

**MINUTES
UNION CITY BOROUGH
OCTOBER 24, 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 6:01 P.M. by President Brumagin. The meeting was held at the City Building.

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

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

Visitors present see attached sign-in sheet.

APPROVAL OF AGENDA: It was moved by Councilor Conklin and seconded by Councilor

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

HEARING OF THE VISITORS: No visitors wished to speak.

SOLICITOR: A letter was received from BIU removing themselves as the BCO for the Borough.

Solicitor Wachter stated the position of BCO is required and they must be certified. Rick Makohus is the BCO for Bloomfield Township and may be able to also be BCO for the Borough. If council wants, he could check with Rick and let us know.

MOTION TO APPOINT RICK MAKOHUS AS INTERIM BCO FOR THE BOROUGH OF UNION CITY UPON RECEIVING VERIFICATION FROM RICK MAKOHUS AND BLOOMFIELD TOWNSHIP. It was

moved by Councilor Conklin and seconded by Councilor Hoban to appoint Rick Makohus as interim BCO for the Borough of Union City upon receiving verification from Rick Makohus and Bloomfield Township. Motion carried.

AGREEMENT WITH BIU: Council to make a motion to approve the agreement with BIU to be an

additional building inspector for the Borough of Union City.

MOTION TO APPROVE THE AGREEMENT WITH BIU AS AN ADDITIONAL BUILDING INSPECTOR FOR THE BOROUGH OF UNION CITY. It was

moved by Councilor Conklin and seconded by

Councilor Hoban to approve the agreement with BIU as an additional Building Inspector for the Borough of Union City. Motion carried.

BOROUGH SECRETARY:

City building back wall: Four quotes have been received, however, the quotes vary considerably by actually specifying the steps to be taken and the price. One quote was being mailed and hasn't been received to know exactly what is included in the price. Council requested to compare the four and make a list of the specific steps to be quoted on and return the specifications to each contractor for another bid. Also, request that the window be removed and put cement blocks on the inside and bricks on the outside of the wall in place of it.

Time Keeping Systems: Information on time keeping systems was presented. It can run anywhere from an average of \$1038 to \$1100 per year for the software and equipment. Cindy will check with Staples and Office Max to see what the costs are for their equipment.

ECGRA Mission Main Street Grant: Borough Secretary Cindy Wells stated she had talked to ECGRA about this grant and they encouraged the Borough to apply. It is a grant for a maximum of \$15,000 that would need matching funds. If the grant was received, it could be set up similar to North East where there are guidelines and a one page application that businesses could apply for funding. The application closes December 1, 2017.

Sidewalk Grant: Borough Secretary Cindy Wells stated she had talked to the UCCF about a grant for sidewalks. There is a chance money could be requested to be granted over the next three years to help residents improve their sidewalks. Cindy plans to apply.

MOTION TO CANCEL THE LIFE/ADD/SHORT TERM DISABILITY EMPLOYEE INSURANCE BENEFIT WITH SUN-LIFE/ASSURANT. It is no

longer needed because we have the coverage through The

Hartford. It was moved by Councilor Hoban and seconded by Councilor McGuire to cancel the life/ADD/short term disability employee insurance benefit with Sun-Life/Assurant. Motion carried.

UPDATE ON THE INSURANCE CLAIM ON THE CITY BUILDING ROOF:

The engineer

Report was received from the insurance company. A copy of the report was emailed to Solicitor Wachter, Engineer Tim Wells, Council members, and a copy given to Keith Troyer. We are waiting on a final response from the insurance company to determine if any of the claim will be covered by them.

REVIEW QUOTES FOR THE REPAIR OF THE CITY BUILDING ROOF:

Three phone quotes for repair of the City Building roof were received. They were all for 5400 square feet, to clean, apply base coat and top coat. The quotes are as follows:

Sunnyside Roofing - \$15,500 - 8-year warranty
Allegheny Construction - \$16,200 - 10-year warranty
Permco Contracting - \$14,000 - Fifty-year limited materials warranty from Gaco
Western and 2-year labor and workmanship warranty from Permco Contracting.

MOTION TO ACCEPT THE QUOTE FROM PERMCO ROOFING FOR THE CITY BUILDING ROOF RETROACTIVE TO OCTOBER 16, 2017.

It was moved by Councilor Conklin and seconded by Councilor McGuire to accept the quote from Permco Roofing for the City Building roof retroactive to October 16, 2017. Motion carried.

