

**MINUTES
UNION CITY BOROUGH
AUGUST 4TH, 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 6:30 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: Cross, Joyce, Winkler, Osborn, Steadman, Uber, and Kerns.

OFFICIALS PRESENT: Mayor, Robert Wolf; Borough Manager, Cindy Wells; Constituent Services Rep., Kim Tuszynski and Police Chief, David Pernice.

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

MOTION ON MINUTES: Motion by Councilor Steadman and seconded by Councilor Winkler that all Councilors, having read the minutes, approve minutes from the Council meeting on July 7, 2025. The motion carried unanimously.

HEARING OF THE VISITORS: Maryann Menanno with Kafferlin Strategies presented information on two of their potential strategies for hiring for the Streets Department. Council agreed to start the process for the more extensive strategy. She will send an agreement with the costs.

ZONING: Reviewed July 2025 report. No questions or concerns.

FLOODPLAIN ADMINISTRATOR: Reviewed June and July 2025 report. No questions or concerns.

POLICE: Reviewed July police reports. Incidents were up from last month. The officers have been very proactive. They have seen an increase in traffic and drug stops.

Update on Police Meet & Greet July 15th- Did not have any residents present but Maryann Mook from the Corry Journal came.

Discuss upgrades to the Police Department garage- Chief would like to use the donation from the Carlburg Estate to upgrade the walls and floor in the Garage and possibly have heat installed. Quotes have been requested.

MAYOR: The Mayor said he talked to the DA’s office about the review of Lexipol policies. Chief said he did have an email from attorney Glascoe concerning this. It can be reviewed at the next meeting.

BOROUGH MANAGER: MISCELLANEOUS UPDATES

AGREEMENT WITH LITTLE LEAGUE: The agreement was presented to the Little League. We are waiting to hear back from them.

NATIONAL NIGHT OUT: Tuesday, August 5, 2025, 6:00 – 8:00 PM. Signup sheet passing around

LANDBANK PROPERTY 121 EAST HIGH STREET: The Landbank approved the sale of 121 East High Street to Cole Higby. His plans are to renovate the property as a rental property.

PUBLIC WORKS POSITION: Received an application

LETTER FROM MUNICIPAL AUTHORITY: Retirement of Dan Brumagin in 2026. President Cross stated that PA American Water is interested in meeting with him and the Borough Manager. Solicitor Wachter has stated if Council agrees they don't want it sold to an outside company it won't be able to be sold. Mayor Wolf stated that an outside company would raise rates and he strongly disagrees to selling it. Councilor Osborn said Aqua has also contacted Edinboro Borough. Councilor Kerns stated the Municipal Authority is currently doing fine. Council unanimously agreed they do not want the Municipal Authority sold. They requested the Borough Manager send a letter notifying them of the extreme dissent of a sale.

MEETING DATES: Meetings are advertised through August 18th. The meetings will continue to be held the first and third Monday of the month and will be advertised for the remainder of the year. There will be no meeting on Labor Day.

DISCUSS AMENDING THE ZONING ORDINANCE REGARDING KENNELS, FENCES, AND WALLS: The use code does not allow kennels to be located in C1 district (Main Street from Concord Street to High Street). Council can amend the ordinance to permit it, and it could be by Special Exception and/or with other restrictions. Also, there is no definition for "walls" not attached as a structure. When the setbacks were changed to allow fences to the property lines with a survey or neighbors permission it should have also included "walls". Discuss not issuing a zoning permit if there are code violations, unpaid parking tickets or judgements from the Borough against the property or property owner. Council agreed to proceed in making the changes.

DISCUSS CHANGES TO EMPLOYEE MANUAL REGARDING HIRING FAMILY: Section 10.3 This was passed last month however Attorney Lasher came back with their preferred wording.

