

**MINUTES
UNION CITY BOROUGH
JULY 28, 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 July 24, 2020 and information the Union City Journal Express “Briefly” section on July 25, 2020. Signs were posted at the City Building. 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: Mayor Natalie Wilmoth, Borough Secretary Cindy Wells, Street Supervisor Bob Phillips, Zoning Officer Dennis Ploss.

APPROVAL OF AGENDA: It was moved by Councilor Joyce and seconded by Councilor Cross to adopt the agenda as amended by adding a section about the ADA sidewalk at North Main Street and North Street and also removing the information about 3 Grant Street. Motion carried unanimously.

MOTIONS ON MINUTES: It was moved by Councilor McGuire and seconded by Councilor Cross that all Councilors having read the minutes from the council meeting July 14, 2020 be approved. Motion carried unanimously.

HEARING OF THE VISITORS: There were no public comments. There was discussion about a letter being sent in response to the petition from O’Dell Street residents last month. Council wants pricing on paving, gravel, curbing, and ADA ramps. This would provide information on the amount that could be assessed to the property owners.

ZONING: Discuss changing zoning from industrial to commercial on 77 Main Street. There have been inquiries about the property being changed but nothing has been received and until that happens, either by the property owner or the potential buyer with a contract to purchase, nothing would be done.

CODE ENFORCEMENT: Code Enforcement Riley Cross stated he has been continuing to follow up with new notices and taking care of unfinished notices from the previous Code Enforcement officer. Councilor Bowes asked what the most pressing issues were and were there any health and safety issues. Riley stated the most pressing issue was catching up with past notices and that currently there were no health or safety issues.

Discuss the purchase of a computer: Code Enforcement officer Riley Cross stated that the tablet that had previously been used was not working. He could purchase one at Best Buy or Amazon at approximately \$150 - \$200.

MOTION TO PURCHASE A TABLET FOR AN AMOUNT UP TO \$350 TO BE USED BY THE CODE ENFORCEMENT OFFICER. It was moved by Councilor Bowes and seconded by Councilor Hoban to purchase a tablet for an amount up to \$350 to be used by the Code Enforcement Officer. Motion carried unanimously.

MAYOR NATALIE WILMOTH: The Mayor had no reports or recommendations.

STREET SUPERVISOR:

TRAFFIC SIGNALS AT MARKET STREET: The signals are now working. Three components were replaced at \$35/each plus two hours of labor and the main mother board in the control box. He will allow the Borough to use the mother board at no charge until our lights are replaced in 2021. The problems are probably from extreme heat. All parts in the current LED lights should be kept for parts if needed for the new lights.

STREET SWEEPER: The estimates for repairing the box were received from Craig Newell Welding, and JP Fabrication. There was discussion on the purchase of an Elgin Pelican Sweeper from the City of Erie. The plan would be to keep the sweeper we have and have the box repaired and continue to use it to clean catch basins only. The Pelican sweeper would be used for sweeping the streets. Councilors Bowes and Cross, and Street Supervisor Bob Phillips, went to Erie to look at the Pelican Sweepers. If both of the sweepers from Erie were purchased, one would be used for parts. This would get us by for 2-3 years.

MOTION TO REPAIR THE STREET SWEEPER WITH STAINLESS STEEL FOR \$5,000 WITH JP FABRICATION. It was moved by Councilor Bowes and seconded by Councilor McGuire to repair the street sweeper with stainless steel for \$5,000 with JP Fabrication. Motion carried unanimously.

MOTION TO HAVE CINDY NEGOTIATE WITH THE CITY OF ERIE FOR EITHER ONE OR BOTH OF THE ELGIN PELICAN STREET SWEEPERS FOR A MAXIMUM OF \$14,000 FOR ONE AND A MAXIMUM OF \$20,000 FOR BOTH. It was moved by Councilor Bowes and seconded by Councilor Hoban to have Cindy negotiate with the City of Erie for one or both of the Elgin Pelican street sweepers for a maximum of \$14,000 for one and a maximum of \$20,000 for both. Motion carried unanimously.

