

MINUTES
CITY COUNCIL MEETING
Monday February 28, 2011

Regular Session

Council President Karl Marking called the meeting to order at 7:50 p.m. and welcomed everyone to the meeting. Council members present were Council President Karl Marking, Council Vice President Joseph Hamrick, Mssrs., Jarrell Brazzle, Edward Simpson, Mrs. Ingrid W. Jones, and Ms. Karen Jorgenson. Staff members present included City Solicitor John Carnes, Interim City Manager Wayne Reed, Assistant City Manager Kirby Hudson, Police Chief Julius Canale, Fire Chief Kevin Johnson, Director of Public Works Donald Wilkinson, Director of Planning and Codes Enforcement Damalier Molina, Director of Finance Stacy Bjorhus and Recording Secretary Ruthann Mowday.

President Marking announced an Executive Session was held February 23rd to discuss matters of personnel and earlier this evening, February 28, 2011 to discuss personnel and legal matters.

President Marking announced Mr. Eggleston would not be in attendance.

Approval of Minutes: February 14, 2011

Vice President Hamrick made a motion to approve the minutes for February 14, 2011 with corrections; Mrs. Jones seconded the motion. Motion passed 5-0-1. Mr. Brazzle abstained from the vote.

Approval of Accounts Payable

Ms. Jorgenson made a motion to approve the accounts payable listing dated February 25, 2011; Vice President Hamrick seconded the motion. Motion passed 6-0.

Additions, Deletions or Modifications to the Agenda

Mr. Simpson made a motion to add Regular Action Item #4, extension of Wayne G. Reed Contract as Interim City Manager; Mr. Brazzle seconded the motion. Motion passed 4-2. President Marking and Vice President Hamrick were the dissenting votes.

Presentations

1. First Suburbs Project Report – Mr. David Forrest

Mr. Forest explained the Southeastern Pennsylvania First Suburbs project is a regional coalition of municipal, faith and community leaders from the older, developed suburbs of Bucks, Chester, Delaware and Montgomery Counties. The three challenges the First Suburbs Project focus are Infrastructure, Education Funding and Housing Equity. The leaders have joined together to harness their communities power by directly engaging citizens to affect policies and practices that will lead to their communities stabilization and revitalization.

2. Heritage Group – Mr. John Robinson

Mr. Harvel Brown explained it is important for the kids to see us as adults working with them. It is important for us to step up and work with the community. Mr. Robinson announced the Heritage Group is a community development group. The programs proposed from the Heritage Group are Backing our Young Sons; Brothers United for Change; Mother Counsel; Nutrition Program; Food Distribution; Youth Summit Conference; Speakers

Borough and a group to mentor young girls. Mr. Robinson asked City Council to give them a hand. Ms. Karon Smith-Williamson announced additional programs provide the Coatesville Memorial Community Center Board. The programs are Coatesville ReCreate Camp; Teaching Responsible Adolescents in Leadership Skills; Youth/Male Mentoring; Girl Power; Academic Assistance; Junior Leadership Academy; Community Wide Mentoring/Shadowing; Cyber Education; Leadership Academy; Computer Training; Grandparent Initiative; Neighborhood College; Baby College; Mom's Support; Men's Support Services; Information Repository; and a Center for Celebration.

Mr. Brazzle stated that this is the best proposal ever brought before Council. Ms. Jorgenson asked if the Group has met with PAL to discuss sharing the Center. Ms. Smith-Williamson stated that she brought the proposal to Council before meeting with PAL, but they would certainly co-ordinate with PAL. Chief Canale announced PAL is hoping to be operational in Mid-March. Mr. Brazzle asked for the item to be placed on the agenda under Regular Action Items.

Vice President Hamrick made a motion to add Regular Action Item #5, Heritage Group Proposal; Mr. Brazzle seconded the motion. Motion passed 6-0.

3. Financial Report – Ms. Stacy Bjorhus

Ms. Bjorhus announced the current revenues year to date are \$183,150 and the expenditures year to date are \$1,016,162. The City has received \$252,899 of Earned Income Tax to be posted to the year 2010. The Building permits fees for Jan 2011 have spiked due to larger capital projects that were budgeted in 2010. The sick sell payouts to employees made up the negative variance for personnel expenses. The City will need to address the vehicle fuels line item in the near future for a budget amendment. A possible budget amendment may be required later in the year for Legal expenses. The current unrestricted funds are \$225,347 and the restricted funds are \$13,602,092.

