

MINUTES
CITY COUNCIL MEETING
November 24, 2014

Call to Order

President Hamrick called the meeting to order at 7:45 p.m. and welcomed everyone to the meeting. Council members present were President Joseph Hamrick, Council Vice President David Collins, Mssr, Edward Simpson and Mrs. C. Arvilla Hunt, Mrs. Marie Lawson, 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, Public Works Director Donald Wilkinson, Police Chief John Laufer, and recording secretary Ruthann Mowday.

President Hamrick announced an Executive Session was held earlier this evening November 24, 2014 to discuss personnel and legal matters.

Approval of Minutes:

Mr. Simpson made a motion to approve the November 10, 2014 meeting minutes with corrections; Mrs. Jones seconded the motion. Motion passed 7-0.

Approval of Accounts Payable

Mrs. Lawson 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

There were no additions/deletions or modifications at this time.

Presentations

1. Tom Hogan, District Attorney

Chester County District Attorney Tom Hogan, Deputy District Attorney Ron Yen, and Chester County Detective Kevin Dykes presented the Coatesville Police Department with a commendation for assisting the DA's office and Chester County detectives in the convictions for four men involved in the 2006 murder of Jonas "Sonny" Suber. Mr. Hogan gave a background of the last 30 years with the gang violence in Coatesville. He read a list of gang affiliated names as men lost to the streets, lost to prison or lost to death. Mr. Yen explained three agencies worked together to convict the men responsible for Mr. Suber's murder. Chief Laufer thanked the District Attorney, Chester County Detectives and the Coatesville Police Department for their success and seeing the cases through to the end.

2. Jim Lentz – Emergency Management PR program

Mr. Lentz announced fantastic things are happening in the City. The Emergency Management team has received generators donated for the street lights. The generators will be housed at City Hall. The team has been working diligently to update their plan. When situations arise in Southeastern PA that may affect you and your family, ReadyNotifyPA lets local officials notify you quickly. The ReadyNotifyPA can send an email, or send a text message to your cellphone or other device during an emergency. All subscribers will get emergency alerts, or you can choose to get other alerts, such as severe weather, transportation delays and crime alerts if offered in your community. We are asking everyone to fill out the information requested an readynotifypa.org and spread the word to as many people as possible.

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

Khadijah Alamin

Ms. Alamin voiced her concerns on raising the taxes and taking money out of the Trust Fund. The taxes were increase last year, people cannot afford to pay their taxes.

Matt Gorham and Jonathon Frommeyer

Mr. Gorham asked Council for a waiver on permit fees for the rehabilitation of the Coatesville Little League rebuild the dugouts, fences damaged by the storms last year. Jonathon Frommeyer, Eagle Scout with the Boy Scouts of America Doe Run Troop 48, has offered to do labor as part of his project. The estimated cost for repairs is up to \$32,300. Coatesville Little League is non-profit. The League will be asking for donations to help with the funding.

Cara Wilson

Ms. Wilson asked for Mr. Frommeyers information to make a donation. She voiced her concerns on raising the taxes. The Senior citizens should not lose their homes. She asked Council to do what they were elected to do.

Mrs. Lavender-Norris made a motion to approve a citizens' hearings regular action items only; Mrs. Lawson seconded the motion. Motion passed 7-0.

Citizens' Hearings – Non-Agenda Items Only (3 Minutes)

Khadijah Alamin

Ms. Al Amin presented City Council with a petition regarding the residency of the City Manager. The City Manager should live and vest in the City. The petition has been signed by residents in all wards.

Paul Evans

Mr. Evans announced the Coatesville Housing Association held their first meeting. The City and the CHA are moving forward in discussion on the permit fees. He announced Legend Properties was in discussion for the Bank Property.

Allen Smith

Mr. Smith asked if there was anything he could do to help balance the budget. He is not willing to let cost get in the way. He recommended a transformation of City Hall. He has a strategic plan for Coatesville. Mrs. Lavender-Norris asked if he would like to meet and discuss. Mr. Smith stated he would meet in a public meeting.

Mrs. Hunt made a motion to approve citizens' hearings on non-agenda items only; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

Regular Action Items

1. Receive and consider waiver of permit fees for the Coatesville Little League

Mr. Simpson recommended the Little League contact West End Fire Hall for donations. President Hamrick suggested contractors for donations.

Mrs. Lavender-Norris made a motion to waive the permit fees for the Coatesville Little League; Mrs. Hunt seconded the motion. Motion passed 7-0.

