

MINUTES  
CITY COUNCIL MEETING  
March 25, 2013

**Call to Order**

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

President Collins announced an Executive Session was held earlier this evening, March 25, 2013 to discuss personnel and legal matters.

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

**Approval of Minutes:**

Vice President Hamrick made a motion to approve the March 11, 2013 meeting minutes; Mrs. Jones seconded the motion. Motion passed 4-0.

**Approval of Accounts Payable**

Vice President Hamrick made a motion to approve the accounts payable; Mrs. Jones seconded the motion. Motion passed 4-0.

**Additions, Deletions or Modifications to the Agenda**

Vice President Hamrick made a motion to add Action Item #7) Approve the Reappointment of Jeff LoPrinzi to his former Council Seat; Mrs. Jones seconded the motion. Motion passed 4-0.

**Presentations (5 Minutes)**

1. Community Policing Committee – John Pawlowski

Officer Ollis thanked Council for the support on the Gun Buy Back. Mr. Pawlowski presented Council with a final update on the Flag project. Mr. Pawlowski explained that volunteers will complete the project on March 31, 2013 with Council's approval. The Flag project is no cost to the City. The Flag will be up for one day at a time on certain holidays from 1<sup>st</sup> Avenue to 3<sup>rd</sup> Avenue. Volunteers will put the flags up. Officer Ollis asked for the Flags to be housed at Public Works. President Collins asked everyone (staff, Council, and attendees to the meeting) who is in favor of the flags to raise their hands. Everyone in the room raised their hands. Council gave Mr. Pawlowski the approval to move forward.

2. Coatesville Farmers Market – Yvonne Post

Ms. Post asked for the fee to be waived for the use of Gateway Park on Saturdays for the "Coatesville Farmer's Market." The market is committed to model a system that provides the opportunity for a greater number of the Coatesville and surrounding area consumers to increase their access to locally grown fresh fruits and vegetables while maintaining a living wage for market vendors. The market plans to have two paid interns from the City. A commitment of the market is to create a bridge to the Main Street businesses by offering free introductory space and reduced market fees to facilitate the connection of Gateway Park and Main Street. They plan to invite a variety of downtown shops to market their business through the weekly market in the

2013 season. Ms. Post explained the money received from the vendors for space is used for marketing. The Association is a nonprofit.

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

Bill Gensel – Non Resident

Mr. Gensel explained the Coatesville Gap Area Simple Church had requested a Special Event permit. The Church wants to “Give Back to the Community”. The Church wants to reach out to the Public because relationships are key in life. .

Yvonne Post – Non Resident

Ms. Post asked for the fees to be waived for the Community Farmers Market.

Vice President Hamrick made a motion to close citizens' hearings on regular actions only; Mrs. Hunt seconded the motion. Motion passed 4-0.

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

Marie Hess – Resident

Ms. Hess announced the EggCellent Hunt would be on Saturday March 30, 2013 at Gateway Park. Ms., Hess announced 25 students from the Coatesville Soccer Program will be going to Washington D.C to take a tour of the White House and meet President Obama on March 26, 2013.

Vice President Hamrick made a motion to close citizens' hearings on non-agenda items only; Mrs. Jones seconded the motion. Motion passed 4-0.

**Regular Action Items**

1. Consider Resolution of the City of Coatesville, Chester County, Pennsylvania prohibiting parking in areas so designated by the Acting Fire Chief under authority of the International Fire Code and Section 218-9 and 218-10 of the City Code  
Council asked Staff to send notices to the resident informing them of the prohibited parking.

Vice President Hamrick made a motion to approve Resolution of the City of Coatesville, Chester County, Pennsylvania prohibiting parking in areas so designated by the Acting Fire Chief under authority of the International Fire Code and Section 218-9 and 218-10 of the City Code; Mrs. Hunt seconded the motion. Motion passed 4-0.

2. Consider Ordinance authorizing the City of Coatesville to enter into a “Bank Qualified” Master Lease Agreement with First Niagara Leasing, Inc. for purposes of acquiring Police, Fire and Public Works vehicles for the use of the City pursuant to a COSTAR Contract exempt from public bidding and with no pledge of full faith and credit and taxing power of the City as security for repayment, a non-appropriate clause which terminates the lease if payment are not appropriated by the City and containing payment terms which are less in duration than the useful life of the vehicles being leased, said agreement to require interest payments at varying rates as set forth in the attachment at 3 year, 4 year and 5 year terms for a maximum lease amount of \$271,840.33.

Mr. Marcarelli explained the process for leasing the vehicles for the Police Department, Fire Department and the Public Works Department. The Fire Department received a grant to cover the costs of the vehicle. Council asked if the vehicles were in the budget. Mrs. Hunt asked why Council was asked to sell the properties so the departments could get vehicles. Mr. Hudson

explained the vehicles would have been purchased instead of leasing. At the end of the lease the city can purchase the vehicles for \$1.00.

*Council stepped out for an executive session.*

Vice President Hamrick made a motion to approve First Reading an Ordinance authorizing the City of Coatesville to enter into a “Bank Qualified” Master Lease Agreement with First Niagara Leasing, Inc. for purposes of acquiring Police, Fire and Public Works vehicles for the use of the City pursuant to a COSTAR Contract exempt from public bidding and with no pledge of full faith and credit and taxing power of the City as security for repayment, a non-appropriate clause which terminates the lease if payment are not appropriated by the City and containing payment terms which are less in duration than the useful life of the vehicles being leased, said agreement to require interest payments at varying rates as set forth in the attachment at 3 year, 4 year and 5 year terms for a maximum lease amount of \$271,840.33; Mrs. Hunt seconded the motion. Motion passed 4-0.

