

AGENDA
CITY COUNCIL MEETING
Special Meeting
May 19, 2014

Call to Order

President Hamrick called the meeting to order at 6:20 p.m. and welcomed everyone to the meeting. Council members present were President Hamrick, 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, Finance Director John Marcarelli, Director of Planning and Codes Enforcement Damalier Molina, Public Works Director Donald Wilkinson, and Police Chief John Laufer

President Hamrick announced an Executive Session was held earlier this evening, May 19, 2014 to discuss personnel and legal matters

President Hamrick announced Vice President Collins would not be in attendance.

Additions/deletions or modifications

There were no additions, deletions and modifications.

Citizens' Hearings – Regular Action Items Only (3 Minutes)

Ed Ward – Eagle Disposal provided Council with an action plan for the Solid Waste and Recyclable bid. He stated that at the last meeting he heard complaint about the customer service. Currently, the driver reported issues and was emailed as reported to the city; Coatesville reported issues and were handled as they were called in or next day; there is little formal documentation or summaries available regarding the customer service and Eagle has no fine history for service issues with the City. He stated we are going to resolve issues and not have issues going forward.

The action plan is as follows:

1. Customer service
 - a. Establish quarterly meetings to review service issues and concerns
 - b. Daily reporting log – driver identified issues on route
 - c. Coatesville City reports issues daily as received via email to Eagle Disposal Customer Service
 - d. Call in from Eagle Disposal crews to designated representative to ensure all issues received prior to leaving City
 - e. Track all customer and driver reported issues, provide monthly summary to Coatesville City
 - f. Violation and liquidated damages for unresolved issues
2. Unit Verification
 - a. Provide cart to each home on current trash list
 - b. Serial number of cart recorded to each address provided.
 - c. List returned to City for ongoing administrative maintenance/changes
 - d. Suggestions are to count mailboxes, electric meter, etc. Audit areas over time
 - e. Update billing quarterly for unit increases or decreases
3. Accounts Receivable suggestions
 - a. Assets current situation
 - b. Process receivable for collection
 - c. Contingency basis to collect outstanding dollars

4. Contract Timeline (Estimated)
 - a. 5/19/14 Award of three year contract
 - b. 5/20/14 Eagle Disposal order performance bond and insurance certificates
 - c. 5/20/14 Order approx. 4000 mobile carts from Toters Inc.
 - d. 5/30/14 Finalize all Contract Documents
 - e. 6/9/14 Educational Flyer mailed to all City resident
 - f. 6/20/14 Mobile carts begin arriving for assembly
 - g. 6/23/14 Mobile cart distribution begins in Coatesville City
 - h. 7/1/14 Cart service begins for trash collection
 - i. 8/1/14 Start unit verification audits
 - j. 8/15/14 Schedule 1st quarterly service review meeting

President Hamrick inquired about other municipalities and accurate billing. Mr. Ward stated it is always changing. Mr. Simpson inquired about how many bags the totes will hold and charging the same fee for less bags and one bulk pick up a month instead of weekly. Mr. Marcarelli and Mr. Wilkinson explained there are additional fees throughout the year such as, tires, refrigerators, TV's, multi-hazardous waste collection, etc.

Mr. Simpson questioned the grant for the recyclable totes. Mr. Wilkinson explained there will be 1 truck, 1 crew and a certain amount delivered per day. The SWEEP officer will be following the truck around and take pictures as the totes (trash and recycling) are delivered. Mr. Hudson suggested dedicating a Codes person to write down addresses that are not receiving the totes.

Ms. Hess suggested that the manuals going out to the residents are translated. Mr. Hudson suggested putting in notice to the resident about the additional fees, if their Solid Waste Bill is not paid, such as the legal and late fees. Mr. Simpson and Mrs. Lavender-Norris inquired about the weekly bulk items to once a month. Mrs. Lavender-Norris voiced her concerns regarding more money and less service. Less services for more money is not okay. Mr. Carnes explained most municipalities took away bulk pick up all together and have residents pay for their own bulk pickup as needed.

Mr. Ward explained the City has received two options. The first is with containers and the second without.

Mrs. Hunt thanked Eagle Disposal for their quick response and due diligence regarding issues addressed at the May 12, 2014 meeting. Ms. Hess stated she has never seen an action plan come back to the City so quickly. It shows that Eagle Disposal wants to work in the City.

David DeSimone – Homeowner

Mr. DeSimone said from a landlord's perspective he is concerned about the distribution. He would like to see the person sign off when they receive the tote. There is no one signing off so there is no accountability during the initial process. The totes can be stolen. He would like to be able to hold his tenants accountable for the containers if they are broken or stolen. He suggested fining residents for trash that is not in totes. Mr. Wilkinson said nothing is fail safe and we can ask the residents to put their addresses on them.

Mr. Simpson stated we need to educate the residents and the judges on the city's process for the totes.

Ms. Hess made a motion to close citizens' hearings on regular actions items only; Mrs. Lavender-Norris seconded the motion. Motion passed 6-0.

Regular Action Items

1. Receive and consider approval of Solid Waste Contract with Eagle Disposal of Pa, Inc. for a three year contract with containers

Mrs. Hunt made a motion to approve the Solid Waste contract with Eagle Disposal of Pa, Inc. for a three year contract with containers; Mrs. Lavender-Norris seconded the motion. Motion passed 6-0.

Mr. Simpson excused himself from the meeting at 7:00 pm.

Mrs. Lavender-Norris asked about liaison for the departments. Ms. Hess explained the Liaison would meet with the department twice a month and discuss their needs. The liaison would then bring the information back to Council for discussion.

President Hamrick question the Verizon agreement. Mr. Hudson explained that more people in the City have Comcast over Verizon.

Mrs. Hunt questioned Chie Laufer regarding the Police Procedures stopping motorists and citizens walking under suspicion. She explained an incident regarding her son and his friends who were parked and as soon as they started to drive off were stopped by the Police and questioned. There was no reason for the stop. Chief Laufer stated he would look into the matter. Mrs. Hunt said she would have the boys come in and talk to him.

Mrs. Lavender-Norris appreciates what the Chief has done with the Department. She questioned some of the Officers procedures. She stated everyone across the board should be treated the same, no one is above the law.

Adjournment

Mrs. Hunt made a motion to adjourn the meeting at 7:30 pm; Ms. Hess seconded the motion. Motion passed 5-0.

Kirby Hudson
City Manager