

**MINUTES  
UNION CITY BOROUGH  
JANUARY 10, 2023**

**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. The meeting opened with the Pledge of Allegiance and a moment of silence.

**COUNCILORS PRESENT:** were Cross, Joyce, Warner, Winkler, Fitch and Osborn. Daggett was Absent

**OFFICIALS PRESENT:** Solicitor, Tim Wachter; Mayor, Natalie Wilmoth; Borough Manager, Cindy Wells; Police Chief, David Pernice; Streets Supervisor, Bob Phillips.

**APPROVAL OF AGENDA:** Motion made by Councilor Joyce and seconded by Councilor Warner to adopt the agenda as amended, to add an executive session to discuss personnel with possible action to be taken. Motion carried unanimously.

**MOTION ON MINUTES:** Motion made by Councilor Warner and seconded by Councilor Winkler that all Councilors, having read the minutes, approve minutes from the Council Meeting December 13, 2022. Motion carried unanimously.

**MOTION ON SECRETARY’S REPORT:** Motion made 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:** Motion made by Councilor Winkler and seconded by Councilor Fitch that the unpaid bills be ordered paid and those paid be approved. Motion carried unanimously.

**HEARING OF THE VISITORS:** Dave Wellman, West High Street, reported about the noise from Tri-County and coming before 6:00 AM. He requested they not come prior to 6:00 AM. He also stated there was an on-line petition that had 42 signatures.

Council requested Borough Manager, Cindy Wells contact Tri-County and discuss the pickup times and report about the complaints.

Mr. & Mrs. Phil Brzozowski reported they would like to open a business within the Borough and was asking about availability. Borough Manager, Cindy Wells provided some information. Solicitor Wachter suggested they contact the Borough Manager and she would be able to provide information. They were given a business card with contact information.

**CODE ENFORCEMENT:** It was requested to follow-up on those leaving trash cans at the curb after pickup.

**ZONING:** Zoning Report for December 2022. Phil Conklin has been coming into Union City on Fridays to work on Zoning.

**POLICE DEPARTMENT** December parking ticket and police report, no questions.  
Chief Pernice reported the PCCD grant notified him they are still reviewing a second round of applications. Out of all the municipalities in Erie County, Union City and Lake City are the only ones who didn't receive the grant and are included in round 2. He is going to reach out to State Representatives and Senators.

**PUBLIC WORKS:** Street Supervisor provided his 4<sup>th</sup> Quarter 2022 report.  
Bob reported that the new truck should be in anytime and that we would pick it up. Bob was asked about who handles storm water management for state roads. On West High Street, across from north 5<sup>th</sup> Avenue water ponds. Bob stated we can't do anything with it. The responsibility belongs to the state.

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

**SOLICITOR:** The Solicitor presented the proposed Towing Ordinance for review.

**BOROUGH MANAGER:**

**MISCELLANEOUS UPDATES:**

The 2013 Ford Taurus was relisted on Municibid.  
Info for ECAB Meeting was presented for the meeting on January 18, 2023. No members of Council were going to attend.  
Statement of Financial Interest were provided to Council and asked to turn it.

**APPOINTMENTS** – The following appointments need approved:

- Municipal Authority Board – Glenn Shaffer
- Union Area Planning Commission –
- Zoning Hearing Board – Samantha Clabbatz
- Library Board – Cathy Smith
- Recreation Commission – Jessica Reynolds
- Civil Service Commission – Richard Hasbrouck
- Vacancy Board – Mike Wienczkowski

Appoint delegates & alternate to EACOG – In 2022 Matt Joyce and Cindy Wells – 1 year term

Appointment to Shade Tree Commission – Was Riley Cross – 5-year term

Union City Fire Department Advisory Board – Dan Brumagin's Replacement – Indefinite term

Constable in District 1 & 2 – 2 vacancies

**MOTION TO APPROVE THE ABOVE SLATE FOR APPOINTMENTS:** Motion made by Councilor

Winkler and seconded by Councilor Warner. Motion carried unanimously with Councilor Cross abstaining.

**RETRO ACTIVE MOTION TO APPROVE EMPLOYEE BONUS' FOR 2022** – Full-Time employees or those working 30 hours or more, received a bonus in December, 2022.

**RETRO ACTIVE MOTION TO APPROVE \$500 BONUS FOR BOROUGH EMPLOYEES FOR EMPLOYEES WORKING OVER 30 HOURS PER WEEK.** Motion made by Councilor Fitch and seconded by Councilor Winkler. Motion carried unanimously.

