

MINUTES
CITY COUNCIL MEETING
September 9, 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 Hamrick, Msrs, Jeffrey LoPrinzi, Jarrell Brazzle, 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, September 9, 2013 to discuss personnel and legal matters.

Approval of Minutes:

Vice President Hamrick made a motion to approve the August 26, 2013 meeting minutes; Mr. LoPrinzi seconded the motion. Motion passed 5-0-1. Mr. Brazzle abstained due to his absence at the last meeting.

Approval of Accounts Payable

Mr. Brazzle made a motion to approve the accounts payable; Vice President Hamrick seconded the motion. Motion passed 6-0.

Additions, Deletions or Modifications to the Agenda

Mr. Brazzle made a motion to Change Regular action item 6 into two part A&B; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

Presentations (5 Minutes)

1.1 April Barkasi – Cedarville Engineering

Ms. Barkasi announced the bid results for the inlets on Madison Street. The bids were advertised as per the code. She asked for Councils approval to move forward after review of the bid documentation.

Ms. Barkasi explained the purpose of the Act 167 Module Ordinance. The purpose of the Ordinance is to protect public health, safety and general wekfare, property and water quality by implementing drainage and stormwater management practices, criteria. The process is also consistent with municipal obligations under Federal National Pollutant Discharge Elimination System (NPDES) permitting requirements for Municipal Separate Storm Sewer Systems (MS4). Mr. Brazzle inquired about the fee for developing the Ordinance. Ms. Barkasi replied \$3,950. Council approved for Ms. Barkasi to move forward.

1.2 Chris Wiseman – Executive Director, Brandywine YMCA

Mr. Wiseman stated the Early Learning Readiness (ELR) Program will provide a stimulating environment to help children develop the physical, verbal, and social

skills which they will need to be school ready. The caregivers will learn how children develop and how to encourage skill building at home. Mr. Wiseman asked for use of the Community Center two days a week from 8:30 am to 10:30 am for 36 weeks for the program. Council approved the use of the Community Center.

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

There were no comments at this time on citizens' hearings 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)

Clyde Wilson – Non Resident

Mr. Wilson voiced his concerns regarding an incident with the Police Department. President Collins asked Mr. Wilson to meet with the Police Chief to discuss the matter.

Frances Koller – Resident

Ms. Koller asked Council to allow residents to have two extra yard sales a year since the community yard sale dates were not set for the 2013 year.

Asia Tribble – Resident

Ms. Tribble announced the Unity in Coatesville Movie Night will be on Saturday, September 14, 2013 starting at 7:00 pm. The movie showing is Brave. She asked for Police presence at the event.

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

Regular Action Items

1. Accept Bids for Inlets on Madison Street

Mr. Brazzle made a motion to accept the bids for the inlets on Madison Street; Vice President Hamrick seconded the motion. Motion passed 6-0.

2. Consider Award of Contract on Bids for Inlets on Madison Street

Mr. Carnes read the Resolution.

Mr. Brazzle made a motion to approve a Resolution authorizing the City Manager to review the bids with the assistance of the City Engineer and the City Solicitor and to take action on behalf of the City in accepting the lowest responsible bidder and to enter into a contract with the bid documents; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

3. Consider Second Reading and Adoption an Ordinance amending Chapter 47 of 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 \$6,000.00 and raising the amount that can be

taken from petty cash from \$250.00 to \$50.00 and permitting a maximum expenditure of up to \$6,000.00 if authorized by the City Manager and supplying a cost of living adjustment with respect to the public bid threshold amount.

Mr. Brazzle made a motion to approve a second reading and adoption an Ordinance amending Chapter 47 of 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 \$6,000.00 and raising the amount that can be taken from petty cash from \$250.00 to \$50.00 and permitting a maximum expenditure of up to \$6,000.00 if authorized by the City Manager and supplying a cost of living adjustment with respect to the public bid threshold amount; Vice President Hamrick seconded the motion. Motion passed 6-0.

4. Consider appointment of Kimberly Urban to the Parks and Recreation Commission for the term 2012 – 2015.

Mr. Brazzle made a motion to table the appointment of Kimberly Urban to the Parks and Recreation Commission for the term 2012 – 2015 until she is in attendance; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

5. Consider Resolution approving Community Yard Sales to be held on the second Saturday in April and the second Saturday in September beginning April, 2014.

