

MINUTES  
CITY COUNCIL MEETING  
August 12, 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, Mssrs, Jarrell Brazzle, Jeffrey LoPrinzi, Mrs. Arvilla C. Hunt 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, August 12, 2013 to discuss personnel and legal matters.

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

**Approval of Minutes:**

Mr. Brazzle made a motion to approve the July 8, 2013 meeting minutes; Mrs. Jones seconded the motion. Motion passed 5-0.

**Approval of Accounts Payable**

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

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

There were no additions, deletions or modifications to the agenda at this time.

**Presentations (5 Minutes)**

1. Coatesville Farmers Market Signage at Gateway Park by Matthew Lapp  
Mr. Lapp asked Council's permission to place a permanent sign at Gateway Park for the Coatesville Farmers Market. The sign would be 3 feet by 4 feet. Mr. Molina stated that he would like to check for zoning compliance. Mr. Carnes stated he would like to review the deed restriction for the property carefully before permission or denial is granted. Mr. Lapp provided Council with three sign options. Council asked Mr. Molina and Mr. Carnes to review the zoning and deed restrictions.
2. Check Presentation from CAPP by Regina Horton – Lewis and Ted Reed  
Mrs. Horton Lewis and Mr. Reed presented Acting Chief James Lentz with a \$5,000 grant from the Stewart Huston Charitable Trust. Mrs. Horton-Lewis explained that Mr. Reed wrote the grant for the funds. The funds will be used for new barricades. The current barricades do not meet the Department of Transportation standards. Acting Chief Lentz reached out to Coatesville Area Partners for Progress (CAPP) to help acquire the grant funds that the city is unable to acquire.

3. Presentation of Emergency Management Certificate to Acting Chief James Lentz  
Bill Turner of Chester County Emergency Services presented Acting Chief Lentz the Emergency Management Certificate of Achievement Award from the Pennsylvania Emergency Management Agency.

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

Charles Bessix – Resident

Mr. Bessix questioned the fees for the street closures. Mr. Hudson stated that he spoke to rev. Baxter regarding the street closure process.

Mr. Brazzle 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)**

Mr. Edmundi – Resident

Mr. Edmundi inquired about the solid waste bills. He has not received the correct bill for his address yet.

John Pawloski – Resident

Mr. Pawloski thanked CAPP for all their donations to the City. CAPP donated money to help with the graffiti clean up and beautification and with the Flags downtown.

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

**Regular Action Items**

1. Consider Second Reading and Adoption an Ordinance amending Chapter 192 “Special Events” of the Code of the City of Coatesville, Chester County, Pennsylvania to identify that under section 192-7 C. (2) requests for private street closing/block parties require a “Special Events Application” (with fees paid and all conditions are satisfied before consideration by City Council); City events i.e. open to the public and sponsored by the City are not subject to the special permit application

Mr. Brazzle questioned the rate for the street closure. The fee is too steep for church groups. Mrs. Hunt stated the City should have standards as to who should be able to have a street closure. The City has to set a standard, and the standards have not been laid out. We need to be clear on who can apply for a city endorsed event and who cannot apply. Mr. Hudson explained that residents have complained about noise to destruction of their property when their streets have been closed. Council asked for the breakdown of city costs to close the streets by the next meeting.

Mrs. Jones made a motion to approve Second Reading and Adoption an Ordinance amending Chapter 192 “Special Events” of the Code of the City of Coatesville, Chester County, Pennsylvania to identify that under section 192-7 C. (2) requests for private street closing/block parties require a “Special Events Application” (with fees paid and all conditions are satisfied before consideration by City Council); City events i.e. open to the public and sponsored by the City are not subject to the special permit application; Mrs.

Hunt Seconded the Motion. Mrs. Jones and Mrs. Hunt withdrew their motions for approval.

