

**MINUTES
UNION CITY BOROUGH
APRIL 7, 2025**

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 6:01 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, Uber, and Kerns.

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

APPROVAL OF AGENDA: Motion by Councilor Joyce and seconded by Councilor Winkler to adopt the agenda as amended to remove the motion regarding Agreement with 911 Center and Councilor Kerns requested roll call voting for hiring fulltime officer. The motion carried unanimously.

MOTION ON MINUTES: Motion by Councilor Kerns and seconded by Councilor Steadman that all Councilors, having read the minutes, approve minutes from the Council meeting on March 3, 2025. The motion carried unanimously.

MOTION ON SECRETARY’S REPORT: Motion by Councilor Kerns and seconded by Councilor Winkler that the February & March 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 Steadman and seconded by Councilor Winkler that unpaid bills be ordered paid and those paid be approved. The motion carried unanimously.

HEARING OF THE VISITORS: Robert Troutman 34 Gillette Street – Robert complained that a resident on Brown Street didn’t have garbage service. He called Tri County and they told him the Cindy Wells told them they didn’t need service. He asked why he doesn’t need to pay for service. He said that he lets his heart medication slide because he pays for garbage service. He also can’t afford to get rid of large items. Every time he calls Tri-County they refer him back to the Borough. He is upset that Tri-County won’t talk to him about it and neither will the Borough.

Council President, Riley Cross, explained that according to the contract, the Borough has an obligation to guarantee a customer base to Tri-County, but whether the company bills a customer or not is their business to decide, not borough councils. Riley told him that he has a copy of the ordinance, and he can see the exceptions. He said he understands that he is upset about the neighbor not having it, but every legal recourse has been followed to solve the problem. Riley told him that he supports his first amendment rights but if he continues to come to the borough office and treat the secretaries in an intimidating manner Riley would make efforts to have him trespassed from the City Building.

ZONING: Reviewed March 2025 report. There were no permits issued in February 2025. No questions or concerns.

MAYOR: The Mayor stated he agrees with hiring the 3rd officer. He also noted he is working on policies for the Police Department. He has had five flagged by the Solicitor and will be reviewing them with the Chief next Monday. The next step would be to submit to Lexipol after making recommended changes from Solicitor.

POLICE CHIEF: The Police Chief had an update on the Pizza Hut robbery. He said the offender has been arrested and is still in custody awaiting charges. The charges were filed with the DA's office. He said that Officer Shelly worked hard on this case. The Chief said that there were 101 incidents and six with criminal charges filed in March. On March 17, 2025 they worked overtime DUI Patrol. He said it was not busy with only 7 stops and 4 citations. Reviewed Police Reports for February and March 2025. No questions. Police Meet & Greet on April 23, 2025 at 6:00 PM at the City Building.

STREETS: The Street Supervisor reviewed his 1st Quarter Report. There were no questions. Snap-Tite Hose – Provided hose and attachments for street sweeper at no charge to the Borough. A thank you letter was sent to them. The Sweeper has been out the last 3-4 weeks and also cleaning catch basins.

BOROUGH MANAGER: MISCELLANEOUS UPDATES

CODIFICATION: Meeting will be April 28, 2025 at 5:00PM at the City Building.

ECATO ANNUAL FIREMEN'S CONFERENCE DINNER - April 29, 2025 6:00 pm. Reservations by 4/18/25. If interested let me know.

TENANT USER LIABILITY INSURANCE POLICIES-No charge to set up as an option for anyone renting the Social Hall. Would like Council to approve.

2024 AUDIT REPORTS ARE AVAILABLE FOR REVIEW-Recommend the following:

1. Update to the Policy Manual on vacations (this is currently in the process),
2. Periodically assess our vulnerability to social engineering schemes and other cybersecurity threats with annual training to employees regarding the identification of various type of attacks and how to avoid them.
3. Recommends the Borough formally adopt a written investment policy regarding pension investments.

PUBLIC WORKS HIRING-Ad is on the PSAB website & will be in the June magazine. Council agreed to advertise on Indeed as well.