SIDEWALKS ON NORTH MAIN STREET: Corner of North Main & North Street ADA Ramp. Family Dentistry is replacing their sidewalk on North Main and North Street. There is an ADA Ramp at the corner that will need replaced. The contractor that they are using said he would charge the Borough \$1,100 to replace it. Danielle Dylon from PennDOT who specializes in ADA ramp installation referred us to Kyle Riffle with PennDOT about HOP. They said that we would need engineering plans for the ramp. They agreed that if the contractor would sketch out what the plans are and if PennDOT approved them, then

we would not need to have engineer plans. If the contractor's engineer was used it would cost \$300-\$500. For GPI engineer the cost would be over \$2,000.

MOTION TO HAVE THE CONTRACTOR DRAW OUT A SKETCH AND REPLACE THE ADA RAMP WITH PENNDOT APPROVAL FOR A NEW ADA RAMP AT THE CORNER OF NORTH MAIN AND NORTH STREET AT A COST OF \$1,100. It was moved by Councilor Bowes and seconded by Councilor Hoban to have the contractor draw out a sketch and replace the ADA ramp with PennDOT approval for a new ADA ramp at the corner of North Main and North Street at a cost of \$1,100. Motion carried unanimously.

BOROUGH SECRETARY:

ERIE COUNTY LANDBANK: The EC Landbank would like to know what Council would like to see done with 64 Market Street. It could be offered as a side lot to the bordering properties, a rebuildable lot, or green space use. Council agreed that option A would be to offer it as a buildable lot and option B as a side lot.

ECGRA ANCHOR GRANT: The Borough applied for the ECGRA Anchor Building Grant and have been notified that we are receiving \$49,375. The application requested an additional \$15,000 for the Feasibility Study for ADA Access and Second Floor Use but ECGRA does not use their funds for planning. The additional \$15,000 will be needed and will be requested through other grant applications. There will be additional funds needed for a match to the \$49,375 which will be applied for through other grants also. These funds are to make the first floor of the City Building ADA accessible.

MULTI-MODAL SIDEWALK GRANT: This project has started and should be completed this week. Landscaping is the only part to be completed.

GARBAGE CONTRACT: The garbage collection contract expires this year and we will need to go out for bid. Are there changes to the contract that Council will want made? Council agreed that if Raccoon Refuse would agree to keep the same contract we currently have, then they would just extend it and not go for bids. Cindy will contact them.

ZONING ORDINANCE – PUBLIC HEARING & APPEAL HEARINGS WITH ZONING BOARD: The UCVFD Social Hall is available for these hearings. After the Public Hearing we will continue with the Council Meeting. The Zoning Board meetings are the day before. It has been mentioned that WiFi antenna should be included in the definition of antenna in the proposed zoning ordinance amendment. Council agreed that under page 5 of the proposed amendment that the definition of antenna should included WiFi antennas and to clarify that WiFi antennas for personal use are not included in the definition. This would be similar to exempting television antennae on private residential homes.

ZONING BOARD: There may be a vacancy on the Zoning Board to be filled over the next month.

HISTORIC SIGNAGE: UC Pride would like to put some historic signs, 2 on Main Street & 5 in the

area of South Street and West High showing Historic District designation. Council agreed that they could be installed by the Streets Department in these areas as long as they don't interfere with other signage.

PARKS SURVEYING: Allen Yard from A.R.E.A. Surveying surveyed the property line along Caflich Park on Willow Street and the property lines across Bridge Street along French Creek. Maps were sent to Council for review along with a letter from Allen Yard. The property line that was surveyed on the west side of the ball field on Willow Street shows that there is a shed over the line. Council requested that a letter be sent to the property owner along with a map that shows the property line, notifying the property owner that the shed must be moved according to the Zoning Ordinance, by September 30, 2020.

ADMINISTRATIVE: Council President will give any reports or recommendations he may have.

NAMING OF BRIDGE ON MAIN STREET: Councilor Brumagin was approached about a group that wanted to name some of the bridges in the Borough. Once they are organized, they will make a presentation to Council.

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.

DISCUSSION ON OPENING PARKS: Council discussed opening of the parks and pavilion rentals. They agreed the parks will reopen. Signs regarding masking, social distancing, use at own risk will all be posted. There is a cleaning protocol for restrooms that they will be cleaned prior to being opened and will only be opened during the time of pavilion rentals.

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

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

ADJOURNMENT: It was moved by Councilor McGuire and seconded by Councilor Cross that the meeting be adjourned. The meeting adjourned at 7:39 P.M._

ATTEST