

MINUTES
CITY COUNCIL MEETING
October 22, 2012

Call to Order

President Collins called the meeting to order at 7:40 p.m. and welcomed everyone to the meeting. Council members present were President David Collins, Vice President Joseph Hamrick, Mssrs., Jarrell Brazzle, Jeff LoPrinzi, Mrs. Ingrid W. Jones, and Mrs. C. Villa Hunt. Staff members present included City Manager Kirby Hudson, City Solicitor John Carnes, Finance Director John Marcarelli, Public Works Director Donald Wilkinson, Director of Planning and Codes Enforcement Damalier Molina, Acting Fire Chief James Lentz, Interim Police Chief James Bell, and Recording Secretary Ruthann Mowday.

President Collins announced an executive Session was held earlier this evening, October 22, 2012 to discuss personnel and legal matters.

President Collins announced Mr. Simpson would not be in attendance.

Approval of Minutes:

Vice President Hamrick made a motion to approve the October 3, 2012 meeting minutes; Mr. LoPrinzi seconded the motion. Motion passed 5-0-1. Mr. Brazzle abstained due to his absence at the meeting.

Vice President Hamrick made a motion to approve October 8, 2012 meeting minutes; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

Approval of Accounts Payable

Mr. Brazzle questioned numerous expenses. He explained that if he went first, other Council members concerns might be addressed. Council addressed ways to cut expenses.

Vice President Hamrick made a motion to approve the accounts payables dated October 18, 2012; Mr. Brazzle seconded the motion. Motion passed 6-0.

Additions, Deletions or Modifications to the Agenda

Mr. Hamrick asked for the presentation 4.2 moved to 4.1.

Mr. LoPrinzi made a motion to add regular action item 4.8; start search process for new Labor Counsel; Vice President Hamrick seconded the motion. Motion passed 6-0.

Mrs. Hunt made a motion to start an ADHOC Finance Committee; Vice President Hamrick seconded the motion. Motion passed 6-0.

Presentations (5 Minutes)

1. Brandywine Conservancy by Wes Horner and Officer Rodger Ollis

Mr. Horner explained that volunteers worked with staff from the Brandywine Conservancy planted trees along the Brandywine in the heart of downtown Coatesville. The State of Pennsylvania has declared this stream as an Impaired Stream because of its poor quality. Restoring the banks of the Brandywine through planting trees and shrubs is the best way to filter pollutants from adjacent runoff in this dense urban area. This action will also improve the water's quality and aquatic habitat and improve the view of the area. Officer Ollis presented Ja'Nya Jackson and CheyAnne Costello with Youth Appreciation Awards for their assistance with the tree planting. Ms. Jackson and Ms. Costello helped plant the trees in the rainy weather.

2. PLGIT Procurement Card by Paul Robinson
Mr. Robinson explained Procurement cards are specialized cards given to select employees who are responsible for ordering goods and services. These highly secure cards provide employees with a flexible and convenient way to purchase goods and services with the ability to customize transaction limits, spending limits and vendor access; you maintain total control. This approach allows organizations to streamline the requisition, ordering receiving and payment processes. Implementation of procurement cards may save your organization time and money, while earning rebates on all dollars spent.

3. Storm Water Run-off Grant by April Barkasi
Ms. Barkasi explained starting in spring 2013 and extending over the next 10-20 years, Coatesville will have to undertake capital improvement projects to improve the water quality of the storm water that discharges to the West Branch of the Brandywine Creek. She is requesting the authorization to move forward with a grant application for storm water management at a cost of preparation not to exceed \$1,500. If awarded, the grant will assist the City in complying with the MS4 regulations.

Citizens' Hearings – Regular Action Items Only (5 Minutes)

There were no citizens' comments on regular action items at this time.

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

Citizens' Hearings – Non-Agenda Items Only (5 Minutes)

There were no citizens' comments on non-agenda items at this time.

Mr. LoPrinzi made a motion to close citizens' hearings on non-agenda items only; Mr. Brazzle seconded the motion. Motion passed 6-0.

