

**MINUTES
UNION CITY BOROUGH
SEPTEMBER 8, 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 7:00 P.M. by Councilor Brumagin. Due to the COVID-19 Pandemic, and to meet the recommendations for “social distancing” the meeting was held at the Union City Volunteer Fire Department Social Hall.

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

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 Cross and seconded by Councilor Joyce to adopt the agenda as amended to include motion to adopt a resolution and amend the mural agreement. 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 public hearing and council meeting on August 11, 2020 and the council meeting August 25, 2020, be approved. Motion carried unanimously.

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

HEARING OF THE VISITORS: There were no visitors present.

PETITION FROM RESIDENTS ON O’DELL STREET FROM JULY 14, 2020 MEETING: RE: Request O’Dell Street be paved. Cross Paving provided estimates which were \$85,400 included asphalt wedge curbing, \$153,800 included concrete curbing, and \$44,120 for blacktop over either of the options and then the next year apply tar and chip. Council agreed that the property owners would be required to pay two-thirds of the project and the Borough cover one-third since this is a major improvement to O’dell Street. A letter will be sent to them notifying them of this information.

CODE ENFORCEMENT: Code Enforcement Report for August 2020 was provided. There was a

question regarding 69 West High Street that has a garage falling down. It was reported that there has been no response from the owner and a QOL ticket has been issued and will continue following that process.

An extension was requested for 80 South Main Street. Council agreed.

ZONING OFFICER: There were no questions about the zoning report for August 2020.

MAYOR NATALIE WILMOTH: The Mayor reported she will be officiating at a wedding in October and provided a letter to Council. Friday, September 11, 2020, at 7:00 PM, the Little League will be having a service to recognize 1st responders. Mayor Wilmoth asked Council to attend if available.

POLICE CHIEF: The Chief had nothing to report.

SOLICITOR WACHTER: The Solicitor had nothing to report.

STREET SUPERVISOR:

STREET SWEEPER: Update on street sweepers. The Johnston has a lot of suction since the repair and will be used for cleaning catch basins. The Pelican does well but isn't being used currently because the grease unit hasn't arrived at this time. It will be used to clean the streets.

PAVING PROJECTS: The paving and seal coat projects are complete.

BOROUGH SECRETARY:

PENNDOT TRAFFIC SIGNAL PROJECT: PennDOT reported this project is out for bid and they will be opened in October. The project will be ready to begin in the spring of 2021.

DCNR ADA GRANT AT CAFLISCH PARK: Because it is so late to receive bids on this project they won't be able to begin until spring of 2021. The RFP will be ready and bids can be received in February – March. The equipment needs to be ordered this year to avoid a price increase. Bob Phillips said they would be able to store it at the Borough Garage. It won't be delivered until January.

MURAL PROJECT – 28 SOUTH MAIN: Project funded by Erie Arts & Culture grant and Erie Community Foundation Shaping Tomorrow grant with UC Pride. Council needs to approve the agreement with the Artist, Tom Ferraro and Steve Mikolajewski DBA Looking Glass Art Project. Solicitor Wachter pointed out that the artist will be the owner of the copyright and any commercial use would need a separate agreement. There was question as to who is responsible for the future maintenance. Because of the material that will be used any maintenance should be at a minimum. Secretary Wells will talk to Union City Pride about sharing the cost and having an agreement with them, based upon Solicitor Wachter's recommendations.

MOTION TO APPROVE THE AGREEMENT BETWEEN THE BOROUGH OF UNION CITY AND TOM FERRARO AND STEVE MIKOLAJEWSKI DBA LOOKING GLASS ART PROJECT FOR THE MURAL PROJECT AT 28 SOUTH MAIN STREET SUBJECT TO SOLICITOR WACHTER'S FINAL CHANGES. It

was moved by Councilor Cross and seconded by Councilor Joyce to approve the agreement between the Borough of Union City and Tom Ferraro and Steve Mikolajewski, DBA Looking Glass Art Project for the mural project at 28 South Main Street subject to Solicitor Wachter's final changes. Motion carried unanimously.

