

**MINUTES  
UNION CITY BOROUGH  
APRIL 26, 2022**

**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 Cross. The meeting was at the First United Methodist Church, 42 East High Street, Union City.

**COUNCILORS PRESENT** were Cross, Joyce, Warner and Winkler. Brumagin, Bowes, and Douglas were absent.

**OFFICIALS PRESENT** were Solicitor Tim Wachter; Mayor, Natalie Wilmoth; Borough Manager, Cindy Wells; Police Chief, David Pernice.

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

**MOTION ON MINUTES:** It was moved by Councilor Joyce and seconded by Councilor Warner that all Councilors, having read the minutes, approve Council Meeting minutes from March 22, 2022. There was no quorum for the April 12, 2022 meeting. Motion carried unanimously.

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

**HEARING OF THE VISITORS:** There were no visitors to speak.

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

**POLICE CHIEF:** The Police Chief will make any reports or recommendations he may have. Civil Service Appeal Hearing scheduled for April 8, 2022 was cancelled by the candidate. Civil Service Testing – Chief would like to administer a test. Prior to that he proposed changes to the physical agility portion of the test because it eliminates some of the candidates. Council agreed to adopt the same physical agility test used by PSP exception no vertical jump. Chief is to submit the information to Solicitor Wachter and he will make the changes so Council can vote on it at the May 10, 2022 meeting. He also requested a maximum age of 50 years old to apply but Council would not agree to setting a maximum age limit.

Community Meeting was held on April 5, 2022. There were three residents who attended.

Clean-up Day will be held on Saturday, June 4, 2022 from 10:00 AM – 1:00 PM.

Extended Jurisdiction to Union Township – There would be a concurrent Jurisdiction

Agreement. Solicitor Wachter stated that the Corporal at PSP Corry would need to approve it. We need to first find out if Union Township will agree to it. He recommended that Chief Pernice and Borough Manager Cindy Wells meet with Union Township.

**BOROUGH MANAGER:**

**MISCELLANEOUS UPDATES:**

HIS WORK HIS WAY PROJECT: Information was provided to Council. They are looking for volunteers and donations for monetary donations for building materials and supplies and food donations to feed the volunteers.

FIRE, EMS AND MUNICIPAL LEADERSHIP SEMINAR on April 28, 2022 at 5:30.

PENSION REPORTS: The 2021 Actuarial Report and the 1<sup>st</sup> quarter reports for the pension plans are available for review.

FRENCH CREEK TRAIL TOWN PLAN: This will be completed in May. The final draft was provided to Council, DCNR, and the Steering Committee for final comment. There were no questions. Changes can still be made. At the May 10, 2022, meeting Council will vote to put on record that they approve and accept the plan by resolution as a reference document.

TA SET-ASIDE GRANT: The Borough received \$875,000 for sidewalks section of Concord, Bridge, and Willow. There will need to be a match that covers the engineering costs of the project.

**VACANCY FOR A CONSTABLE IN DISTRICT 1 AND 2:** Information was received that there are two vacancies for Constable and Borough Council are to fill these.

**ACCEPT RESIGNATION OF SARA GILGER FROM PARKS & RECREATION COMMISSION AND APPOINT MORGAN DYNE TO FULL FILL THE TERM LEFT VACANT AND EXPIRES DECEMBER 31, 2024.** It was moved by Councilor Winkler and seconded by Councilor Warner. Motion carried unanimously.

**LETTER FROM UNION CITY PRIDE REQUESTING TAX RELIEF:** UCPI owns three properties and have been granted tax-exempt status. They are requesting tax relief for 2020 and 2021, totaling approximately \$1,582.14.

**MOTION TO PROVIDE TAX RELIEF TO UNION CITY PRIDE, INC. FOR THE YEARS 2020 AND 2021 FOR APPROXIMATELY \$1,582.14 FOR THE FOLLOWING PARCELS: 42-007-023.0-0-004.00 KNOWN AS 46 NORTH MAIN STREET, 42-007-023.0-003.00 KNOWN AS 2 WEST HIGH STREET, 41-010-038.0-066.01 KNOWN AS MARKET STREET.** It was moved by Councilor Joyce and seconded by Councilor Warner. Motion carried unanimously.

**STREET LIGHT POLES:** Discuss the condition of the poles and refinishing them. Council agreed to having five poles done and see how they hold up. No motion was needed.

**PUBLIC WORKS CDL LICENSING:** Council discussed having a policy that determine the costs paid by the Borough for an employee to obtain a CDL license. They agreed to have a policy written by the Solicitor to cover the costs of any test that is passed. There will also be a requirement to payback prorated costs if the employee leaves within 3 years. The policy will be presented at the May 10, 2022 Council meeting.