HIRING FULL-TIME POLICE OFFICER: The background check has been completed on Collin Meeker & Chief Pernice is recommending hiring him. James Kerns asked if Chief felt that he would stay and Mayor Wolf and Chief Pernice both agreed that he would and that he plans on moving closer and that he did excellent in his interview and was the best candidate. Collin is interested in working for a small department. They also recommend him because they said right now Police Departments as well as Sheriff Offices are facing the same catastrophic situation where no one wants to be an officer.

MOTION TO SEND COLLIN MEEKER A CONDITIONAL OFFER OF FULL-TIME EMPLOYMENT AS A POLICE OFFICER CONTINGENT UPON HIM PASSING HIS PHYSICAL, DRUG TEST, AND PSYCHOLOGICAL EXAM: Motion by Councilor Winkler and seconded by Councilor Osborn. Roll Call Vote: Cross: Yes,

Joyce: Yes, Winkler: Yes, Osborn: Yes, Steadman: Yes, Kerns, Yes, Uber: No. 6 to 1 vote, motion carried.

ERIE COUNTY SHERIFF'S DEPARTMENT: The Department is interested in purchasing the old tasers from our Police Department. They sell for \$150 - \$200 each. Council needs to approve the sale. This was discussed & approved by the Solicitor. Mayor Wolf said Local Dept has X26P and no longer uses them but the Sheriff Department uses them.

MOTION TO APPROVE SELLING THE OLD TASERS TO THE ERIE COUNTY SHERRIFS DEPARTMENT FOR THE AMOUNT OF \$150.00 EACH. Motion by Councilor Winkler and seconded by Councilor Steadman. The motion carried unanimously.

2025 PAVING & SEAL COAT PROJECTS: A list of the proposed projects was emailed to Council for their review.

MOTION TO GET BIDS ON PAVING WILLOW STREET FROM MARKET TO WEST SIDE OF THE BRIDGE EXCEPT FOR THE PATCH, CENTER STREET FROM ROUTE 6 TO ODELL, GRAVES STREET FROM DOWMAN TO LIBERTY. Motion by Councilor Kerns and seconded by Councilor Winkler. The motion carried unanimously.

SEAL COAT PROJECTS: The Borough participated with other municipalities in receiving bids for seal coat. The Borough needs to approve accepting the actual bid. They can determine how much seal coat do be done when the paving bids are opened.

MOTION TO ACCEPT AND APPROVE THE BID FROM SUIT COAT, RECEIVED BY MARK CORREY FOR MULTIPLE MUNICIPALITIES FOR SEAL COAT PROJECTS. COUNCIL WILL DETERMINE AT THE 1ST MEETING IN MAY WHICH STREETS & HOW MANY SQUARE YARDS. Motion by Councilor Joyce and seconded by Councilor Steadman. The motion carried unanimously.

DISCUSS CHANGING COUNCIL MEETINGS STARTING IN MAY 2025. Council doesn't want to change the meetings to the second & fourth Tuesdays. It will be reconsidered for possibly September.

DCNR GRANT APPLICATION FOR DEVEREAUX PARK: An application to reconstruct one tennis & two pickleball courts at the park was submitted. A resolution that Council approved applying & a funding commitment letter was required from Council.

RETRO ACTIVE MOTION TO MARCH 13, 2025 APPROVING A RESOLUTION THAT COUNCIL APPROVED APPLYING TO THE DCNR FOR THE GRANT FOR DEVEREAUX PARK AND APPROVE THE FUNDING COMMITMENT LETTER. Motion by Councilor Winkler and seconded by Councilor Steadman. The motion carried unanimously.

RESOLUTION FOR SCHEDULE OF FEES: Council approved an amount to be charged for renting the Social Hall. However, the Resolution for the Schedule of Fees needs to be updated.

MOTION TO APPROVE A RESOLUTION UPDATING THE SCHEDULE OF FEES. Motion by Councilor Joyce and seconded by Councilor Winkler. The motion carried unanimously.