**MOTION TO RECONSIDER THE PURCHASE OF A 2022 CHEVROLET SILVERADO CK56403 FROM HALLMAN CHEVROLET.** Motion made by Councilor Joyce and seconded by Councilor Winkler. Motion carried unanimously. (This was necessary because Councilor Warner voted to approve the purchase. He realized he shouldn't because he does some work with Hallman Chevrolet)

**MOTION TO CONFIRM THE PURCHASE OF A 2022 CHEVROLET SILVERADO CK56403 FROM HALLMAN CHEVROLET.** Motion made by Councilor Osborn and seconded by Councilor Fitch. Motion carried unanimously with Councilor Warner abstaining.

**PARKS AND RECREATION COMMISSION WOULD LIKE THEIR OWN FACEBOOK PAGE.** They would follow the same rules as were required for the Union City Borough Council page.

**MOTION TO APPROVE THE BOROUGH OFFICE SETUP A FACEBOOK PAGE FOR USE BY THE PARKS AND RECREATION COMMISSION, FOLLOWING THE SAME REQUIREMENTS AS UC BOROUGH COUNCIL'S FACEBOOK PAGE, WITH THE BOROUGH MAINTAINING THE PAGE.** Motion made by Councilor Joyce and seconded by Councilor Warner. Motion carried unanimously.

**DISCUSSION OF PROPOSED ORDINANCE FOR REGULATION OF STREET STORAGE & WASTE DUMPSTERS.** Changes requested by Borough Council were made regarding the permit fee. Approval to advertise is needed.

**MOTION TO ADVERTISE THE PROPOSED ORDINANCE FOR REGULATION OF STREET STORAGE & WASTE DUMPSTER ORDINANCE.** Motion made by Councilor Warner and seconded by Councilor Winkler. Motion carried unanimously.

**DISCUSSION OF PROPOSED AMENDMENT TO THE ZONING ORDINANCE REGARDING RESIDENTIAL DUMPSTERS.** Reviewed the suggested changes. Approval for submission to EC Planning and Union Area Planning and advertisement of Public Hearing is needed.

**MOTION TO TABLE THE PROPOSED AMENDMENT TO THE ZONING ORDINANCE REGARDING RESIDENTIAL DUMPSTER UNTIL THE BOROUGH MANAGER GETS MORE INFORMATION CONCERNING DUMPSTERS AT THE LARGER APARTMENT COMPLEXES.** Motion made by Councilor Joyce and seconded by Councilor Warner. Motion carried unanimously.

**INFORMATION PROVIDED BY CREMA** A Letter of Intent is required to join and there are fees involved to become a member.

**MOTION TO PROVIDE A LETTER OF INTENT TO CREMA FOR MEMBERSHIP AND THE BOROUGH WILL HAVE SOMEONE AVAILABLE TO PARTICIPATE.** Motion made by Councilor Joyce and seconded by Councilor Warner. Motion carried unanimously.

**DISCUSS THE FISCAL PROCEDURES POLICY AND ORDINANCE THAT WAS PROVIDED TO COUNCIL.** With the completion of the DCED STMP it was recommended that the Borough have a Fiscal Procedure Policy and an ordinance adopting the policy. Solicitor Wachter stated it could be adopted by Resolution instead of an ordinance.

**MOTION TO TABLE THE FISCAL PROCEDURE POLICY TO ALLOW COUNCIL TIME TO REVIEW THE POLICY.** Motion made by Councilor Winkler and seconded by Councilor Joyce. Motion carried unanimously.

**DISCUSSION OF REVERSE PROPERTY ASSESSMENT** Information regarding Reverse Property Assessment was presented during the budget special meeting in October. Solicitor Wachter presented more information and said he could run a report for a 3 year look back period to see what the tax results would be. If Council wants to have this in place an ordinance would need to be passed.

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

He appointed himself as a member of the Union City Property Maintenance Board of Appeals along with Councilor Daggett as an alternate. He also appointed Councilor Joyce as Chairman and Cindy Wells as Secretary. The Secretary has no voting rights.

Appointment of Non-Uniformed Pension and Police Pension Fund Committee – Council President appointed Councilor Osborn and Councilor Joyce. President Cross is currently on the Committee.

**DEPARTMENT LIAISON REPORTS:** Department Liaisons had no reports or recommendations.

**EXECUTIVE SESSION:** To discuss personnel with possible action to be taken. It was from 7:28 – 7:40. No action was taken.

**ADJOURNMENT:** Motion made by Councilor Warner and seconded by Councilor Winkler that the meeting be adjourned. The meeting adjourned at 7:41 P.M.

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ATTEST