

**MINUTES
UNION CITY BOROUGH
MARCH 10, 2020**

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 public hearing for Borough of Union City was called to order at 7:00 P.M. by Councilor Hoban. The meeting was held at Union City Elementary School LGI room, 91 Miles Street, Union City.

COUNCILORS PRESENT were Hoban, McGuire, Cross, Bowes, and Joyce. Brumagin was absent.

OFFICIALS PRESENT were Solicitor Timothy Wachter, Borough Secretary Cindy Wells, Police Chief David Pernice, Streets Supervisor Bob Phillips, Zoning Officer Dennis Ploss, and Code Enforcement Shawn Tharp.

VISITORS PRESENT: See the sign-in sheet.

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

MOTION ON MINUTES: It was moved by Councilor Cross and seconded by Councilor Joyce that all Councilors having read the minutes from the council meeting February 25, 2020 be approved. Motion carried unanimously.

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

HEARING OF THE VISITORS: There were no visitors.

CODE ENFORCEMENT: Council reviewed the Code Enforcement Report for February 2020 and there were no questions for Shawn Tharp regarding the report. Shawn asked Council if they wanted to have the house at 47 East High Street inspected by BIU. It burned near the end of 2019 and hasn’t been cleaned up. Council all agreed it should be inspected.

ZONING OFFICER: Council reviewed the Zoning Report for February 2020 and had no questions for Dennis Ploss regarding the report. Dennis will provide any updates or questions he may have.

SOLICITOR WACHTER: Solicitor Wachter stated the school is considering the LERTA ordinance

on March 12, 2020.

BOROUGH SECRETARY:

PUBLIC LIBRARY ANNUAL REPORT: The Annual Report for the UC Public Library is available for review if any Councilors are interested.

ZONING ORDINANCE AMENDMENT: The amendment to the zoning ordinance was presented to Council at the February 11, 2020 meeting. The amendments will provide for changes to the zoning map from R2 to RLB along the main corridors, allows a charge to the property owner for map updates if their request requires any changes to the zoning maps, Air BnB, wireless communications, and removal of section 404 (B) relating to extensions, expansions & enlargements. The Public Hearing will be scheduled for April 14, 2020 at 6:30 PM. There were no questions regarding the Zoning Ordinance.

MULTI-MODAL SIDEWALK GRANT: Council needs to approve advertising the bid package for the sidewalk on the south side of Johnson Street between South Main & Miles and the sidewalk on the east side of Miles Street from Johnson Street to the elementary school.

MOTION TO APPROVE ADVERTISING THE BID PACKAGE FOR THE MULTI-MODAL SIDEWALK GRANT REPLACING THE CURBING WHERE NEEDED AND THE SIDEWALK ON THE SOUTH SIDE OF JOHNSON STREET BETWEEN SOUTH MAIN STREET AND MILES STREET, AND REPLACE THE SIDEWALK ON THE EAST SIDE OF MILES STREET BETWEEN JOHNSON STREET AND THE

ELEMENTARY SCHOOL. It was moved by Councilor Bowes and seconded by Councilor Cross to approve advertising the bid package for the Multi-modal Sidewalk Grant replacing the sidewalk on the south side of John Street between South Main Street and Miles Street and replace the sidewalk on the east side of Miles Street between Johnson Street and the Elementary School. Motion carried unanimously.

POLICE CHIEF: Chief Pernice reported there are 10 candidates that have expressed interest in applying for the part-time officer position. The application period is open until March 20, 2020. He is hoping to conduct interviews the following week, and have a decision for a list to present to Council in April.

There was discussion on what a part-time schedule/amount of hours would be. Chief Pernice stated it would be up to 40 hours/week are available and hopefully a full-time position later in 2020.

Solicitor Wachter asked if the Civil Service Commission had met. He said that must happen and they need to have an organizational meeting. After that meeting, they should report back to Council at the Council meeting on April 14, 2020, who has been placed in the appointed positions and explain what the process is for the Civil Service Commission. Council all agreed that would be helpful.

Solicitor Wachter also stated that some updates need made to the Civil Service Commission Rules and Regulations and they should be done prior to hiring. Chief Pernice also stated that he had some recommended changes. Solicitor Wachter

requested the Chief email those changes to him and he would complete all of them at the same time.

STREET SUPERVISOR: The Street Supervisor reported that the street sweeper was being used and is currently running.

PAVING PROJECTS FOR 2020 – Council to determine what streets should be paved/seal coated and put out for bid. Councilor Bowes suggested that Councilor Cross, Councilor Brumagin, and himself go with the Street Supervisor, Bob Phillips, to review the streets prior to making any decision. If other Council members are interested, they could also go.

MOTION TO TABLE ANY DECISION ON PAVING PROJECTS FOR 2020 UNTIL THE NEXT COUNCIL MEETING. It was moved by Councilor Bowes and seconded by Councilor Cross to table any decision on paving projects for 2020 until the next Council meeting. Motion carried unanimously.

EMS, FIRE & EMERGENCY MANAGEMENT CO-ORDINATOR: Councilor McGuire, the Liaison for EMS/Fire had no reports or recommendations.

EMS SERVICE UPDATE: There was a meeting on March 5, 2020 with Jessica Horan-Kunco and South East Erie County municipalities. There was discussion of EMS and ambulance services and their future with potentially regionalizing. Most of the municipalities in attendance were interested in continuing to pursue regionalization. Jessica will continue to gather information and notify us of any upcoming meetings.

PARKS AND RECREATION: Councilor Joyce, the Liaison for Parks and Recreation reported that Parks and Recreation had a meeting on March 6, 2020. The Easter Egg Hunt is scheduled for April 5, 2020 from 1-5:00.

Also, there is a public meeting scheduled at the American Legion on March 19, 2020 regarding the Comprehensive Master Plan for Parks and Recreation.

PERSONNEL AND PLANNING: Councilor Hoban, the Liaison of Personnel and Planning had no reports or recommendations.

FINANCE: Councilor Hoban, the Liaison of Finance had no reports or recommendations.

REQUEST FROM AUDITORS FOR DOCUMENTATION ON PAY FOR THE BOROUGH SECRETARY-TREASURER. While completing the 2019 audit, the auditors have requested that there be a document providing information on the commission paid to the Borough Secretary-Treasurer for grants that are received. Council to approve the document.

MOTION TO APPROVE THE DOCUMENTATION PROVIDING FOR 2% COMMISSION TO THE BOROUGH SECRETARY-TREASURER FOR GRANTS THAT ARE RECEIVED. It was moved by

Councilor McGuire and seconded by Councilor Joyce to approve the documentation providing for 2% commission to the Borough Secretary-Treasurer for grants that are received. Motion carried unanimously.

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 all agreed.

ADJOURNMENT: It was moved by Councilor Cross and seconded by Councilor Bowes that the meeting be adjourned. The meeting adjourned at 7:43 P.M._

ATTEST