

**MINUTES
UNION CITY BOROUGH
FEBRUARY 9, 2021**

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. The meeting was held virtually by Zoom. There was a legal notice placed in The Journal, posted on the door of the City Building, and on Facebook.

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

OFFICIALS PRESENT were Solicitor Timothy Wachter; Mayor, Natalie Wilmoth; Borough Manager, Cindy Wells; Police Chief, David Pernice; Streets Supervisor, Bob Phillips; and Zoning Officer, Jason Sayers.

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

MOTION ON MINUTES: It was moved by Councilor McGuire and seconded by Councilor Cross that all Councilors, having read the minutes, approve the Public Hearing minutes and Council Meeting minutes from January 26, 2021. Motion carried unanimously.

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

HEARING OF THE VISITORS: Visitors present were Mary Ann Mook from Corry Journal, Steve Bishop with Union City Community Foundation; and Art Demeo with Western PA Conservancy.

UNION CITY DOWNTOWN INITIATIVE: Steve Bishop, UC Community Foundation; and Art Demeo, Western PA Conservancy. Information was provided on Historic Markers, Sidewalk Interpretive Panels, and Main Street Trees. Steve stated that Union City Pride will take care of the watering, maintenance, and trimming of the trees. Art Demeo with Western PA Conservancy spoke about why WPC is involved and provided their background in handling this type of projects. They plant trees that are approximately 3-1/2” caliper because it helps the success rate. Solicitor Wachter stated the WPC is a very good group to work with. There were no questions from Council. They are seeking approval from Council to proceed with these initiatives. Solicitor Wachter stated that Council should request an easement plan that would include the location of the trees, signs, and panels. Also, who would own the signs and would maintain them. Secretary

Wells said she had talked to the business owners about the potential 12 tree locations and each one was in favor of having trees on Main Street.

MOTION TO APPROVE THE INSTALLATION OF HISTORIC MARKERS, SIDEWALK INTERPRETIVE PANELS AND TREES ON MAIN STREET, BETWEEN HIGH STREET AND CONCORD STREET. FUNDING IS PROVIDED BY GRANTS FROM THE ERIE COMMUNITY FOUNDATION SHAPING TOMORROW, UNION CITY COMMUNITY FOUNDATION, AND UNION CITY PRIDE. COUNCIL IS ALSO REQUIRING AN EASEMENT PLAN FOR THE TREES, PANELS AND SIGNS. It was moved by Councilor Bowes and seconded by Councilor Hoban to approve the installation of Historic Markers, Sidewalk Interpretive Panels and Trees on Main Street, between High Street and Concord Street. The funding is provided by grants from the Erie Community Foundation Shaping Tomorrow, Union City Community Foundation, and Union City Pride. Council is also requiring an easement plan for the trees, panels and signs. Motion carried unanimously.

CODE ENFORCEMENT: There were no questions concerning the Code Enforcement Report for January 2021. There had been two hearings and the Judge ruled in favor of the Borough. A property on Warden Street has been inspected by BIU.

ZONING OFFICER: Council had no questions about the Zoning Report for January 2021. The Borough received a letter on behalf of Lance Johnson to rezone portions of the property at 18 Market Street. There is a subdivision being done and the zoning district needs changed on part of it. Council needs to approve having the amended ordinance written and having a public meeting. After the proposed ordinance is written it will be submitted to Union Planning Commission and the EC Planning Department, 30 days prior to the hearing, for their approval. Maps with the requested changes were emailed to Council prior to the meeting. Councilor Cross and Bowes requested that Lance Johnson present his plans for the property to Council. The Borough Manager will contact him about calling in at the next meeting.

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

SOLICITOR WACHTER: The Solicitor had no reports or recommendations.

POLICE CHIEF: The Police Chief had no reports or recommendations.
The advertisement for the process of hiring of a part-time officer will be completed soon.

STREET SUPERVISOR: The Street Supervisor, Bob Phillips, reported that when they adjusted the rubber blade on Dave's plow truck, they noticed a section of the plow is rusting. The plow may need to be replaced by next winter. Council approved for him to check prices for a used one.

BOROUGH MANAGER:

PSAB PLUS MEMBERSHIP TRAINING SUBSCRIPTION PROGRAM: The Borough has enrolled in

the PSAB Plus Membership Training Subscription Program. It provides the Borough with a cost-effective option for training and professional development opportunities for all elected and appointed officials. If you see classes or webinars you are interested in, most are free or discounted, please let me know prior to registering.

COUNCIL APPROVE THE AGREEMENTS FROM MAHER DUESSEL AS AUDITORS FOR THE UC BOROUGH, LIBRARY, AND FIRE DEPARTMENT: The previous agreements were for 2017-2018-2019 audits. The rate was locked in for the 3 years as follows:

	2017	2018	2019
Borough	\$8,300	\$8,300	\$8,300
Library	\$2,500	\$2,500	\$2,500
Fire Department	\$2,500	\$2,500	\$2,500

The are proposing the following:

	2020	2021	2022
Borough	\$8,300	\$8,400	\$8,500
Library	\$2,500	\$2,600	\$2,700
Fire Department	\$2,500	\$2,600	\$2,700

MOTION TO APPROVE THE AGREEMENT FROM MAHER DUESSEL FOR AUDITS IN 2020-2021-2022, FOR THE BOROUGH, UC PUBLIC LIBRARY, AND UC VOLUNTEER FIRE DEPARTMENT. It was moved by Councilor Cross and seconded by Councilor Bowes to approve the agreement from MaherDuessel for audits in 2020-2021-2022, for the Borough, UC Public Library, and UC Volunteer Fire Department. Motion carried unanimously.

