

MINUTES
CITY COUNCIL MEETING
April 8, 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, Mssrs. Jeffrey LoPrinzi, Jarrell Brazzle and Mrs. Ingrid W. Jones. 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, April 8, 2013 to discuss personnel and legal matters.

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

Approval of Minutes:

Vice President Hamrick made a motion to approve the March 25, 2013 meeting minutes; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

Approval of Accounts Payable

Vice President Hamrick made a motion to approve the accounts payable; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

Additions, Deletions or Modifications to the Agenda

Vice President Hamrick made a motion to remove Action item 5) First Reading and Ordinance amending Chapter 224 – Zoning, Article XIV – Signs of the Code of the City of Coatesville, Chester County, Pennsylvania to provide Uniform Standards for location, spacing, height, setback, lighting and other regulations of signs within the City of Coatesville and move action item #6 to #5; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

Vice President Hamrick made a motion to move the City Council Report after the City Manager report; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

Vice President Hamrick made a motion to add Item of Discussion #5 Budget Review Committee Structure; Mrs. Jones seconded the motion. Motion passed 5-0.

Vice President Hamrick made a motion to add Item of Discussion #6 to 2Q13 Action Plan; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

Presentations (5 Minutes)

1. “The Mill Trail” by Ted Reed (Modena Borough Manager) and Terry Bruno (South Coatesville Borough Councilwoman)
Ms. Bruno explained the main focus is to energize, revitalize the core of South First Avenue and other Borough neighborhoods as destinations and desirable locations for regional, residential, business, educational, training and technology opportunities. The Mill Trail should also focus on “emphasizing context sensitive design elements” by respecting the transitional path from the Urban nature of the City of Coatesville to the more rural elements of South Coatesville and the

Borough of Modena. Contextual elements that will be considered include such things as the natural elements associated with the Brandywine Creek, wildlife and aquatic habitats/corridors, pedestrian and vehicular transportation connections, the influence of the Mittal Steel holdings and their historical impact. The trail will provide a series of connections between existing and proposed destinations such as the Coatesville Riverwalk, the Brandywine Creek, Southdowns, the proposed Town Centre Development, the existing Mittal Steel Complex and the future vision of the "Avenue" core mixed use area. President Collins asked about expanding into other areas. Mr. Reed explained that due to the time constraints for the grant application is due by April 12. He agreed that in the near future the surroundings areas will be included.

Vice President Hamrick made a motion to add Action item #6) Support Brandywine Mill Trail; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

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

There were no citizens' hearings on regular action items only.

Vice President Hamrick made a motion to close citizens' hearings on regular action items only; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

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

Michael Richards – Resident

Mr. Richards asked for No Parking signs to be posted On Country Run Circle. Chief Laufer announced the Police Department handed out flyers to the residents earlier in the day to inform residents parking issues will be enforced. The Street is already designated as no parking.

Ted Reed – Rotary Club

Mr. Reed asked Council for permission to have the Rotary Club add flag brackets on the meter from 3rd Avenue to 5th Avenue. 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. Reed the approval to move forward.

Marie Hess – Resident

Ms. Hess announced there were 200-300 people in attendance for the Easter Egg Hunt. She announced the Earth Day Planting is in April 20 and Brandywine Valley Association Clean-up is on April 27, 2013.

Mr. LoPrinzi made a motion to close citizens' hearings on non-agenda items only; Vice President Hamrick seconded the motion. Motion passed 5-0.

Regular Action Items

1. Consider Second 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.

Mr. Marcarelli explained at the end of the leases the vehicle will be available for purchase of \$1.00. President Collins asked if the City has looked into alternate fuel. Mr. Wilkinson explained the City has looked into it. The vehicle costs would be substantially higher in cost.

Vice President Hamrick made a motion to approve for Second Reading and Adoption 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; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

2. Consider Resolution of the City of Coatesville, Chester County, Pennsylvania waiving permit fees by the City of Coatesville in return for Pennsylvania American Water Company’s paving of identified streets curb to curb and from intersection in March 25, 2013 email to the City of Coatesville to be completed in Calendar Year 2013.

Council asked for notice with a schedule of the date when the work will be done and alternate routes to be provided to the residents before the streets are dug up. Mr. Hudson explained he has spoken to PAWC regarding notifications.

