

**MINUTES**  
**REORGANIZATIONAL MEETING**  
**UNION CITY BOROUGH**  
**JANUARY 2, 2024**

**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 6:30 P.M. by Councilor Cross. The meeting was at the First Global 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, Osborn, Steadman, Uber and Kerns. Winkler was absent.

**OFFICIALS PRESENT:** **OFFICIALS PRESENT** were Borough Manager, Cindy Wells; Constituent Services Rep., Kim Tuszynski; Police Chief, David Pernice; and Streets Supervisor, Bob Phillips.

**VISITORS PRESENT:** See sign-in sheet. No visitors wanted to speak.

**NOMINATION OF OFFICERS – NOMINATIONS DO NOT REQUIRE A SECOND AND ARE VOTED IN THE ORDER THAT THE NOMINATIONS ARE MADE. VOTING CONTINUES UNTIL ONE NOMINEE ATTAINS A MAJORITY VOTE.**

**APPOINT TEMPORARY CHAIR:** Mathew Joyce was nominated for temporary Chair to handle the election of President. There were no other nominations.

**MOTION TO CLOSE NOMINATIONS:** Motion by Councilor Osborn and seconded by Councilor Steadman. The motion carried unanimously.

**MOTION FOR THE APPOINTMENT OF TEMPORARY CHAIR:** Councilor Cross called for a roll call vote on the nomination of Matthew Joyce as Temporary Chair. Cross: Y Joyce: Y Osborn: Y Steadman: Y Uber: Y Kerns: Y

**TEMPORARY CHAIR ACCEPTED NOMINATIONS FOR PRESIDENT:** Temporary Chair opened the floor for nominations for President of Borough Council to serve a two-year term. Riley Cross was nominated. There were no other nominations.

**MOTION TO CLOSE NOMINATIONS FOR PRESIDENT:** Motion by Councilor Osborn and seconded by Councilor Steadman. The motion carried unanimously.

**TEMPORARY CHAIR CALLED FOR A VOTE FOR THE OFFICE OF PRESIDENT:** Temporary Chair Called for a roll call vote on the nomination of Riley Cross as President of Borough Council. Cross: Y Joyce: Y Osborn: Y Steadman: Y Uber: Y Kerns: Y

**PRESIDENT PRESIDEDS OVER THE MEETING:**

**NOMINATIONS FOR VICE-PRESIDENT:** Council President opened the floor for nominations for Vice-President of Borough Council to serve a two-year term. Matthew Joyce was nominated. There were no other nominations.

**MOTION TO CLOSE NOMINATIONS:** It was moved by Councilor Steadman and seconded by Councilor Osborn that the nominations for Vice-President be closed. The motion carried unanimously.

**MOTION FOR A VOTE FOR THE OFFICE OF VICE-PRESIDENT:** Council President called for a roll call vote on the nomination of Matthew Joyce as Vice-President of Borough Council. Cross: Y Joyce: Y Osborn: Y Steadman: Y Uber: Y Kerns: Y

**COUNCIL TO APPOINT A PRESIDENT PRO-TEM:** Council needs to appoint a President Pro-Tem in the event the President and Vice-President are not in attendance at a Council Meeting.

**NOMINATIONS FOR PRESIDENT PRO-TEM:** Council President opened the floor for nominations for President Pro-Tem of Borough Council to serve a two-year term. Brian Osborn was nominated. Charlie Steadman was nominated but declined.

**MOTION TO APPOINT A PRESIDENT PRO-TEM:** It was moved by Councilor Kerns and seconded by Councilor Joyce to appoint Councilor Osborn as President Pro-Tem. The motion carried unanimously.

**PRESIDENT APPOINTED DEPARTMENT LIASONS:** President Cross appointed the following liaisons:  
Riley Cross is over Administration and Personnel  
Liaison for Public Safety/EMS & FD appointed to Councilor Brian Osborn.  
Liaison for Public Works appointed to Councilor Charlie Steadman.

Liaison for Parks and Recreation appointed to Councilor Melissa Winkler.

Liaison for Finance appointed to Councilor Matthew Joyce.

**UNION AREA PLANNING COMMISSION – ONE 4-YEAR TERM:** It was moved by Councilor Kerns and seconded by Councilor Steadman to appoint Larry Miller to the Union Area Planning Commission to serve until December 31, 2027. The motion carried unanimously.

