

AGENDA
CITY COUNCIL MEETING
Regular Meeting
November 25, 2013

Call to Order

President Collins called the meeting to order at 7:50 pm p.m. and welcomed everyone to the meeting. Council members present were President David Collins, Msrs, Jarrell Brazzle, Jeffrey LoPrinzi, Edward Simpson and Mrs. C. Arvilla 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 Vice President Hamrick would not be in attendance.

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

Approval of Minutes:

Mr. LoPrinzi made a motion to approve the November 12, 2013 meeting minutes; Mr. Simpson seconded the motion. Motion passed 6-0.

Approval of Accounts Payable

Mr. Brazzle made a motion to approve accounts payables; Mr. Simpson seconded the motion. Motion passed 6-0.

Additions, Deletions or Modifications to the Agenda

Mrs. Hunt made a motion to delete regular action item 9) Receive and consider purchase and installation of swingset using the funds appropriated for Parks and Recreation from Walgreens; Mr. Brazzle seconded the motion. Motion passed 6-0.

Mr. Brazzle made a motion to add regular action item 9) Resolution to dedicate playground equipment in the name of James R “Bubble” Lopp; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

Presentations

1. CDBG Grant – April Barkasi

Ms. Barkasi explained the City received a \$340,000 grant for Walnut Street Storm Water Project. The grant was originally filed in 2011 for less. The City filed for additional money to cover the costs of Cedarville Engineering’s expenses. The City should be recovering the costs of Cedarville engineering bills. Ms. Barkasi announced that Barasso Excavation, Inc. submitted a proposal for the fee of 203, 343.00. The next lowest bidder for the project was Betta Construction at \$290,387.00 for the Strom Water Management Project on Walnut Street. M.r Marcarelli explained that he will need to add this item to the 2014 budget.

2. Harcum College Presentation – Portia Graham

Ms. Graham announced in 2007, Life Transforming Ministries launched Harcum College at the Graystone Society Building at 53 South First Avenue. There are two classes held in the evenings from 5:30 pm to 9:30 pm. The curriculum is currently for an Associate’s Degree. She stated she was there to gather support from Council and the Community. She asked Council for permission

to place a banner on the telephone poles on Harmony Street or on the fence. Mr. Molina explained there a Zoning issues regarding the banner. Council asked Mr. Molina to work with Ms. Graham regarding the banner.

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

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

Mr. Simpson made a motion to close citizens' hearing on regular action items only; Mr. Brazzle seconded the motion. Motion passed 6-0.

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

Paul Johnson – Resident.

Mr. Johnson asked Council for their assistance. He asked for no parking on the North side corner of Merchant Street and for the stop sign to be put back where graham bridge was. Chief Laufer stated that he and Mr. Wilkinson would contact Mr. Johnson to meet with and discuss the issues.

Carmen Greenidge – Resident

Ms. Greenidge asked how a person can find out if a apartment has been inspected prior to moving in. She inquired about an additional handicap sign to be placed across the street from her residence. Mr. Molina and Chief Laufer answered Ms. Greenidge questions.

Ron Suber – Resident

Mr. Suber voiced his concerns on the amount of tickets the parking enforcement officers was handing out. He inquired about the Police involved shooting on Saturday morning. Chief Laufer explained the Chester County is in charge of the investigation. Mr. Suber question why there are no minorities hired as new part timers. Chief Laufer explained that they are following the proper Civil Service Procedures. Everyone is welcome to apply and go through the application and Civil Service process.

Mr. Simpson 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 to accept the presentation of the bids that were opened on November 20, 2013 for Walnut Street Storm Water Management

Mr. Brazzle made a motion to accept the presentation of the bids that were opened on November 20, 2013 for Walnut Street Storm Water Management; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

2. Receive and consider to award the contract for the Walnut Street Storm Water Management to the lowest responsible bidder based upon the recommendation of the City Engineer subject to the review by the City solicitor for formal compliance

Mr. Brazzle made the motion to award the contract for the Walnut Street Storm Water Management to the lowest responsible bidder, Barrasso Excavation Inc., option 1 and 2 in the amount of \$203, 343.00 based upon the recommendation of the City Engineer subject to the review by the City solicitor for formal compliance; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

3. Receive and consider First Reading Storm Water Management and Erosion and Sediment Control Ordinance

Ms. Barkasi explained the action comes from a state mandate which was passed earlier in the year. Mr. Carnes explained that Ms. Barkasi prepared the Ordinance for the City of Coatesville.

Mr. Brazzle made a motion to approve First Reading the Storm Water Management and Erosion and Sediment Control Ordinance; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

4. Receive and consider adoption of 2014 Preliminary Budget with the conditions that the City Council will develop and approve a set of Administrative Goals and Objectives for the City Manager that are to be translated to all departments.

Mr. Marcarelli explained on the revenue side there will be an increase of 3.5 mills from 9.415 to 12.915 mills. The anticipated revenue increase is \$866,236.00. The transfer from the Reserve Trust Fund increased by \$368,800.00 from \$1,431,200 to 1,800,000 for 2014. The total revenue budgeted will be at \$10,120,657. The total appropriations for expenses are \$10,055,305. There is an increase in the Solid Waste fee from \$295 to \$320 (or \$80 per quarter).

