

MINUTES
CITY COUNCIL MEETING
Regular Meeting
January 13, 2014

Call to Order

President Hamrick called the meeting to order at 7:50 p.m. and welcomed everyone to the meeting. Council members present were President Joseph Hamrick, Vice President David Collins, Mssr, Edward Simpson and Ms, Marie Hess, Mrs. C. Arvilla Hunt, Mrs. Ingrid W. Jones and Mrs. Linda Lavender-Norris. 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 Hamrick announced an Executive Session was held earlier this evening, January 13, 2014 to discuss personnel and legal matters.

Approval of Minutes:

1. December 9, 2013

Mr. Simpson made a motion to approve the December 9, 2013 meeting minutes, Mrs. Hunt seconded the motion. Motion passed 5-0-2. Ms. Hess and Mrs. Lavender-Norris abstained from the motion.

2. January 6, 2014

Mrs. Jones made a motion to approve the January 6, 2014 meeting minutes, Mrs. Hunt seconded the motion. Motion passed 7-0.

Approval of Accounts Payable

Mrs. Hunt made a motion to approve the accounts payables; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

Additions, Deletions or Modifications to the Agenda

Vice President Collins made a motion to add Norland "Elgin" Bailey to Action Item 2 for the Parks and Recreation Commission; Mr. Simpson seconded the motion. Motion passed 7-0.

Vice President Collins made a motion to add Action Item 4) Offit Kurman, PA as Legal Labor Counsel; Mrs. Linda Lavender-Norris seconded the motion. Motion passed 7-0.

Regular Action Items

Mr. Carnes asked if there were any citizens' comments on the following action item. There were no comments at this time.

Chief Laufer explained the promotional process for the Police Department. He announced Officer Shawn Dowds was originally offered the position last spring, but he decided not to leave his ongoing cases, many of which involved working with children. He therefore declined the promotion at the time. Officer Dowds is dedicated to his work. Chief Laufer stated "we hate to lose such an outstanding investigator from his assignment, but I know the patrol function is going to benefit greatly from his return to patrol in a supervisory capacity."

1. Receive and consider promotion of Patrol Officer to Corporal

Vice President Hamrick announced the next item of business is promotions within the Police Department. The Coatesville Civil Service Commission has administered competitive testing and certified a list of those officers eligible for promotion. In accordance with the City's Civil Service Commission's Rules and Regulations, these officers have been ranked based on their test scores for each position. The certified list that council will consider for each position will contain the top three scorers on each of the respective exams.

Pursuant to Coatesville City Council Resolution 2012-22, officers hired prior to January 1, 2013 are subject to the promotional criteria under Civil Service Rules which were adopted in 2009. Because all of the officers who have applied for and tested for promotions were hired prior to January 1, 2013, the prior promotional criteria apply to each of these applicants.

Turning first to the rank of Corporal, There is one vacancy for this position. The eligibility list for the first position contains the following names for consideration - noting that Patrol Officer Shawn Dowds had withdrawn his name on July 8, 2013, specifically remaining on the list and being by-passed at that time so as to now be reinserted in the list with the ranking as noted:

1. Patrol Officer Shawn Dowds
2. Patrol Officer Kevin Campbell
3. Patrol Officer Paul Antonucci

Chief Laufer has nominated Patrol Officer Shawn Dowds.

Mrs. Jones motioned that Patrol Officer Shawn Dowds be appointed as a Corporal in the Coatesville Police Department. Mrs. Hunt seconded the motion. President Hamrick stated the motion before Council, which has been properly seconded, is that Patrol Officer Shawn Dowds be appointed to the position of Corporal in the Coatesville Police Department. President Hamrick asked all in favor please indicate by saying aye. All Council motioned yes. There was no one opposed. President Hamrick announced the motion carries and Patrol Officer Shawn Dowds is appointed to the rank of Corporal. Congratulations, Corporal Dowds.

2. Receive and consider Part Time Officer to Full Time Officer

President Hamrick announced an appointment of full-time patrol officers, there are currently several part-time patrol officers hired through Civil Service in accordance with the Third Class City Code. At present, there is a full time patrol officer position open and the Chief of Police has identified Joseph F. Thompson as the part-time patrol officer who should be offered employment as a full-time Patrol Officer in the City Police Department.

Mrs. Jones made a motion that Joseph F. Thompson be offered employment as a full-time Patrol Officer in the City Police Department; Ms. Hess seconded the motion. Motion passed 7-0. President Hamrick asked all in favor please indicate by saying aye. All Council motioned yes. There was no one opposed. The motion carries and Joseph F. Thompson is now a full-time Patrol Officer.

