

**MINUTES
UNION CITY BOROUGH
JUNE 9, 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 Council Meeting for the Borough of Union City was called to order at 6:00 P.M. by Councilor Brumagin. Due to the COVID-19 Pandemic, and to meet the recommendations for “social distancing” the meeting was held by Conference Call. The public was notified by placing a legal ad in The Journal on June 5, 2020 and information in the Union City Journal Express “Briefly” section on June 6, 2020. Signs were posted at the City Building and the UC Elementary School. It was also posted on the Union City Borough Facebook page and UnionCityPA.US. The public was requested to submit any public comment by mail or email.

COUNCILORS PRESENT: Brumagin, Hoban, McGuire, Cross, Bowes, and Joyce.

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

APPROVAL OF AGENDA: It was moved by Councilor Cross and seconded by Councilor Joyce to adopt the agenda as amended, by adding the Police Chief and an executive session. Motion carried unanimously.

MOTION ON MINUTES: It was moved by Councilor Joyce and seconded by Councilor Cross that all Councilors having read the minutes from the council meeting May 26, 2020 be approved. Motion carried unanimously.

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

HEARING OF THE VISITORS: An email from George Heintz, Graves Street was read concerning the condition of Graves Street. Council discussed the email and stated they would love to pave the entire street, but there are many streets to do and it will depend on funding. Councilor Brumagin stated that the Water Authority will be paving this year.

CODE ENFORCEMENT: Council reviewed the Code Enforcement Report for May 2020. Council had no questions. Shawn asked about an email he received with a form to track the work he is doing. Councilor Brumagin stated the Personnel Committee would like to schedule a meeting with him and talk about some areas that aren’t being addressed.

ZONING OFFICER: Council reviewed the Zoning Report for May 2020. Council had no questions. Dennis stated that this year there are a lot of homes getting the zoning permit but not following up with the electrical inspection.

MAYOR NATALIE WILMOTH: The Mayor said she participated in the LECOM ribbon cutting. The facility currently has four doctors in the building, and it is open and operating.

SOLICITOR WACHTER: The Solicitor reported that part of the Fiscal Code of \$25 million was allocated to Erie County for costs due to COVID19, such as cleaning supplies, masks, etc. Municipalities may apply for reimbursement. The Borough submitted the information to EACOG for reimbursement.

STREET SUPERVISOR:

PAVING PROJECTS FOR 2020 – Bob Phillips reviewed the cost estimates for paving and tar and chip projects for 2020 on the streets Council requested. Council needs to determine which streets will be put out-for-bid.

MOTION TO REQUEST BIDS FOR THE FOLLOWING STREETS FOR THE 2020 SEAL COAT PROJECT.

It was moved by Councilor Bowes and seconded by Councilor Cross to request bids for the 2020 Seal Coat Project, 390 feet of double coat on Park Street, 899 feet of single coat on Maple Street from Prospect to Wattsburg Street, 380 feet of double coat on Wilson Avenue from 4th Avenue to 5th Avenue, and 461 feet of single coat on Hemlock Street from Elm to the dead end, with Odell Street as an option. Motion carried unanimously.

MOTION TO REQUEST BIDS FOR THE FOLLOWING STREETS FOR THE 2020 PAVING PROJECT. It

was moved by Councilor Bowes and seconded by Councilor Hoban to request bids for paving Graves Street from Bridge to Dowman Street and the following streets as options, Graves Street from Bridge Street to Liberty Street, North 4th Avenue from West High Street to dead-end; North 5th Avenue from West High Street to dead-end on the west side 11 feet wide; Union Street from Gillette Street to around bend; Cherry Street mid-block big patch full width; Putnam Street from Warden Street to bend, half width 15 feet wide; Washington Street from South Street to tracks, and Washington Street from tracks to Parade Street as miscellaneous patches; for the 2020 Paving Project. Motion carried unanimously.

MOTION TO ADVERTISE FOR BIDS AS STATED ABOVE. It was moved by Councilor Bowes and seconded by Councilor Cross to advertise for bids as stated above. Motion carried unanimously.

