit of the \$15,000 PUC payment into the Capital Improvement PGLIT account.

PAYMENT FROM UNION TOWNSHIP FOR A PORTION OF THE 2016 & 2017 WORKMAN'S COMP INSURANCE FOR THE UNION CITY VOLUNTEER FIRE DEPARTMENT: Solicitor Wachter sent a letter Paul Carney, Union Township Solicitor, regarding this issue. The cost was to be split by the Township and the Borough. The Borough Secretary stated that Township Supervisor, Earl Brown, had contacted her and they would make the payments over the next few months.

PERSONNEL AND PLANNING: Executive Session to discuss personnel was not needed.

CIVIL SERVICE COMMISSION: Bob Ferringer has moved out of the Borough and will be resigning from the Civil Service Commission. Council needs to appoint another member.

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

The meeting adjourned at 8:40 P.M.

ATTEST