President Marking asked Ms. Bjorhus if the City will need to apply for an additional TAN. Ms. Bjorhus replied not at this time, but stated her concerns for our fiscal position for the coming year.

Citizens' Hearings – Regular Action Items Only

There were no citizens' comments on regular action items.

Vice President Hamrick made a motion to close citizens' hearings on regular action items only; Mr. Brazzle seconded the motion. Motion passed 6-0.

Special Event –

1. A Banner Permit Application has been received for the Chester County African American Wellness Expo to install a banner across Lincoln Highway and First Avenue, to advertise the expo for April 9, 2011. The banner would be installed after March 4, 2011 and removed April 11, 2011.

Mr. Wilkinson explained the City currently only has two places that banners can be placed at this time due to damaged hardware. The areas are currently being used for previously approved the Free Tax Prep banners. Mr. Wilkinson explained the mounts for the banners at 6th Avenue and East Lincoln Highway and the mounts at 1st Avenue and East Lincoln

Highway are broken at this time. Council questioned if the hardware can be fixed. Mr. Wilkinson stated he would look into the matter of repairing/replacing the mounts for the banners at those locations.

Vice President Hamrick made a motion to approve a banner permit for the Chester County African American Wellness Expo to install a banner across Lincoln Highway and First Avenue, to advertise the expo for April 9, 2011 contingent upon repair to the location across East Lincoln Highway, just east of First Avenue; Mr. Brazzle seconded the motion. Motion passed 6-0.

Items for Discussion

1. Discuss Coatesville Adult Baseball League Proposal

The Coatesville Adult Baseball League President, Richard Jenkins, made a presentation to the City Council during the last meeting in which he requested the use of the Ash Park Baseball field five days per week between May and July. Mr. Jenkins has requested a multi – year agreement through 2016 with five year renewal options. The league has offered to continue the annual fees comparable to 2010 in the amount of \$800.00 to include the maintenance of the field.

Mr. Carnes explained there are a couple of options. One option is a request for a lease or another option is to amend the Special Event fee. Either option will require an Ordinance. An Ordinance is required for a lease or changing the fee for the Special Event. Mr. Carnes suggested adding a separate fee for leagues to Special Events. Mr. Reed asked Mr. Wilkinson if it was a problem prepping the field. Mr. Wilkinson stated that it is not a burden to prep the field for the games.

Council asked for the item to be placed on the agenda for the next meeting as an item for discussion.

2. Discuss appointments the Authorities, Boards, Commissions and Committees

The City has received appointments to the following Boards and Commissions. Mr. Jeffrey Ross has applied for the term 2010-2012 to the Historical Commission. Mr. Frederick Sharpe and Mr. Tony Harkins have applied for the term 2011-2014 to the Parks and Recreation Commission. There are two positions available for the Fire Advisory Board.

Council asked for the item to be placed on the agenda for the next meeting as a Regular Action Item.

3. Discuss National Veleldrome Center Request for 105 East Diamond Street Building

The National Veleldrome Center presented a proposal to Council during the last meeting to lease the City owned CCA Garage at 105 East Diamond Street for a period of three years with an option to purchase the property for \$125,000 expiring on December 31, 2012. The offer is for \$950.00 per month in year one; \$1,000 per month in year two; and \$1,050 per month in year three.

Mr. Simpson stated he is not opposed to leasing the building. Mr. Brazzle asked if we could put it out for more interested parties on the building. Mr. Reed announced he received an offer today for the building. Mr. Carnes stated an Ordinance is required to lease properties.

Mr. Molina stated there is Zoning and Building Code issues. Mr. Reed stated the Velodrome would rehab the building. Mr. Carnes stated the City is bound to sell the building by the bid process. Mr. Simpson asked staff to contact the people from the Velodrome and tell them the City's hands are tied in selling the building but can work on a lease. Mr. Reed stated he would contact the people from the Velodrome and discuss the options.

