

**MINUTES
UNION CITY BOROUGH
JUNE 25, 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 6:00 P.M. by Councilor Hoban. The meeting was held at Union City Borough Building, 13 South Main Street, Union City.

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

OFFICIALS PRESENT: Solicitor Timothy Wachter, Borough Secretary Cindy Wells, Streets Supervisor Bob Phillips, Zoning Officer Dennis Ploss. Mayor Wilmoth, Chief Pernice, Code Enforcement Shawn Tharp were absent.

VISITORS PRESENT: See the sign-in sheet.

APPROVAL OF AGENDA: It was moved by Councilor Cross and seconded by Councilor Steadman
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 Kolaja and seconded by Councilor McGuire
that all Councilors having read the minutes from the council meeting on March 26, 2019 be approved. Motion carried unanimously.

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

DAVE WELLMAN – EMERGENCY RADIOS: Dave was not available to discuss the emergency
radios.

HEARING OF THE VISITORS: Jim Shreve was going to speak about the Opt-In/Opt-Out UCC

Enforcement but Council will have him wait until that is discussed later in the meeting.

CODE ENFORCEMENT: Shawn Tharp was not available.

92 SOUTH MAIN STREET: No new information other than the School District signed the agreement.

CHERRY HILL PROPERTY UPDATE: Mowing was done will need to start again. Cleaning up the debris on 77 South Main. The contractor has changed. Repairs are continuing at 31 Miles Street. The a report from Attorney Hennesey was read on the current status. Carl Boone requested an extension on the 60 days that will expire July 10, 2019. Council agreed to an extension however if the work stops for a week, the fines will start to be issued again.

Council discussed having Great Lakes come to locate the 3 catch basins that are covered at 77 South Main. They would like Bob Phillips to talk to Great Lakes and see if they can give an approximate cost.

ZONING OFFICER: Council reviewed the Zoning Report for May 2019 and there were no questions.

COMPLAINTS: Council reviewed the complaint forms. There were no questions.

BOROUGH SECRETARY:

CHANGE OF LOCATION FOR JULY & AUGUST COUNCIL MEETINGS:

With construction at the High School the meetings will be held at the Elementary School LGI room.

UNION CITY PRIDE – APPLICATION FOR MISSION MAIN STREET: UC

Pride is applying for a \$50,000 grant to ECGRA for street scape items for Main Street. The items would be for plaques, interpretive panels, mural, possible trees, or other projects outlined in the Historic Preservation/Street Scape Plan. They requested a Letter of Support from Council for these types of street scape. Council agreed to send a letter.

COUNCIL REVIEWED THE ARTIFACT LOAN AGREEMENT FOR THE UC HISTORICAL SOCIETY:

Beth Malec reviewed the agreement and Solicitor Wachter made the suggested changes.

MOTION TO APPROVE THE ARTIFACT LOAN AGREEMENT FOR THE UC HISTORICAL SOCIETY. It

was moved by Councilor Cross and seconded by Councilor Kolaja to approve the Artifact Loan Agreement for the UC Historical Society. Motion carried unanimously.

ERIE COUNTY CONSERVATION DIRT & GRAVEL ROAD FUNDING: Grant is opened again this

year. Council discussed if this project would help eliminate the problem. Councilor

Kolaja suggested we have an engineer look at it. Bob Phillips stated we had two engineers look at this project/problem last year and the previous application was based on their suggestions. Council doesn't feel certain this will completely take care of the problem however agreed to have the application submitted again this year. It was also requested to be put on the agenda again for the next meeting to discuss further.

OPT-IN/OUT FOR UCC ENFORCEMENT: Council re-examined having multiple inspectors. Jim

Shreve, a business owner in the Borough, expressed his concerns with only having one inspector and the benefits of multiple inspectors. Currently Construction Code Inspectors, and BIU are willing to sign agreements with the Borough to be approved inspectors. Council requested the Borough Secretary try and find additional inspectors.

MOTION TO CANCEL PREVIOUS DECISION TO REMAIN OPT-IN FOR UCC ENFORCEMENT WITH ONLY BIU FOR INSPECTOR & BCO, AND CHANGE TO REMAIN OPT-IN WITH MULTIPLE INSPECTORS WITH THEIR OWN BCO'S AND SIGN AGREEMENTS FROM BIU AND CONSTRUCTION CODE INSPECTIONS EFFECTIVE JULY 1, 2019. It was moved by Councilor

Steadman and seconded by Councilor Cross to cancel previous decision to remain opt-in for UCC enforcement with only BIU for inspector & BCO, and change to remain opt-in with multiple inspectors with their own BCO's and sign agreements from BIU and Construction Code Inspections effective July 1, 2019. Motion carried unanimously.

APPOINT A FLOOD PLAIN MANAGER: Rick Makhous has been the Flood Plain Administrator

and his agreement ends June 30, 2019. Ed Cardy with BIU has agreed to be appointed.