Council asked who will be in charge of setting up the annual yard sales. Mr. Hudson replied the Parks and Recreation Commission.

Mr. Brazzle made a motion to approve the Resolution setting the Community Yard sales to be held on the Second Saturday in April and the second Saturday in September beginning April 2014; Mrs. Hunt seconded the motion. Motion passed 6-0.

6. a. Consider Resolution of the City of Coatesville, Chester County, Pennsylvania to borrow \$95,076.06 (reduced from previously approved Resolution 2013-12 in the amount of \$98,736.06) for a Costar contract for Public Works vehicles.

Mr. LoPrinzi made a motion to approve a Resolution of the City of Coatesville, Chester County, Pennsylvania to borrow \$95,076.06 (reduced from previously approved Resolution 2013-12 in the amount of \$98,736.06) for a Costar contract for Public Works vehicles; Mr. Brazzle seconded the motion. Motion passed 6-0.

- b. Consider Resolution and Declaration of Intent

Mr. LoPrinzi made a motion to approve a Resolution and Declaration of Intent for the two (2) trucks -2013 Ram 2500 pick-up and 2013 F-550 dump truck for the Public Works Department; Mr. Brazzle seconded the motion. Motion passed 6-0.

Solicitors Report

Mr. Carnes explained he reviewed and met with the City engineer to identify the bid procedures for the bid package for the public improvements on Madison Street. He attended the Zoning Hearing Board hearings on August 20, 2013.

City Manager's Report

Mr. Hudson announced the playground equipment behind Lincoln University will be moved to Ash Park by volunteers. Ms. Hess was instrumental in acquiring volunteers to move the equipment.

Discussion Items

1. "Old City and New City, Coatesville"
President Collins explained the "Old City" would be the Revitalization District and the "New City" would be the development of the Flats Area. The Flats need to be a destination spot for Coatesville. Mr. Brazzle stated we need to take out the remaining money in the trust fund and invest it in the City. He explained we need to show developers we are willing to invest our own money. He is tired of the ideas, tired of seeing it on paper, it is time to see something done. President Collins stated we need to take leadership to what happens in Coatesville. The Veledrome is still a possibility on the Flats. We are trying to find developers that will work with us to develop the space. Mrs. Hunt stated we need to use the money in the trust to better the City before it is spent on the budget and bills. The City will have nothing to show for the money that was in the trust.
2. Business District Revitalization Incentive Plan
President Collins explained there are many sources of grants. President Collins suggested putting \$100,000 towards the beautification of Coatesville. Business owners will fix up their businesses and provide proof of payment to the City and the City will reimburse a certain amount for the work. The City could start a loan program to 1st time business owners. Council approved a color palette for the Downtown Revitalization District. The painting needs to start on the two buildings on Main Street owned by the RDA.

Special Events

1. Insider Special Event permit submitted by 1st Seventh Day Adventist Church for a Health Fair on September 24, 2013 from 11:00 am to 4:00 pm. A request has been made to close Church Street from ½ block and alleyway behind Church.
Council discussed the date on the application is a weekday. The event date will need to be changed to the weekend.

Mr. LoPrinzi made a motion to approve a Special Event permit submitted by the 1st Day Adventist Church for a Health Fair on September 24, 2013 from 11:00 am to 4:00 pm closing Church Street from ½ block and alleyway behind Church after acquiring a date change that is not a weekday; Mr. Brazzle seconded the motion. Motion passed 6-0.

Council Comments

Mr. Brazzle thanked everyone for attending the meeting. He hopes to see the room packed in the future.

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

Mrs. Hunt thanked everyone for attending the meeting.

Mrs. Jones thanked everyone for attending the meeting. She quoted “ The secret to getting ahead, is getting started.”

Vice President Hamrick thanked everyone for attending the meeting.

President Collins thanked everyone for attending the meeting.

Adjournment

Mr. Brazzle made the motion to adjourn the meeting at 9:40 pm; Vice President Hamrick seconded the motion. Motion passed 6-0.

Submitted by:
Kirby Hudson
City Manager