

**MINUTES
UNION CITY BOROUGH
MARCH 18th, 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 6:31 P.M. by Councilor Joyce. 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 Joyce, Winkler, Steadman, Uber, and Kerns. Cross and Osborn were absent.

OFFICIALS PRESENT: Solicitor, Tim Wachter; Borough Manager, Cindy Wells; Constituent Services Rep., Kim Tuszynski; and Streets Supervisor, Bob Phillips.

APPROVAL OF AGENDA: Motion made by Councilor Kerns and seconded by Councilor Steadman, that the agenda stands approved as presented. The motion carried unanimously.

MOTION ON MINUTES: Motion Made by Councilor Winkler and seconded by Councilor Steadman that all Councilors, having read the minutes, approve minutes from the Council meeting on March 4th, 2024. The motion carried unanimously.

MOTION ON SECRETARY’S REPORT: Motion by Councilor Steadman and seconded by Councilor Winkler that the Secretary’s Report be accepted and made a part of the minutes of this meeting. The motion carried unanimously.

MOTION ON BILLS: Motion by Councilor Winkler and seconded by Councilor Kerns that unpaid bills be ordered paid and those paid be approved. The motion carried unanimously.

HEARING OF THE VISITORS: Brandon Allen and Dave Russel were present and made known that they are interested in the front building of the UC Chair Factory. They would be bringing in a yarn extrusion business. This is an expansion of a rope business he has in LeBoeuf Township. He is hopeful to employ an estimated 30-40 employees with pay between \$25-\$30/hour on three shifts. He has two contracts that he is trying to obtain that would require 5 million lbs/year and another 4-1/2 million lbs/year. He is also hoping to get military contracts. They would remodel the building and keep the historic aspects of it and make it a replica of what it was 100 years ago. They have spoken with Lance and have an agreement with him. They were asked if they are interested in other building and they may be but would need to get a price from Lance.

CIVIL SERVICE COMMISSION RULES AND REGULATIONS: At a previous meeting “disqualifiers” were presented by Chief Pernice and Solicitor Wachter and Council agreed to send them to the Civil Service Commission for their review. After the meeting, proposed changes were provided by Attorney Herzing regarding use of the consortium. The Civil Service Commission reviewed the changes and have made a recommendation to Council to approve the changes. Chief Pernice

was to review and present at this next meeting but he was on a call and it was moved to table until next meeting.

MOTION TO TABLE THE PROPOSED CHANGES TO THE CIVIL SERVICE POLICIES AND PROCEDURES WITH THE CHANGES TO THE “DISQUALIFIERS” AND CONSORTIUM USE. Motion by Councilor Winkler, seconded by Councilor Steadman. The motion carried unanimously.

STREETS DEPARTMENT: Bob talked about the storm drains at 83 ½ Waterford St. He said that they flow into our storm sewers and is unsure when they were last replaced. They are not on our maps so unsure how old they are but the Borough doesn't own them.

BOROUGH MANAGER: MISCELLANEOUS UPDATES

County EMS Consultant- signed an agreement and will be having a meeting sometime in April. Community Project Grant \$154,000- Mike Kelly's office awarded \$154,000.00 to the City Building.

Country Fair Cares- The Borough partnered with Country Fair to raise money for the parks. Information was provided to Council.

UCASD SCHOOL CROSSWALK: The School District, PennDOT and Borough all met at the sight. After Discussion, the School will be removing the flashing pedestrian signs on Friday March 29, 2024 with the approval of PennDot. UCASD is the owner of the signs. The crosswalk is being moved to Sherman Street along with the School Crossing Guard on April 2, 2024. The school is working to notify the parents of the students who currently use the crosswalk, encouraging them to use the bus, and will notify them that the crosswalk has been moved. The School Board wants to know if there is room to share the responsibility of the costs for the study and implementation of the findings of the study.

Listed below are projects that the Borough has taken on that involve the main routes to school. These projects have been completed or will be completed by 2025.

