

**MINUTES  
UNION CITY BOROUGH  
DECEMBER 11, 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 7:00 P.M. by Councilor Brumagin. The meeting was held at Union City High School, LGI Room.

**COUNCILORS PRESENT** were Brumagin, Hoban, Steadman, McGuire, and Cross. Kolaja was absent.

**OFFICIALS PRESENT** were Solicitor Timothy Wachter, Mayor Natalie Wilmoth, Borough Secretary Cindy Wells, Police Chief David Pernice, Streets Supervisor Bob Phillips, Zoning Officer Dennis Ploss.

**VISITORS PRESENT** see the sign-in sheet.

**APPROVAL OF AGENDA:** It was moved by Councilor Hoban and seconded by Councilor Cross that the agenda stands approved as presented. Motion carried unanimously.

**MOTION ON MINUTES:** It was moved by Councilor Hoban and seconded by Councilor Cross that all Councilors having read the minutes from the meeting held November 27, 2018 be approved. Motion carried unanimously.

**MOTION ON SECRETARY’S REPORT:** It was moved by Councilor Hoban and seconded by Councilor McGuire that the Secretary’s Report be accepted and made a part of the minutes of this meeting. Motion carried unanimously.

**MOTION ON BILLS:** It was moved by Councilor Hoban and seconded by Councilor McGuire that the unpaid bills be ordered paid and those paid be approved. Motion carried unanimously.

**A.R.E.A. SURVEYING:** Allen Yard would like to discuss a surveying discrepancy. He is surveying two lots on East High Street/Prospect Street. There are some discrepancies on the property lines. Solicitor Wachter provided information on what the process should be and how it should be handled as to clear up any problem in the future.

**CODE ENFORCEMENT:** Council agreed to only require the fence to be fixed on the property of

77 South Main Street because the property is being sold soon and should be transferred. Council requested that Secretary Wells contact the attorney for Carl Boone.

**ZONING OFFICER:** No questions from Council.

**MAYOR:** The Mayor had no reports or recommendations.

**SOLICITOR:**

Solicitor Wachter reported that the Borough Code was amended which allows emergency contracting which eliminates the need to advertise.

He also reported that the PA Courts ruled the recently passed fireworks law unconstitutional and rejected the sale of fireworks in tents.

**BOROUGH SECRETARY:**

**MUSEUM SIDEWALK:** Shirley Seidler from the Museum said she would like to thank the Streets

Department for the fantastic job they are doing in keeping the sidewalk shoveled for them this winter. They really appreciate it.

**RACCOON REFUSE:** The Borough received a copy of the letter from Raccoon Refuse that will be

mailed with this month's bills. It is changing the garbage collection day beginning January 2, 2019 for the entire Borough to be picked up on Tuesdays.

**BOROUGH PENSIONS:** Council to approve updating the service agreements for the defined

benefit pension plans. Solicitor Wachter reviewed the agreements. It was requested that employee Benefit Statements be provided annually.

**MOTION TO APPROVE THE SERVICE AGREEMENTS FOR THE BOROUGH OF UNION CITY POLICE PENSION PLAN AND THE NON-UNIFORMED EMPLOYEE PENSION PLAN THAT INCLUDE AN INCREASE IN THE FEES FOR SERVICES FROM BOETGER RETIREMENT PLAN SERVICES AND TO ALSO BEGIN SUPPLYING ANNUAL EMPLOYEE BENEFIT STATEMENTS.** It was moved by

Councilor Hoban and seconded by Councilor Cross to approve the service agreements for the Borough of Union City Police Pension plan and the Non-Uniformed Employee Pension plan that include an increase in the fees for services from Boetger Retirement Plan Services and to also begin supplying annual employee benefit statements. Motion carried unanimously.

**RENAISSANCE GRANT PAYMENT APPROVAL:** Property at 39 East High Street owned by Mark & Abbe Biebel.

**MOTION TO APPROVE A PAYMENT IN THE AMOUNT OF \$5,000 FROM THE RENAISSANCE GRANT ACCOUNT TO MARK & ABBE BIEBEL FOR A NEW ROOF & SIDING.** It was moved by Councilor McGuire and seconded by Councilor Steadman to approve a payment in the amount of \$5,000 from the Renaissance Grant account to Mark & Abbe Biebel for a new roof & siding. Motion carried unanimously.

**TRANSFER OF FUNDS BETWEEN NORTHWEST SAVINGS BANK ACCOUNTS:** Currently any transfers of funds are written and require two signatures and then taken to the bank. Northwest Savings Bank can set up for transfers to be done on-line and the transfers could only be done between Borough accounts. The transfer would be completed and then printed and receive two signatures for the approval. This is the way it is currently being done with the PLGIT accounts.

**MOTION TO ALLOW TRANSFER OF FUNDS BETWEEN BOROUGH ACCOUNTS AT NORTHWEST SAVINGS BANK ONLINE BANKING.** It was moved by Councilor Hoban and seconded by Councilor Steadman to allow transfer of funds between Borough accounts with Northwest Savings Bank online banking. Motion carried unanimously.

**AMMEND RESOLUTION #2018-15 FOR THE LIQUOR LICENSE FOR COUNTRY FAIR:** Amending the resolution to include the license number and the address where it transferred from.

