

**MINUTES  
UNION CITY BOROUGH  
OCTOBER 12, 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 6:00P.M. by Councilor Hoban. The meeting was at the First United Methodist Church, 42 East High Street, Union City.

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

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

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

**MOTION ON MINUTES:** It was moved by Councilor Cross and seconded by Councilor McGuire that all Councilors, having read the minutes, approve Council Meeting minutes from September 7<sup>th</sup> & 28<sup>th</sup>, 2021 and Public Hearing minutes from September 28, 2021. Motion carried unanimously.

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

**HEARING OF THE VISITORS:** No visitors to speak.

**ZONING OFFICER:** Zoning Report for September 2021 was reviewed and there were no questions.

**CODE ENFORCEMENT:** Code Enforcement Report for September 2021 was reviewed and there were no questions.

**SOLICITOR WACHTER:** The Solicitor reported that he will be presenting resolutions to set up a Retirement Plan Committee for both the Non-uniform and Police pension to be adopted at the next meeting. He will also present a consolidated zoning ordinance which combines all current zoning ordinance amendments with the current ordinance.

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

**POLICE CHIEF:** The Police Chief will make any reports or recommendations he may have.

**STREET SUPERVISOR:** The Street Supervisor reported they are catching up on last minute items before winter. The new plow hasn't been delivered yet but will possibly have a ship date this week. The 3<sup>rd</sup> quarter report was presented and there were no questions.

**BOROUGH MANAGER:**

**MISCELLANEOUS UPDATES:**

ECBA Meeting – Union City American Legion, October 20, 2021. RSVP to me by Friday October 15, 2021

Liquid Fuels Audit Letter is available for Council review if interested.

Northwest 3<sup>rd</sup> quarter pension statements are available for review.

**COMPREHENSIVE PARKS AND RECREATION PLAN:** The plan has been completed. Funding was provided by the DCNR, ECGRA and the UCCF. Requesting Council approval and acceptance of the plan to be used for future planning of park improvements, recreation activities and any other times that it would be applicable. The plan is available on the Borough webpage [unioncitypa.us](http://unioncitypa.us).

**MOTION TO ACCEPT THE FINAL COMPREHENSIVE PARKS AND RECREATION PLAN THAT WAS COMPLETED BY THE EADS GROUP, TO BE USED FOR FUTURE PLANNING OF PARK IMPROVEMENTS RECREATION ACTIVITIES AND ANY OTHER TIME THAT IT WOULD BE APPLICABLE.** The motion was made by Councilor Joyce and seconded by Councilor Cross.  
Motion carried unanimously.

**APPLICATION FEE FOR CIVIL SERVICE TESTING:** The fee had been set in previous Civil Service Rules but when the rules were updated it was changed so that Council could set the fee by motion or resolution. Requesting Council to set the Civil Service application fee at \$25.00.

**MOTION TO SET THE APPLICATION FEE FOR CIVIL SERVICE TESTING AT \$25.00.** The motion was made by Councilor Cross and seconded by Councilor McGuire.

**CITY BUILDING FEASIBILITY STUDY AGREEMENT WITH LGA PARTNERS:** Request for Qualifications were received and reviewed and LGA Partners is being recommended. The agreement has been reviewed by Solicitor Wachter. Requesting Council's approval for the Borough Manager to sign the agreement. The funding for this study is from grants received from the PA Keystone PHMC, UCCF, UCCHA, and ECF.

**MOTION TO APPROVE THE BOROUGH MANAGER SIGN THE AGREEMENT BETWEEN THE BOROUGH AND LGA PARTNERS TO COMPLETE A FEASIBILITY STUDY ON THE CITY BUILDING.**  
The motion was made by Councilor Joyce and seconded by Councilor Cross. Motion carried unanimously.

**YARD SALE ORDINANCE:** The proposed Yard Sale Ordinance was emailed to Borough Council

for review. Requesting approval to advertise the Ordinance. There was a brief discussion of the ordinance.

**MOTION TO APPROVE ADVERTISING THE PROPOSED YARD SALE ORDINANCE.** The motion was made by Councilor McGuire and seconded by Councilor Joyce. Motion was carried unanimously.

**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:** Councilor Joyce, the Liaison for Parks and Recreation reported that the Parks and Recreation met and set dates for the following events:

Treats in the Streets, Sunday, October 31, 2021 5:00 – 6:30

Santa Coming to Town, Friday, November 26, 2021

Christmas Decorating Contest Judging Friday, December 10, 2021

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

**ADJOURNMENT:** It was moved by Councilor McGuire and seconded by Councilor Cross that the meeting be adjourned. The meeting adjourned at 6:21 P.M.

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ATTEST