

**MINUTES  
UNION CITY BOROUGH  
OCTOBER 7<sup>TH</sup>, 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, Kerns and Uber. Winkler was absent.

**OFFICIALS PRESENT** were Mayor, Robert Wolf; Borough Manager, Cindy Wells; and Constituent Services Rep., Kim Tuszynski

**APPROVAL OF AGENDA:** Motion by Councilor Joyce and seconded by Councilor Kerns to adopt the agenda as amended by removing policy manual discussion and adding in signatures on sub-division maps at Municipal Lot #3. Also, a correction needs made to the motion for ARPA funds changing from Municipal Lot #3 to #1. The motion carried unanimously.

**MOTION ON MINUTES:** Motion by Councilor Osborn and seconded by Councilor Kerns that all Councilors, having read the minutes, approve minutes from the Council meeting on September 16<sup>th</sup>, 2024. The motion carried unanimously.

**HEARING OF THE VISITORS:** No visitors wished to speak.

**CODE ENFORCEMENT:** Reviewed September 2024 report. There were no questions or concerns.

**ZONING:** Reviewed September 2024 report. There were no questions or concerns.

**MAYOR:** The Mayor had nothing to report but did have something for the executive session. Reviewed September 2024 report. There were no questions or concerns.

**STREETS:** The Street Supervisor was not present.

**BOROUGH MANAGER: MISCELLANEOUS UPDATES**

Complaint forms from September were presented for Council’s review  
The Municipal Pension State Aid was received in the amount of \$48,955.8. The full amount will be paid to the Non-Uniformed Pension Plan and it does cover the required MMO.

The Borough Pensions are with Definiti and Northwest Bank. If the Pension Committee

would like they will do an annual review. The pension committee agreed to meet. Also, Joe Scott with PSAB Pension is willing to look over both pensions. He believes we could have received over \$9,000 a year over the last four years. Council agreed to meet with him.

The ECAB Annual Meeting will be October 16, 2024 at the UC American Legion at 6:30. Need RSVP by Thursday, October 10<sup>th</sup>.

Aflac has requested to meet with employees to offer benefits. Would like Council approval to allow them to present. Council agreed.

Purchase a section of land from 8 South Street. Council previously approved the purchase. The survey is completed and has been sent to the County for approval. The Borough received \$75,000 for the ECGRA Anchor Building Grant and \$35,000 for the Helping Today Grant with the ECF. That will go along with the \$154,000 that was received from the Community Project Fund through Mike Kelly's office. This provides a total of \$264,000 for continuing improvements on the first floor of the City Building.

Bret Smith on the Civil Service Commission has moved outside the Borough. A replacement to the Commission will be needed.

**AMERICAN LEGION BALL FIELDS:** Process to purchase the American Legion Ball Field and combine with the Borough Parks System is still being researched and worked on with some Community Members. The Borough will cover any closing costs if needed. The agreement would be between the Borough and the American Legion and funding would be from outside sources and a private donor. The agreement is being completed by Solicitor Wachter. Would like Council approval to present the agreement to the American Legion.

**MOTION TO APPROVE PRESENTING THE PROPOSED AGREEMENT TO THE AMERICAN LEGION FOR THEIR REVIEW.** Motion by Councilor Steadman, seconded by Councilor Osborn. The motion carried unanimously.

**DESIGNATION OF ARPA FUNDS:** ARPA fund total is \$194,413. \$160,000 was designated towards the Willow Street Bridge of which \$25,000 has already been spent leaving a balance of \$59, 413. The Municipal Lot #3 stormwater costs and repairs to close off a catch basin in Hogan's Alley has cost \$39,060.20. Need Council approval to designate ARPA funds to cover those costs.

**MOTION TO APPROVE SPENDING \$39,060.20 OF ARPA FUNDS FOR STORMWATER REPAIRS IN MUNICIPAL LOT #1 AND HOGAN'S ALLEY.** Motion by Councilor Joyce, seconded by Councilor Steadman. The motion carried unanimously.