COUNCIL VOTE TO ACCEPT THE LOW BID FOR CONSTRUCTION OF THE STORMWATER MANAGEMENT PLAN IN THE NEW PARKING LOT ON SOUTH MAIN STREET. Union City Pride voted to accept their bid from Kingsview Enterprises, Inc. for the parking lot construction, without the landscaping. They checked several referrals, all were positive. They are getting quotes from Larry Hyer for the electrical work and from Capela Landscaping for the landscaping. The Borough has also received a grant for 10 trees through the Erie Area COG that will be planted for part of the landscaping. There will be no cost for the trees or planting. The Borough needs to select the bid for the storm water management portion of the project. Kingsview bid \$16,380 which didn't include the silt sock & rock construction entrance. That portion was on the bid for UC Pride. The Kingsview bid was the low bid for the Borough and it is recommended this bid be accepted. There is Mission Main Street funding from ECGRA in the amount of \$22,305.50. If this bid is accepted, it will leave a balance of \$5,925.50 that will be applied for light fixtures or other electrical supplies for the parking lot.

MOTION TO ACCEPT THE BID FROM KINGSVIEW ENTERPRISES, INC., IN THE AMOUNT OF \$16,380 FOR THE CONSTRUCTION OF THE STORMWATER MANAGEMENT PLAN, FOR THE NEW PARKING LOT. IT WILL LEAVE A BALANCE OF APPROXIMATELY \$5,925.50 FROM THE MISSION MAIN STREET GRANT FROM ECGRA THAT WILL BE APPLIED TOWARDS LIGHT FIXTURES OR OTHER ELECTRICAL SUPPLIES FOR THE PARKING LOT. It was moved by Councilor Bowes and

seconded by Councilor Cross to accept the bid from Kingsview Enterprises, Inc., in the amount of \$16,380. For the construction of the stormwater management plan, for the new parking lot. It will leave a balance of approximately \$5,925.50 from the Mission Main Street Grant from ECGRA that will be applied towards light fixtures or other electrical supplies for the parking lot. Motion carried unanimously.

RESOLUTIONS TO ELIMINATE POLICE OFFICER PENSION CONTRIBUTIONS FOR 2020 & 2021.

MOTION TO PASS A RESOLUTION (2020-16) FOR THE YEAR 2020 AND RESOLUTION (2021-02) FOR THE YEAR 2021 ELIMINATING THE POLICE OFFICER CONTRIBUTIONS FOR THE POLICE PENSION FOR 2020 and 2021. It was moved by Councilor Hoban and seconded by Councilor Bowes to pass a resolution for the year 2020 and for the year 2021, eliminating the police officer contributions. Motion carried unanimously.

GRANT FROM DCNR FOR FRENCH CREEK TRAIL FEASIBILITY STUDY: The DCNR requires a separate checking account to hold funds for this grant.

MOTION TO APPROVE OPENING A CHECKING ACCOUNT AT NORTHWEST BANK, REQUIRING THE SAME SIGNATURES AS OTHER NORTHWEST ACCOUNTS, TO DEPOSIT FUNDS AND PAY EXPENSES FROM, FOR THE FRENCH CREEK TRAIL FEASIBILITY STUDY AS REQUIRED BY THE DCNR. It was moved by Councilor Bowes and seconded by Councilor Hoban to approve opening a checking account at Northwest Bank, requiring the same signatures as other Northwest accounts, to deposit funds and pay expenses from, for the French Creek Trail Feasibility Study as required by the DCNR. Motion carried unanimously.

APPOINTMENT TO THE MUNICIPAL AUTHORITY BOARD: A letter dated January 1, 2021 from the Municipal Authority was received stating Jeff Ferringer is willing to serve another 5-year term if council will reappoint him.

MOTION TO REAPPOINT JEFF FERRINGER TO THE MUNICIPAL AUTHORITY BOARD FOR A 5-YEAR TERM EXPIRING DECEMBER 31, 2025. It was moved by Councilor Bowes and seconded by Councilor Hoban to appoint Jeff Ferringer to the Municipal Authority Board for a 5-year term expiring December 31, 2025. Brumagin and Cross abstained. Motion carried unanimously.

COUNCIL TO DISCUSS AMENDING THE PARKING ORDINANCE. A petition was presented at the Council Meeting on November 24, 2020 requesting parking be changed to allow parking in the winter on Center Street. Other changes that should be made are the addition of the new parking lot; and require proof of insurance, inspection, and registration to purchase a parking permit; establish a ticketing time on how often a ticket can be issued, establish a towing time that a car can be towed, and set prices for parking tickets issued during snow events. Council needs to approve having Solicitor Wachter write the new parking ordinance with the requested changes.

MOTION TO TABLE DISCUSSION OF THE PARKING ORDINANCE UNTIL AN IN-PERSON MEETING. It was moved by Councilor Bowes and seconded by Councilor Hoban to table

discussion of the Parking Ordinance until an in-person meeting. Motion carried unanimously.

ADMINISTRATIVE: Administration had no reports or recommendations.

PERSONNEL AND PLANNING: The Liaison of Personnel and Planning 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.

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

ADJOURNMENT: It was moved by Councilor Hoban and seconded by Councilor Cross that the meeting be adjourned. The meeting adjourned at 7:22 P.M._

ATTEST