

**MINUTES
UNION CITY BOROUGH
MARCH 28, 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 6:03 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, and Steadman. Osborn and Daggett were absent.

OFFICIALS PRESENT were Mayor, Natalie Wilmoth; Borough Manager, Cindy Wells; Police Chief, David Pernice; Streets Supervisor, Bob Phillips.

APPROVAL OF AGENDA: Motion made by Councilor Warner and seconded by Councilor Winkler that the agenda stands approved as presented. 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 Public Hearing on March 13, 2023 and the Council Meeting on March 13, 2023. Motion carried unanimously.

HEARING OF THE VISITORS: No one wanted to speak.

ED O'BRIEN, CORRY YMCA: Wasn't present.

MAHER DUESSEL AUDITORS: Presentation of the 2022 Audit. Sara Reed from Maher Duessel presented the audit. They recommend having regular training for employees regarding Ransomware. Also recommend having an Investment Policy.

POLICE CHIEF: The Police Chief reported the Department will be receiving a portion of the PCCD grant. Chief Pernice asked if his Department could make the purchase for the Tracs Equipment. It was in the 2023 budget for \$2,071. They will only need to purchase equipment totaling \$1,379, plus the \$300 installation fee. This equipment will allow officers to print citations instead of hand-writing them. Council agreed unanimously since it was in the budget.

The first quarterly Meet & Greet will be held on Wednesday, April 5, 2023 at 6:00 PM at the City Building.

Clean-up Day will be on Saturday, June 3, 2023.

The Chief met with the local Police Chiefs at the DA's office. They are starting an initiative “Officer Let Program” for suspects with drug and alcohol problems to be referred to the program instead of filing charges.

PUBLIC WORKS: The Street Supervisor reported that the work light for the new truck was received and

installed. The rubber and metal blade for the plow should be in in approximately 2 weeks. The new truck does have a “regen” cycle that it is required to sit and idle for 45 minutes.

Discussion concerning listing the 2010 International Workstar Dump Truck on Municibid. Council agreed unanimously to list it with the salt spreader and plow.

MAYOR: The Mayor had no reports or recommendations.

BOROUGH MANAGER:

MISCELLANEOUS UPDATES:

Update with Adecco – They are still accepting applications.

Still need Statement of Financial Interest from some Council members

Snapper mower sold for \$575 on Municibid.

Borough Manager-Out of the office at GFOA Conference April 2nd – 5th, 2023.

Fair Housing Workshop – Information provided in Councils Folders

Union City Pride meetings are the 3rd Thursday at 6:00 PM by Zoom or at the City Building

PennDOT Municipal Outreach – Zoom Meeting on April 11, 2023 at 1:00 PM.

Erie County Boroughs Association Meeting – Tuesday, April 18, 2023, 6:30 PM

Emailed the EC Hazard Mitigation Plan to Council for review. There will be a vote on April 11, 2023 to approve a resolution accepting the plan.

UC Public Library 2022 audit report available for review.

Continuation of Benefits during Leave of Absence-More information has been requested from Benecon. This will be discussed at the April 11, 2023 meeting.

Update on the DCED Grant & review the Strategic Management Plan Recommendations

APPOINT A VOTING DELEGATE FOR THE PSAB CONFERENCE: The conference is in June.

MOTION TO APPOINT CINDY WELLS AS THE PSAB VOTING DELEGATE AT THE PSAB CONFERENCE IN JUNE. Motion by Councilor Joyce and seconded by Councilor Winkler. Motion carried unanimously.

APPROVE A RESOLUTION FOR EXONERATION OF TAXES FOR YEAR 2020 AT 64 MARKET STREET: This property is owned by the Landbank. Tim sent the Resolution to be voted on.

MOTION TO APPROVE A RESOLUTION FOR EXONERATION OF OUTSTANDING PROPERTY TAX, PENALTIES, INTEREST AND FEES FOR THE YEAR 2020 AT 64 MARKET STREET. Motion by Councilor Joyce and seconded by Councilor Winkler. Motion carried unanimously.

RIGHT OF WAY AGREEMENT WITH NFG: National Fuel Gas is moving gas meters to the back of properties on a section of North Main Street. They will be laying new lines and need a right of way across Municipal Lot #1 & #2. The Solicitor has approved them.

MOTION TO APPROVE CINDY WELLS, BOROUGH MANAGER TO SIGN THE RIGHT OF WAY AGREEMENTS FOR MUNICIPAL LOT #1 AND #2 WITH NFG. Motion by Councilor Joyce and seconded by Councilor Steadman. Motion carried unanimously.

AGREEMENT WITH ZITO BUSINESS TO CHANGE SERVICE FROM ANALOG SERVICE TO HOSTED VOICE SERVICE. The agreement will be signed but the work won't happen until we are ready to change the

service with the new phones. After the change the bill will remain the same or reduce slightly.

MOTION TO APPROVE THE AGREEMENT WITH ZITO BUSINESS TO CHANGE PHONE AND INTERNET SERVICE FROM ANALOG TO HOSTED VOICE SERVICE. Motion by Councilor Joyce and seconded by Councilor Warner. Motion carried unanimously.

BIDS FOR THE CITY BUILDING PHASE 1 PROJECT: Bids were received and opened on March 27, 2023 at 3:00 PM. Bid tally is included with Council folders.

MOTION TO ACCEPT BASE BIDS FROM CONSTRUCTION SERVICES OF PA FOR THE GENERAL CONTRACTOR, HVAC, AND PLUMBING AND ACCEPT HYER ELECTRIC FOR ELECTRICAL FOR THE CITY BUILDING PHASE 1 PROJECT, AFTER REVIEW AND APPROVAL FROM SOLICITOR WACHTER. Motion by Councilor Warner and seconded by Councilor Steadman. Motion carried unanimously.

RENTAL OF STREET SWEEPER TO BLOOMFIELD TOWNSHIP: This was tabled from the last meeting. Council make a decision concerning renting the Pelican Sweeper and providing an operator and what the cost would be. Died due to lack of motion.

ADMINISTRATION: Council President will make any reports or recommendations he may have.

PENSION COMMITTEE UPDATE – Pension Committee met with Northwest and Definiti prior to the Council meeting and were provided information regarding the non-uniform and the police pensions. The Police pension is good and not underfunded. The Non-Uniform pension is good but there are always required MMO payments. Definiti recommended that Council vote to use “smoothing” for the pensions. This will save on the MMO required payments starting in 2024 by spreading out the payments over a number of years. Council will vote at the next meeting on this.

DEPARTMENT LIAISON REPORTS: Department Liaisons will make any reports or recommendations they may have. Parks and Recreation are having the Easter Egg Hunt on April 2, 2023.

ADJOURNMENT: Motion made by Councilor Warner and seconded by Councilor Winkler that the meeting be adjourned. The meeting adjourned at 7:23 P.M.

ATTEST