STREET SUPERVISOR BOB PHILLIPS REQUESTED TO SELL THE SCRAP STEEL AT THE GARAGE AND APPLY IT TOWARDS THE PURCHASE OF A SHED TO STORE THE TABLES AND CHAIRS. He estimates the value of it at around \$600. The approximate cost for a 10x14 shed. The money would be saved for the shed.

MOTION TO SELL THE SCRAP STEEL AND SAVE IT TO APPLY IT TOWARDS THE PURCHASE OF A 10X14 SHED AT AN APPROXIMATE COST OF \$1330 TO STORE TABLES.

It was moved by Councilor Cross and seconded by Councilor Bowes to sell the scrap steel and save it to apply it towards the purchase of a 10x14 shed to store the tables and chairs. Motion carried unanimously.

EXECUTIVE SESSION: Council went into Executive Session from 6:59 to 7:37 to discuss personnel.

BOROUGH SECRETARY:

54 WEST HIGH STREET: It was mentioned at the last Council meeting this property needed mowed. It is owned by the Land Bank. The Land Bank doesn't have the resources at this time to be able to maintain the lot. Councilor Joyce did use his weed eater to take care of the grass.

TIRE RECYCLING: Tire recycling for the Borough will be Saturday, June 20, 2020 from 8-3:00.

MULTI-MODAL SIDEWALK GRANT: This project is scheduled to start the week of June 22, 2020.

Notices will be mailed out to the property owners. It will take approximately 2-weeks and is contingent on the weather.

PENN-DOT LIGHTING PROJECT: The agreements for the easements have all been signed. They will advertise in July & open bids in August. There is additional funding from PennDOT that will allow safety upgrades to the railroad gates, lights, switches, and surfaces. The entire project will be started in early spring 2021.

LANDSCAPING IN HOGAN'S ALLEY: Jacob Uber will weed and mulch along Hogan's Alley for \$225.

MOTION TO APPROVE JACOB UBER TO WEED AND MULCH ALONG HOGAN'S ALLEY FOR \$225.

It was moved by Councilor Joyce and seconded by Councilor Bowes to approve Jacob Uber to weed and mulch along Hogan's Alley for \$225. Motion carried unanimously.

SURVEYING OF PARKS: Received quotes for surveying certain park property lines. David Laird Associates quoted \$2,850 and Allen Yard of Area Surveying quoted \$1000.

MOTION TO ACCEPT THE QUOTE FROM A.R.E.A. SURVEYING FOR THE DESIGNATED PARKS PROPERTY LINES ON BRIDGE STREET AND WILLOW STREET FOR THE AMOUNT OF \$1000.

It was moved by Councilor Joyce and seconded by Councilor Cross to accept the quote from A.R.E.A. Surveying for the designated parks property lines on Bridge Street and Willow Street for the amount of \$1,000. Motion carried unanimously.

COUNCIL TO REVIEW PROPOSALS FOR PRUNING TREES: Two proposals were received to prune the trees that were listed on the tree assessment. Council requested at the last meeting to find out if all the trees needed done this year. Robert Walker recommended

two trees that need done this year, one in the area of 18-24 Bridge Street and the other at 8 Bridge Street. His price was \$1600.

MOTION TO APPROVE PROPOSAL OF ROBERT WALKER FOR PRUNING THE TWO RECOMMENDED TREES ON BOROUGH OWNED PROPERTY ON BRIDGE STREET, AS RECOMMENDED BY TIM ACKERMAN, ERIE COUNTY SERVICE FORESTER WITH PA DCNR. It was moved by Councilor Bowes and seconded by Councilor Joyce to approve the proposal of \$1,600 for pruning the two recommended trees on Borough owned property, on Bridge Street as recommended by Tim Ackerman, Erie County Service Forester with PA DCNR. Motion carried unanimously.

ADMINISTRATIVE: Council President had no reports or recommendations.

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

PARKS AND RECREATION: The Liaison for Parks and Recreation had no reports or recommendations.

PERSONNEL AND PLANNING: The Liaison of Personnel and Planning stated they would be meeting with Shawn Tharp, Code Enforcement Officer.

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

ADJOURNMENT: It was moved by Councilor McGuire and seconded by Councilor Bowes that the meeting be adjourned. The meeting adjourned at 8:06 P.M._

ATTEST