

**MINUTES
UNION CITY BOROUGH
APRIL 13, 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 6:02 P.M. by Councilor Brumagin. The meeting was at the First United Methodist Church, 42 East High Street, Union City. It was advertised in The Journal and at the City Building.

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

OFFICIALS PRESENT were Solicitor Chris Sennett, 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 Bowes and seconded by Councilor Cross 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 Council Meeting minutes from March 9th & 23rd, 2021. Motion carried unanimously.

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

PAVING PROJECTS FOR 2021 – Bids were received for the 2021 Paving Projects. See the attached document for paving bids. The seal coat bids were as follows:

Suit Kote Corp	Base \$27,047.70, Option #1 \$6,949.50, Option #2 \$4,587.75
Russell Standard	Base \$26,473.76, Option #1 \$2,881.48, Option #2 \$3,472.42

MOTION TO ACCEPT THE SEAL COAT BID FROM RUSSELL STANDARD IN THE AMOUNT OF \$32,826.66 WITH OPTION #1 AND OPTION #2 AND ACCEPT THE PAVING PROJECT BID FROM CROSS PAVING OF THE BASE BID WITH OPTION #1 AND #2 IN THE AMOUNT OF \$105,071.43 AND OPTION #3 WITH THE PARKING LOT CONTINGENT ON AVAILABLE FUNDS, ALL CONTINGENT UPON REVIEW OF THE DOCUMENTS BY THE SOLICITOR. It was moved by Councilor Bowes and seconded by Councilor Cross to accept the seal coat bid from Russell Standard in the amount of \$32,827.66 with option #1 and option #2 and accept the paving project bid from Cross Paving of the base bid with option #1 and #2 in the

amount of \$105,071.43 and option #3 and the parking lot contingent on available funds, all contingent upon review of the documents by the solicitor. Motion carried unanimously.

ZONING OFFICER: Zoning Report for March 2021 was provided. There have been more permits issued since the report. Council had no questions regarding the report.

HEARING OF THE VISITORS: Mary Lou Wright, 25180 Blakeslee Road, Union City presented a letter asking Council to help keep illegal aliens from being harbored in the Union City area. Solicitor Sennett stated that there would be nothing the Borough could do to prevent it if the Federal government wanted to house them here. However, Union City doesn't have an area that could accommodate them, so it's unlikely they would try to house them here.

CODE ENFORCEMENT: Code Enforcement Report for March 2021 was provided and Council had no questions.

SOLICITOR SENNETT: Solicitor Sennett reported that we are still working with Social Security regarding the Borough police department deductions and Section 218. We have been corresponding with them for more than a year.

MAYOR NATALIE WILMOTH: Mayor Wilmoth reported that the Museum has an old hearse that needs the wheels replaced and are looking for someone to fix it. If anyone knows of someone, please let them know. She also reported that the Civil Service Commission met on March 29, 2021 with the Chief and herself. She swore in James Kerns and the Commission reviewed the requirements for them.

POLICE CHIEF: The Police Chief reported the Civil Service process is closed. They received one application. To hire anyone at this point we must follow through with the hiring process with the current candidate.

The Consortium test is once a year. Our current rules for the written score are 80%. If we would lower it 70% it would provide the option for more applicants. The Chief also requested Council to change the maximum age to apply to age 40 and a mandatory retirement age to 65. There was discussion on it and Council will discuss further at the next meeting.

STREET SUPERVISOR: Street Supervisor Bob Phillips provided his 1st quarter report and there were no questions.

Pricing on plows – Received three quotes:

- | | | |
|--------------------------|----------|-------------|
| 1. Seigworth Road Supply | OWP19 | \$9,580.94 |
| 2. Seigworth Road Supply | Gledhill | \$12,822.05 |
| 3. U.S. Municipal | Gledhill | \$8,878.21 |

Another quote was received but it wasn't the same brand, and the cost was \$8,305.90, but wouldn't serve the Boroughs purpose. After having three people that do fabrication and repairs look at the plow and receiving verbal estimates on the repair costs, it is

recommended that the plow be replaced. Repair estimates were all over \$6,000 and the plow is more than 20 years old.

MOTION TO PURCHASE A PLOW FROM U.S. MUNICIPAL FOR DELIVERY NO LATER THAN NOVEMBER 15, 2021, FOR THE AMOUNT OF \$8,878.21. It was moved by Councilor Bowes and seconded by Councilor McGuire to purchase the plow from U.S. Municipal for delivery no later than November 15, 2021, for the amount of \$8,878.21. Motion carried unanimously.

Fifth Avenue Stormwater Project was tabled at the March 23, 2021 meeting. Property owners don't want to carry the expense of putting the pipe and catch basin in on their property so at this time nothing will be done.

BOROUGH MANAGER:

COUNCIL TO DISCUSS AMENDING THE PARKING ORDINANCE. The proposed parking ordinance was sent to Council for their review and Council went over it with all the changes. There were a few minor changes that still needed made. They asked to review the final proposal at the May 11, 2021 meeting.

PROPOSED AMENDMENT TO THE GARBAGE ORDINANCE: Council reviewed the proposed garbage ordinance and agreed to advertise. The changes to the ordinance require residents who use the sticker service through Raccoon Refuse to purchase a minimum of 12 bags per year.

MOTION TO APPROVE ADVERTISING THE PROPOSED GARBAGE ORDINANCE. It was moved by Councilor McGuire and seconded by Councilor Cross to advertise the proposed Garbage Ordinance, repealing all previous parking ordinances. Motion carried unanimously.

