

**MINUTES
UNION CITY BOROUGH
JANUARY 2, 2018**

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 7:24 P.M. by President Kolaja. The meeting was held at the Union City Area High School LGI Room.

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

Officials Present were Solicitor Wachter, Mayor Wilmoth, Borough Secretary/Treasure Cindy Wells, Street Supervisor Paul Maynard, Zoning Officer Dennis Ploss.

Visitors present see attached sign-in sheet.

APPROVAL OF AGENDA: It was moved by Councilor Brumagin and seconded by Councilor Conklin to adopt the agenda amending it with an Executive Session to discuss personnel at the end of the meeting with no action to be taken. Motion carried.

MOTION ON MINUTES: It was moved by Councilor McGuire and seconded by Councilor Brumagin that all Councilors having read the minutes from the meeting held December 26th, 2017 be approved. Motion carried.

MOTION ON SECRETARY’S REPORT: It was moved by Councilor Conklin and seconded by Councilor McGuire 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 Brumagin and seconded by Councilor Conklin

that the unpaid bills be ordered paid and those paid be approved.
Motion carried.

HEARING OF THE VISITORS: No visitors wished to speak.

ZONING OFFICER: There were no questions for Dennis Ploss regarding zoning.

MAYOR: The Mayor had no comments.

BOROUGH SOLICITOR: Solicitor Wachter stated he sent an email to the Borough Secretary providing the 2018 Bid Thresholds.

COUNCIL TO CONSIDER OBTAINING HEART AND LUNG INSURANCE: A quote was received from EMC Insurance for Heart and Lung coverage for \$75,000 per injured officer in the amount of \$1,115 annually. This can be added anytime during the policy year.

HEART AND LUNG INSURANCE: It was moved by Councilor Steadman and seconded by Councilor Conklin to table the discussion on the Heart & Lung Insurance until the next meeting, so Councilor Hoban could be included in the discussion. Motion carried.

Waiting on a quote for coverage for the two antique fire trucks. Research is being done to determine a value on the trucks. It was stated that the Model A has been restored and is used in parades. The Buffalo has not been restored at this time.

MOTION TO APPROVE THE CONTINUATION OF BOROUGH INSURANCE COVERAGE THROUGH ANDERSON INSURANCE GROUP WITH EMC INSURANCE RETROACTIVE TO JANUARY 1, 2018.

It was moved by Councilor Brumagin and seconded by Councilor Steadman to approve the continuation of Borough insurance coverage through Anderson Insurance Group with EMC Insurance retroactive to January 1, 2018. Motion carried.

MOTION TO PASS ORDINANCE #1116 PERMITTING THE OFFICE OF SECRETARY AND TREASURER TO BE HELD BY THE SAME PERSON. It

was moved by Councilor Brumagin and

seconded by Councilor Conklin to pass ordinance #1116 permitting the office of Secretary and Treasure to be held by the same person. Motion carried.

RESOLUTION #2018-02 TO APPOINT CINDY WELLS TO THE POSITION OF BOROUGH SECRETARY AND BOROUGH TREASURE, AND APPOINT AMANDA MUSGRAVE TO ASSISTANT TREASURE. It was moved by

Councilor Conklin to pass Resolution #2018-02 to appoint Cindy

Wells to the position of Borough Secretary and Borough Treasure, and appoint Amanda Musgrave to Assistant Treasure. Motion carried.

MOTION TO APPROVE BOROUGH OFFICIAL'S EXPENSES: It was moved by Councilor

Brumagin and seconded by Councilor Steadman that the Borough Official's expenses and/or employees be paid by the Borough when said officials and/or employees attend any function related to their duties or make any trips which are in the best interest of the Borough at the mileage rate of IRS mileage allowance and all other expenses will require approval from Borough Council. Motion carried.

COUNCIL TO DISCUSS THE PUBLIC HEARING AND THE TRANSFER OF A LIQUOR LICENSE FOR COUNTRY FAIR. Council discussed the public hearing concerning the transfer of a liquor license

to Country Fair. After weighing the public comments Council requested Solicitor Wachter to draft a resolution denying the transfer. The resolution will be reviewed and considered at the next council meeting on January 23, 2018.

RESOLUTION 2018-03 ELIMINATING THE POLICE OFFICER'S CONTRIBUTIONS TO THE POLICE PENSION FUND FOR THE YEAR 2018.

The resolution 2018-03 eliminating the police officer's

contributions to the Police Pension Fund for the year 2018 was read.

MOTION TO APPROVE RESOLUTION #2018-03 ELIMINATING THE POLICE OFFICER'S CONTRIBUTIONS TO THE POLICE PENSION FUND FOR THE YEAR 2018. It was moved by

Councilor Brumagin and seconded by Councilor Steadman to approve Resolution 2018-03 eliminating the police officer's contributions to the Police Pension Fund for the year 2018. Motion carried.

TIME KEEPING SYSTEMS: Council discussed the use of time keeping systems for all Borough departments. It was agreed that at this time nothing would be done to implement the system, but it may be reviewed again in the future.