LANDOWNER-GRANTEE AGREEMENT FOR THE BALLFIELD INVASIVE SPECIES GRANT THROUGH THE WESTERN PA CONSERVANCY: The Conservancy applied and received the grant for a three-year period,

for the ballfield and the removal of invasive species. Because the Borough owns the property, they must sign the agreement for the work to be done & agree to meet certain maintenance tasks once a year. The Solicitor reviewed and approved the agreement.

MOTION TO APPROVE THE AGREEMENT FOR THE BALLFIELD INVASIVE SPECIES GRANT THROUGH THE WESTERN PA CONSERVANCY. Motion by Councilor Kerns and seconded by Councilor Osborn. The motion carried unanimously.

PSAB CONFERENCE IN JUNE 2025: Council needs to appoint a voting delegate. Cindy will be attending the Conference.

MOTION TO APPOINT CINDY WELLS AS THE VOTING DELEGATE AT THE PSAB CONFERENCE IN JUNE 2025. Motion by Councilor Winkler and seconded by Councilor Osborn. The motion carried unanimously.

SUB-DIVISION REQUESTED FOR 16-18 MARKET STREET BY MCLANE CHURCH: The property currently includes the old UC Chair office building and the building used by the Church. They would like to sub-divide the office building onto a separate parcel and have an agreement with the EC Land Bank to take ownership.

MOTION APPROVING THE SUB-DIVISION OF 16-18 MARKET STREET, SEPARATING THE UC CHAIR OFFICE BUILDING ONTO IT'S OWN PARCEL. THE SUB-DIVISION WAS APPROVED BY THE ZONING OFFICER. Motion by Councilor Winkler and seconded by Councilor Steadman. The motion carried unanimously.

DISCUSSION OF DISCHARGE OF WATER FROM PROPERTY ONTO STREETS: There have been problems this winter with water draining from property onto the streets and causing ice build-up. Council tabled this discussion at a previous meeting. The Solicitor has addressed those concerns and provided language to amend the Property Maintenance Code ordinance.

MOTION TO APPROVE ADVERTISING AN AMENDMENT TO THE PROPERTY MAINTENANCE CODE ORDINANCE CONCERNING THE DISCHARGE OF WATER ON TO THE STREETS THAT CAUSES ICE DAMS AND DETERIORATES THE STREETS. Motion by Councilor Steadman and seconded by Councilor Osborn. The motion carried unanimously.

DISCUSSION OF AGREEMENT WITH LITTLE LEAGUE: A proposed agreement was provided by the Solicitor and emailed to Council for their review. The agreement will need presented to the Little League. Council wanted better clarification on who all could use the fields. This was tabled until the next meeting.

DISCUSSION OF PROPERTY BETWEEN SOUTHWEST PARK AND THE RR: Western NY & PA RR is giving a parcel of land to the Borough that extends Southwest Park north. The parcel is 76' x 87.6' x 60' x 52'. They have provided a quitclaim Deed and listed the sum of \$10. This is being reviewed by the Solicitor and approved.

MOTION TO SIGN THE QUITCLAIM DEED FOR A PARCEL OF LAND FROM THE WESTERN NY & PA RAILROAD FOR A PARCEL BETWEEN SOUTHWEST PARK AND THE RAILROAD THAT MEASURES 76' X 85.35' X 60' X 52' AND COMPLETE A COMBINATION DEED ADJOINING THIS PARCEL AND SOUTHWEST

PARK. Motion by Councilor Joyce and seconded by Councilor Steadman. The motion carried unanimously.

ADMINISTRATION: Council President stated that he agrees with peoples 1st Amendment rights and the ability to voice displeasure.

DEPARTMENT LIAISON REPORTS: Councilor Winkler reminded that the Easter Egg Hunt is on Sunday, April 13, 2025 at 3:00.

EXECUTIVE SESSION: To discuss legal matters with no action to be taken went from 7:55 PM to 8:19 PM.

ADJOURNMENT: Motion by Councilor Steadman and seconded by Councilor Kerns to adjourn at 7:53. The motion carried unanimously.

ATTEST