MOTION TO CHANGE SECTION 10.3 OF THE EMPLOYEE MANUAL TO READ "THE EMPLOYMENT OF FAMILY MEMBERS MAY CAUSE SERIOUS CONFLICTS AND PROBLEMS WITH REAL OR PERCEIVED FAVORITISM, WHICH ADVERSELY AFFECTS EMPLOYEE MORALE. WHILE FAMILY MEMBERS MAY BE EMPLOYED SEPARATE OR TOGETHER IN ANY DEPARTMENT AT THE BOROUGH, DETERMINED ON A CASE-BY-CASE BASIS, ONE FAMILY MEMBER CANNOT SUPERVISE THE OTHER. IN THAT EVENT, THE SUBORDINATE FAMILY MEMBER SHALL REPORT TO AND BE SUPERVISED BY THE BOROUGH MANAGER OR BOROUGH COUNCIL " Motion by Councilor Joyce and seconded by Councilor Kerns. The motion carried unanimously.

PURCHASE OF POLICE VEHICLE: It has been recommended by the USDA that the Borough start the process of purchasing a vehicle and utilizing the \$17,400 in the USDA grant. The Chief has obtained quotes for a 2025 Ford Police Interceptor Utility vehicle and the buildouts. With the EcoBoost engine upgrade it is an extra \$3,000. Council would like to see quotes from other dealers and manufacturers. The current prices for the Ford Interceptor and the buildouts total \$64,531.

MOTION TO START THE PROCESS OF PURCHASING A POLICE VEHICLE AND UTILIZE THE USDA GRANT WITH OTHER CAPITAL FUNDS: Motion by Councilor Joyce and seconded by Councilor Kerns. The motion carried unanimously.

DISCUSSION TO AMEND AND ADVERTISE AN ORDINANCE ESTABLISHING A WEIGHT LIMIT ON WATTSBURG STREET: Union Township has approved a solar field on Wattsburg Road. Although the

solar company says they will be using Route 8 and Amity Road during construction; we still have cases where a GPS will direct semi's onto streets with weight limits.

MOTION TO AMEND AND ADVERTISE AN ORDINANCE ESTABLISHING A WEIGHT LIMIT ON WATTSBURG STREET: Motion by Councilor Winkler and seconded by Councilor Joyce. The motion carried unanimously.

DISCUSSION ON UPDATING THE FEE SCHEDULE: There is currently no Floodplain permit fee because BIU was the Floodplain Administrator in the past and they charged the fees. It is recommended that the Floodplain Application/Permit fee be set at \$75.00 for small residential projects. For commercial or larger projects money would be put into escrow and calculated at the rate of \$55.00/hour. This recommendation was from the Solicitor. Also, when individuals request Zoning Ordinance and/or Zoning Map changes the fee would be \$350. This was also recommended to be changed by the Solicitor. This is to help cover the costs of advertising and legal and administrative costs.

MOTION TO APPROVE A RESOLUTION UPDATING THE GENERAL BOROUGH FEE SCHEDULE: Motion by Councilor Steadman and seconded by Councilor Winkler. The motion carried unanimously.

DISCUSSION ON A RESOLUTION APPOINTING SIGNERS FOR A CFA MULTI-MODAL GRANT: A Resolution appointing signers is required with the application and stating the amount of \$382,485.86 for sidewalks on Parade Street.

MOTION TO APPROVE A RESOLUTION, RETRO ACTIVE TO JULY 7, 2025, FOR A CFA MULTI-MODAL GRANT APPLICATION IN THE AMOUNT OF \$382,485.86 FOR PARADE STREET SIDEWALKS AND APPOINTING SIGNERS: Motion by Councilor Kerns and seconded by Councilor Steadman. The motion carried unanimously.

DISCUSSION TO ALLOW THE UCVFD TO HAVE WATER BATTLES AT WILLOW STREET BALLFIELD: There would need be a license agreement for the park use and to allow them to permanently install the needed poles and cable. It would list the location in the park; the number of times they will be using the park and set the term of the license for 5 years with an option to renew. They would also have a general liability insurance of \$1 million and name the Borough as an additional insured. Council needs to decide if they want the solicitor to draw up a license agreement.

DISCUSSION OF GARBAGE RFP: Review the RFP. The Erie Area COG is opening bids on Thursday, August 7, 2025. This will be reviewed at the August 18th meeting.

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 Winkler to adjourn at 7:50 PM.

EXECUTIVE SESSION: To discuss personnel. No action to be taken went from 7:55 PM to 8:20 PM.

ATTEST