Johnson Street/Miles Street to the elementary school - Multi-Modal Grant and the Borough paid the amount not covered by the grant of approximately \$21,000 and approximately \$5,000 from property owners.

Concord Street – Sidewalks were done on the south side of Concord Street with grant money and the additional costs were paid by the Borough.

Miles Street from Concord to Johnson Street – I applied for and received a grant to complete the sidewalk on the east side of Miles Street. This work won't be done until 2025. However, there is most likely going to be uncovered costs that the Borough will be responsible for which could cost \$5,000. We did receive some funding from the UCCF also.

Willow Street/Bridge Street/Concord Street – This project will be completed this year. The Borough paid \$900 to have an application submitted for a grant to replace these sidewalks and it was awarded. An application was made to UCCF for funding and over two years they have funded \$77,500 towards this project which is projected to cost \$963,000. The Borough will be obligated to pay the remaining balance, which will be at least \$10,000.

Solicitor Wachter said that the Borough could agree to apply and handle the grant application and that staff time and management would be provided by the Borough for the UCASD project and the Borough

could consider in the future as to what the study finds. They could also consider if they still want to put down the thermoplastic crosswalks.

MOTION BY COUNCIL REGARDING THE REQUEST FROM THE SCHOOL DISTRICT THAT THE BOROUGH WILL INSTALL THERMOPLASTIC CROSSWALKS AND COLABORATE WITH THE UCASD AND SUBMIT AN APPLICATION FOR A GRANT TO FUND A STUDY WHICH WOULD PROVIDE RECOMMENDATIONS FOR THE CROSSING. THE UCASD WILL HAVE TO COVER THE 10% MATCH. COUNCIL WILL REEVALUATE PARTICIPATION IN THE PROJECT AFTER THE RECOMMENDATIONS FROM STUDY. Motion by Councilor Kerns, seconded by Councilor Steadman. The motion carried unanimously.

PROPOSED AMENDMENT TO THE ZONING ORDINANCE REGARDING SOLAR ENERGY. A Public Hearing was held at 6:00 PM on March 18, 2024, prior to this meeting. There was no one in attendance.

MOTION TO APPROVE THE PROPOSED AMENDMENT TO ZONING ORDINANCE #1118 SETTING FORTH REQUIREMENTS FOR SOLAR ENERGY SYSTEMS. Motion by Councilor Steadman, seconded by Councilor Winkler. The motion carried unanimously.

RESOLUTION TO SELL SURPLUS PIPE. At 83 ½ Waterford Street they will be putting in a driveway and may be interested in purchasing 5-20' sections of 12" storm drainpipe.

MOTION FOR A RESOLUTION TO SELL FIVE 20' SECTIONS OF SURPLUS 12" STORM DRAINPIPE. Motion by Councilor Winkler, seconded by Councilor Kerns. The motion carried unanimously.

BANK ACCOUNT FOR THE ROUTE 97 PROJECT: As grant funding comes in it needs to be deposited into it's own account.

RETRO-ACTIVE MOTION TO MARCH 4, 2024, APPROVING THE OPENING OF A CHECKING ACCOUNT FOR THE ROUTE 97 PROJECT. Motion by Councilor Winkler, seconded by Councilor Steadman. The motion carried unanimously.

DCED STMP PROGRAM: The proposed agreement from EADS Group for the Feasibility Study for the Borough Garage is \$16,380 for the garage. There is an option for the entire lot, if it is needed, for an additional amount of \$1,000, if we would decide to have that completed. The grant will cover the \$16,380 and the additional amount would need to be paid by the Borough, unless there ends up being a remaining balance in the grant.

MOTION APPROVING THE PROPOSED AGREEMENT WITH THE EADS GROUP FOR A FEASIBILITY STUDY FOR THE PUBLIC WORKS BUILDING PAID FOR THROUGH THE DCED STMP GRANT, UPON REVIEW BY THE SOLICITOR, FOR THE AMOUNT OF \$16,380. THE OPTION FOR THE LOT STUDY WOULD BE DETERMINED AT A LATER TIME FOR AN ADDITIONAL \$1,000. Motion by Councilor Winkler, seconded by Councilor Kerns. The motion carried unanimously.

