

MINUTES
CITY COUNCIL MEETING
Council Chambers, 1 City Hall Place, Coatesville, PA 19320
May 8, 2017

President Hunt called the meeting to order at 7:40 pm and welcomed everyone to the meeting. Council members present were President C. Arvilla Hunt, Vice President Marie Lawson, Mssrs, Edward Simpson, Joseph Hamrick, Mrs. Carmen Green, Mrs. Linda Lavender-Norris and Mrs. Ingrid W. Jones. Staff members present included City Manager Michael Trio, City Solicitor John Carnes, Police Chief John Laufer, Finance Department Joe Egan, Codes Department Scott Mulderig and recording secretary Ruthann Mowday.

President Hunt announced an executive session was held earlier this evening May 8, 2017 to discuss personnel and legal matters.

Approval of Minutes:

1. Mrs. Jones made a motion to approve March 27, 2017 meeting minutes; Mr. Hamrick seconded the motion. Motion passed 7-0.

Mrs. Lavender-Norris asked for the verbatim transcribed minutes to be posted on the website when completed.

2. Vice President Lawson made a motion to approve the April 24, 2017 meeting minutes, Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

Approval of Accounts Payable

Vice President 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

Mrs. Lavender-Norris made a motion to remove action item 3) receive and consider deferment of RDA loan interest; Mr. Hamrick seconded the motion. Motion passed 7-0.

Presentations

1. Certificate of Recognition - David DeSimone

Mr. DeSimone was not present for the presentation. Tabled until next meeting.

2. Portnoff Associates

The Portnoff process was explained for the delinquent Solid Waste as follows:

1. Soft Letter – Provides 30 days to pay or set up payment plan – no additional amount charged to property owner – City Mailed two soft letters – March 2016 and Sept 2016
2. Notice of Delinquency – sent by certified mail, if not signed then then by first class – provides 30 days to pay or set up payment plan – charged \$40 plus postage – mailed oct 25, 2016
3. Legal Demand Letter – advises that lien will be files against the property – provides 30 days to pay or set up payment plan – charged \$160 attorney fee
4. Lien – lien filed with Chester County - letter sent with copy of lien - provides 15 days to pay or set up payment plan- charged \$250 attorney fee plus court costs

5. Writ of Scire Facias – complaint filed with the court and served by sheriff – sheriff has 90 days to serve – once served, property owner has 20 days to response to Portnoff
6. 10 Day Notice – alerts property owner that judgement will be filed within 10 days absent payment or defense – charged \$30 attorney fee
7. Default judgement – judgement is entered within Court – Notice of Judgement is sent to the property owner – Charged \$175 attorney fee
8. Final Demand Letter – advises property owner of possibility of sheriff sale – encourages payment/payment plan – provides 15 days to respond – No charge
9. Review for Sheriff sale – Portnoff sends City list of properties recommended for sale – the City has final determination of whether to list for sale
10. Writ of Execution – Prepares and files a Writ of Execution to list a property for Sheriff Sale – Owner may prevent sale by payment or payment plan – Charged \$80-0 attorney fee.
Payment plans and hardship payment plans are available at any point in the process. Legal proceedings cease, and further fees are not incurred if a payment plan is established and maintained.

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

There were no comments at this time.

Vice President Lawson made a motion to close citizens' hearings on regular action items only; Mr. Hamrick seconded the motion. Motion passed 7-0.

Regular Action Items

1. Receive and consider Fireworks bid proposals
Mr. Hamrick made a motion to approve Fireworks Extravaganza as the vendor for the Fireworks; Vice President Lawson seconded the motion. Motion passed 4-3. Vice President Lawson, Mrs. Lavender-Norris and Mrs. Green were the dissenting votes.
2. Acknowledge receipt of Solid Waste Bids
Mr. Simpson made a motion to table the acknowledgement of receipt of the Solid Waste Bid until further review; Mr. Hamrick seconded the motion. Motion passed 7-0.
- ~~3. Receive and consider deferment of RDA interest~~
4. Receive and consider First Reading an Ordinance adopting the 2012 Edition of the International Property Maintenance Code, regulating and governing the conditions and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the City of Coatesville; providing for the issuance of permits and collections of fees therefor; providing for an alternative citation procedure to address yard maintenance and snow and ice on sidewalks; repealing all other Ordinance and parts of the Ordinance in conflict therewith and not specifically preserved.
Vice President Lawson made a motion to approve first reading an Ordinance adopting the 2012 Edition of the International Property Maintenance Code, regulating and governing the conditions and structures; by providing the standards for supplied utilities and facilities and

other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the City of Coatesville; providing for the issuance of permits and collections of fees therefor; providing for an alternative citation procedure to address yard maintenance and snow and ice on sidewalks; repealing all other Ordinance and parts of the Ordinance in conflict therewith and not specifically preserved; Mrs. Lavender-Norris seconded the motion. Motion passed 6-0. Mrs. Lavender-Norris was not present for the vote.

