

**CITY COUNCIL MEETING
MINUTES
Monday December 12, 2011**

Regular Session

President Joseph Hamrick called the meeting to order at 7:40 p.m. and welcomed everyone to the meeting. Council members present were Council President Joseph Hamrick, Council Vice President Martin Eggleston, Mssrs., David Collins, Edward Simpson, Mrs. Ingrid Jones and Ms. Karen Jorgenson. Staff members present included City Solicitor John Carnes, Assistant City Manager Kirby Hudson, Lieutenant Rita Shesko, Acting Fire Chief Jim Lentz, Director of Planning and Codes Enforcement Damalier Molina, Director of Public Works Donald Wilkinson, and Recording Secretary Ruthann Mowday.

President Hamrick announced an executive session was held on December 12, 2011 to discuss personnel and legal matters.

President Hamrick announced Mr. Brazzle would not be in attendance.

Approval of Minutes:

Mr. Simpson made a motion to approve the minutes for November 28, 2011; Mr. Collins seconded the motion. Motion passed 6-0.

Approval of Accounts Payable

Mr. Collins explained the accounts payable listing does not match the fund expenditure listing.

Mr. Simpson made a motion to approve the accounts payables after council receives and approves an updated account expenditure listing; Ms. Jorgenson seconded the motion. Motion passed 6-0.

Additions, Deletions or Modifications to the Agenda

President Hamrick asked to add swearing in Kaleb Johnson to the Fire Department and add approve and ratify separation of claim agreement with Stacy Bjorhus as Regular Action Items.

Presentation

There was no presentation at this time.

Citizens' Hearings – Regular Action Items Only

Matt Baker – Resident

Mr. Baker inquired about rescinding Ordinance 1352-2011. Mr. Carnes explained. Mr. Baker inquired about why the Finance Director released from her duties. Mr. Carnes explained this is a personnel matter.

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

Citizens' Hearings – Non-Agenda Items Only

James Ellingson – Resident

Mr. Ellingson inquired about the liaison for the Coatesville Veterans Affairs Medical Center. He asked how Council has prepared for the veterans. Mr. Hudson suggested Mr. Ellingson contact the County Housing Authority.

Matt Baker – Resident

Mr. Baker inquired about trash and recycling being mixed together. Ms. Jorgenson explained that on her street the trash service has started separating the recycling and trash. Mr. Baker explained there are parts in the Contract with Eagle Disposal that states the City can cancel their services if the work is not being done. Mr. Wilkinson explained the services being provided by Eagle Disposal and the position of the SWEEP officer.

Noelle Fluri – Resident

Ms. Fluri announced that her son was almost hit by car after getting off the school bus. She asked for a stop sign to be put in at 12th and Stirling Street to protect the children. There are currently three signs only.

Ms. Jorgenson made a motion to close citizens hearings on non agenda items only; Mr. Collins seconded the motion. Motion passed 6-0.

Special Events

1. A Banner application has been submitted from Life Transforming Ministries for banner across East Lincoln Highway, just east of First Avenue.

Mr. Wilkinson explained the banner will be placed at Gateway Park and on across East Lincoln Highway, just east of First Avenue.

Ms. Jorgenson made a motion to approve the banner application from Life Transforming Ministries to be placed at Gateway Park; Mr. Simpson seconded the motion. Motion passed 6-0.

Items for Discussion

1. Discuss Reorganization Meeting

President Hamrick announced the proposed agenda for the Reorganization meeting has been submitted. Mr. Rawlings explained that he has added an item to the agenda to designate Coatesville Savings Bank as the City's financial institution. It will be more cost effective and will keep the business local. Mr. Simpson asked if this would be a problem with the Finance Department at this time. Mr. Rawlings explained the transformation would take a couple of months. It would not be done in January.

2. Discuss City Website

President Hamrick explained that he asked for this item to be placed on the agenda. The website has not been updated on a regular basis. Mr. Collins explained if the information is not updated regularly the information becomes stagnant. Mr. Rawlings explained a training session for Department Heads and staff will be held to instruct each department on how to maintain their webpages. Mr. Collins explained updating the website will show readers that we are making progress in changing the perception of the City.