Regular Action Items

1. Receive and consider be authorized to move forward with a grant application for storm water management at a cost of preparation not to exceed \$1,500.00
Mr. Brazzle made a motion to move forward with a grant application for storm water management at a cost of preparation not to exceed \$1,500.00; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

2. Receive and consider First Reading an Ordinance re-enacting and reapproving the Emergency Ordinance authorizing the withdrawal (borrowing) and use of principal of a City Reserve Trust Fund in an amount up to Two Million Two Hundred and Forty Seven Thousand Eight Hundred and Fifty Two Dollars for emergency needs.
Mr. Carnes explained the City recognizes that the emergency conditions as referenced previously will continue throughout calendar year 2012 and require the re-enactment and re-approval of the Emergency Ordinance as a permanent Ordinance for purposes of meeting the financial needs of the City for fiscal year 2012 because under the Emergency Ordinance all funds have not been drawn down as they are to be drawn down as needed.

Mr. Brazzle made a motion to approve First Reading an Ordinance re-enacting and reapproving the Emergency Ordinance authorizing the withdrawal (borrowing) and use of principal of a City Reserve Trust Fund in an amount up to Two Million Two Hundred and Forty Seven Thousand Eight Hundred and Fifty Two Dollars for emergency needs; Vice President Hamrick seconded the motion. Motion passed 6-0.

3. Receive and consider the 2013 Budget calendar and authorize advertising any public special meetings and workshop sessions.

Vice Hamrick made a motion to approve the 2013 budget calendar and authorize advertising any public special meetings and workshop sessions; Mr. Brazzle seconded the motion passed 6-0.

4. Receive and consider authorizing payment of the 2012 Tax Anticipation Note (TAN) in the amount of \$947,000 principal and \$20,978.68 interest for the total payment of \$967,978.68.

Mr. Brazzle made a motion to authorize payment of the 2012 Tax Anticipation Note (TAN) in the amount of \$947,000 principal and \$20,978.68 interest for the total payment of \$967,978.68; Vice President Hamrick seconded the motion. Motion passed 6-0.

5. Receive and consider authorizing soliciting proposals for a 2013 Tax Anticipation Note (TAN) in a principal amount not to exceed \$1.4 million.

Mr. Marcarelli explained this will allow the City to run an updated cash flow projection, solicit proposals during November, and have a recommended proposal for approval of Council along with the required TAN proceedings (Resolution, Certificate, selected Proposal) by the 12/10/12 meeting at the latest. The complete documentation package must be sent to the PA Department of Community & Economic Development prior to the Note closing.

Mr. Brazzle made a motion to authorize soliciting proposals for a 2013 Tax Anticipation Note (TAN) in a principal amount not to exceed \$1.4 million; Vice President Hamrick seconded the motion. Motion passed 5-1. Mr. LoPrinzi was the dissenting vote.

6. Resolution of the Council of the City of Coatesville, Chester County, Pennsylvania, officially approving the amendments to the City of Coatesville Civil Services Regulations as presented by the Civil Service Commission

Ms. Hess of the Civil Service Commission explained the Civil Service made recommendations for changes on general qualifications for applicants for promotion.

Mr. Brazzle made a motion to approve a Resolution of the Council of the City of Coatesville, Chester County, Pennsylvania, officially approving the amendments to the City of Coatesville Civil Services Regulations as presented by the Civil Service Commission

7. Receive and consider bids for City Vehicles

Mr. Hudson explained Interim Chief Lentz asked for the Fire Truck to be omitted from consideration. The bid received was under the minimum amount and he would like to see what the City would receive for scrap.

Mr. LoPrinzi made a motion to move forward with the sale of the vehicles with the exception of the Fire Truck; Vice President Hamrick seconded the motion. Motion passed 6-0

8. Receive and consider for Council to put out a Request for Proposals to hire new Labor Council

Mr. Brazzle made a motion to approve for Council to put out a Request for Proposals to hire new Labor Council; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

9. Receive and consider the establishment of the AD-HOC Budget Review Committee
Mr. Brazzle made a motion to approve the establishment of the AD-HOC Budget Review Committee; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