President Collins explained the City has financial issues for revenue streams and has used the Reserve Trust Fund to budget books. The Council needs to be more responsible and keep the City administration more accountable. Council will be providing a standing set of objectives for the City Manager to hand down to the administration. President Collins stated the December, January and February monthly reports will be suspended but Mr. Hudson is to provide his report to Council.

Mrs. Hunt made a motion to approve the adoption of 2014 Preliminary Budget with the conditions that the City Council will develop and approve a set of Administrative Goals and Objectives for the City Manager that are to be translated to all departments; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

5. Receive and consider the 2013 budgeted transfer from the Rainy Day Fund to the General Fund in the Amount of \$250,000.

Mr. LoPrinzi made a motion to approve the 2013 budgeted transfer from the Rainy Day Fund to the General Fund in the Amount of \$250,000; Mr. Simpson seconded the motion. Motion passed 5-0. *Mr. Brazzle stepped out during the vote.*

6. Receive and consider payment for the General Obligation Bond Series of 1992 Capital Appreciation Bond for the 2013 payment in the amount of \$275,000.

Mr. Simpson made a motion to approve payment for the General Obligation Bond Series of 1992 Capital Appreciation Bond for the 2013 payment in the amount of \$275,000; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

7. Receive and consider conditional offer of employment of three part time Police Officers subject to successful completion of physical and psychological examination.

Mr. Carnes explained the Civil Service Commission has provided us with the certified list of applicant who has successfully completed the oral and written exams for appointment, as well as the required background check. The Third Class City Code requires that the Chief of Police nominate a candidate from among the three highest ranked applicants on the eligibility list. These appointments are for the position of part-time Patrol Officer within the Coatesville Police Department. Any candidate who is eligible for veterans' preference under the Third Class City Code, appearing on the list of three candidates must be selected. Candidates appointed tonight by

council will be conditionally appointed subject to successful completion of a medical and psychological evaluation.

Mr. Carnes noted that # 9 on the list, Derrick Flax was determined not to be eligible for failing to meet the requirements of the Civil Service Commission. He has been notified and given rights of appeal and those timelines have passed without appeal.

The first list of candidates for consideration by Council is ranked by score as follows:

1. Anthony Duchnosky
2. Adam Weaver – Unavailable at this time
3. Jared Davis
4. Kevin Price

Mr. Simpson made a motion that Anthony Duchnosky be appointed as a part-time Patrol Officer in the City Police Department subject to successful completion of a physical and psychological examination; Mr. Brazzle seconded the motion. Motion passed 6-0.

Mr. Weaver was not available for service and formally passed on hiring and will remain on the list for future consideration.

Mr. Simpson made a motion that Jared Davis be appointed as a part-time Patrol Officer in the City Police Department subject to successful completion of a physical and psychological examination; Mr. LoPrinzi seconded the motion. Motion passed 6-0.

Mr. Simpson made a motion that Kevin Price be appointed as a part-time Patrol Officer in the City Police Department subject to successful completion of a physical and psychological examination; Mr. Brazzle seconded the motion. Motion passed 6-0.

8. Approve/confirm settlement agreement with Marlin for Docstar imaging equipment
Mr. Brazzle made a motion to approve the settlement agreement with Marlin for the Docstar imaging equipment; Mr. LoPrinzi seconded the motion. Motion passed 6-0
9. Receive and consider Resolution to dedicate playground equipment in the name of James R. "Bubble" Lopp.
Mr. Brazzle made a motion to approve a Resolution to dedicate the new playground equipment and park area in Ash Park to James R. "Bubbles" Lopp; Mrs. Hunt seconded the motion. Motion passed 6-0.

Solicitors Report

Mr. Carnes announced the City is moving forward with Act 167.

City Manager's Report

Mr. Hudson announced the RDA is advertising the RFP for the demolition of seven properties on Fleetwood Street for the Train Station Development Project.

Mr. Brazzle excused himself from the meeting at 9:00 pm.

Discussion Items

1. Council's responsibility to develop Administrative Goals and Objectives

President Collins explained that Council will be developing goals and objectives within the first few months to give to the City Manager. The City Manager will then disseminate the goals and objective to staff. It will allow between what council members expect from administrative staff.

2. Preliminary measures to be included with the Administrative Goals and Objectives

President Collins explained the goals need to be measurable. 1) The key item is to purchase them most cost effective software in finance (Caselle). 2) To establish an organizational chart of who is working for who, 3) The sale of all assets (all sale proceeds must go back into the Reserve Trust, 4) investigate Co-op with the surrounding municipalities regarding trash collection and 5) help stimulate business in Coatesville in Coatesville (suspend all parking fees between 1st and 3rd Avenue for the month of December.

Special Events

There were no special events at this time.

Council Comments

Mr. LoPrinzi wished everyone a good night.

Mrs. Hunt thanked everyone for attending and wished everyone a Happy Thanksgiving.

Mr. Simpson thanked everyone for attending. He is looking forward to a nice holiday.

Mrs. Jones. Thanked everyone for attending. She quoted “ Not what we say about our blessings, but how we use them, is the true measure of our Thanksgiving.”

President Collins thanked everyone for attending the meeting. He stated Council’s goal is focused on doing a better job.

Adjournment

Mrs. Jones made a motion to adjourn the meeting at 9:05 pm; Mr. LoPrinzi seconded the motion. Motion passed 5-0

Submitted by:
Kirby Hudson
City Manager