3. Discuss SeeClickFix

President Hamrick announced the City will be implementing the SeeClickFix Program. The program is used across the country by cities as a way to deal with code violations, abandoned vehicles, trash, street light outages, etc. It allows the public to report these issues and for the City to respond to the issues and let the complainant know what is being done to rectify the issues. Mr. Rawlings explained the program costs \$100.00 per month. There will be a press release on Friday regarding SeeClickFix and the City of Coatesville.

Regular Action Items

1. Receive and consider for adoption an Ordinance amending Chapter 203 (Taxation) of the Code of the City Coatesville establishing the tax rate for general revenue and debt purposes for the year 2012.

President Hamrick announced the proposed Ordinance reflects a millage rate of 9.415 which is .5 higher than the present millage rate of 8.915. It reinstates the ½ mil that was removed from the budget two years ago and is needed to balance the 2012 City budget.

Ms. Jorgenson made a motion to adopt an Ordinance amending Chapter 203 (Taxation) of the Code of the City of Coatesville establishing the tax rate for general revenue and debt purposes for the year 2012; Mr. Simpson seconded the motion. Motion passed 4-2. Mr. Collins and Mrs. Jones were the dissenting vote.

2. Receive and consider for adoption an Ordinance appropriating specific sums estimated to be required for the specific purpose of the City government set forth for the year 2012.

Mr. Rawlings explained the budget is based on the 2011 budget. He explained he is awaiting the return of the Police Chief to discuss ways of cutting expenditures in the Police Department. He explained the journal entries have not yet be completed up to date to get the actual numbers for the budget. There are temporary employees in the department working on updating the information. Mr. Hamrick asked for the number to be provided to Council as soon as possible. He asked if the numbers would be provided by year end or within forty-five days. Mr. Rawlings stated he will have the information to City Council as soon as he receives the numbers from the Finance Department.

Ms. Jorgenson made a motion to adopt an Ordinance appropriating specific sums estimated to be required for the specific purpose of the City government set forth for the year 2012; Mr. Simpson seconded the motion. Motion passed 6-0.

3. Receive and consider for adoption an Ordinance for salaries and wages for personnel employed by the City of Coatesville.

Mr. Collins asked if the four percent increase is for all non-union employees. It would not be fair to provide employees with an increase that have been hired within the three years that no increases were approved. Mr. Rawlings explained that he will not receive and increase because he is under a contract. Vice President Eggleston explained the City has not had a lot of turnover in employment in the past three years. All the non-union employees have been here for over three years since the last increase was approved.

Mr. Simpson made a motion to adopt an Ordinance for salaries and wages for personnel employed by the City of Coatesville with an effective date of January 1, 2012; Ms. Jorgenson seconded the motion. Motion passed 6-0.

4. Receive and consider a Resolution rescinding Ordinance 1352-2011 to amend Chapter 5 of the Administrative Code

President Hamrick explained an Ordinance was passed to amend chapter 5 of the administrative code establishing the duties of the Finance Director. Mr. Rawlings explained the Ordinance reduces the power of the City Manager to effectively administer the Finance Director. The Ordinance established the Finance Director position outside of the City Manager with the only reference to “direction of City Manager being noted in Section C.22. To effectively administer

the city organization, he needs all departments responsible to his office. He cannot direct a new Finance Director with Section 5-6 in place as is. President Hamrick explained the Ordinance was put into place to address this issue. Vice President Eggleston stated the Ordinance was put in place temporarily. President Hamrick and Ms. Jorgenson did not agree with the Ordinance was put in the place temporarily.

Vice President Eggleston made a motion to approve a Resolution rescinding Ordinance 1352-2011 to amend Chapter 5 of the Administrative Code; Mr. Collins seconded the motion. Motion failed 3-3. Ms. Jorgenson, Mrs. Jones and Mr. Hamrick were the dissenting votes.

5. Receive and consider the Hay Group to provide consulting and actuarial services to the City's pension funds through the year 2012.

