

**MINUTES
UNION CITY BOROUGH
JULY 27, 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 at the City Building 13 South Main Street, Union City.

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

OFFICIALS PRESENT: were Mayor, Natalie Wilmoth; Borough Manager, Cindy Wells; and Streets Supervisor, Bob Phillips

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

MOTION ON MINUTES: It was moved by Councilor Cross and seconded by Councilor Joyce that all Councilors, having read the minutes, Council Meeting minutes July 13, 2021. Motion carried unanimously.

HEARING OF THE VISITORS: No visitors wanted to speak.

COMPLAINT FORMS: Council reviewed complaint forms and had no questions.

MAYOR NATALIE WILMOTH: The Mayor reported that the applicant for the Police Department never turned in the final paperwork that was required. At this time there are no other candidates.

POLICE CHIEF: The Police Chief was not in attendance. The update on Civil Service Rule changes will be presented at the next meeting.

STREETS SUPERVISOR: The Street Supervisor reported that Russell Standard plans to complete the tar and chip projects between Wednesday, August 4-6, 2021.

BOROUGH MANAGER:

COUNCIL REVIEWED PROPOSED ZONING ORDINANCE: Council reviewed proposed zoning ordinance and approved submitting it to the Union Area Planning Commission and EC Planning Commission.

MOTION TO APPROVE THE PROPOSED ZONING ORDINANCE FOR SUBMISSION TO THE UNION AREA PLANNING COMMISSION AND EC PLANNING COMMISSION. It was moved by Councilor McGuire and seconded by Councilor Cross to approve the proposed zoning ordinance for submission to the Union Area Planning Commission and EC Planning Commission. Motion carried unanimously.

CAFLISCH PARK DCNR PROJECT: The project is in the final stages. There is an issue with low spots in the park. Lindy Paving is going to quote a price on the cost of using a dozer to level it off and bring in some fill. Bob and I met with them today and we are planning to move ahead in correcting the problem.

There have been some issues of minor vandalism in the parks. Tot Lot had repairs made. A report was filed with the Police Department.

REQUEST FROM PROPERTY OWNER TO VACATE A PORTION OF NORTH FIFTH AVENUE: A property owner on North Fifth Avenue wanted to know about the Borough vacating a section of North Fifth Avenue that is only a “paper street”. There is a 15-18” storm line on that property that drains 5th Avenue. Council wants the Borough Manager to contact them and if they are willing to have it surveyed and a right-of-way/easement on the property they are willing to vacate.

ROAD GRADING BY UNION TOWNSHIP: Union Township will grade roads twice a year for \$1500/year. It is calculated at approximately 10 hours. They would like to add it to the agreement that we currently have in place for other shared services. Council agreed and the Solicitor will create the document.

RESOLUTION SUPPORTING IMPACT CORRY APPLYING TO EXPAND BROADBAND: The resolution supports the application for funding to expand the broadband to Corry and Union City School Districts.

MOTION TO APPROVE A RESOLUTION SUPPORTING IMPACT CORRY TO APPLY FOR FUNDING TO EXPAND BROADBAND SERVICES TO THE CORRY AND UNION CITY SCHOOL DISTRICTS. It was moved by Councilor Cross and seconded by Councilor Joyce to approve a resolution supporting Impact Corry to apply for funding to expand broadband services to the Corry and Union City School Districts. Motion carried unanimously.

APPOINTMENTS TO THE PLANNING COMMISSION, ZONING BOARD, RECREATION

COMMISSION AND SHADE TREE COMMISSION: The following have been serving on the following boards and re-appointments will be retro-active to January 1, 2021.

| | | | |
|--------------|-----------------------|-------------|---------------------------|
| Larry Miller | Planning Commission | 4 Year Term | Expires December 31, 2024 |
| James Joyce | Zoning Board | 3 Year Term | Expires December 31, 2023 |
| Beth Eastman | Recreation Commission | 5 Year Term | Expires December 31, 2025 |
| Matt Joyce | Shade Tree Commission | 5 year Term | Expires December 31, 2025 |

MOTION TO APPROVE THE PROPOSED APPOINTMENTS, RETRO-ACTIVE TO JANUARY 1, 2021.