**ZONING HEARING BOARD – ONE 3-YEAR TERM:** It was moved by Councilor Joyce and seconded by Councilor Osborn to appoint James Joyce to the Zoning Hearing Board to serve until December 31<sup>st</sup>, 2026. The motion carried unanimously.

**RECREATION COMMISSION – ONE 5-YEAR TERMS:** It was moved by Councilor Joyce and seconded by Councilor Steadman to appoint Damon Pieper to serve until December 31<sup>st</sup>, 2028. The motion carried unanimously.

**CIVIL SERVICE COMMISSION – ONE 3-YEAR TERM UNTIL DECEMBER 31, 2026:** There were no nominations and will be on the January 15, 2024 agenda.

**AUDITORS FOR 2024:** It was moved by Councilor Steadman and seconded by Councilor Joyce to appoint Maher-Duessel as auditors. The motion carried unanimously.

**VACANCY BOARD – ONE 1-YEAR TERM:** It was moved by Councilor Osborn and seconded by Councilor Kerns to appoint Mike Wienczkowski to the Vacancy Board for a 1-year term expiring December 31, 2024. The motion carried unanimously.

**REPRESENTATIVES TO ERIE AREA COUNCIL OF GOVERNMENT – ONE DELEGATE AND ONE ALTERNATE:** It was moved by Councilor Osborn and seconded by Councilor Kerns to appoint Cindy Wells as a Delegate and Councilor Joyce as the alternate. The motion carried unanimously.

**REPRESENTATIVE TO EXECUTIVE COMMITTEE ERIE COUNTY ASSOCIATION OF BOROUGHS – ONE 2-YEAR TERM:** Appoint Cindy Wells to a 2-year term as a Representative to the Executive Committee of the Erie County Association of Boroughs. It was moved by Councilor Steadman and seconded by Councilor Joyce to appoint Cindy Wells to a 2-year term expiring December 31, 2025, as a Representative to the Executive Committee of the Erie County Association of Boroughs. The motion carried unanimously.

**UNION CITY PROPERTY MAINTENANCE BOARD OF APPEALS:** It was moved by Councilor Joyce and seconded by Councilor Kerns to appoint Councilor Steadman as an alternate for a 2 year term and reappoint Matthew Joyce as a Chairman for 2 years. Appoint Councilor Uber for a 1-year term to fulfill for Councilor Warners remaining term and appoint Councilor Kerns as 2<sup>nd</sup> alternative to fulfill remaining term of Councilor Daggett for 2 years. The motion carried unanimously.

**CREMA DELEGATE AND ALTERNATE- 1 YEARS:** It was moved by Councilor Steadman and seconded by Councilor Joyce to appoint Councilor Osborn to a 1-year term and Councilor Cross as an alternate for a 1 year term. The motion carried unanimously.

**APPROVE APPOINTMENTS OF THE 2024 UNION CITY FIRE DEPARTMENT OFFICERS AS FOLLOWS:**

Larry Obert	President	Dave Swanson	Vice-President
Nicole Ross	Treasure	Kim Swanson	Financial Secretary
Stacey Steinbaugh	Secretary	Nick Kueczynski	Chief
Isaiah Edwards	Deputy Chief	Kayla Hawley	First Assistant
Kaleb Steinbaugh	Second Assistant	Jacob Buzzard	Captain
Nick Campbell	Lieutenant	Albert Steinbaugh	Director
Dave Swanson	Director	Dave Lightner	Director
Kim Swanson	Director	Jacob Buzzard	Director
Nicole Ross	Director		

**MOTION TO APPROVE THE 2024 UNION CITY FIRE DEPARTMENT OFFICERS:** It was moved by Councilor Joyce and seconded by Councilor Osborn to approve the 2024 Union City Fire Department Officers. The motion carried unanimously.

**MOTION TO APPOINT THREE COUNCIL MEMBERS AS SIGNERS FOR BANK ACCOUNTS:** It was moved by Councilor Joyce and seconded by Councilor Kerns to appoint Councilor Cross, Councilor Joyce, and Councilor Steadman. The motion carried unanimously.

**ADJOURNMENT:** It was moved by Councilor Joyce and seconded by Councilor Osborn that the meeting be adjourned. The meeting was adjourned at 6:47 P.M.

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ATTEST