4. Discuss National Velodrome Center Bicycle Race

During the last meeting the National Velodrome Center presented their proposal to hold a bicycle race in downtown Coatesville on July 3 in conjunction with the City's and Rotary Club's Celebrate Coatesville event. This will require closing several streets to create a race course of about 1.1 miles. Before a Special Event is submitted the Council is requested to consider its view on the race. The Department of Highways will also approve a Highway Occupancy Permit once approval is granted.

Mr. Simpson stated he think this great. President Marking asked Mr. Reed is he looked into the cost of moving the fireworks to the weekend of July 4, 2011. Mr. Reed stated that he spoke to Pyrotechnics and they are available on July 3, 2011 and the price would remain the same as last year in the amount of \$22,500.

President Marking asked for the item to be placed on the agenda for the next meeting as a Regular Action Item.

5. Discuss City Hall Parking

The staff has developed a proposal to resolve the parking issues around City Hall. Ms. BJORHUS provided Council with the recommendations for the parking lots. The City Hall Place Parking lot would amend the time frame to two hour parking unless parking permit is displayed or a \$25 per month permit fee. Add Employee and City Hall Business Parking with retaining five spaces with two signs for two hour parking for City Business only and Employees will park along the fence side of the lot. The Harmony Street parking lot would amend the time frame with parking permit. Permit would be \$25 per month. The Diamond Street Parking would be parking limit two hours unless parking permit is displayed. Parking permit must hang from dash mirror.

Mr. Reed asked if staff and the City Solicitor should set up an Ordinance with the changes for the next meeting.

Regular Action Items

1. Consider approval of the Police Collective Bargaining Agreement

The Council's Negotiating Committee and representative from the Police Benevolent Association have approved a tentative agreement of the Police Collective Bargaining Agreement to be effective January 1, 2011 for four year ending December 31, 2014. This agreement would provide a salary increase to the Police Officers of 2.5% in the first year effective July 1, 2011, for an effective budget increase in 2011 of 1.25%; a 3.5% increase in 2012 and in 2013; and a 3% increase in 2013. Mr. Carnes explained the last approval made changes to the Pension.

Ms. Jorgenson made a motion to approve the Police Collective Bargaining Agreement with the Police Benevolent Association for a term beginning January 1, 2011 and expiring December 31, 2014; Vice President Hamrick seconded the motion. Motion passed 6-0.

2. Consider approval of a Resolution of the City Council of the City of Coatesville accepting bids for the Riverwalk/Brandywine Creek Trail Fence and Wood Barrier Project, authorizing the award of a contract to the lowest responsible bidder conditioned upon the approval by the County of Chester and authorizing the Interim City Manager or City Manager to execute the appropriate contract and any and all documents necessary to effectuate this project.

The City received a \$84,936 grant from the Chester County Department of Community Development to construct an eight feet high black vinyl chain link fence on the west side of the Brandywine Creek Trail and complete a wooden fence on the east side of the Trail. Bids for the work have been received and the apparent lowest bidder is Abel Fence LLC of Leola, PA at the total bid price of \$46,891.50. The City's engineers have recommended acceptance of this bid pending approval by the City Solicitor. Additionally, Chester County must confirm the approval bidder before work can proceed.

Mr. Simpson stated the lowest bid is significantly lower than the other bids. Does the City feel comfortable with the lowest bidder? Mr. Barry explained the references for the lowest bidder have been contacted, the contract documents are completed and the bond has been provided. Mr. Carnes stated he feels comfortable and has reviewed all the documents. Mr. Simpson asked if local agencies were contacted. Mr. Barry replied that notices were sent out.

Vice President Hamrick made a motion to approve a Resolution of the City Council of the City of Coatesville accepting bids for the Riverwalk/Brandywine Creek Trail Fence and Wood Barrier Project, authorizing the award of a contract to the lowest responsible bidder conditioned upon the approval by the County of Chester and authorizing the Interim City Manager or City Manager to execute the appropriate contract and any and all documents necessary to effectuate this project; Ms. Jorgenson seconded the motion. Motion passed 6-0.

3. Consider YMCA Management Proposal – Ash Park Swimming Pool

The YMCA of the Brandywine Valley has submitted a proposal to manage the Ash Park Swimming Pool for the 2011 season. Mr. Carnes stated a number of provisions have been left blank. The Agreement is fine but provisions need to be added (binding affect) and language needs to be added.

Council asked for the item to be placed on the agenda for the next meeting as a Regular Action Item with the Solicitors term changes.