Presentations

1. Swearing in Officer

Officer Shawn Dowds was sworn into the position of Corporal for the City of Coatesville Police Department by the Honorable Judge Grover Koon as his family held the bible.

2. Western Chester County Council of Government – President Terry Bruno

President Terry Bruno of the Western Chester County Council of Governments (WCCCOG) explained the committee consists of elected officials from the City of Coatesville and 12 surrounding municipalities. The mission of the WCCCOG is the mechanism by which municipalities can work together through a legally defined governmental organization which is authorized by the Pennsylvania Constitution and the Pennsylvania Intergovernmental Cooperation Law. The WCCCOG includes a Delegate and an Alternate of elected officials from the City of Coatesville, Atglen Borough, Parkesburg Borough, Caln Twp., West Caln Twp., East Fallowfield Twp., Honey Brook Twp., Modena Borough, South Coatesville Borough, East Brandywine Twp., West Brandywine Twp., Valley Twp. and West Sadsbury Twp. The meetings are held on the 4th Wednesday of each month at 7:00 p.m. at the Caln Twp. Municipal Building.

The goal is to strive to move forward in 2014. She asked City Council to forward feedback to the WCCCOG on what they would like to see in the year 2014.

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

David DeSimone – HomeOwner

Mr. DeSimone discussed the license and rental fees. He explained the reason why a stop sign was not placed at 12th and Stirling Street.

Jeff Leofsky - Homeowner

Mr. Leofsky questioned Mr. Hudson regarding the discussion items. Mr. Hudson explained that Council will discuss the items.

Paul Evans – Home owner

Mr. Evans voiced his concerns on mailing test letters to landlord for rental licenses. Mr. Molina explained the process. Mr. Evans explained he is awaiting information on a Right to Know. He questioned the process and time frame of the Right to Know. Mr. Carnes explained the times.

Vice President Collins made a motion to close citizens' hearing on regular action items only; Mrs. Hunt seconded the motion. Motion passed 7-0.

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

David DeSimone – Homeowner

Mr. DeSimone announced he received a letter from Codes for the rental license fee. He asked for a copy of the breakdown of the increases for the budget. He would like to make sure things are being done properly.

Paul Dodson – Homeowner

Mr. Dodson questioned Mr. Hudson plea for volunteers on the Boards and Commissions. He has called regarding his work with the Solid Waste industry in the past and would like to provide help with the City. City Council asked Mr. Dodson to volunteer on a Board or Commission.

Tony Martin – Business Owner

Mr. Martin voiced his concerns regarding his property and Codes Enforcement. Codes Enforcement should be the same across the board in the City. There would be more businesses in the City.

Steven Audette – Life Scout, Resident

Mr. Audette proposed an idea to replace the crumbling brick wall near the intersection of 1st Avenue and Business 30 in Gateway Park. Engraved on the wall will be the names of the Coatesville military

veterans who have died in the war. The funds and labor will be provided by Audette, the Boy Scout Troop and any other donations submitted for the project. The names will be provided by the Purple Heart Foundation. He asked Council to move forward with the Eagle Scout Project and acquiring additional funding for the project.

Jeff Leofsky – Homeowner

Mr. Leofsky questioned Mr. Carnes on the timeframe and lapse of the Right to Know. Mr. Carnes explained the Right to Know process regarding the initial business day response and the thirty day extension.

Paul Evans – Homeowner

Mr. Evans voiced his concerns with the Codes Department. He asked for more flexibility and transparency. He suggested putting a suggestion box outside the Codes Department.

John Pawlowski – Homeowner

Mr. Pawlowski announced that an improved Riverwalk will be a catalyst and another source of pride to residents of Coatesville. The best is yet to come. There is still work to be done by volunteers to enhance seeing the Brandywine Creek.

Ron Suber – Homeowner

Mr. Suber voiced his concerns regarding an officer related shooting that occurred in 2013. Chief Laufer explained it is a personnel matter. Mr. Suber continued to question the process with the Chief and Council. He was asked to leave to the meeting.

Council stepped out for an executive session.

Vice President Collins made a motion to close citizens hearing on Non-Agenda items only; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

Regular Action Items

1. Receive and consider the City waiving the taxes on the properties the RDA acquired to date for the tax year 2013 for the Coatesville Train Station Project.

Mr. Carnes asked for a listing of the parcel number and address of the properties in which the taxes will be waived. The address should be listed in a Resolution.

Vice President Collins made a motion to approve a Resolution waiving the City taxes on the properties the Redevelopment Authority acquired for the Train Station; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

2. Receive and consider reappointment to the Authorities, Boards, Commissions and Committees. Stephen Crane to the Zoning Hearing Board for the term 2014-2016; Joseph DiSciullo to the Redevelopment Authority for the term 2014-2018; and Michael Zuratt to the Civil Service Commission for the term 2014-2017.