MOTION TO PASS A RESOLUTION APPOINTING BIU AS FLOOD PLAIN ADMINISTRATOR EFFECTIVE JULY 1, 2019. It was moved by Councilor

Kolaja and seconded by Councilor Cross to pass a resolution appointing BIU as Flood Plain Administrator effective July 1, 2019. Motion carried unanimously.

COUNCIL DISCUSSED MEETING WITH THE TOWNSHIP: The township would like to meet with some of Council to discuss the issue with the property lines. It was agreed that Councilors Brumagin, Steadman, and Kolaja, along with Street Supervisor Bob Phillips would meet with them. The Borough Secretary will contact EJ Brown to check their availability.

PENNDOT TRAFFIC LIGHT PROJECT: With PennDOT's project of traffic signal intersection being completed in 2020 there have been complaints about the condition of some of the sidewalks in the area along Main Street north of the High Street intersection. Council agreed the property owners that have sections that need replaced should be notified so that the sidewalks can be repaired by next summer.

UCVFD is REQUESTING TO CHANGE AMOUNTS IN ORDINANCE 1072 BEING CHARGED FOR SERVICES: If Council agrees to amend Ordinance 1072 and change the amounts the UCVFD is permitted to charge they need to approve advertising an amendment to the ordinance. The Borough Secretary will get the suggested rates from the UCVFD and provide them to Solicitor Wachter to write the ordinance.

MOTION TO APPROVE ADVERTISING AN AMENDMENT TO ORDINANCE 1072 CHANGING THE FEE SCHEDULE THE UCVFD USES TO CHARGE FOR SERVICES: It was moved by Councilor Cross and seconded by Councilor McGuire to approve advertising an amendment to Ordinance 1072 changing the fee schedule the UCVFD uses to charge for services. Motion carried unanimously.

DAMAGE TO POLICE VEHICLE: Council to determine if a Private Criminal Complaint should be filed against the driver to collect for \$627.35 in damages. Council agreed to wait until the meeting on July 9, 2019 to decide. Councilor Cross will try and make contact with the driver.

ADMINISTRATION:

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.

POLICY MANUAL UPDATE: Council to retroactively change the Policy Manual

“Communication” section. It was changed at a previous meeting, but an additional change needs to remove the “Council Liaison” for the Police Department.

MOTION TO APPROVE THE CHANGES TO THE POLICY MANUAL SECTION V. COMMUNICATION SECTION A & B. It was moved by Councilor Cross and seconded by Councilor Kolaja to approve the changes to the Policy Manual Section V. Communication Section A & B. Motion carried unanimously.

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

PUBLIC SAFETY: Councilor Steadman reported that the UCVFD is conducting training for ambulance attendants.

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

STREET SUPERVISOR:

RUSSELL STANDARD: On Monday Russell Standard wants to stockpile stones at the Borough Garage for tar & chip. They are willing to take a \$500 deduction off the invoice.

ERIC SCHWAB RECEIVED CDL: Council approved an increase in pay as budgeted retroactive to the week Eric received his CDL week-ending June 7, 2019.

STREET SWEEPER: Still trying to locate an air compressor.

HAZEN STREET & PARADE STREET STORM DRAINS: Catch basins are ordered for Hazen Street.

After Great Lakes ran the camera on drains near the Parade Street Methodist Church, they found clay tile with two 90 degree turns. Bob Phillips stated a new line could be run across the parking lot and bypass the cement pad that is there and then connect into the catch basin behind the church. They would never be able to get around the 90 degree turns if it ever needs to be cleaned out. It will be discussed at the next council meeting.

WARDEN/EAST HIGH STREET STORM SEWER DRAIN: Great Lakes cleaned out and used the camera in the area of Warden and East High Street. The sinkhole problem is not caused by the Borough storm sewers. They found the line from Tops to the laundromat needs replaced.

BASKETBALL HOOPS IN DEVEREAUX PARK: One of the new hoops has been installed. The other one will be in the next few days. The court blacktop will be sealed, and new lines painted.

PUBLIC WORKS: Councilor McGuire asked Bob Phillips if he had fixed a problem on Warden Street. Bob told him he hadn't. Councilor McGuire stated that the water is running down the street into Councilor Steadman's driveway. Bob stated he had been told by Councilor Steadman that he was going to be moving his driveway so he was waiting until that was done because the asphalt that would be installed as curbing would just be dug up. Councilor Steadman stated he is tired of dealing with the problem and expects it to be repaired. After discussing the situation Bob Phillips was directed to place hot patch along the edge of Warden Street along Councilor Steadman's property to try and direct it into the catch basin that is on the street and that it should be done within the week.

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

REVIEW THE 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 Kolaja and seconded by Councilor McGuire that the meeting be adjourned.

The meeting adjourned at 7:50 P.M._

EXECUTIVE SESSION: Council went into Executive Session to discuss personnel at 7:50 and ended at 8:15 PM.

ATTEST