MOTION TO APPROVE THE PAYMENT OF \$14,000 TO PERMCO ROOFING FOR THE REPAIR OF THE CITY BUILDING ROOF.

It was moved by Councilor Conklin and seconded by Councilor McGuire to approve the payment of \$14,000 to Permco Roofing for the repair of the City Building roof. Motion carried.

REVIEW THE PROPOSED AMENDED PARKING ORDINANCE.

Council to discuss the proposed changes. Council would like to propose a change of no parking on Second Avenue from South Main Street to West High Street. That was not advertised so it can't be included in this amended ordinance. Signs will also be placed in the Municipal Lots stating, "Overnight Parking By Permit Only".

MOTION TO AMEND PARKING ORDINANCE 1049 AS IS: (Ordinance 1113)

It was moved by Councilor Conklin and seconded by Councilor McGuire to amend parking ordinance 1049 as is. Motion carried.

COUNCIL TO DISCUSS A RESOLUTION SETTING THE AMOUNT OF A PARKING FINE, THE SCHEDULE ON WHICH PARKING FINES SHOULD

BE PAID AND ADOPT MUNICIPAL PARKING LOT PARKING PERMIT FEES.

The current amount and schedule for a parking ticket is \$10 within the first 24 hours or the next business day or the \$20.00 after 24 hours or the next business day has passed. Currently there is no rate for the parking permit fees.

MOTION TO PASS A RESOLUTION (2017-10) FOR BOROUGH COUNCIL TO ESTABLISH BY RESOLUTION THE AMOUNT OF A PARKING FINE TO BE \$10.00 WITHIN 24 HOURS OR THE NEXT BUSINESS DAY OR THE SUM OF \$20.00 AFTER 24 HOURS OR THE NEXT BUSINESS DAY HAVE PASSED, AND MUNICIPAL PARKING LOT PARKING PERMIT FEES SET FOR \$5.00. It was

moved by Councilor Conklin and seconded by Councilman Hoban to pass a resolution for Borough Council to establish by Resolution the amount of a parking fine to be \$10.00 within 24 hours or the next business day or the sum of \$20.00 after 24 hours or the next business day have passed, and municipal parking lot parking permit fees in the amount set for \$5.00. Motion carried.

AUDITORS QUOTE: An additional quote was received for auditing services from MaherDuessel.

The quote was emailed to Solicitor Wachter and Council members. Council would like to have each of the accounting firms attend the next two meetings to present their services and answer any questions.

REVIEW VISION BENEFITS OF AMERICA CONTRACT: Compare VBA (current provider), with

PHMIC - Benecon (current provider with health & dental). The coverage for VBA is slightly better coverage and the price is remaining the same through 2/1/2020.

MOTION TO APPROVE THE CONTRACT WITH VISION BENEFITS OF AMERICA. It was moved by

Councilor McGuire and seconded by Councilor Conklin to approve the contract with Vision Benefits of America. Motion carried.

PUBLIC WORKS:

MOTION TO INCREASE THE PAY RATE FOR ADAM ELDER TO \$9.00/HOUR EFFECTIVE OCTOBER 25, 2017. It was moved by Councilor Conklin and seconded by Councilor Hoban to increase the pay rate for Adam Elder to \$9.00/hour effective October 25, 2017. Motion carried.

ADA Ramps update: The ramps are complete and there are additional ramps that will

be installed. The exact number is still uncertain. Paul Maynard is very pleased with the work that Empire has done except for some of the pavement. Him, Jeff Kordes from GPI, and Empire are to meet to look over the pavement.

Route 97 Project: The 2017 budget was \$25,000 for the Route 97 Storm Sewer project.

Tim Wells, engineer gave estimates of \$5,000 for permits/right-of-way, \$15,000 for plan and apply for DEP permit. Council agreed to have the Borough Secretary and Street Supervisor and the engineer Tim Wells to meet concerning the engineering for this project. There is an old engineering plan that may be able to be used. Council would like the three to meet with the Moose Club prior to the engineering plan being completed to make sure they are alright with the right-of-way.

PUBLIC SAFETY: The police Interceptor was taken to Bob Ferrando Ford for the recall update.

There may be additional parts put on in the future.

2017 PROPOSED BUDGET: The proposed budget for Public Works, Public Safety, Finance, Parks and Recreation, Personnel and Planning, were reviewed.

PERSONNEL AND PLANNING:

Executive Session to discuss personnel. Council went into Executive session from 8:32 PM - 9:07 PM.

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

The meeting adjourned at 9:08 P.M.

ATTEST