

**MINUTES
UNION CITY BOROUGH
FEBRUARY 23, 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 Hoban. The meeting was by Zoom. It was advertised that anyone wishing to participate should notify the Borough Office at least three days in advance.

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

OFFICIALS PRESENT were Mayor, Natalie Wilmoth; Borough Manager, Cindy Wells; Streets Supervisor, Bob Phillips; and Zoning Officer, Jason Sayers.

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

MOTION ON MINUTES: It was moved by Councilor Bowes and seconded by Councilor Joyce that all Councilors, having read the minutes, approve the Council Meeting minutes from February 9, 2021. Motion carried unanimously.

HEARING OF THE VISITORS: Visitors were Mary Ann Mook, The Corry Journal, and Chris Lash with on-line newspaper.

ZONING Council had requested that Lance Johnson, owner of 18 Market Street, call into the meeting to discuss his intentions regarding the request for change of zoning. Cindy will contact him again to schedule him for the next meeting.

MAYOR NATALIE WILMOTH: The Mayor reported that she will need to have James Kerns sworn in for the Civil Service Commission. They also need to have an organizational meeting and she will talk to them about scheduling and attend to make sure they are clear on the rules.

The Mayor received a letter from EMTA requesting for local matching funds for their service. She will email the letter to Council.

POLICE CHIEF: The Police Chief was not in attendance.

STREETS: The Street Supervisor presented information on the following:

- Update on pricing for new or used plow – Bob reported that he is trying to locate a used one and is waiting on pricing for new ones.
- Storm water Projects: Discussion on purchasing pipe for storm water projects at 5th Avenue, Miles Street, Miles & Kilburn Streets, and Market Street. Bob reported that the prices are going up for the pipes needed for the projects. If they were

ordered for Fifth Avenue, Miles Street, Miles & Kilburn Street, and Market Street the cost through Catalone is \$9,213.77. The Fifth Avenue and Miles Street project are included in the 2021 budget. Council agreed to order these supplies.

-Paving Projects: In discussing paving and maintenance projects there are a couple of other methods that could be less costly. Bob will contact Cross Paving and Suit Kote to have them talk to Council at the next meeting. The list of streets for paving and other maintenance will be emailed to Council for their review. It was requested that they check the streets that are on the list and be able to discuss it at the next meeting on March 9, 2021. It would be best if the bids could be put out earlier this year because of the increase in oil.

BOROUGH MANAGER:

UPDATE ON ERIE COUNTY LANDBANK PROPERTY: The Landbank was able to purchase three more blighted properties in the Borough. One on Atlantic, New, and Warden Streets. They will assess the condition of the properties and determine what needs to be done. This process will take a few months.

PAPERWORK REGARDING GRANTS: From time to time paperwork is received in relation to grants that have been awarded. It requires no direct action or spending of Borough funds. As Borough Manager, Solicitor Wachter has stated that the Borough Manager, Cindy Wells, is able to sign the paperwork. This information is provided so Council is aware of this.

GRANT FROM UNION CITY COMMUNITY HOUSE ASSOCIATION: UC Borough received \$1,000 from the Union City Community House Association for the Multi-Modal Sidewalk that was completed last year on Johnson Street and Miles Street.

UPDATE ON STATUS OF NEW PARKING LOT: Council approved the bid from Kingsview Paving at the February 9, 2022 meeting. After, it was realized that only one bidder had included the Bid Bond which is required. Per Solicitor Wachter a motion was to be passed to reconsider the award to Kingsview Enterprises and after that, a motion rejecting all bids. The RFP has been readvertised and bids are due March 8, 2021.

MOTION TO RECONSIDER THE AWARD TO KINGSVIEW ENTERPRISES FOR THE STORM WATER MANAGEMENT PROJECT IN THE NEW PARKING LOT. It was moved by Councilor Bowes and seconded by Councilor Joyce to reconsider the award to Kingsview Enterprises for the storm water management project in the new parking lot. Motion carried unanimously.

MOTION TO REJECT ALL BIDS THAT WERE RECEIVED ON JANUARY 11, 2021 FOR THE STORM WATER MANAGEMENT PROJECT IN THE NEW PARKING LOT. It was moved by Councilor Bowes and seconded by Councilor McGuire to reject all bids that were received on January 11, 2021 for the storm water management project in the new parking lot. Motion carried unanimously.

COUNCIL TO APPROVE THE INDIVIDUALS FOR AUTHORIZED SIGNATURES FOR THE NORTHWEST PENSIONS. Currently, the account requires two signatures and Cindy Wells,

Treasurer; Dan Brumagin, Council President; and Dan Hoban, Council Vice President are authorized signers.

MOTION TO MAINTAIN THE CURRENT AUTHORIZED SIGNERS FOR THE NORTHWEST POLICE PENSION AND THE NON-UNIFORM PENSION. It was moved by Councilor Joyce and seconded by Councilor McGuire to maintain the current authorized signers for the Northwest Police Pension and the Non-Uniform Pension. Motion carried unanimously.

REQUEST TO MAKE ON-LINE PAYMENTS: The Borough Manager is requesting Council to permit her to make on-line payments for some accounts because of the problems with USPS processing the mail. Council approved as long as the approval process was the same for other payments. The process will be the same.

REQUEST COUNCIL APPROVAL TO OPEN A CHECKING ACCOUNT TO BE USED AS A FIRE ESCROW ACCOUNT. Ordinance 1048 requires that certain fire losses insurance proceeds are held by the Borough as security. We are required to deposit the money into a separate account.

MOTION TO APPROVE OPENING A SEPARATE CHECKING ACCOUNT TO BE USED AS A FIRE ESCROW ACCOUNT. It was moved by Councilor Bowes and seconded by Councilor Joyce to approve opening a separate checking account to be used as a Fire Escrow Account. 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 reported that Winter Fun Day is February 28, 2021. He also reported that the Steering Committee for the Active Transportation Plan had their kick-off meeting.

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

PERSONNEL AND PLANNING: The Personal and Planning had no reports or recommendations.

ADJOURNMENT: It was moved by Councilor Bowes and seconded by Councilor Joyce that the meeting be adjourned. The meeting adjourned at 6:29 P.M._

ATTEST