President Hamrick announced the City Pension Boards held a meeting and voted to enter into a contract with Hay Group for consulting and actuarial services for the City of Coatesville Pension Plans through 2012 at a cost of \$29,700.00

Mr. Collins made a motion to approve Hay Group to provide consulting and actuarial services to the City's pensions funds for the year 2012; Mr. Simpson seconded the motion. Motion passed 6-0.

6. Receive and consider renewing the contract with Constellation Energy for the period of January 1, 2012 to December 31, 2014

Mr. Hudson explained he has been working with Constellation Energy to lock in the City's electric rate for the period January 1, 2012 to December 31, 2013. The energy contract is being used by numerous municipalities throughout PA and was originally developed by the Pennsylvania League of Municipalities. The savings for the year 2011 amounted to \$34,000. A similar savings is projected for 2012. Mr. Simpson asked why the City has agreed to meet with another firm next week, but are asking for approval on Constellation at this meeting. Mr. Hudson explained the new rates begin January 1, and the contract needs to be approved with Constellation to receive the rates by the year end. The City is still meeting with another firm to discuss their rates. Mr. Simpson stated the City should look into other entities before agreeing to the Constellation Energy Contract. How do we know if we are saving money, without looking at other firms.

Ms. Jorgenson made a motion to approve a contract with Constellation Energy for the period of January 1, 2012 to December 31, 2013; Mr. Collins seconded the motion. Motion passed 4-2. Vice President Eggleston and Mr. Simpson were the dissenting votes.

7. Receive and consider confirming Mr. Kalif Johnson as a Fire Police Officer.

Mr. Lentz explained that due to Mr. Johnson work schedule, he was not available to be sworn in this evening. Judge Hines will be swearing Mr. Johnson in on Tuesday morning.

Ms. Jorgenson made a motion confirming Mr. Kalif Johnson as a Fire Police Officer; Mrs. Jones seconded the motion. Motion passed 6-0.

8. Receive and consider approving and ratifying the separation of claim agreement with Stacy Bjorhus, Finance Director

Vice President Eggleston made a motion to approve and ratify the separation of claim agreement with Stacy Bjorhus, Finance Director; Ms. Jorgenson seconded the motion. Motion passed 6-0.

Solicitors Report

Mr. Carnes provide Council with the status of the roadwork at Millview and the status of the Hotel Office Building located on Route 82.

City Manager's Report

11.1 TCFYI Items

Mr. Rawlings asked if there were any questions on the TCFYI items.

Council Comments

Mr. Simpson had no comment at this time.

Vice President Eggleston expressed his gratitude for his time on Council. He thanked everyone who has stepped through the doors. It has not been an easy job. He suggested in the future looking at restricting the City Government and removing the 2 at large seats and move to 5 members of Council or maybe look at going back to City Mayor. Council should be a paid position (salary), with pay comes accountability. The Council needs to be in the building more and maybe set up committees with a Council member and department. He commended Council for their efforts. He suggested at the reorganization meetings, that a good effective person should be put in place and kept the same. The underline politics should be thrown out. He stated that management should consider regular performance evaluations. There should be a much higher level of accountability. He will do his best to stay active within the community.

Mr. Collins thanked everyone for attending the meeting.

Mrs. Jones thanked everyone for their attendance. The support means a lot to Council. Mrs. Jones thanked Vice President Eggleston and Ms. Jorgenson for their time and commitment to City Council. She wished everyone a Happy Holiday. Mrs. Jones stated "A new broom sweeps clean, but an old broom knows the corners.

Ms. Jorgenson thanked everyone for attending the meeting. It was an honor to serve on City Council. There was a lot of progress in the last year and hopes Council will move forward. She thanked Mr. Pawlowski for his focus on the City. He is a true inspiration and has recruited people to become interested in the City.

President Hamrick stated he has been on Council for two years. He thanked Council for their help to learn the ropes. There was a great turn out for the Coatesville Christmas Parade. He asked everyone to have a nice evening, happy holiday and to stay safe.

Adjournment

Mr. Simpson made a motion to adjourn the meeting at 9:45 pm; Vice President Eggleston seconded the motion. Motion passed 5-1-0. Vice President Eggleston was the dissenting vote.

Submitted by:
Gary Rawlings
City Manager