

**MINUTES
UNION CITY BOROUGH
JULY 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 6:01 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, Hoban, Cross, & Joyce. McGuire & Bowes were absent.

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

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

MOTION ON MINUTES: It was moved by Councilor Joyce and seconded by Councilor Cross that all Councilors, having read the minutes, approve the Public Hearing minutes and Council Meeting minutes from June 22, 2021. Motion carried unanimously

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

HEARING OF THE VISITORS:

Justin Rutter, tenant at 89 Concord Street, presented information about locating a small engine repair business at his location. He was told in 2020 that the zoning ordinance doesn’t allow that. He was asking about having it rezoned or getting a variance. He also has a garage that has been set on the property line and a shed on the vacant lot. The property he rents consists of two parcels. Solicitor Wachter explained the difference between a variance and rezoning. He said he could request a hearing for a Use Variance and the cost would be \$250 for the hearing. To rezone, the process takes longer and he would have the expense of paying for new maps. Solicitor Wachter also stated use variances are difficult to get because you have to show the property isn’t good for anything. The property owner would need to give written permission for Justin to seek the use variance. The property is currently residential.

ZONING OFFICER: Zoning Report for June 2021 was provided and council had no questions.

CODE ENFORCEMENT: Code Enforcement Report for June 2021 was provided and council had no

questions.

Riley reported that eighteen properties have been submitted to BIU for inspection and another eight for reinspection. The reinspection are properties that have repairs that haven't been completed. The 18 are properties are in poor condition or blighted properties. The Borough is continuing the practice of properties being inspected by BIU to identify structural or property maintenance code violations in the attempt at fighting blighted properties.

SOLICITOR WACHTER: The Solicitor explained changes to Act 65 Sunshine Act. At the end of August 2021 we will be required to post the agenda 24 hours in advance at the Borough office, location of meeting, and on the Borough website. There are other restrictions as to amending the agenda that must be followed.

Solicitor Wachter also stated that the county is creating a Transformational Grant for downtown districts and we should watch for information as it is released.

MAYOR NATALIE WILMOTH: The Mayor reported that the United Way has named the UC Elementary School a Community School. The goal is to eliminate generational poverty. More information will be available over the next few months.

POLICE CHIEF: The Police Chief had no reports or recommendations, but requested an executive session.

No update on hiring a part-time officer was provided.

No update on Civil Service Rules was provided.

STREET SUPERVISOR: The Street Supervisor reported that the 1954 Grader sold on Municibid for \$3,250. Also, his second quarter report is available.

BOROUGH MANAGER:

MISCELLANEOUS UPDATES:

PSAB Fall Conference October 8-10th, 2021 in Erie.

The July 27th Council meeting location needs to be moved to the City Building because the Church will not be available.

The 2nd quarter pension reports are available for Council review.

Update on Caflisch Park. The restrooms will be delivered on Friday July 16, 2021.

Letter received from Erie County Fair at Wattsburg concerning a "brick campaign".

Fire, EMS & Municipal Leadership Seminar – Tuesday, July 20, 2021 5:30 – 8:30 PM.

Information is in the folders.

ZONING ORDINANCE: Council reviewed the proposed amendment to the Zoning Ordinance reflecting changes from the last meeting. A discussion was held regarding the width of driveways. Currently it is 24' at the right-of-way line. Solicitor Wachter will write a proposed change providing more clarification.

INFORMATION ON KEVIN ARRINGTON, A+ STRATEGIES AND CORPORATE SOLUTIONS: The following information was on the Agenda for the Council meeting on June 22, 2021:

“Kevin is working with Impact Corry to expand broadband services into rural areas. The Borough has also been working with Impact Corry on this project. Kevin is requesting a letter of support from the Borough to support him in seeking funding for this project.”

This information was not correct. He IS NOT working with Impact Corry or working with Impact Corry on the project trying to expand broadband into the Corry and Union City School Districts. I’m requesting that Council not provide a letter of support at this time. Council agreed not to send a letter of support.