**MOTION TO AMMEND RESOLUTION #2018-15 THAT APPROVED THE TRANSFER OF A LIQUOR LICENSE TO COUNTRY FAIR TO INCLUDE THE LICENSE NUMBER AND THE ADDRESS THE LICENSE TRANSFERRED FROM.** It was moved by Councilor Hoban and seconded by Councilor Cross to amend Resolution #2018-15 that approved the transfer of a liquor license to Country Fair to include the license number and the address the license transferred from. Motion carried unanimously.

**RESOLUTION ESTABLISHING EXISTING FEES:** Council to review the Borough Fee Schedule and determine if there will be any increases.

**MOTION TO PASS A RESOLUTION (2018-17) APPROVING EXISTING FEES WITH THE ADDITION OF A SIGN PERMIT FEE OF \$35.00.** It was moved by Councilor Hoban and seconded by

Councilor Cross to pass a Resolution approving existing fees with the addition of a Sign Permit fee of \$35.00. Motion carried unanimously.

**UNION CITY PRIDE SIGNS:** Union City Pride/Downtown Development is requesting approval

from Council for the smaller signs. Also, they would like the Streets Department to install them. Council asked since the signs are going to be located along state routes if they were approved by PennDOT. Council agreed to discuss at the January meeting.

**ADMINISTRATION:** The Director of Administration had no reports or recommendations.

**FINANCE:**

**PROPERTY INSURANCE:** Comparisons were provided to Council comparing insurances from

EMC and from McGowan Insurance. Council wants to add Crime coverage and Data/Cyber Insurance and will stay with EMC.

**MOTION TO KEEP THE BOROUGH INSURANCE WITH EMC AND ADD CRIME COVERAGE AND DATA/CYBER COVERAGE.** It was moved by

Councilor Hoban and seconded by Councilor Cross to keep the Borough insurance with EMC and add Crime coverage and Data/Cyber coverage. Motion carried unanimously.

**MOTION TO APPROVE THE PROPOSED 2019 BUDGET AS ADVERTISED WITH NO TAX INCREASE.** It was moved by Councilor Hoban and seconded by Councilor Cross to

approve the proposed 2019 budget as advertised with no tax increase. Motion carried unanimously.

**POLICE CHIEF:** No reports

**PUBLIC SAFETY:** The Director of Public Safety had no reports or recommendations.

**PARKS AND RECREATION:** The Director of Parks and Recreation had no reports or

Recommendations.

**STREET SUPERVISOR:**

**STREET OPENING ORDINANCE:** Fees were set earlier with Resolution 2018-17.

**MOTION TO PASS THE AMENDMENT TO ORDINANCE 1102 STREET OPENING ORDINANCE.** It

was moved by Councilor McGuire and seconded by Councilor Cross to pass the amendment to Ordinance 1102 Street Opening ordinance. Motion carried unanimously.

**PUBLIC WORKS:** The Director of Public Works had no reports or recommendations.

**PERSONNEL AND PLANNING:** The Director of Personnel and Planning had no reports or Recommendations.

**EXECUTIVE SESSION TO DISCUSS PERSONNEL WITH POSSIBLE ACTION TO BE TAKEN:** Council

went into Executive Session from 7:54 - 8:41 PM.

**MOTION WAS MADE TO SUSPEND THE RULES TO DISCUSS APPROVING ADVERTISING AN AMENDMENT TO THE PARKING ORDINANCE:** It was moved by Councilor Steadman and

seconded by Councilor McGuire to suspend the rules to discuss approving advertising an amendment to the parking ordinance. Motion carried unanimously.

**MOTION TO APPROVE ADVERTISING AN AMENDMENT TO THE PARKING ORDINANCE TO CHANGE THE FINES FOR PARKING TICKETS TO \$15.00 WITHIN THE FIRST 24 HOURS AND \$25 AFTER 24 HOURS OR THE NEXT BUSINESS DAY.** It was moved by Councilor McGuire and

seconded by Councilor Cross to approve advertising an amendment to the parking ordinance to change the fines for parking tickets to \$15.00 within the first 24 hours and \$25 after 24 hours or the next business day. Motion carried unanimously.

**MOTION WAS MADE TO SUSPEND THE RULES TO DISCUSS A CHANGE TO THE GROUP LIFE INSURANCE.** It was moved by Councilor McGuire

and seconded by Councilor Cross. Motion carried unanimously.

**MOTION TO APPROVE CHANGING THE GROUP LIFE INSURANCE WITH HARTFORD TO REDUCE THE AMOUNT OF INSURANCE AT AGE 70 INSTEAD OF AGE 65.** It was moved by Councilor

McGuire and seconded by Councilor Cross to approve changing the group life insurance with Hartford to reduce the amount of insurance at age 70 instead of age 65. Motion carried unanimously.

**BCO:** Council will discuss the BCO at the next regular council meeting in January.

**INFORMATIONAL SUMMARY:** Training Announcement for GO205  
Recovery from Disaster: The  
Local Government Role. Information is in each folder.

**SET DATE FOR SECOND DECEMBER COUNCIL MEETING:** Council will  
have a meeting on  
December 27, 2018 at 5:00 to pass the proposed Tax Ordinance. The  
meeting will be in the conference room at the Union City Municipal  
Authority, 22 North Main Street.

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

The meeting adjourned at 8:51 P.M.\_

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ATTEST