

**MINUTES  
UNION CITY BOROUGH  
MARCH 12, 2019**

**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 7:07 P.M. by Councilor Brumagin. The meeting was held at Union City High School, LGI Room, 105 Concord Street.

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

**OFFICIALS PRESENT:** Solicitor Timothy Wachter, Mayor Natalie Wilmoth, Borough Secretary Cindy Wells, 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 McGuire  
to adopt the agenda as amended by adding an Executive Session at the end with no action to be taken. Motion carried unanimously.

**MOTION ON MINUTES:** It was moved by Councilor Hoban and seconded by Councilor McGuire  
that all Councilors having read the minutes from the council meeting on February 26, 2019 be approved. Motion carried unanimously.

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

**MAHER DUESSEL PRESENTATION OF 2018 AUDIT.** TJ Gustafson and Michelle Bryan of Maher Duessel presented the final 2018 Audit. Copies of the audit were given to all of Council, Solicitor and Mayor. There were no concerns other than a policy should be put in place for credit card use, purchasing, and data restoration.

**CODE ENFORCEMENT:** No report given.

**ZONING OFFICER:** There were no questions for Dennis Ploss regarding the Zoning Report.

**6 BRIDGE STREET PROPERTY UPDATE:** Received a demo permit and the trailer is gone.

**CHERRY HILL PROPERTY UPDATE:** Fence is fixed. Removed a full dumpster & have one empty one. Will continue cleanup of the inside of the buildings, and painting over the graffiti next. Keep Shawn checking the property and report on any work stoppages. Get another update from Carl Boone by next meeting on March 26, 2019.

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

**BOROUGH SECRETARY:**

**RENAISSANCE BLOCK GRANT:** The applications for this are available and will be due April 5, 2019.

**UNION CITY PUBLIC LIBRARY:** The 2018 Annual Narrative and Balance Sheet for the Union City Public Library is available if Council would like to review it.

**RESOLUTION FOR THE DCNR GRANT:** Council to pass resolution regarding the DCNR Grant application.

**MOTION TO PASS A RESOLUTION AUTHORIZING THE BOROUGH SECRETARY/TREASURER TO SIGN THE GRANT AGREEMENT SIGNATURE PAGE FOR THE DCNR GRANT APPLICATION.** It was moved by Councilor Hoban and seconded by Councilor Steadman to pass a resolution authorizing the Borough Secretary/Treasurer to sign the Grant Agreement Signature Page for the DCNR Grant Application. Motion carried unanimously.

**TIRE RECYCLING GRANT:** The PA Department of Environmental Protection has approved a grant for the Borough to collect tires for recycling on June 1, 2019, from 8:00 AM – 3:00 PM.

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

**CIVIL SERVICE COMMISSION:** There is still a vacancy on the Civil Service Commission whose

term will end December 31, 2020.

**ZONING HEARING BOARD:** There is still a vacancy on the Zoning Hearing Board whose term will expire December 31, 2021.

**SHADE TREE COMMISSION:** There is still a vacancy on the Shade Tree Commission whose term will expire December 31, 2019.

**MOTION TO APPROVE THE PROPOSED FIREWORKS ORDINANCE.** It was moved by Councilor Steadman and seconded by Councilor McGuire to approve the proposed Fireworks Ordinance. Motion carried unanimously.

**MULTIMODAL TRANSPORTATION GRANT:** Council discussed the required matching funds. Solicitor Wachter stated that according to our ordinance the repairs are the responsibility of the owner. Council agreed to cap the responsibility of the property owner at \$1,000 for this particular project and the Borough will pay the balance. The property owner would have 1 year to pay the full amount and any balance after 12 months will have a lien filed and will be charged an interest rate of 6%. Solicitor Wachter will put a letter together to notify the property owners.

**ADA HANDICAP PARKING REQUEST:** Council to review and approve to advertise the proposed amendment to Parking Ordinance #1049.

**MOTION TO APPROVE ADVERTISING AN AMENDMENT TO PARKING ORDINANCE 1049 AND VOTE AT THE MEETING ON MARCH 26, 2019.** It was moved by Councilor Hoban and seconded by Councilor McGuire to approve advertising an amendment to Parking Ordinance 1049 and vote at the meeting on March 26, 2019. Motion carried unanimously.

**EMA RADIOS:** Council needs to determine who the POC for the new radios are that are being given to the Borough. There will be one handheld and one mobile. Dustin Kolaja, EMC, has requested that he take the handheld. After discussion with Dale Robinson he stated that there will be a base at the UCVFD and the Police Department. The mobile unit that the Borough will be receiving can be installed in the City Building. There will be a charge to install it in a building that could be approximately \$900. Council needs to make this determination so that Mobilcom can be contacted.

Council agreed that the handheld radio would go to the EMC, Dustin Kolaja. The Mobile radio will be installed in the conference room of the City Building at a cost of approximately \$900.

**FINANCE:** The Director of Finance had no reports or recommendations.

**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:** Bob Phillips reported they had been filing potholes the last 2 days.

**Parade Street Methodist Church Parking Lot:** The church is going to cement their parking lot this summer. Bob is requesting approval from Council that the Borough purchases catch basins and have the church pay for them. Also, there is a cement pad approximately 15X30 that will need to be removed when the Borough places the new storm sewer lines prior to cementing. Instead of us replacing the cement pad he is requesting we install the catch basins for them. Council agreed.

**PUBLIC WORKS:** The Director of Public Works reported he received a complaint on Sunday morning regarding Dowman and Graves Street. When he reported it to Bob Phillips he was told that they were going to be filling holes on Monday and would take care of it then. The repairs have been completed.

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

**INFORMATIONAL SUMMARY:** If there is no objection, the Informational Summary will stand approved and be made a part of the minutes of this meeting. Council approved.

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

The meeting adjourned at 8:20 P.M.\_

**EXECUTIVE SESSION:** Council had an Executive Session with no action to be taken from 8:25 – 8:55 PM.

ATTEST

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