

**MINUTES
UNION CITY BOROUGH
JANUARY 15, 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, Winkler, Osborn, Steadman, and Kerns. Uber was absent.

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

APPROVAL OF AGENDA: Motion made by Councilor Osborn and seconded by Councilor Winkler. That the agenda stands approved as presented. Motion carried unanimously.

MOTION ON MINUTES: Motion made by Councilor Osborn and seconded by Councilor Joyce that all Councilors, having read the minutes, approve minutes from the Council meeting and the Reorganization Meeting on January 2nd, 2024. There was corrections made to the term lengths for the Property Maintenance Board of Appeals. Motion carried unanimously.

MOTION ON SECRETARY’S REPORT: Motion made by Councilor Joyce and seconded by Councilor Steadman 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 Kerns and seconded by Councilor Osborn that the unpaid bills be ordered paid and those paid be approved. Motion carried unanimously.

HEARING OF THE VISITORS: No one wished to speak.

CODE ENFORCEMENT: Reviewed December 2023 report and there were no questions or concerns.

STREETS DEPARTMENT: Reviewed 4th quarter Report and there were no questions.

Update on 2016 International plow truck now at \$21,791.48. Truck not being run hot enough. Run at 65 MPH for 40 miles. The emissions system is shot.

POLICE CHIEF: The Police Chief reviewed the December Report and no questions were asked.

Lexipol Policies: Chief asked how much or many of the policies need reviewed. Tim stated he needs a username and password to review and will have recommendations next month regarding the policies and procedures.

Act 22 and Fees: Knox Law can handle any Act 22 requests. Tim stated they work with 5 Depts for Act 22 and we can just have a phone number on file if additional work needed done to fulfill a request. Also stated any fees would be the actual costs for the request.

Civil Service Rule changes: Proposed changes were to be sent to the Solicitor for review. Tim received them on Friday and is having someone review them.

Discuss overtime payment for DUI Taskforce - The discussion was about being paid overtime for DUI Task Force work. The County will pay the overtime rate even if it is within the 40 hours. For officers to be paid overtime for DUI Taskforce work, the work must be for hours in addition to their regular scheduled hours in the Borough. The 40 hours can include holiday and vacation time, but not sick time. Payment of the overtime rate will apply to part-time officers who work DUI Patrol for any hours in addition to their regular scheduled hours.

It needs to be determined if the DUI Task Force will pay the higher “actual costs” per hour which includes borough portion of taxes and benefits.

ADMINISTRATION: Council President had no reports or recommendations.

APPOINTMENT OF MAYOR: Mayor Wilmoth resigned effective December 31, 2023. Councilor Cross has been acting Mayor. Council needs to appointment someone to fill the vacancy.

MOTION TO APPOINT ROBERT WOLF AS MAYOR UNTIL 12/31/2025. Motion by Councilor Steadman, and seconded by Councilor Joyce. Motion carried unanimously.

COUNCILS APPOINTMENT TO THE CIVIL SERVICE COMMISSION: There is a vacancy on the Civil Service Commission left by James Kerns when he became a Councilman. James talked to Cody Wojtecki and he is willing to fill the vacancy until December 31, 2026

MOTION TO APPOINT CODY WOJTECKI TO THE CIVIL SERVICE COMMISSION TO FILL THE TERM WHICH ENDS DECEMBER 31, 2026. Motion by Councilor Kerns, and seconded by Councilor Winkler. Motion carried unanimously.

COUNCIL NEEDS TO MAKE AN APPOINTMENT TO THE UCVFD ADVISORY BOARD. Brian Osborn is willing to serve on the Board.

MOTION TO APPOINT BRIAN OSBORN TO THE UCVFD ADVISORY BOARD FOR AN INDEFINITE TERM. Motion by Councilor Joyce and seconded by Councilor Kerns. Motion carried unanimously.

BOROUGH MANAGER: MISCELLANEOUS UPDATES

NIMS Training for Senior & Elected officials – February 27, 2024.

RESIGNATION TO RECREATION COMMISSION. A resignation was received from Elizabeth Malec. This will leave a 5-year term vacancies that will expire December 31, 2024.

MOTION TO ACCEPT RESIGNATION OF ELIZABETH MALEC FROM PARKS AND RECREATION. Motion by Councilor Joyce and seconded by Councilor Steadman. Motion carried unanimously.

RESOLUTION TO APPROVE THE DISPOSAL OF OLD RECORDS: Records to be destroyed are listed as Exhibit A.

MOTION TO PASS RESOLUTION APPROVING THE DISPOSAL OF OLD RECORDS. Motion by Councilor Kerns and seconded by Councilor Steadman. Motion carried unanimously.

2016 INTERNATIONAL PLOW TRUCK: At the last meeting the needed repairs were discussed but there was no estimate. The estimate was received after the meeting at a price of over \$21,000.00. If there were things they found that wouldn't need repaired it would reduce it but if additional repairs were found to be needed it would increase it.

RETRO-ACTIVE MOTION TO JANUARY 4, 2024 TO APPROVE COMPLETING THE REPAIRS TO THE 2016 INTERNATIONAL PLOW TRUCK. Motion by Councilor Osborn and seconded by Councilor Kerns. Motion carried unanimously.

UCVFD AUDIT AND ORDINANCE 755: Ordinance states the UCVFD are to be audited annually by the firm appointed by Council as Borough auditors. When the budget was passed it was approved for only the completion of the required 990 and the PA BCO at a cost of \$2,000. The "Review" and those filings are \$5,000. How does Council want to handle this and who is going to cover the cost? Per Tim the Ordinance is outdated and the Borough is not required to designate how UCVFD uses funding. We are only required to have an ordinance designating a fire department. Council agreed that they can use the \$2,000 towards the 990 and PA BCO or towards a review/audit, whichever they decide.

AMENDMENT TO THE ZONING ORDINANCE FOR SOLAR: The Union Area Planning Commission met with John McGranor with Erie County Planning to discuss Solar and the Zoning Ordinances. John had recommended updates to the Borough and the Township Zoning Ordinances. The Commission will be meeting to review the final recommendations. They were given to the Solicitor for review. Attorney Pat Kennedy made a few other changes. After the Union Area Planning Commission completes a final review they will be sent back to Erie County Planning for their final report. The ordinance will be advertised for a Public Hearing and Council will vote after the hearing on the ordinance.

MOTION TO ADVERTISE PUBLIC HEARING AND ORDINANCE. Motion by Councilor Winkler and seconded by Councilor Steadman. Motion carried unanimously.

DEPARTMENT LIAISON REPORTS: Department Liaisons had nothing to report at this time.

ADJOURNMENT: Motion by Councilor Joyce and seconded by Councilor Winkler the meeting be adjourned at 7:41 P.M. Motion carried unanimously.

ATTEST