3. Consider Resolution of the City of Coatesville, Chester County, Pennsylvania to enter into a Costar Contract for Police Vehicles

Mrs. Hunt made a motion to approve Resolution of the City of Coatesville, Chester County, Pennsylvania to enter into a Costar Contract for Police Vehicles; Vice President Hamrick seconded the motion. Motion passed 4-0.

4. Consider Resolution of the City of Coatesville, Chester County, Pennsylvania to enter into a Costar Contract for Fire Vehicles

Mrs. Hunt made a motion to approve Resolution of the City of Coatesville, Chester County, Pennsylvania to enter into a Costar Contract for Fire Vehicles; Vice President Hamrick seconded the motion. Motion passed 4-0.

5. Consider Resolution of the City of Coatesville, Chester County, Pennsylvania to enter into a Costar Contract for Public Works vehicles

Mrs. Jones made a motion to approve Resolution of the City of Coatesville, Chester County, Pennsylvania to enter into a Costar Contract for Public Works Vehicles; Vice President Hamrick seconded the motion. Motion passed 4-0.

6. Consider an Omnibus Ordinance amending provisions in the City of Coatesville’s Boards, Commissions, and Committees to provide attendance requirements and procedures for removal, and establishment of vacancies

Vice President Hamrick made a to approve an Omnibus Ordinance amending provisions in the City of Coatesville’s Boards, Commissions, and Committees to provide attendance requirements and procedures for removal, and establishment of vacancies; Mrs. Jones seconded the motion. Motion passed 4-0.

7. Consider Reappointment of Jeff LoPrinzi to his former Council Seat in the 5<sup>th</sup> Ward

President Collins announced the Mr. LoPrinzi has expressed interest in being reappointed to the 5<sup>th</sup> Ward after he resigned. He announced the City did not receive any letters of interest for the open Council position.

Mrs. Jones made a motion to appoint Jeff LoPrinzi to his former Council seat in the 5<sup>th</sup> Ward; Vice President Hamrick seconded the motion. Motion passed 4-0.

## Special Events

1. A special event permit has been submitted from the Coatesville to Gap area Simple Church for "Church in the Park" from 9:00 to 11:00 am every Sunday at Palmer Park.  
Vice President Hamrick made a motion to approve a Special Event Permit from the Coatesville to Gap area Simple Church for "Church in the Park" from 9:00 to 11:00 am every Sunday at Palmer Park; Mrs. Hunt seconded the motion. Motion passed 4-0.
2. A special event permit has been submitted from the Coatesville Farmers Market Association for the "Weekly Farmers Market" at Gateway Park from May 11, 2013 to October 25, 2013 starting at 9:00 am to 3:00 pm every Saturday.  
Vice President Hamrick stated the Community Market is a good asset to the City and was in favor of waiving the fees.

Vice President Hamrick made a motion to approve a special event permit from the Coatesville Farmers Market Association for the "Weekly Farmers Market" at Gateway Park from May 11, 2013 to October 25, 2013 starting at 9:00 am to 3:00 pm every Saturday and wave the fees; President Collins seconded the motion. Motion passed 4-0.

## Discussion Items (5 Minutes)

1. Discuss Coatesville Service Award Program/Policy  
President Collins announced that Council is working on an Award Program as a way of giving recognition to those who have been influential in Coatesville.
2. Discuss meeting schedule for "City's Goals and Objectives Development." Per the Council's approved, 1Q13 Action Timeline  
Council set up a workshop on Thursday April 4, 2013 to discuss the City's Goals and Objective development.
3. Discuss meeting schedule for "City's Budget Review Committee Development Planning". Per the City Council's approved, 1Q13 Action Timeline.  
Council set up a workshop on Thursday April 4, 2013 to discuss the City's Budget Review Committee Development Planning.
4. Discuss Councils 2Q13 Planning Objectives.  
President Collins announced Council will provide Administration and Staff what they have accomplished. He asked Mr. Marcarelli for the Quarterly financial reports and asked Mr. Hudson to provide Council with a verbal summary of the department reports.
5. Discuss Celebrate Coatesville letter.  
Council approved the letter as written.
6. Discuss Sign Ordinance  
The item was not discussed during the meeting.

## Solicitors Report

Mr. Carnes asked if there were any questions on his report. There were no questions. He announced Council discussed Legal issues in the Executive session.

**City Manager's Report**

Mr. Hudson thanked Acting Chief Lentz for his accomplishments in receiving grants for the Fire Department.

**Council Comments**

Mrs. Hunt thanked everyone for attending the meeting. She applauded Mr. Pawlowski for his continuous efforts in beautifying the City. She congratulated the Soccer Team.

Mrs. Jones thanked everyone for attending the meeting. She quoted "In matters of style, swim with the current; in matters of principle, stand like a rock."

Vice President Hamrick had no comment.

President Collins thanked everyone for attending the meeting.

**Adjournment**

Mrs. Hunt made a motion to adjourn the meeting; Mrs. Jones seconded the motion. Motion passed 4-0.

Submitted by:  
Kirby Hudson  
City Manager