2. Receive and consider First Reading and Ordinance for the 2014 Budget Transfer Amendment

Mr. Marcarelli explained the Department Heads have put in projections for the year end. The line items were transferred among their departments to cover the expenditures.

Mrs. Hunt made a motion to approve the First Reading an Ordinance for the 2014 Budget Transfer Amendment; Mrs. Lawson seconded the motion. Motion passed 7-0.

3. Receive and consider adoption of the 2015 Preliminary Budget

Mr. Carnes explained the Preliminary budget must be passed within a certain time frame or the City will be required to use last year's numbers on the 2015 budget. Vice President Collins explained the preliminary budget can be changed after approved. Mrs. Hunt stated she could not vote for the preliminary budget because they have not received the information request at the last budget workshop. President Hamrick explained the budget is very confusing. He asked for line by line for each service provided and salary information. Mr. Simpson stated there were three different scenarios presented to Council. What scenario is the Preliminary budget based on? Mrs. Lawson stated the actuals need to be a little closer. The meetings are going longer because the actuals are based on July. Council cannot vote on line items if they do not see where they are at now. They could see a low balance on a line item in July and it could be close to the actual amount budgeted at this time. President Hamrick asked how the public is to understand if it is not line by line. Mrs. Hunt explained that \$15 million of the trust was used in one year. In 2006-2012 there were no taxes raised. In 2012, Council agreed to take the full amount out of the Trust Fund instead of taxing the residents. In 2013, there were choices of raising the taxes and taking money from the trust, raise taxes or just take the money out of the trust. Council agreed to raise taxes and take money from the Trust Fund. Mrs. Lavender-Norris stated it is unacceptable to receive the budget two weeks into November. There is no time to review. Next year, the budget proposals should be presented to Council earlier. Mr. Carnes explained if a budget is not approved this year, it will revert back to 2014 budget. The millage will not change, but will require the same amount of withdrawal from the Trust Fund. Ms. Hess explained the 2006 budget had backup paperwork. Mr. Simpson stated he has been requesting the backup information.

Vice President Collins made a motion to adopt the 2015 Preliminary budget; President Hamrick seconded the motion. Motion failed 2-5. Mrs. Lavender-Norris, Mrs. Lawson, Mrs. Hunt, Mr. Simpson and President Hamrick were the dissenting votes.

4. Receive and consider termination of the MassMutual Agreement for pension fund management.

President Hamrick explained the Pension Committee members have agreed they can do better with another actuarial firm. Mr. Marcarelli announced several firms responded to the RFP for actuarial services. The committee narrowed it down to three firms. The letter for termination will be sent out to Mass Mutual. They are looking to begin with the new advisor at the beginning of the year. President Hamrick commended Mr. Marcarelli for his work.

Mrs. Lavender-Norris made a motion to approve the termination of the Mass Mutual Agreement for pension fund management; Vice President Collins seconded the motion. Motion passed 7-0.

5. Receive and consider free parking along Lincoln Highway for the Holiday for last three weeks of December

Chief Laufer announced the Police Department purchased bags to cover the meters along Lincoln Highway. Mrs. Lawson stated businesses have contacted her to request two hour free parking. Chief Laufer explained the bags read two hour free parking.

Mrs. Jones made a motion to approve free parking along Lincoln Highway for the Holiday the last three weeks of December; Mrs. Lawson seconded the motion. Motion passed 7-0.

6. Receive and consider Contract #1 – Best Management Practices Infrastructure Improvements Inlet replacement bid award.
7. Receive and consider Contract #2 – Best Management Practices Infrastructure Improvements Inlet Replacement – Oak Street – bid replacement award
8. Receive and consider Contract #3 Salt Shed and Storage Shed Demolition and Reconstruction bid award
9. Receive and consider Contract # 4 Re-Roofing of City Hall bid award

Mr. Carnes explained there are some discrepancies that need to be covered. Mr. Marcarelli commented on the matching funds for the grant. If the budget is not passed, the matching funds are not available. Mr. Wilkinson explained the salt shed is good for another year. The department repaired the current shed. Council agreed to table awarding or denying any of the contracts until the budget is approved.

Mrs. Hunt made a motion to table Action Items 6 through 9 until solicitor approval and adopted budget; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

Solicitors Report

Mr. Carnes announced the conditional approval for the Family Dollar Store has been granted. Development Agreement and Financial Security Agreement are moving forward pending conclusion as to calculations of public improvement costs and Penn Dot HOP approval. He has worked on various matters involving litigation and assisted the City on its interpretation of codes, rules and regulations.