**POSSIBLE CHANGE OF HEALTH INSURANCE PROVIDERS:** Cindy Wells and Brian Osborn met with Municipal Benefit Services concerning health insurance benefits for employees. We will get the new rate information for our current plan on October 15, 2024. An estimate

will be provided for run-out costs if we would change from Benecon to MBS. There will be a cost for termination however the insurance would save us \$13,730/year.

**MOTION TO CHANGE HEALTH INSURANCE PROVIDERS FOR 2025 IF THE ESTIMATED TERMINATION COSTS WOULDN'T EXCEED 42,000.00.** Motion by Councilor Osborn, seconded by Councilor Steadman. Riley Cross and James Kerns abstained from voting. The motion carried unanimously.

**PURCHASE ATV 2021 CF MOTTO CFORCE 600 WITH PLOW:** The Borough had an opportunity to purchase the ATV from Marvin Phillips. It will be used to plow bridges and Borough sidewalks, clean-up at parks and trash collection. The funding would come from the Capital Equipment fund. It was taken to Leisure Time in Corry PA and they said it was only normal wear items that would need taken care of such as air filter and flush fluids and oil. Possibly tires in another year and wheel bearings. It looked to be in good condition.

**RETROACTIVE MOTION TO APPROVE PURCHASE OF ATV 2021 CF MOTTO CFORCE 600 IN THE AMOUNT OF \$5,000.00 FROM MARVIN PHILLIPS.** Motion by Councilor Joyce, seconded by Councilor Steadman.

**RESIGNATION OF PART-TIME OFFICER RICK SKONIECZKA:** A letter of resignation dated September 18, 2024 was received from Officer Rick Skonieczka, effective no later than September 30, 2024.

**MOTION TO ACCEPT THE RESIGNATION OF OFFICER RICK SKONIECZKA.** Motion by Councilor Joyce, seconded by Councilor Steadman. The motion carried unanimously.

**CIVIL SERVICE CERTIFIED LIST:** The Certified List was presented. There are two Candidates on the list. Chief Pernice would like Council to approve him to proceed with background checks. He would also like permission to hire two part-time officers.

**MOTION TO APPROVE COMPLETING BACKGROUND CHECKS FOR TWO PART TIME OFFICER(S) FROM THE CERTIFIED LIST FROM THE CIVIL SERVICE.** Motion by Councilor Joyce, seconded by Councilor Steadman. The motion carried unanimously.

**EASEMENT/AGREEMENT WITH 104 EAST HIGH STREET:** An easement agreement was competed by Solicitor Wachter. The Borough will put in and supply a catch basin at 104 East High Street. The property owner will provide and install a 60' pipe from our basin to a basin provided by PennDOT. The Borough will maintain the pipe and two catch basins. The property owner will dig and maintain a ditch from the PennDOT basin to Bentley Run.

**MOTION TO APPROVE EASEMENT/AGREEMENT WITH 104 EAST HIGH STREET.** Motion by Councilor Osborn, seconded by Councilor Joyce. The motion carried unanimously.

**ADMINISTRATION:** Council President had nothing to report.

**DEPARTMENT LIAISON REPORTS:** Brian Osborn attended a CREMA meeting and they have approved Wattsburg Borough to join CREMA.

**ADJOURNMENT:** Motion by Councilor Steadman and seconded by Councilor Osborn that the meeting be adjourned at 7:03 P.M.

**EXECUTIVE SESSION:** To discuss personnel & contracts with possible action to be take. Session went from 6:59 PM to 7:02PM and then again from 7:03PM to 7:52M

**MOTION TO APPROVE POLICE CONTRACT FOR ZACKERY SHELLY:** Motion by Councilor Steadman and seconded by Councilor Kerns. The motion carried unanimously.

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ATTEST