RECREATION COMMISSION: The commission has requested that Mike Pandolph be removed from the Commission. They have made several attempts to contact him, he hasn’t participated in over a year, and has moved out of the Borough. His term expires December 31, 2024. They have recommended Sarah Gilger to replace him.

MOTION TO REMOVE MIKE PANDOLPH FROM THE RECREATION COMMISSION AND APPOINT SARAH GILGERL TO FULL FILL HIS TERM THAT EXPIRES DECEMBER 31, 2024. It was moved by Councilor Cross and seconded by Councilor Hoban to remove Mike Pandolph from the Recreation Commission and appoint Sara Gilger to full fill his term that expires December 31, 2024. Motion carried unanimously.

ECGRA RENAISSANCE GRANT: The Borough has received \$50,000 for 2021 for the Renaissance Grant Program. The application period was open until July 9, 2021 in the areas of East & West High, South Street, the Avenues, Waterford Street/Route 97, and North and South Main Street. Council reviewed the 11 applications that were received for this round of funding totaling \$35,275.00 in grant requests and \$88,830 for total improvements. The decision is based on which properties will make the biggest impact in the fight against blight.

MOTION TO APPROVE 11 APPLICATIONS FOR THE 2021/2022 RENAISSANCE GRANT PROGRAM FOR A TOTAL OF \$35,275 AS PRESENTED. It was moved by Councilor Hoban and seconded by Councilor Cross to approve 11 applications for the 2021/2022 Renaissance Grant Program for a total of \$35,275. Motion carried unanimously.

CAFLISCH PARK ELECTRICAL PROPOSAL: With the construction updates at Caflich Pak there are some electrical upgrades that should be completed. Hyer Electric provided an estimate of \$4,150. Bob Phillips, Street Supervisor, explained it will be running the wires underground, out of a newer box in pavilion #1, eliminate an extra metered service in pavilion #1 and update electric. Requesting approval from Council.

MOTION TO MAKE RECOMMENDED ELECTRICAL UPGRADES AT CAFLISCH PARK. It was moved by Councilor Hoban and seconded by Councilor Cross to make the recommended electrical upgrades Caflich Park using Hyer Electric at a cost of \$4,150.00. Motion carried unanimously.

QUALITY OF LIFE ORDINANCE: Council reviewed the proposed amendment to the Quality of Life ordinance and make a motion to pass it.

MOTION TO PASS THE PROPOSED AMENDMENT TO ORDINANCE 1111 QUALITY OF LIFE, AMENDING SECTION 3 & 4. It was moved by Councilor Cross and seconded by Councilor Joyce to pass the proposed amendment to ordinance 1111 Quality of Life, amending section 3 & 4. Motion carried unanimously.

TA SET-ASIDE GRANT: Requesting approval to apply for a grant for sidewalks on Bridge Street, Willow Street and Market Street. It would cover 100% of the construction and a full-time inspector. The Borough would be responsible for the engineering and design. We would apply for additional funding to cover those costs.

MOTION TO APPROVE APPLYING FOR THE TA SET-ASIDE GRANT FOR A SIDEWALK PROJECT ON BRIDGE, WILLOW AND MARKET STREET. AN AGREEMENT WITH THE EADS GROUP WILL BE SIGNED, AFTER REVIEW AND APPROVAL FROM SOLICITOR WACHTER, TO COMPLETE THE TWO-PART APPLICATION. It was moved by Councilor Cross and seconded by Councilor Hoban to approve applying for the TA Set-Aside Grant for a sidewalk project on Bridge, Willow and Market Street. An agreement with The EADS Group will be signed, after review and approval from Solicitor Wachter, to complete the two-part application. 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 was absent.

PARKS AND RECREATION: The Liaison for Parks and Recreation reported that there will be a Parks & Recreation Commission meeting on Tuesday, July 20, 2021 at 7:00 PM at Caflisch Park.

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

ADJOURNMENT: It was moved by Councilor Cross and seconded by Councilor Hoban that the meeting be adjourned. The meeting adjourned at 6:57 P.M.

EXECUTIVE SESSION TO DISCUSS PERSONNEL: No action was taken. The session was from 6:57 pm– 8:40 pm.

ATTEST