Mr. Simpson made a motion to reappoint Stephen Crane to the Zoning Hearing Board for the term 2014-2016; Vice President Collins seconded the motion. Motion passed 7-0.

Mr. Simpson made a motion to reappoint Joseph DiSciullo to the Redevelopment Authority for the term 2014-2018; Mr. Collin seconded the motion. Motion passed 7-0.

Mr. Simpson made a motion to reappoint Michael Zuratt to the Civil Service Commission for the term 2014-2017; Vice President Collins seconded the motion. Motion passed 7-0.

3. Receive and consider appointment of Robert Smith and Norlan “Elgin Bailey to the Parks and Recreation Commission for the term 2014-2017.

Mrs. Hunt made a motion to appoint Robert Smith to the Parks and Recreation Commission for the term 2014-2017; Ms. Hess seconded the motion. Motion passed 7-0.

Mrs. Hunt made a motion to appoint Norland “Elgin” Bailey to the Parks and Recreation Commission for the term 2014-2017; Ms. Hess seconded the motion. Motion passed 7-0.

4. Receive and consider Offit Kurman, P.A and reappoint Neil Morris as Labor Counsel for the City of Coatesville

Mr. Simpson made a motion to reappoint Neil Morris and appoint Offit Kurman, as Labor Counsel for the City of Coatesville; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

Solicitors Report

Mr. Carnes asked if there were any questions on the solicitors report. There were no questions at this time.

City Manager’s Report

Mr. Hudson announced the Early Intervention Grant 1, 2, and 3 Grant have been closed. He announced that there are vacancies on the Boards, Commissions, Committees and asked for volunteers,

Discussion Items

1. Discuss Small Business Program

- a. Commit \$100,000 to refresh storefronts in Downtown Area

Vice President Collins announced Council is working on offering incentives to the Downtown Business District for their storefronts. There will be budget amendments to cover the costs. There will be help to refresh the facades of the properties.

Council set meeting dates for Tuesday January 21, 2014 and Wednesday January 22, 2014 for a work session to discuss the administration goals and objectives.

2. Discuss license and rental fees

President Hamrick announced a meeting has been scheduled with the landlords on January 28, 2014 at 1:00 pm at City Hall to discuss the fees.

3. Discuss stop sign placement at 12th and Stirling Street (cost and effect)

President Hamrick explained that cars speed fly up and down the road. He asked for a reasonable effort to do all to prevent this from happening. There is a bus stop at this location. Mr. Collins suggested monitoring the road during the school zone time frame. Mrs. Hunt suggested a trial period to enforce the area. Chief Laufer stated he will contact the school and have an Officer enforce the area.

4. Council’s responsibility to develop Administrative Goals and Objectives

Council set meeting date January 21, 22, 2014 at 6:00 pm at City Hall to discuss.

5. Preliminary measures to be included with the Administrative Goals and Objectives
Council set meeting date January 21, 22, 2014 at 6:00 pm at City Hall to discuss

Special Events

1. Receive and consider banner permit from Life Transforming Ministries for “VITA Volunteer Income Tax Assistance” Free Tax Preparation from January 20, 2014 to February 20, 2014 at Gateway Park

Mr. Simpson made a motion to approve a banner permit from Life Transforming Ministries for “VITA Volunteer Income Tax Assistance” Free Tax Preparation from January 20, 2014 to February 20, 2014 at Gateway Park; Vice President Collins seconded the motion. Motion passed 7-0.

Council Comments

Mrs. Lavender-Norris thanked everyone for attending the meeting. She thanked everyone for their input. She understands and respects everyone comments. She wants to works together, and hears the frustrations from both sides and will be here to work together. She thanked the staff and the Department Heads.

Mrs. Jones thanked everyone for attending the meeting. She quoted “Start by doing what’s necessary, then do what’s possible; and suddenly you are doing the impossible.”

Ms. Hess thanked Mr. Smith and Mr. Bailey for joining the Parks and Recreation Commission. She looks forward to working with them.

Mrs. Hunt thanked everyone for attending the meeting. She explained that Council is committed to the City as best as they can be.

Mr. Simpson thanked everyone for attending the meeting.

Vice President Collins announced Mrs. Lavender-Norris stepped down from the Planning Commission. He announced the Comprehensive Plan is currently being developed for Coatesville. The plan will show the Old City – New City.

President Hamrick thanked everyone for attending the meeting. He stated that people are here because they want to be here, because they care.

Adjournment

Vice President Collins made a motion to adjourn the meeting at 10:18 pm; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

Submitted by:
Kirby Hudson
City Manager