Vice President Hamrick made a motion to table the YMCA Management Proposal until the next meeting; Ms. Jorgenson seconded the motion. Motion passed 6-0.

4. Consider extension of Interim City Manager Contract for Wayne G. Reed until the next City Council meeting dated March 14, 2011

Mr. Simpson asked if the extension would be for two weeks or until the next City Council Meeting.

Ms. Jorgenson made a motion to extend the Interim City Contract for Wayne G. Reed until the next City Council meeting dated March 14, 2011; Mr. Simpson seconded the motion. Motion passed 6-0.

5. Consider granting access to the Coatesville Memorial Community Center by the Heritage Group for Programs

Vice President Hamrick made a motion granting access to the Coatesville Memorial Community Center Board by the Heritage Group for Programs; Mr. Brazzle seconded the motion. Motion passed 6-0.

Solicitors Report

Mr. Carnes announced Walgreens has submitted the long awaited bonds and insurance documents on Friday, February 25, 2010.

City Manager's Report

Mr. Reed announced the bids were received this morning for the Solid Waste Collection in the City for one, two and three years. Eagle Disposal of East Earl, PA is the apparent low bidder. The Staff will be reviewing all three bids for conformance to the bid specifications and will present a recommendation for award of a contract to Council during their March 14 meeting. By comparison Charles Blosenski was the low bidder for the last three year contract ending March 31, 2011, at a total bid of \$1,204,531.

The Finance Department has needed additional personnel for some time and especially now as we prepare for the 2009 and 2010 audits. A Memorandum from Ms. Bjorhus, Finance Director, has been prepared and is attached hereafter, in which the position duties and responsibilities are included. We are looking for a part-time, temporary person with strong accounting capabilities who would work for about one month. Ms. Bjorhus has obtained information from a temporary agency, Galent Staffing, for a qualified individual who could begin working immediately at an hourly rate of \$32. Estimating one month at 40 hours per week, the total estimated cost would be \$5,120. While there are no funds included in the Finance Department budget, the budget does include a Reserve for Contingencies of \$37,121. The Staff is requesting permission from Council to employ a part-time Temporary employee from Galent Staffing for one month to assist the Finance Department to complete 2009 and 2010 accounts for the audits. If approved by Council we will propose a budget amendment to include the transfer of the actual amount from Reserve for Contingencies to Finance Department salaries.

The overtime in the Fire Department has been greatly reduced from this time a year ago due almost entirely to the Part-Time Firefighters that have signed up for work. There was no scheduled overtime in February and in March there is also no scheduled overtime. We have been able to bring on about five new Part-time Firefighters, several of whom worked with us before and need very little training. We are doing what we can to keep these Part-Timers involved not only to cut back on overtime, but also to relieve our Full time Firefighters from so much overtime in the past that overtaxed their efforts in the job.

Mr. Reed announced he was deeply honored during the Rotary Club of Coatesville's weekly meeting when some 125 of my friends and colleagues surprised me by attending the luncheon to recognize my year of service to the community as the Interim City Manager. Ms. Frances Sheehan presented me with the Proclamation from the City Council which was more than I could ever have expected and I thank the City Council for their kindness and thoughtfulness in approving this resolution.

Although it has been a difficult year for everyone in the City Government, I truly believe it has been successful even if all of our goals were not met. I do consider it to have been an honor and privilege to serve the City Council, the Staff and the citizens of Coatesville. I only hope that if I can be of assistance to the City in any way in the future, you will please call upon me. I do plan to stay involved in community endeavors as we all jointly attempt to make Coatesville the City it is meant to be.

Mr. Simpson made a motion to approve hire a temp for \$32.00 an hour for 30 days pending solicitor's approval of agency agreement; Ms. Jorgenson seconded the motion. Motion passed 6-0.