DCED STMP PAVEMENT MANAGEMENT INVENTORY, EVALUATION & RECOMMENDATIONS: The pavement management would be \$15,800 & covered by the STMP grant. If we want the video footage it would be an additional \$3,000. The ADA ramps would be \$6,750 and the sidewalks

\$8,450. The Borough would have to cover the additional cost of \$1,300. I don't know that the ADA ramps and sidewalk evaluation is really necessary.

MOTION TO APPROVE AN AGREEMENT WITH CT CONSULTANTS FOR PAVEMENT MANAGEMENT INVENTORY, EVALUATION & RECOMMENDATIONS, AFTER THE REVIEW AND APPROVAL OF THE SOLICITOR, IN THE AMOUNT OF \$15,800, PAID FOR THROUGH THE DCED STMP. Motion by Councilor Steadman, and seconded by Councilor Winkler. The motion carried unanimously.

THE PSAB REQUESTS MUNICIPALITIES APPOINT A VOTING DELEGATE FOR THE PURPOSE OF ELECTING THE OFFICERS OF THE ASSOCIATION AND VOTING ON PROPOSED RESOLUTIONS AND POLICES. Cindy will be attending the Conference.

MOTION APPOINTING CINDY WELLS AS VOTING DELEGATE AT THE 2024 PSAB CONFERENCE. Motion by Councilor Steadman and seconded by Councilor Winkler. The motion carried unanimously.

THE BOROUGH HAS RECEIVED FUNDING FOR A CANOE/KAYAK LAUNCH ON FRENCH CREEK. The engineering needs to be done along with an RFP which will be paid for from the grant funds for a total of \$18,000.

MOTION APPROVING THE EADS GROUP AGREEMENT FOR DESIGN AND THE RFP FOR THE CANOE/KAYAK LAUNCH IN THE AMERICAN LEGION BALL FIELD, FOR THE AMOUNT OF \$18,000, AFTER REVIEW BY THE SOLICITOR. Motion by Councilor Kerns, and seconded by Councilor Steadman. The motion carried unanimously.

THE TA SET-ASIDE GRANT AND THE UCCF HAVE PROVIDED ALL BUT APPROXIMATELY \$10,000 FOR THE SIDEWALKS ON PORTIONS OF EAST STREET, WILLOW STREET, BRIDGE STREET & CONCORD STREET. Council needs to determine if they want to pass part of the \$10,000 cost onto the property Owners. If they want to consider it, then information will need to be gathered to determine how many property owners there would be and the linear footage involved for each one. Council would like to see more information as to the cost to property owners.

WILLOW STREET BRIDGE: The Borough can apply for a Multi-Modal CFA grant. There is a requirement for engineering information that could be provided by GPI. The cost to complete the application would be \$600 or less.

MOTION TO APPROVE THE AGREEMENT WITH GPI, AFTER REVIEW BY THE SOLICITOR, TO SUBMIT A MULTI-MODAL GRANT FOR THE WILLOW STREET BRIDGE, WITH THE COST OF \$600 OR LESS. Motion by Councilor Winkler, seconded by Councilor Steadman. The motion carried unanimously.

DEPARTMENT LIAISON REPORTS: Melissa Winkler reminded everyone about the Easter Egg Hunt on Sunday, March 23, 2024 at Caflisch Park, sponsored by Parks and Recreation.

EXECUTIVE SESSION: Council went into Executive session to discuss real estate with no action to be taken, at 7:39 – 8:14.

ADJOURNMENT: Motion by Councilor Winkler and seconded by Councilor Steadman that the meeting be adjourned at 8:15 P.M. The motion carried unanimously.

ATTEST