

**MINUTES
UNION CITY BOROUGH
AUGUST 13TH, 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 6:00 P.M. by Councilor Cross. The meeting was at the First Global Methodist Church, 42 East High Street, Union City. The meeting was opened with the Pledge of Allegiance and a moment of silence.

COUNCILORS PRESENT: Cross, Joyce, Osborn, Steadman, Uber, and Kerns. Winkler was absent.

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

APPROVAL OF AGENDA: Motion made by Councilor Joyce and seconded by Councilor Kerns to adopt the agenda as corrected. This will be a correction to the Posted Agenda changing the update of Municipal Lot #3 to Municipal Lot #1 and also adding the discussion of changing the meeting dates. Motion carried unanimously.

MOTION ON MINUTES: Motion made by Councilor Kerns and seconded by Councilor Steadman that all Councilors, having read the minutes, approve minutes from the Council meeting on July 23rd, 2024. Motion carried unanimously.

HEARING OF THE VISITORS: No one wished to speak.

EXECUTIVE SESSION: The executive session to discuss personnel with possible action to be taken was from 6:04 PM to 6:23 PM.

MAYOR: The Mayor spoke about how important it is to maintain a Police Department in the Borough and said they are doing the best they can with what they have. He recommended hiring a part-time officer.

DISCUSSION OF HIRING A PART-TIME OFFICER: Council was given the opportunity to discuss hiring the candidate from the Certified Civil Service List as a part-time officer instead of a full-time. The candidate is interested in part-time. Riley Cross said that with having a part time officer the cost won't be as much and Matt Joyce talked about part-time will be good to have for more coverage. Councilor Kerns asked what the cost would be. Borough Manager Cindy Wells stated it would depend on the number of hours they worked. The budget had allowed for at least \$33,560 for wages and benefits and it would be less than that.

MOTION TO APPROVE HIRING THE CANDIDATE, KENNETH FYE, FROM THE CERTIFIED CIVIL SERVICE LIST, AS A PART-TIME OFFICER: Motion by Councilor Joyce and seconded by Councilor Osborn. Motion carried unanimously.

POLICE CHIEF: The Police Chief reviewed the Police Reports for July 2024. He mentioned that they have many different calls that vary from vehicle pursuits, PFA'S, warrants, domestics, drug activity and homelessness. He said from June 1st to August 13th they had 269 calls averaging about 3.63 calls per day. He said that some calls can take up an entire shift pending the nature of the call, and they recently had a domestic call that went from 8:50PM to 2:00 AM. They've had some recent incidents regarding suicide and mental health, vandalism and burglary, so Chief is appreciative Council agreed to hiring a part-time officer.

Chief also stated that him and Officer Shelly had attended a Alert Active Shooter Training on July 24th & 25th hosted by Millcreek PD that was very beneficial.

Chief applied to the UC Community Foundation for funding of 4 tasers and a second application for security cameras to cover another section of North Main Street. The UCCF awarded both.

STREETS: Bob Phillips gave an update on Municipal Lot #1: 68' toward Municipal Authority pipe bottom was gone. The other direction the manhole is covered. Bob Carpenter, Insight, recommended lining the pipes in four sections. Tim Wells, Engineer, provided some suggestions as well. Currently the recommendation is to replace the 24" clay tile in the sinkhole, reconnect all pipes in the sinkhole to the 24" line, replace the catch basin next to the sink hole with a larger one, and replace approximately 10' of pipe. There were two estimates, one from Mansfield at \$22,295 and the second from McLallen Construction for \$23,450. Both required the Borough providing a truck during the project.

MOTION TO HAVE MANSFIELD REPLACE APPROXIMATELY 10' OF PIPE, INSTALL NEW LARGER CATCH BASIN, RECONNECT ALL PIPES, AND CLOSE THE SINKHOLE AT THE COST OF \$22,295.00. Motion by Councilor Steadman and seconded by Councilor Osborn. Motion carried unanimously.

BOROUGH MANAGER: MISCELLANEOUS UPDATES

TA Set-Aside Sidewalk Project is still in progress.

Erie County Planning – Devereaux Day – Kickoff for park and trail improvements on French Creek, focusing on Erie to Pittsburgh Trail – Friday, September 13, 2024
11:00 – 1:00 PM.