COUNCIL DISCUSSED THE EXCLUSIVE LICENSE AGREEMENT FOR USE & RESTORATION OF ANTIQUE FIRE TRUCKS. The ownership of the antique fire trucks was discussed at previous meetings and it was suggested to have an agreement with the UCVFD regarding the two trucks. It was mentioned that the Fire Department maintains auto coverage on the trucks. President Kolaja will determine if this is still the case and get proof of insurance and coverage amounts. Solicitor Wachter added that the Fire Department should also provide insurance for use of the vehicle and that there should also be some type of insurance for asset value. Council requested that the Borough Secretary check with Anderson Insurance to see if the trucks could be insured both ways.

MOTION TO SIGN THE EXCLUSIVE LICENSE AGREEMENT FOR USE AND RESTORATION OF ANTIQUE FIRE TRUCKS WITH THE UCVFD AFTER RESEARCHING THE INSURANCE COVERAGES AND SUBJECT TO CHANGES AND APPROVAL BY SOLICITOR WACHTER. It was moved by Councilor Conklin and seconded by Councilor McGuire to sign the Exclusive License Agreement for Use and Restoration of Antique Fire Trucks with the UCVFD after researching the insurance coverages and subject to changes and approval by Solicitor Wachter. Motion carried.

PUBLIC WORKS: Councilor McGuire stated that he rode in one of the plow trucks over the week-end and saw a lot of what they deal with while plowing. He suggested that all Council members ride along at least once.

UPDATE ON PUTNAM STREET: Street Supervisor Paul Maynard said this keeps showing on the agenda and he wasn't sure why. It was mentioned by Councilor Brumagin that there was a hole on Putnam Street earlier this year and then some work was done by Randy Scouten and it was to have been

filled and paved by Randy. However, Randy had been told to leave it open and he did what he was told. Paul had been going to contact Randy several months ago concerning this. Currently, the hole has not been paved. Paul Maynard said he would contact Randy Scouten.

ROUTE 97 PROJECT: The last contact Paul Maynard had with Mark Corey was that Mark was going to contact Paul to review maps Paul has. Mark has not contacted Paul at this time.

COUNCIL TO PASS A RESOLUTION NAMING WHO IS AUTHORIZED TO PROVIDE NORTHWEST INSTRUCTIONS REGARDING THE ADMINISTRATION OF THE BOROUGH PENSION PLAN AND THE POLICE PENSION PLAN. Currently Daniel Brumagin, Phillip Conklin, and Cindy Wells have the authorization and two signatures are required.

MOTION TO PASS RESOLUTION #2018-04 GIVING COUNCIL PRESIDENT DUSTIN KOLAJA, COUNCIL VICE-PRESIDENT PHILLIP CONKLIN, JR., AND BOROUGH SECRETARY/TREASURE CINDY WELLS, THE AUTHORITY TO PROVIDE NORTHWEST INSTRUCTIONS REGARDING THE ADMINISTRATION OF THE BOROUGH PENSION PLAN AND THE POLICE PENSION PLAN, REQUIRING TWO SIGNATURES. It was moved by Councilor Brumagin and seconded by Councilor Conklin to pass Resolution #2018-04 giving Council President Dustin Kolaja, Council Vice-President Phillip Conklin, Jr., and Borough Secretary/Treasure Cindy Wells, the authority to provide Northwest instructions regarding the administration of the Borough Pension Plan and the Police Pension Plan, requiring two signatures. Motion carried

COUNCIL TO DETERMINE SIGNERS FOR THE BOROUGH BANK ACCOUNTS: Currently names on the accounts are Daniel Brumagin, Phillip Conklin, Dan Hoban, and Paul Maynard. At a previous meeting it had been determined that it should be Daniel Brumagin, Dustin Kolaja, Charlie Steadman, Cindy Wells, and Amanda Musgrave. However, since there were going to be changes and appointments at the beginning of the year the bank recommended waiting.

MOTION TO APPOINT BOROUGH SECRETARY/TREASURE CINDY WELLS, ASSISTANT SECRETARY AMANDA MUSGRAVE, COUNCIL PRESIDENT KOLAJA, COUNCIL VICE-PRESIDENT CONKLIN, AND COUNCILOR DANIEL HOBAN, AS SIGNERS FOR THE BOROUGH BANK ACCOUNTS. It was moved by Councilor Brumagin and seconded by Councilor Conklin to

appoint Borough Secretary/Treasure Cindy Wells, Assistant Secretary Amanda Musgrave, Council President Kolaja, Council Vice-President Conklin, and Councilor Daniel Hoban as signers for the Borough bank accounts. Motion carried

INFORMATIONAL SUMMARY: There was no objection and the Informational Summary

was approved and made part of the minutes of the meeting.

ADJOURNMENT: It was moved by Councilor Brumagin and seconded by Councilor Conklin that

the meeting be adjourned. Motion carried.

The meeting adjourned at 8:06 P.M.

EXECUTIVE SESSION: Council started an Executive Session at 8:10 to discuss personnel with no

action to be taken. Executive Session ended at 8:55 P.M.

ATTEST: _____
Borough Secretary/Treasure