Mr. Brazzle made a motion to table second reading and adoption an Ordinance amending Chapter 192 “Special Events” of the Code of the City of Coatesville, Chester County, Pennsylvania to identify that under section 192-7 C. (2) requests for private street closing/block parties require a “Special Events Application” (with fees paid and all conditions are satisfied before consideration by City Council); City events i.e. open to the public and sponsored by the City are not subject to the special permit application until further discussion; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

2. Consider First Reading an Ordinance amending Chapter 47of the City of Coatesville’s Code governing “ Procurement and Purchasing” to comply with recent amendments to the Third Class City Code raising the dollar threshold for public bidding from \$10,000.00 to \$18,500.00 raising the amounts permitted to be contracted by solicitation of oral bids from \$2,500.00 to \$10,000.00 and raising the amount that can be taken from petty cash from \$250.00 to \$500.00 and permitting a maximum expenditure of up to \$5,000.00 if authorized by the City Manager and supplying a cost of living adjustment with respect to the public bid threshold amount.

Mr. LoPrinzi made a motion to approve First Reading an Ordinance amending Chapter 47of the City of Coatesville’s Code governing “ Procurement and Purchasing” to comply with recent amendments to the Third Class City Code raising the dollar threshold for public bidding from \$10,000.00 to \$18,500.00 raising the amounts permitted to be contracted by solicitation of oral bids from \$2,500.00 to \$10,000.00 and raising the amount that can be taken from petty cash from \$250.00 to \$500.00 and permitting a maximum expenditure of up to \$5,000.00 if authorized by the City Manager and supplying a cost of living adjustment with respect to the public bid threshold amount; Mrs. Jones seconded the motion. Motion passed 4-1. Mr. Brazzle was the dissenting vote.

3. Consider authorization to start bid process for engineers regarding Infrastructure on Madison Street.

Mr. Brazzle made a motion to approve authorization to start the bid process for City engineer regarding infrastructure repairs on Madison Street; Mrs. Hunt seconded the motion. Motion passed 5-0.

### **Solicitors Report**

Mr. Carnes announced he has been working on possible ordinance revisions to address an enforceable Color Palette for external painting within certain areas of the City.

### **Manager’s Report**

Mr. Hudson announced the Parks and Recreation Commission will be hosting several events. There will be a fall donation drive and back to school clean up on August 17, 2013. Mr. Hudson announced the two City properties will be auctioned on August 13, 2013 @ 6 pm here at City Hall. Mr. Hudson announced a developer for the Train Station has been selected. The developer is Pennoni Associates.

## Discussion Items

1. Timeline, Council Actions and update for 3Q13 – YE2013

President Collins explained a short list of items have been compiled in the 1<sup>st</sup> and 2<sup>nd</sup> quarter in 2013. The Budget review Committee has been formed and is meeting on a monthly basis. The implementation of “How we communicate” is underway with the monthly reports provided to Council from the administration. The City Color Palette has been developed.

Council discussed designating a downtown revitalization area. The area will be within First and Fourth Avenue going east and west and Fleetwood and Kersey Street going north and south. The goal is to invite more business into an attractive downtown area.

Mr. Brazzle made a motion to approve establishing a Coatesville Revitalization District; Mrs. Hunt seconded the motion. Motion passed 5-0.

2. Announce reapplication of the 2014 grant application to Chester County Department of Community Development Block Grant (CDBG) for Harmony Street Parking Improvements and Gateway Electronic Sign Project

President Collins the City has reapplied for the Chester County Department of Community Development Block Grant (CDBG) for Harmony Street Parking Improvements and Gateway Electronic Sign Project. Mr. Carnes explained the City has advertised the notice of reapplying for the grant in the Daily Local News and on the Front Door of City Hall prior to the meeting.

## Special Events

There were no special events at this time.

## Council Comments

Mr. Brazzle thanked everyone for attending the meeting.

Mr. LoPrinzi thanked everyone for attending the meeting. He asked everyone to bring a friend or neighbor to the meetings.

Mrs. Hunt thanked everyone for attending the meeting.

Mr. Jones thanked everyone for attending the meeting. She quoted “The quality of a person’s life is in direct proportion to their commitment to excel.”

President Collins thanked everyone for attending the meeting. There are positive changes that are happening in Coatesville.

## Adjournment

Mr. Brazzle made a motion to adjourn the meeting at 9:30 pm; Mr. LoPrinzi seconded the motion. Motion passed 5-0.

Kirby Hudson  
City Manager