UNION CITY PRIDE – TREES Information of placement and location of 12 trees on Main Street was presented.

MOTION TO APPROVE THE LOCATION OF PLANTING 12 TREES ON MAIN STREET AS RECOMMENDED BY WESTERN PA CONSERVANCY AND UNION CITY PRIDE. It was moved by Councilor McGuire and seconded by Councilor Cross to approve the location of planting 12 trees on Main Street as recommended by Western PA Conservancy & Union City Pride. Motion carried unanimously.

EXONERATION OF DELINQUENT PROPERTY TAXES: A letter from EC Bureau of Revenue & Tax Claim was received stating the parcel of 5 Highland Drive was removed from the Assessment records based on the existence of a trailer. They are requesting a resolution that provides for credit of delinquent taxes.

MOTION TO PASS A RESOLUTION PROVIDING FOR A CREDIT OF DELINQUENT TAXES ON 5 HIGHLAND DRIVE. THE PARCEL WAS REMOVED FROM THE ASSESSMENT RECORDS BASED ON THE DETERMINATION OF VALUE OR EXISTENCE OF EACH TRAILER PER A FIELD REVIEW. It was

moved by Councilor Bowes and seconded by Councilor Cross to pass a resolution providing for a credit of delinquent taxes on 5 Highland Drive. The parcel was removed from the assessment records based on the determination of value or existence of each trailer per a field review.

DCNR GRANT FOR FRENCH CREEK TRAIL FEASIBILITY STUDY Council to approve the agreement with The EADS Group for this project.

MOTION TO ACCEPT THE AGREEMENT WITH THE EADS GROUP FOR THE FRENCH CREEK TRAIL FEASIBILITY STUDY, THROUGH A DCNR GRANT, UPON APPROVAL OF THE SOLICITOR. It was moved by Councilor Cross and seconded by Councilor McGuire to accept the agreement with The EADS Group for the French Creek Trail Feasibility Study, through a DCNR grant, upon approval of the Solicitor. Motion carried unanimously.

INSURANCE CLAIM – PROPERTY DAMAGE: Damage to police car and roof. A repair to the roof that caused damage is needed but property owner can't afford it. Council agreed to have Solicitor Sennett draw up an agreement and present it to the property owner allowing the Streets Department to repair the skylight as best as possible so there won't be further damage to the structure that adjoins the City Building.

MISCELLANEOUS UPDATES:

PSAB Fall Conference October 8-10th, 2021 in Erie
PennDOT Project – Old poles will be for the Borough
There will be a meeting regarding broadband infrastructure. Council is invited to attend.
Income Tax Deadline – changed to May 17, 2021 to coincide with Federal & State,
His Work, His Way – This project is looking for volunteers and households that need help
April 27, 2021 Council Meeting
1st Quarter Pension Reports are available.

ADMINISTRATIVE: Councilor Brumagin proposed that the Property Maintenance Ordinance be amended to require every owner of a structure with one or more dwelling units must have tub or shower, lavatory, water closet and kitchen sink maintained in a sanitary and safe working condition. Also, to require each to have either a public water system or a private water system and maintain the required facilities in a sanitary, safe working condition. And, section 305.06 Interior Doors be removed.

MOTION TO ADVERTISE THE AMENDMENT TO THE PROPERTY MAINTENANCE ORDINANCE AS PROPOSED. It was moved by Councilor Bowes and seconded by Councilor Cross to advertise the amendment to the Property Maintenance Ordinance as proposed. Motion carried unanimously.

ZONING ORDINANCE AMENDMENTS: Councilor Brumagin proposed amending the Zoning Ordinance as follows:

1. Remove the required 2' set back for fencing and allow the fence to be placed on the property line.
2. Exempt certain accessory structures from Zoning Permit requirements.

3. To specify the setback requirements for storage sheds located in residence's fenced-in yards.

Council will further discuss as the Council meeting on May 11, 2021.

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 the Mother's Day Bingo was changed to June 10, 2021 for the Borough's 150th birthday.

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

EXECUTIVE SESSION: To discuss a financial issue and personnel. Started at 8:30 and ended at 8:45.

ADJOURNMENT: It was moved by Councilor Bowes and seconded by Councilor McGuire that the meeting be adjourned. The meeting adjourned at 8:45 P.M._

ATTEST

Borough of Union City

BIDDER	ADDRESS	AMOUNT
Cross Paving, LLC	8955 Wattsburg Rd., Erie, PA 16509	
	Base	\$66,733.58
	Option #1	\$22,333.20
	Option #2	\$16,004.65
	Option #3	\$26,021.81
	Option #4	\$29,012.13
	Option #5	\$22,099.98
	Option #6	\$36,380.10
Joseph McCormick Construction	3340 Pearl Avenue, Erie, PA 16510	
	Base	\$137,081.50
	Option #1	\$ 44,261.00
	Option #2	\$ 25,916.10
	Option #3	\$ 49,408.50
	Option #4	\$ 55,080.20
	Option #5	\$ 41,945.20
	Option #6	\$ 79,750.00
Lindy Paving, Inc.	1807 Shenango Rd., New Galilee, PA 16141	
	Base	\$68,518.00
	Option #1	\$23,852.00
	Option #2	\$16,745.80
	Option #3	\$28,085.00
	Option #4	\$29,963.20
	Option #5	\$23,624.50
	Option #6	\$42,587.20