GRANT APPLICATION FOR ERIE COUNTY CARES MUNICIPAL REIMBURSEMENT PROGRAM: To apply for this grant a Resolution is required.

MOTION TO PASS A RESOLUTION APPROVING AN APPLICATION FOR THE ERIE COUNTY CARES MUNICIPAL REIMBURSEMENT PROGRAM. It was moved by Councilor Cross and seconded by Councilor Bowes to pass a Resolution approving an application for the Erie County CARES Municipal Reimbursement Program. Motion carried unanimously.

LETTER FROM UCVFD: A letter from the UCVFD was read regarding the BLS ambulance staffing exception and that they will be applying for the exception in the future.

ADMINISTRATIVE:

LETTER FROM THE UNION CITY MUNICIPAL AUTHORITY: A letter from the Municipal Authority was read regarding the resignation of Dean Brumagin, board member of the Municipal Authority, and the recommendation of Matthew Joyce as a replacement.

MOTION TO ACCEPT THE RESIGNATION OF DEAN BRUMAGIN, BOARD MEMBER OF THE MUNICIPAL AUTHORITY BOARD, WHOSE TERM WOULD END DECEMBER 31, 2024 AND APPROVE THE APPOINTMENT OF MATTHEW JOYCE TO FILL THE REMAINDER OF THE TERM. It was moved by Councilor Bowes and seconded by Councilor Joyce to accept the resignation of Dean Brumagin, Board Member of the Municipal Authority Board, whose term would end December 31, 2024 and approve the appointment of Matthew Joyce to fill the remainder of the term. Motion carried with Councilors Cross and Brumagin abstaining due to their employment with the Municipal Authority.

BID PACKAGE FOR GARBAGE AND RECYCLING: Council reviewed the changes to the garbage and recycling bid package.

MOTION TO APPROVE THE PROPOSED BID PACKAGE FOR GARBAGE AND RECYCLING COLLECTION FOR ADVERTISING. It was moved by Councilor Cross and seconded by Councilor Bowes to approve the proposed bid package for garbage and recycling collection for advertising. Motion carried unanimously.

NORTHWEST NON-UNIFORM AND POLICE PENSION MMO: Council to approve signing the MMO for 2021 payment.

MOTION TO APPROVE SIGNING THE MMO FOR THE NORTHWEST NON-UNIFORM AND POLICE PENSION. It was moved by Councilor Cross and seconded by Councilor Bowes to approve signing the MMO for the Northwest non-uniform and police pension. Motion carried unanimously.

ZONING OFFICER – JOB DESCRIPTION: Council reviewed the job description for the Zoning Officer.

MOTION TO APPROVE THE ZONING OFFICER JOB DESCRIPTION. It was moved by Councilor Cross and seconded by Councilor Bowes to approve the Zoning Officer Job Description. Motion carried unanimously.

EXECUTIVE SESSION TO DISCUSS PERSONNEL: Council went into Executive Session to discuss personnel from 7:58 PM – 8:27 PM.

EMS, FIRE & EMERGENCY MANAGEMENT CO-ORDINATOR: The Liaison for EMS/Fire was not in attendance.

PARKS AND RECREATION: Council discussed having the event of Treats-in-the-Streets and the Costume Contest sponsored by Parks & Recreation and also the hours for Trick-or-Treating. Council agreed that due to the pandemic the event of Treats-in-the-Streets and the Costume Contest would not be held in 2020.

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

MOTION TO APPROVE HALLOWEEN TRICK-OR-TREATING FOR SATURDAY, OCTOBER 31, 2020 FROM 6:00 PM – 8:00 PM. It was moved by Councilor Bowes and seconded by Councilor Cross to approve Halloween Trick-or-Treating for Saturday, October 31, 2020 from 6:00 PM – 8:00 PM. Motion carried unanimously.

FINANCE: The Liaison of Finance was not in attendance.

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

ADJOURNMENT: It was moved by Councilor Cross and seconded by Councilor Bowes that the meeting be adjourned. The meeting adjourned at 8:43 P.M.

ATTEST