It was moved by Councilor McGuire and seconded by Councilor Cross to approve the proposed appointments, retro-active to January 1, 2021 as follows:

| | | | |
|--------------|-----------------------|-------------|---------------------------|
| Larry Miller | Planning Commission | 4 Year Term | Expires December 31, 2024 |
| James Joyce | Zoning Board | 3 Year Term | Expires December 31, 2023 |
| Beth Eastman | Recreation Commission | 5 Year Term | Expires December 31, 2025 |
| Matt Joyce | Shade Tree Commission | 5 year Term | Expires December 31, 2025 |

Motion carried unanimously.

ERIE COUNTY LAND BANK: 2 New Street, 13 Warden Street, and 46-48 Atlantic Street. They are planning to demo the buildings. For the property of 92 South Main, there have been two applications. Previously Council determined to wait on the first application for the property to see what the end use could potentially be. A new application has been received and Council is reviewing that. Council would like more information on development.

PA DCED STRATEGIC MANAGEMENT PLANNING PROGRAM GRANT: The Borough received three bids that were opened at the Borough Office on July 16, 2021 at 9:00 AM with Borough Manager Cindy Wells, and Police Secretary Amanda Musgrave. The bids were as follows

| | |
|-----------------------|----------|
| HRG | \$43,700 |
| Grass Roots Solutions | \$43,975 |
| PA Economy League | \$49,120 |

After review of the three bids Borough Manager Cindy Wells recommends going with Grass Roots Solutions. They are currently working with Wesleyville Borough to complete a plan. A hardship letter requesting the required match (typically 50%) be reduced was emailed on July 26, 2021 to Teri Cunkle with the DCED. The next process is Council to pass a Resolution (provided in the folders). Submit the application. An answer should be in less than 30 days. During the 30-day period we can interview GRS and determine if they would be the ones that we would want to complete the plan. After approval, we would sign the agreement. They would be working soon enough to potentially be able to provide assistance with the 2022 budget.

MOTION TO APPROVE THE RESOLUTION (2016-06) TO APPLY TO THE DCED FOR A STRATEGIC MANAGEMENT PLANNING PROGRAM GRANT TO COMPLETE THE STRATEGIC MANAGEMENT PLAN WITH A MATCH AMOUNT OF 10%. It was moved by Councilor Cross and seconded by Councilor Hoban to approve the Resolution (2016-06) to apply to the DCED for a Strategic Management Planning Program Grant to complete the Strategic Management Plan with a match amount of 10%. Motion carried unanimously.

ADMINISTRATION:

ZONING REQUEST FROM 89 CONCORD STREET: There will be a zoning hearing regarding a use variance request. Information about this was presented and discussed by Council and all but one Councilor was in agreement the use variance should not be granted.

FORMATION OF A PENSION COMMITTEE: Recommended by Denny Fortin. Sample Charters are in the folders. We will need three Council Members on the Committee. Greg Bowes, Dan Brumagin, and Matt Joyce all volunteered.

MOTION TO FORM A PENSION COMMITTEE AND ADOPT A CHARTER FOR THE COMMITTEE THAT WOULD BE WRITTEN AND/OR APPROVED BY SOLICITOR WACHTER. GREG BOWES, DAN BRUMAGIN, AND MATT JOYCE VOLUNTEERED TO BE ON THE COMMITTEE. It was moved by

Councilor McGuire and seconded by Councilor Cross to form a pension committee and adopt a charter for the committee that would be written and/or approved by Solicitor Wachter. Greg Bowes, Dan Brumagin, and Matt Joyce volunteered to be on the Committee. 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 had no reports or recommendations.

Councilor Bowes suggested contacting the Parks & Recreation Commission to see if they would volunteer to repaint the mafia blocks in Southwest Park since there were complaints on their condition. Councilor Joyce said he would contact them.

It was also suggested that we get pricing on security cameras for Cafilisch Park because of potential vandalism. Cindy will get pricing.

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

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

REVIEW THE INFORMATIONAL SUMMARY: If there is no objection, the Informational Summary will stand approved and be made a part of the minutes of this meeting. Council Agreed.

ADJOURNMENT: It was moved by Councilor McGuire and seconded by Councilor Cross that the meeting be adjourned. The meeting adjourned at 7:20 P.M.

EXECUTIVE SESSION: To discuss personnel with no action to be taken. It started at 7:23 and ended at 7:57.

ATTEST