Citizens' Hearings – Non-Agenda Items

Khadijah Al-Amin – Resident

Ms. Al-Amin read a letter as follows: Dear Council, As a resident of Coatesville I would like to ask council recognize and honor the two following people, Mr. Joe Carroll and Mr. Matt Baker. Three year ago these two gentlemen organized a group of City resident volunteers with two purposes; to help Coatesville be a cleaner city and to foster a sense of community pride by involving members of the community. For the past two years the yellow curbs all along the length of Lincoln Highway have been painted the flower beds/bump outs along Lincoln Highway have flowers planted in them and been mulched and weeded. These gentlemen have organized many, many clean ups and curb paintings throughout the City over the past few years. Both gentlemen have spent great amounts of personal time as well as their own money on paint, garbage bags, rollers and gloves. Mr. Baker purchased fluorescent t-shirts for the participants to wear for safety. On top of this Mr. Carroll and Mr. Baker also paid for and coordinated thank you barbeques for the dozens of city residents and groups who have consistently and selflessly participated. The Flower bed under the Welcome to Coatesville sign in the 1100 Block of East Lincoln Highway, for the last three years has been maintained by Mr. Baker. He has purchased the flowers and planted them as well as purchasing the mulch. Both Mr. Carroll and Mr. Baker, along with the City resident volunteers, have made the commitment to make Coatesville a better cleaner place. They have shown their community matters and they have taken the time to make a difference by personally leading by example. For this reason I think they should be recognized. Mr. Reed asked if Ms. Al-Amin wanted the City to issue a Proclamation to officially recognize the District Attorney Carroll and Mr. Baler. Ms. Al-Alamin replied yes. Ms. Al-Amin provides Ms. Mowday with the letter to be placed in the minutes.

Matt Baker – Resident

Mr. Baker asked if the Animal Control Officer is working. There are a lot of feral cats running around. Chief Canale stated Ms. Scott will be returning in 4-6 weeks. Mr. Baker asked if anyone is taking her place while she is out. Chief Canale asked for the addresses with the feral cats. Chief Canale stated the SPCA has raised the fees for the processing animals to \$65 per animals and he is exploring alternatives. Mr. Baker asked for the status on 810 Stirling Street. Mr. Molina stated the soil mitigation from the fuels tank failing has been approved by Department of Economic Protection. Mr. Simpson asked that a copy said approval be provided to Council. The property can be resubmitted for inspection for the purpose of acquiring a new rental license. President Marking stated the landlord license was revoked for the property. Mr. Molina stated the property is now in compliance. President Marking stated the tank was removed and the soil was channeled for a year and a half and that contaminated soil was left on the property in black bags and asked Mr. Molina to ensure they had been properly disposed of. Ms. Jorgenson asked if the bags are out of site and if the property needs to be re-inspected prior to renting. Mr. Baker stated his recollection that the vote was

to rescind the landlord rental license not just for the property but for all of the properties of the landlord. Mr. Baker asked Mr. Molina about several properties regarding Codes enforcement issues and statuses.

Robert Davidson – Resident

Mr. Davidson expressed his concerns about the bus stops. After the last snow, the bus stops were moved out to danger zones for the children because of the snow piles where the bus stop generally was. Mr. Davidson provided three suggestions for snow removal at the bus stops. The first is to look at the property and have the owner eliminate the problem; the second is to adopt a preemptive policy for safety reasons of evaluating all bus stops in the City. There are dangerous bus stops. The last is when the snow removal becomes an issue, add signage, people removing the snow should be aware of bus stops.

Mr. Brazzle made a motion to close Citizens' Hearings on non agenda items; Vice President Hamrick seconded the motion. Motion passed 6-0.

Council Comments

Mr. Brazzle thanked everyone for attending the meeting. Mr. Brazzle asked for the Police Department to look into the activities at 534 Harmony Street. There is a lot of traffic at that location. Mr. Brazzle sent his condolences to the family of Vincent Lowe.

Mr. Simpson apologized for the meeting being late and thanked everyone for staying. Mr. Simpson asked for the fence to be repaired at the Flats. It is down on the sidewalk and is a hazard.

Ms. Jorgenson thanked everyone for attending the meeting.

Mrs. Jones thanked everyone for attending the meeting. Mrs. Jones suggested the foot patrol begin again, there have been several muggings lately. The Angels have not been around lately.

Vice President Hamrick thanked everyone attended the meeting.

President Marking sent his condolences to the family of Mr. Lowe and thanked the Police Department for handling the situation swiftly.

Adjournment

Mr. Brazzle made a motion to adjourn the meeting at 10:30 pm; Mr. Simpson seconded the motion. Motion passed 6-0.

Ted Reed
Interim City Manager