City Manager's Report

Mr. Hudson announced Brandywine Conservancy would like to revisit their past planting sites to evaluate success and problems. Mr. Hudson handed out a flyer with the BestBuy electronic recycling process. There is no fee to recycle with Best Buy. All stores accept electronics and large appliances.

Discussion Item

1. Discuss Residential Parking Permits

Mrs. Lawson asked for the item to be placed on the agenda. She has received several calls regarding cars parked at the top of the Avenues along Oak Street. Cars coming up the hill cannot be seen by the people waiting at the stop signs. She asked to brainstorm on parking issues in the City. New Street has parking in the alley and 1st Avenue. There are a lot of Handicap parking spots on Virginia Avenue. Mr. Hudson explained Handicap signs have become an issue in the City. There is a renewal every year, if a resident does not renew the sign will be taken down. When the resident comes in to renew the sign will be put back up. Chief Laufer suggested a fee for reinstalling the sign because it was not renewed in the allotted time frame.

2. Discuss signs designating the Coatesville Exit 82 with lodging, food and Steel Heritage Museum from Penn Dot

President Hamrick explained there are no signs on the bypass for the Hotel. Mrs. Lawson suggested posting signs to show what Coatesville has. There is the hotel, restaurants, Steel Museum, Harcum University, Lincoln University... She asked Kirby to look onto the costs from Penn Dot and how do we move from here. Mr. Hudson explained that he has contacted Penn Dot and is awaiting information back from them. President Hamrick suggested asking vendors for their participation.

3. Discuss Home Ownership Programs in the County that could assist residents with First Time Home Purchase

Mrs. Lawson suggested First Time Homeowners to help increase homeownership in the City. Mr. Hudson explained the Housing Partners in Chester County (HPCC's) First Time Home Buyer Program is intended to assist low-moderate income individuals and families interested in purchasing a first home within Chester County. The Program provides pre-purchase home ownership counseling and a loan for down payment and closing costs to first time buyers. The maximum gross annual income varies starting at \$44,150 for one person up to \$83,250 for eight people.

4. Discuss proposal for Real Estate Tax Collection

5. Discuss proposal for Solid Waste Collection

Mr. Marcarelli explained the Real Estate Tax and Solid Waste Collection are done by Berkheimer Associates. The Chester County Treasurer's Office offers billing for the Real Estate at a lower rate. They cannot offer an installment plan. He explained Dallas (the City's financial software provider) can do the Solid Waste billing at a lower rate. Mrs. Lawson asked Mr. Marcarelli to look into offering payment online.

Special Events

There were no special events at this time.

Council Comments

Mrs. Jones thanked everyone for attending the meeting. She wished everyone a good safe happy blessed Holiday.

Mrs. Lavender-Norris thanked everyone for attending the meeting. She asked if the City could partner up with the churches for parking during the storms so the streets can be cleaned. Mr. Wilkinson explained the primary and secondary streets comes first. She asked Mr. Wilkinson about the School buses on Coates Street. Mr. Wilkinson explained it is the most narrow and congested street. He will look into the matter with the buses. She thanked everyone for staying and wished everyone a blessed holiday.

Mr. Simpson thanked everyone for attending and wished them a Happy Thanksgiving. He wished everyone luck for deer season.

Mrs. Lawson announced her ward meeting will be held on December 9, 2014 starting at 7:00 pm in City Hall. She stated that since the discussion of the Evesham Township Ordinance on vacant properties, the property on 4th Avenue has been cleaned up. She announced the tree lighting ceremony on December 5, 2014 at 6:00 pm in Gateway Park. She thanked Mr. Hudson and the organizations for the paving. The citizens received ample notice. She wished everyone a Happy Thanksgiving.

Mrs. Hunt thanked everyone for attending the meeting. She wished everyone a blessed Thanksgiving.

Vice President Collins thanked everyone for attending the meeting and wished them a wonderful Thanksgiving holiday. He asked everyone to look at what is under the surface, there is much more than emotional aspect.

President Hamrick formally accepted the petition for the City Manager to live in the City. President Hamrick thanked Mr. Marcarelli for all the work that was done in the Pension RFP. Council will go over it to take action. He wished everyone a Happy Thanksgiving.

Adjournment

Mrs. Lawson made a motion to adjourn the meeting at 9:50 pm; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

Kirby Hudson
City Manager