

**MINUTES
UNION CITY BOROUGH
AUGUST 25, 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 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 August 21, 2020. A sign was 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: Solicitor Timothy Wachter, Mayor Natalie Wilmoth, Borough Secretary Cindy Wells, Police Chief David Pernice, and Streets Supervisor Bob Phillips.

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

HEARING OF THE VISITORS: There were no comments.

CODE ENFORCEMENT: Code Enforcement officer will provide any information he may have.

BIU PROPERTY INSPECTION: Requesting an inspection on 21 Lincoln Street. Council agreed that the house & garage should both be inspected.

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

POLICE CHIEF: Chief Pernice had nothing to report.

STREET SUPERVISOR:

STREET SWEEPER: City of Erie is going over the Pelican Sweeper and will notify us when ready and the transfer will be completed.

ESTIMATE FOR PAVING O’DELL STREET: Still waiting on the estimate.

SALT BOX FOR THE PLOW TRUCK: Four estimates were received. They were emailed to Council for review. The estimates were from US Municipal for \$8,887.50, Watson Diesel, Inc \$11,653, Seigworth Road Supply, Inc. \$11403.26, Stephenson Equipment, Inc \$14,962.70. Council needs to approve the purchase.

MOTION TO APPROVE THE PURCHASE OF A STAINLESS-STEEL HOPPER SPREADER WITH AN AUGER FROM US MUNICIPAL FOR THE APPROXIMATE AMOUNT OF \$8,887.90. It was moved

by Councilor Cross and seconded by Councilor McGuire to approve the purchase of a stainless-steel hopper spreader with an auger from US Municipal for the approximate amount of \$8,887.90. Motion carried unanimously.

DISCUSS AN ADDITION TO THE BOROUGH GARAGE: Would like to have an addition put on the Borough garage to store the street sweeper. The addition would be 25' X 40' for approximately \$7,000 if the work were completed by Amish. Solicitor Wachter has stated previously that Amish can complete the work only if they had insurance. The roof would be the same as the current garage roof but two feet lower. This would allow the grader and the backhoe to be inside. Bob Phillips stated that you can't winterize the sweeper because it would take a lot of anti-freeze. Councilor Brumagin stated the antifreeze would be a lot less than an addition and it could be tarped and left outside. It was also mentioned they may be able to find a place to store it for the winter. Bob stated if the dog kennels were removed it would eliminate the need for an addition as this would provide the space needed. Chief Pernice is to check the number of calls related to dogs. We would also need to check with the state to find out if a portable kennel would meet the requirements. Council agreed if the requirements would be met then we could use a portable kennel.

STREET PAVING AND SEAL COAT PROJECTS: Work is scheduled to start this week.

PLOWING OF PARKING LOTS THIS WINTER: Bob Phillips would like to get estimates for contracting plowing of the parking lots and shoveling bridges and sidewalks. Council thought it was too early to discuss and if help was needed we could call back laid-off employees.

BOROUGH SECRETARY:

REMINDER OF THE FOURTH ANNUAL CORRY MEMORIAL HOSPITAL GOLF CLASSIC. This will be held on Wednesday, September 16, 2020.

UNION CITY PRIDE – FRENCH CREEK FESTIVAL: UC Pride had postponed French Creek Festival until possibly when Homecoming week-end would have been. They have since decided to cancel the event for this year.

GARBAGE CONTRACT: Solicitor Wachter notified the Borough that they will need to bid out the garbage collection contract. It expires this year. Council would like a clause to extend the contract after the initial period expires and also add a requirement for a free dumpster at the Borough Garage.

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

PARKS SURVEYING: A letter was sent to the property owner on Willow Street. He came to the Borough Office and wondered if there was any way to avoid moving the shed. Since the shed is on the property line it will need moved. It isn't just a set-back requirement.

TRICK-OR-TREATING: Will Parks and Recreation be permitted to have the Halloween Parade and trick-or-treating? Council agreed we will have to wait to determine this until closer to that time.

UPDATE ON PENNDOT PROJECT: They will be scheduling a meeting over the next couple of weeks to review the final plans.

RESOLUTION FOR STORMWATER MANAGEMENT FEE SCHEDULE: The Borough needs to have a resolution in place setting the Stormwater Management Fee Schedule to meet the requirements set forth in the Stormwater Management Ordinance 1083. The schedule lists the fees charged by GPI for stormwater management review, administrative costs of \$40, and Professional Consulting, including legal, and all other fees at actual costs.

MOTION TO RESOLVE A RESOLUTION FOR A STORMWATER MANAGEMENT FEE SCHEDULE EFFECTIVE AUGUST 25, 2020. It was moved by Councilor Bowes and seconded by Councilor Joyce to resolve a resolution for a stormwater management fee schedule effective August 25, 2020. Motion carried unanimously.

ADMINISTRATIVE:

SUB-DIVISION MAPS: Council needs to approve one sub-division in the area of Atlantic Street & Merrill Street. A second sub-division on West High Street needs to be approved. These plans have already been approved by the County Planning Commission and the Union Planning Commission.

MOTION TO APPROVE THE COURSON SUB-DIVISION TRANSFERRING LAND FROM PARCEL #42015078000100 TO PARCEL 42015078000300. It was moved by Councilor Bowes and seconded by Councilor Joyce to approve the Courson sub-division transferring land from parcel 42015078000100 to parcel 42015078000300. Motion carried unanimously.

MOTION TO APPROVE THE COURSON SUB-DIVISION TRANSFERRING LAND FROM PARCEL #42007025000400 TO PARCEL 42007025000200. It was moved by Councilor Bowes and seconded by Councilor Joyce to approve the Kaplan sub-division transferring land from parcel 42007025000400 to parcel 42007025000200. Motion carried unanimously.

APPOINTMENT OF INTERIM ZONING OFFICER: Dennis Ploss had contacted the Borough Office on August 17, 2020 stating he was in the hospital and unable to work. He knew there were Zoning Permits that needed to be issued and was concerned who could issue them. I contacted Solicitor Wachter and he stated that Dennis could appoint an interim, Cindy Wells, that would be able to issue the permits. A retroactive vote needs to be taken to approve the appointment.

A RETRO-ACTIVE MOTION TO APPOINT CINDY WELLS AS INTERIM ZONING OFFICER TO FILL IN DURING THE ABSENCE OF DENNIS PLOSS, ZONING OFFICER, EFFECTIVE AUGUST 17, 2020 UNTIL HE RETURNS. It was moved by Councilor Hoban and seconded by Councilor Joyce as a

retro-active motion to appoint Cindy Wells as Interim Zoning Officer to fill in during the absence of Dennis Ploss, Zoning Officer, effective August 17, 2020 until he returns. Motion carried unanimously.

LETTER OF RESIGNATION: Resignation letter from Dennis Ploss effective August 24, 2020. Council requested that a letter of appreciation be sent on behalf of Council.

MOTION TO ACCEPT THE LETTER OF RESIGNATION FROM ZONING OFFICER DENNIS PLOSS. It was moved by Councilor Bowes and seconded by Councilor Joyce to accept the letter of resignation from Zoning Officer Dennis Ploss. Motion carried unanimously.

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 had no reports or recommendations.

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

ADJOURNMENT: It was moved by Councilor Bowes and seconded by Councilor Hoban that the meeting be adjourned. The meeting adjourned at 7:02 P.M. Motion carried unanimously.

ATTEST