

MINUTES
UNION CITY BOROUGH WORK SESSION
DECEMBER 30TH, 2010

The Work Session of the Union City Borough Council was called to order at 7:07 P.M. by President Brumagin. The meeting was held at the City Building.

Councillors present were Brumagin, Bowes, Kolaja, McCrillis and Steadman. Councillor Hoban was absent.

Officials present were Borough Manager Cheryl Capela and Mayor Bill Hinkle.

There were no visitors present.

COUNCIL TO MOVE FORWARD IN HIRING NEW POLICE SECRETARY: The Borough Manager said that the Police Secretary will be leaving her employment with the Borough the end of February. She said she would like to know if it would be alright to move forward in contacting Adecco Employment Services.

Councillor Bowes said he would agree to move forward with Adecco.

SET CLOSING DATE FOR TAX ANTICIPATION NOTE: The Borough Manager said she would like to remind the President of Borough Council about scheduling a closing date for the Tax Anticipation Note.

President Brumagin said he would like the closing to be held at the City Building.

CODE ENFORCEMENT OFFICER: The Borough Manager said she has a letter that the Code Enforcement Officer drafted to be handed out to businesses and residents in the Borough. She said the letter is advising them that the Borough has an ordinance on removing snow from their sidewalks.

Councillor Bowes said it would be a good idea to put this notice on the Borough's website.

BOROUGH TO ACCEPT BIDS ON FILING CABINET: The Borough Manager said that Dave Himes would like to know if he can have the wooden filing cabinet that is on the second floor of the City Building.

She said that Bob Phillips also approached her about this filing cabinet.

President Brumagin said the Borough cannot give property away.

Councillor Bowes said why don't we have sealed bids and whoever has the highest bid gets the filing cabinet.

BOROUGH TO OBTAIN CREDIT CARD: The Borough Manager said in the past, Borough Council talked about obtaining a credit card to be used for emergencies. She said she needs some information from Borough Council. She said she needs to know the limit amount and who will be authorized to use the card.

She said she would like the limit amount to be \$1500.00.

Councillor Bowes said the authorized individuals should be the Borough Manager, President of Borough Council and the Vice-President of Borough Council.

ETHAN ALLEN BUILDING: The Borough Manager said she met with Carl Boone owner of the Ethan Allen Building.

She said she asked him what his plans are in getting this property cleaned up.

She said he informed her that he is getting someone to remove all of the metal.

She said she informed Mr. Boone that he will need to contact the State Inspector to see what he needs to do about tearing down the rest of the buildings that our on his property.

She said she informed Mr. Boone that the Borough wants to see this property get cleaned up as soon as possible and hopes he complies with all of their requests.

She said she informed Mr. Boone that his property is a prime commercial lot. She said he agreed and hoped with the Boroughs help that he can sell his property to someone who would be interested in building an industrial plant and bring jobs back into this Borough.

LERTA PROGRAM: Councillor Bowes said at the last Union City Pride Meeting, the members met with Rick Novotny and Mike McNierney to discuss LERTA Program in our community.

He said that a committee made up of Borough and School Board members will meet to develop a LERTA Plan.

He said he would like to start the committee meeting as soon as possible. He said he would like to be on this committee along with the Borough Manager.

President Brumagin said he will also serve on this committee.

The Borough Manager said she will let everyone know when and where the first meeting will be held.

SNOW EMERGENCY: Councillor Kolaja said when there is this much snow on the ground, he feels Borough Council should have called for a snow emergency.

He said it gets very difficult to plow the roads when cars are parked on both sides of the streets.

The Borough Manager said that Chief Jones is addressing the parking issues. She said he wrote out more parking tickets in one month than he had written all of last year.

President Brumagin said that under the Borough Code, the Mayor can declare an emergency.

He said that Borough Council might want to look into this further.

ADJOURNMENT: The meeting adjourned at 8:05 P.M.

ATTEST: _____
Borough Manager