

**MINUTES
UNION CITY BOROUGH
NOVEMBER 26, 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 6:03 P.M. by Councilor Brumagin. The meeting was held at Union City Borough Building, 13 South Main Street, Union City.

COUNCILORS PRESENT: Brumagin, Hoban, Steadman, Kolaja, McGuire, and Cross.

OFFICIALS PRESENT: Mayor Natalie Wilmoth, Borough Secretary Cindy Wells, and Streets Supervisor Bob Phillips.

VISITORS PRESENT: See the sign-in sheet.

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

MOTION ON MINUTES: It was moved by Councilor Cross and seconded by Councilor McGuire that all Councilors having read the minutes from the council meeting October 22, 2019 be approved. Motion carried unanimously.

HEARING OF THE VISITORS: Greg Bowes, West High Street, Union City is in the planning stages of opening a business in the Borough. The area where he anticipates operating the business is affected by the Flood Plain Ordinance #1093 and the Storm Water Ordinance #1083 previously passed by the Borough. As the Flood Plain Ordinance currently states the property would not be approved even though the current elevations are not changing. It is his understanding that Borough Council can give a waiver. For the Storm Water Ordinance gravel is included as “impervious material”. He would like a waiver or a change in the definition of “impervious”. Council agreed that the information would be sent to Attorney Wachter for his review and recommendations. One question is if the Borough would be liable for anything if the changes were made.

COMPLAINT FORMS: Council reviewed one complaint form and discussed it with Street Supervisor Bob Phillips as a project for the Borough in 2020.

MAYOR: The Mayor suggested that Council go to the First Avenue Memorial Park and see the newly installed WW2 memorial. This project was completed by the American Legion and the VFW and other volunteers who cleaned, moved, and installed the memorial, along with the installation of a shelter overtop. There are plans to also install lighting in the future.

BOROUGH SECRETARY:

92 SOUTH MAIN STREET: Property is now in the name of the Landbank.

CHERRY HILL PROPERTY UPDATE: 77 South Main final inspection is complete. There was a small pile of debris that needs cleaned up. Carl told Shawn he would get it taken care of.

EMERGENCY HAM RADIOS: The emergency radios and accessories have been purchased for the City Building and the UCVFD. The total cost for the 2 base radios, 2 power supplies, and 2 antennas was \$643.88. The cost for the coax cable and some tools and connectors was \$601.44. The coax was 500 feet and is for the City Building, the UC Firehall, and Albion. Once we are done with installation Albion will use the coax and reimburse us for it. The coax has been run and the antenna mounted. Dave Wellman installed the radio in the City Building today. He is working with Bob Wolf for the UCFD radio installation.

REVIEW COUNCIL MEETING DATES FOR 2020: Council approve 2020 council meeting dates. The Reorganizational Meeting will be January 6, 2020 at the UC Elementary School.

MOTION TO APPROVE THE 2020 COUNCIL MEETING DATES: It was moved by Councilor Cross and seconded by Councilor McGuire to approve the 2020 council meeting dates. Motion carried unanimously.

MEETING WITH UCFD AND SURROUNDING MUNICIPALITIES REGARDING AMBULANCE

SERVICE: There was a meeting on November 19th at the UCFD. A meeting is now scheduled with state representatives and surrounding municipalities on Thursday, December 5, 2019 at 12:00 to discuss the problems municipalities are facing regarding ambulance services. Councilor Brumagin plans to attend.

CDL DRUG AND ALCOHOL TESTING: Federal Motor Carrier Safety Administration (FMCSA) has set up a Drug and Alcohol Clearinghouse starting January 6, 2020.

GRANTS AND 2020 PROJECTS:

Historic Preservation Plan is complete.

The Borough received the DCNR grant in the amount of \$50,000 for ADA accessibility at Caflich Park. This provides the matching fund requirement for the ECGRA \$50,000.

DCED – Comprehensive Master Site Plan – Parks – Received \$50,000 and the required match of \$10,000 from the UCCF. I am in the process of getting a proposed agreement with the EADS Group to write the plan. It could take 8-10 months before completion.

We have the PennDOT Multi-modal grant for the sidewalks on Johnson Street & Miles Street. Currently the RFP is written but we are waiting for some environmental paperwork. Once that is received the RFP will be put out to collect bids.

UC Borough grant from ECGRA Mission Main Street –
2019 provided \$30,000 for Façade Improvement Grant (all spent)
2020 \$42,500 for Façade Improvement Grant
2020 \$40,000 Structural Assessment of some Historic Building on Main Street
2020 \$42,500 for Structural Improvement Grant
2020 \$30,000 for parking lot along with \$65,000 from UC Pride grant from ECF
Shaping Tomorrow

PennDOT – Traffic Signal project – June-December

CDBG Owner Occupied Single Family Rehabilitation – some funds still available

Shaping Tomorrow Grant from Erie Community Foundation \$258,000

MOU WITH EC DEPT OF PLANNING FOR GIS STORM SEWER MAPPING: The MOU needs to be renewed. It is the same agreement as before, but it is for 3 years instead of 1 year.

MOTION TO RENEW THE MEMORANDUM OF UNDERSTANDING BETWEEN THE ERIE COUNTY DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT AND UNION CITY BOROUGH FOR THE NPDES MUNICIPAL SEPARATE STORM SEWER SYSTEMS GIS MAPPING WITH A 3 YEAR TERM. It was moved by Councilor Cross and seconded by Councilor Steadman to renew the Memorandum of Understanding between the Erie County Department of Planning and Community Development and Union City Borough for the NPDES Municipal Separate Storm Sewer Systems GIS mapping with a 3-year term. Motion carried unanimously.

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

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

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

2020 BUDGET: The 2020 proposed budget will be reviewed and discussed.

MOTION TO APPROVE ADVERTISING THE 2020 PROPOSED BUDGET AND VOTE ON DECEMBER 10, 2019. It was moved by Councilor McGuire and seconded by Councilor Hoban to approve advertising the 2020 proposed budget and vote on December 10, 2019. Motion carried unanimously.

POLICE DEPARTMENT: Mayor Wilmoth said that Chief Pernice is requesting to remove the decals on the 2013 Ford police car and have decals installed that match the Ford SUV. Council would like to have an estimate from Rosco's here in Union City prior to the work being completed.

Council wants the decals, siren, light bar, and radio removed from the 2008 Ford Crown Victoria, marked car. It can then be listed on Muni Bid.

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

MOTION TO SUSPEND THE RULES: It was moved by Councilor Kolaja and seconded by Councilor Steadman to suspend the rules. Motion carried unanimously.

REQUEST FOR EXECUTIVE SESSION: Councilor Steadman requested an Executive Session to discuss personnel at the end of the meeting with no action to be taken.

PARKS AND RECREATION: Mayor Wilmoth said that the Parks & Recreation event “Santa is Coming to Town” will be held Friday, November 29, 2019 at the St. Theresa Church. There will be food and sleigh rides along with other events.

STREET SUPERVISOR:

Discuss selling generators – Council determined since the generators were purchased for future emergencies and are already paid for they should not be sold even if they have never been needed. They should however be maintained and started periodically to keep them in working order.

Update of street sweeper – The clutch is shot in the pony motor. They are checking prices on parts and believe it is over the \$4,000 limit set by Council last month but most likely under \$6,000. Council tabled making any decision until next month.

Chevy pick-up truck is going to Hallman Chevrolet – There are problems getting it out of park.

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.

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

The meeting adjourned at 7:52 P.M._

EXECUTIVE SESSION: Council went into Executive Session to discuss personnel, with no action to be taken, at 7:55 – 8:03.

ATTEST