**DISCUSS THE ZONING ORDINANCE LIMITING THE NUMBER OF ACCESSORY STRUCTURES:** Council to

reviewed options to limit the number of accessory structures. They decided not to set a limit but approved the proposed amendment to be advertised and have a Public Hearing on June 14, 2022.

**DISCUSS THE CHICKEN ORDINANCE AND APPROVE FOR ADVERTISING:** Review the final ordinance and the effects on the Zoning Ordinance. Council approved to advertise and vote at the June 14, 2022 meeting.

**RETRO-ACTIVE VOTE TO CHANGE THE 2022 PAVING BID PACKAGE:** Retro-active to March 22, 2022, to change the 2022 paving bid package.

**RETRO-ACTIVE VOTE TO MARCH 22, 2022, TO CHANGE THE BID PACKAGE FOR 2022 PAVING TO A BASE BID OF WATERFORD STREET TO THE CURVE, NORTH FOURTH AVENUE-WEST HIGH TO END, PUTNAM STREET-PROSPECT TO WATTSBURG, AND THREE OPTIONS PUTNAM-WARDEN TO UPPER SIDE OF CURVE, CENTER STREET-O'DELL INTERSECTION TO RT 6, AND JOHNSON STREET-MILES TO GILLETTE STREET.** It was moved by Councilor Joyce and seconded by Councilor Warner. Motion carried unanimously.

**2022 PAVING AND SEAL COAT PROJECTS:** The bids for the 2022 Paving Projects were opened on April 12, 2022. They are as follows:

	BASE BID	OPTION 1	OPTION 2	OPTION 3
Cross Paving	\$80,357.17	\$25,400.62	\$28,988.55	\$42,755.44
Lindy Paving	\$92,509.20	\$30,061.00	\$33,093.70	\$50,538.40
McCormick	\$115,695.60	\$34,773.80	\$40,591.00	\$62,987.20

The bids for the Multi-Municipal bid for 2022 Seal Coat Projects were opened on April 13, 2022.

Suit Kote	\$30,789.72 – Base Bid Only
Russell Standard	\$39,845.52 – Base Bid Only

The available funds from Liquid Fuels is \$88,533.20 and County \$15,558, totaling \$104,091.20. The base bid from Cross Paving and the seal coat bid from Suit Coat total \$111,146.89. An additional \$7,055.69 will be needed from the general fund.

**MOTION TO ACCEPT THE 2022 PAVING BIDS AND 2022 SEAL COAT BIDS AFTER REVIEW OF SOLICITOR WACHTER; AWARD CROSS PAVING FOR THE BASE BID PORTION OF \$80,357.17 AND TO AWARD THE 2022 SEAL COAT BID FROM SUIT KOTE FOR SEAL COAT IN THE AMOUNT OF \$30,789.72; AND APPROVE THE USE OF COUNTY AID TOWARDS THE 2022 SEAL COAT PROJECT AND LIQUID FUELS FUNDS FOR PAVING WITH CROSS PAVING AND THE REMAINING BALANCE OF THE 2022 SEAL COAT PROJECT. ANY ADDITIONAL COSTS WILL BE PAID FROM THE GENERAL FUND.** It was moved by Councilor Joyce and seconded by Councilor Warner. Motion carried unanimously.

### **PUBLIC WORKS**

Several potential infrastructure projects:

Engineering for TA Set-Aside Grant - \$87,000 (UCCF GRANT & ARPA & GAP)

Route 97 Storm Water - \$400,000 (ARPA & GAP) – Engineering plans are in place, may need some alterations. This is estimated to cost approximately \$400,000.

Pleasant Street Bridge & Willow Street – Erie County at-risk bridge grant funding would

provide 60%  
Storm Water Sixth Avenue – Engineering?  
Miles Street – Installing catch basins & pipes

We can apply for additional GAP funding of \$194,600  
We have \$228,684 in ARPA funds

Council agreed that at this time the Pleasant Street bridge and Willow Street bridge be inspected by PennDOT to determine their condition. Also, have GPI look at the Sixth Avenue storm water project. They do not want to proceed with catch basins and pipes on Miles Street, or the Route 97 Storm Water Project. They will determine which projects to proceed with after the condition of the bridges is determined.

**ADMINISTRATION:** Council President had no reports or recommendations.

**PERSONNEL AND PLANNING:** The Liaison of Personnel and Planning had no reports or Recommendations.

**EXECUTIVE SESSION:** There was no Executive Session.

**ADJOURNMENT:** It was moved by Councilor Warner and seconded by Councilor Winkler that the meeting be adjourned. The meeting adjourned at 8:19 P.M.

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ATTEST