Vice President Hamrick made a motion to approve a Resolution of the City of Coatesville, Chester County, Pennsylvania waiving permit fees by the City of Coatesville in return for Pennsylvania American Water Company’s paving of identified streets curb to curb and from intersection in March 25, 2013 email to the City of Coatesville to be completed in Calendar Year 2013; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

3. Consider Bid proceedings for entering into a one year farming lease for the City Property known as the “Conti Property”

Vice President Hamrick made a motion to approve bid proceedings for entering into a one year farming lease for the City property known as the “Conti Property”; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

4. Consider Reappointments/Appointments for Authority, Boards, Commissions and Committees

Vice President Hamrick made a motion to reappoint John Guerrero and Stephen Cane to the Planning Commission for the term 2013-2016; John Ross and Jeffrey Deacon to the Historical Commission for the term 2013-2015; Paul Johnson to the Reserve Trust Fund Commission for the term 2013-2014 and appoint Donald Folks to the Redevelopment Authority for the term 2013-2017; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

5. Consider a Resolution of the Council of the City of Coatesville, Chester County, Pennsylvania, officially approving the Preliminary and Final Land Development Plan, with conditions, for the Land Development Plan referencing the development of an Office and Hotel Redevelopment Project, located along Manor Road, Approximately 500 Feet South of the US 30 Coatesville-Downingtown Bypass in the City of Coatesville.

Vice President Hamrick explained that some of the plans have changed.

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6. Consider Support for the Brandywine Mill Trail

Vice President Hamrick made a motion to approve the City of Coatesville to support the Brandywine Mill Trail and work with South Brandywine and Modena; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

Special Events

There were no special events at this time.

Solicitors Report

Mr. Carnes explained the City is preparing an escrow analysis regarding Carl Chetty and Millview. He has reviewed the revisions to Plans to permit construction of improvements on lot 2 relative to parking and other infrastructure improvements to finalize parking for the Marriott.

City Manager's Report

Mr. Hudson provided Council with an update on the Administration Department. The Department Heads provided a brief explanation of their monthly reports and their goals and objectives for the year.

City Council Report

President Collins explained the goal of City Council is to change the communities negative perception fo Coatesville and let the people know what we are doing.

Council has accomplished 5 out of 7 objectives from their 1Q13 timeline. 1) New Police Chief; 2) implement attendance policy; 3) Identified Civil Service Regulation discrepancies; 4) voted and approved service awards policy; 5) held and conducted selection of new labor attorney.

Discussion Items (5 Minutes)

1. Discuss WCCOG joining PACOG

Vice President Hamrick asked for this to be placed on the Agenda at the next meeting for approval. The City can utilize the broader area of expertise.

2. Discuss amending passed Ordinance passed when City became a member of the WCCOG

Vice President explained the initial ordinance did not identify a specific municipality. Mr. Carnes stated this could be an open flexible agreement. Ms. Bruno explained the bylaws have never been approved.

3. Discuss RFP's for legal services and actuarial services for the pension plans.

Mr. Marcarelli explained the City has not been able to resolve the Pension administration issues related to having an up to date plan document for each of the three City pension plans. He proposed a team of legal counsel, actuary and himself, serving as plan administrator, to work together to address the pension related matters. He asked for Council to issue a Resolution for both legal services and actuarial services for the pension plans in accord with the recently adopted policy.

4. Discuss proposal from Berkheimer for Solid Waste Collection

Mr. Marcarelli explained that HAVING Berkheimer prepare, issue and process Solid Waste fee bills will assure the City of a timely, consistent, billing and will likely help improve the billing collection ratio as they have an incentive built into the proposal for having bill paid. The proposal is for \$1.75 per bill plus postage and \$.75 per bill processed. In addition, there will be a \$1.75 per bill plus postage for reminder notices.

5. Discuss Budget Review Committee Review Committee Structure

President Collins announced that City Council has formed a Budget Review Committee. The Committee will be 4 members (1 a representative of Council) of the 19320 zip code and the Finance Director. The members must have a financial background.

6. Discuss 2Q13 timeline

President Collins explained the goals for the 2nd Quarter action plan are:

1. City Service rules and regulations for awards
2. Goals and objectives
3. Monthly and quarterly presentation from staff.
4. Subcommittees looking at refreshing downtown
5. Subcommittee establishing supermarket
6. Periodic workshops

Council Comments

Mr. LoPrinzi announced it is good to be back. He appreciates all the help he received when he was out. He thanked everyone for attending the meeting.

Mr. Brazzle thanked everyone for attending the meeting.

Mrs. Jones explained it was a pleasure this evening; she enjoyed the dialogue and everyone's encouragement. She quoted Dr. Martin Luther King "Courage is the power of the mind to overcome fear."

Vice President Hamrick wished everyone a good night.

President Collins thanked everyone for attending the meeting and asked everyone to spread good news about Coatesville.

Adjournment

Mr. LoPrinzi made a motion to adjourn the meeting at 9:58 pm; Vice President Hamrick seconded the motion. Motion passed 5-0.

Kirby Hudson
City Manager