Special Events

1. A special event application has been submitted by the Brewer Memorial Baptist Church for a Church Service to be held on November 17, 2012 from 1:00 pm to 4:00 pm. It has been requested to close the street from 6th Avenue and Chestnut Avenue to 30.
Vice President Hamrick made a motion to approve a special event application from Brewer Memorial Baptist Church for a Church Service to be held on November 17, 2012 from 1:00 pm to 4:00 pm closing the street from 6th Avenue and Chestnut Avenue to 30; Mr. LoPrinzi seconded the motion. Motion passed 5-1-0. Mr. Brazzle was the dissenting vote.
2. A special event application has been submitted by Coatesville Parks and Recreation Commission for the Halloween Parade on October 27, 2012 starting at 12:30 pm starting at the Municipal Lot on 3rd Avenue to Abdala Park. They have requested rolling stops along the parade route.
Mr. Brazzle made a motion to approve a special event application from Coatesville Parks and Recreation Commission for the Halloween Parade on October 27, 2012 starting at 12:30 pm starting at the Municipal Lot on 3rd Avenue to Abdala Park requesting rolling stops along the parade route; Mr. LoPrinzi seconded the motion. Motion passed 6-0.
3. A special event application has been submitted by Coatesville Parks and Recreation Commission for the Tree Lighting Ceremony on November 30, 2012 at Gateway Park from 5:45 pm to 6:45 pm.
Mr. Brazzle made a motion to approve a special event permit from Coatesville Parks and Recreation Commission for the Tree Lighting Ceremony on November 30, 2012 at Gateway Park from 5:45 pm to 6:45 pm; Mr. LoPrinzi seconded the motion. Motion passed 6-0.
4. A special event application has been submitted by Coatesville Christmas Parade Inc., for the Annual Christmas Parade on December 1, 2012 from 7:00 am to 2:00 pm. A request has been made to place a banner in Gateway Park. A request has been made to close the street from Hope Avenue to 13th Avenue, 1st Avenue Highway to Walnut Street and Strode Avenue, Valley to Highway.
Vice President Hamrick made a motion to approve a special event permit from Coatesville Christmas Parade Inc., for the Annual Christmas Parade on December 1, 2012 from 7:00 am to 2:00 pm. A request has been made to place a banner in Gateway Park closing the street from Hope Avenue to 13th Avenue, 1st Avenue Highway to Walnut Street and Strode Avenue, Valley to Highway; Mr. Brazzle seconded the motion. Motion passed 6-0.

Discussion Items (5 Minutes)

1. Discuss incorporating the Solid Waste bill onto the Real Estate Tax Bill
Mr. Marcarelli explained the Administration is asking Council to consider having the Solid Waste fee incorporated into the Real Estate tax. Berkheimer, our Real estate tax collector, could add on a tax rate for solid waste into the real estate tax bill and eliminate the need for a separate solid waste billing. By doing this, the City can strengthen its finances by having the majority of this revenue collected earlier in the year. There would not be a need to lend money from the General

Fund to the Solid Waste Fund which presently does not receive the majority of its revenue until the second half of the year. This would streamline our collection efforts and make the collection more effective and efficient. Vice President Hamrick explained the City is losing money when the homes are made into apartments. The City needs to get a better number of tenants. Mr. Barnes explained the City tried these years ago and it did not work with the mortgage companies.

Council requested more information on the proposal to include the Solid Waste bill with the Real Estate Bill.

2. Discuss investigating other proven ways to generate city revenue

Mr. Collins asked for suggestions on how the City could generate revenues. Vice President Hamrick suggested increase IE tax (request names of all tenants). Mr. Brazzle explained there are certain fees in the Code Books the City has the right to go after. He suggested cutting costs in the Police and Fire Department. All Departments should be held accountable for their spending. Mrs. Hunt suggested holding a Festival. Mr. Collins suggested non-residence wage tax; retirement plan; bump up \$52 fee; all employees pay in the health insurance fund; business tax and tie pay into performance. Council announced employees should be paying health insurance at this time.

Solicitors Report

Mr. Carnes asked if there were any questions on his report. There were no questions at this time.

City Manager's Report

Mr. Carnes asked if there were any questions on his report. Acting Chief Bell announced that the City of Coatesville Police Department and Officer Ollis received an award from the Domestic Violence Center of Chester County.

Council Comments

Mr. LoPrinzi thanked everyone for attending the meeting and wished them a good night.

Mrs. Hunt thanked everyone for attending the meeting and wished them a good night. She announced the game of the week for the Coatesville High School team will be on Channel 6.

Mrs. Jones thanked everyone for attending the meeting. She quoted "Learn from yesterday, live for today, hope for tomorrow. The important thing is not to stop questioning."

Mr. Brazzle thanked everyone for attending the meeting.

Vice President Hamrick announced he would not be in attendance at the meeting on November 12, 2012.

President Collins thanked everyone for attending the meeting.

Adjournment

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

Kirby Hudson
City Manager