UCVFD requests a backhoe to be used to demo the shed on 10 Market Street. Bob is willing to assist with demo and but not use the backhoe. Council agreed to have Public Works help them with the demo without the backhoe.

Council discussed changing the Council meeting days starting in September through

April 2025. Council agreed to have meetings on the first and third Monday of each month at 6:30 PM. The next meeting will be August 27, 2024 and because of Labor Day the next one will be September 16, 2024.

104 EAST HIGH CATCH BASIN: PennDOT is installing a catch basin and the Borough will install one. An easement agreement will be drawn up by the Solicitor with the property owner taking responsibility for the ditch.

RETRO-ACTIVE MOTION TO APPROVE AN EASEMENT BETWEEN ANTHONY HICKEY AT 104 EAST HIGH STREET AND THE BOROUGH. THE BOROUGH WILL INSTALL A CATCH BASIN AT 104 EAST HIGH STREET WITH THE PROPERTY OWNER INSTALLING A PIPE BETWEEN THE PENNDOT CATCH BASIN AND THE BOROUGH CATCH BASIN. THE PENNDOT BASIN WILL EMPTY INTO A DITCH, DUG BY THE PROPERTY OWNER, AND THE PROPERTY OWNER TAKING RESPONSIBILITY FOR THE DITCH. THE BOROUGH WILL ACCEPT RESPONSIBILITY FOR THE TWO CATCH BASINS AND APPROXIMATELY 60' OF PIPE BETWEEN THEM. Motion by Councilor Osborn and seconded by Councilor Kerns. Motion carried unanimously.

MINIMUM MUNICIPAL OBLIGATION: We have received the 2025 MMO. The required payment for the non-uniform is \$48,029 and \$0 for the police pension.

MOTION TO APPROVE THE 2024 MINIMUM MUNICIPAL OBLIGATIONS FOR THE NON-UNIFORM AND POLICE PENSIONS. Motion by Councilor Joyce and seconded by Councilor Kerns. Motion carried unanimously.

SUB-DIVISION REQUEST 92 WEST HIGH STREET TO 90 WEST HIGH: The survey maps for the subdivision have been approved by Erie County Planning. Council needs to approve and sign also.

MOTION TO APPROVE A SUBDIVISION REQUEST FROM 92 WEST HIGH STREET AND COMBINE A PORTION TO 88 AND 90 WEST HIGH STREET. Motion by Councilor Osborn and seconded by Councilor Kerns. Motion carried unanimously.

MUNICIPAL LOT #3 GAZEBO PROJECT: There is a portion of property that can be purchased for \$500. The property connects to the northwest corner of the Municipal Lot #3 property. It is being surveyed and the Solicitor will complete the paperwork to make the purchase.

RETRO-ACTIVE MOTION TO PURCHASE A PORTION OF PROPERTY FROM 8 SOUTH STREET FOR THE AMOUNT OF \$500, AFTER THE SURVEY IS COMPLETED AND THE AGREEMENT IS COMPLETED BY THE SOLICITOR. Motion by Councilor Joyce and seconded by Councilor Kerns. Motion carried unanimously.

BOAT LAUNCH AT AMERICAN LEGION BALL FIELD: The Solicitor is drawing up an easement

with the American Legion for the installation and maintenance of a kayak and canoe launch.

MOTION TO APPROVE AN EASEMENT WITH THE AMERICAN LEGION FOR AN AREA IN THE BALL FIELD ALONG FRENCH CREEK, TO INSTALL AND MAINTAIN A KAYAK/CANOE LAUNCH BEING INSTALLED WITH FUNDS FROM THE PA FISH AND BOAT COMMISSION AND THE PA ENVIRONMENTAL COUNCIL. Motion by Councilor Osborn and seconded by Councilor Joyce.
Motion carried unanimously.

ADMINISTRATION: Council President had nothing to report.

DEPARTMENT LIAISON REPORTS: Department Liaisons had nothing to report.

ADJOURNMENT: Motion by Councilor Joyce and seconded by Councilor Kerns that the meeting be adjourned at 7:06 P.M.

EXECUTIVE SESSION: To discuss personnel and contract with no action to be taken was from 7:06 PM to 7:52 PM.

ATTEST