Discussion Item

1. Meeting Minutes

There was no discussion on the meeting minutes.

2. WCCCOG Report

Vice President Lawson announced at the last meeting with the WCCCOG they discussed the guidance of the Act 172 of 2016. Incentives for Municipal Volunteers of Fire Companies and Non Profit Emergency Medical Services Agencies. Act 172 of 2016 provides municipalities with the option to offer a real estate or earned income tax credit to active members of volunteer fire companies and nonprofit emergency medical service agencies through a volunteer service credit program. Each municipality may choose whether to offer the earned income tax credit, the real estate credit or both.

3. Commissioner Report

Vice President Lawson and President Hunt announced they met with the County Commissioners to discuss current and needed initiatives for the City. Vice President Lawson would like to see a meeting with all of Council and the Commissioners to discuss all their ideas.

Solicitors Report

John Carnes announced:

- Monitoring and assisting with the development of the DEPG project
- Solid Waste bid was advertised and bids received Friday may 5th.
- Worked with City Manager to execute AIA contract with Architectural Concepts for the Architecture and Mechanical Engineering work for the City Hall renovation.
- Working with Scott Mulderig regarding an expedited ticket procedure to address grass, weeds, snow and ice.
- Issued opinion letter and assisted the Finance Department in the finalization of the Lease/purchase financing with M&T Bank.
- Reviewed various draft contracts and agreement and assisted with various miscellaneous matters involving litigation and enforcement and has assisted the City in its interpretation of codes, rules and regulations.

City Manager's Report

Mr. Trio announced:

- The City hosted a meeting with the Chester County Commissioners, City Council President and Vice President to discuss current and needed initiatives.
- City solicitor preparing base multi party agreement for the use and position of the capital equipment owned by the City.

- Planning program to build GIS platform to integrate with MYGOV data base systems and mapping to continue the upgrade to the city systems of code and finance departments.
- Working with Dr. Taschner to confirm and coordinate temporary move space at Gordon School minimizing the relocation issues.
- Based on entering into contracts by May 1, 2017, City Hall should be under construction in September.
- Civil Service written test taken on April 29, 2017 for part time firefighters, physical agility test scheduled for May 6, 2017 at the County emergency center.
- Conducting weekly 2017 Vintage Grand Prix Committee meetings

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

Biff Haley

Ms. Haley suggested years ago to provide life guard training at the pools. She understands Palmer Park is getting Splash Pads but kids want to get in and swim.

Paul Trizonis

Mr. Trizonis questioned the blighted properties throughout the City. If we don't look good, no one will want to come here.

Mr. Simpson made a motion to close citizens' hearings on non-agenda items; Mr. Hamrick seconded the motion. Motion passed 7-0.

Special Events

There were no special events at this time.

Council Comments

Mr. Hamrick thanked everyone for attending the meeting. He thanked the Finance Department for the great job they are doing. It is sad that the tax payers that if everyone were to pay their share of the solid waste bills, the trash bills would be a lot lower. It is sad the City had to hire a company to collect the debt. He thanked Vice President Lawson for the information she provided for the WCCCOG, glad he nominated her.

Mrs. Green thanked everyone for attending the meeting. She asked for a copy of the 3ctlive presentation to be copied to all of Council. Sometimes it seems difficult but in order to make the right decisions for the city, I want all the information. The city's finances are tight. She thanked the Chief for coming out to the symposium.

Mrs. Jones thanked everyone for attending the meeting. She quoted "Our dreams are big. Our hopes are high. Our goals are long term and the path is difficult. But the only failure is not to try." By former President Jimmy Carter, people person.

Mrs. Lavender-Norris thanked everyone for attending the meeting. There is a lot of work to do and together we can get it done. I acknowledge there is a problem. I can't just vote because it's on a piece of paper. I do it for the right reasons. I can't just vote. We need to be informed. I voted no due to lack of information.

Mr. Simpson thanked everyone for attending the meeting.

Vice President Lawson thanked everyone for attending the meeting. It was a successful weekend. The Trout Rodeo and Healthy Kids Day was a success. The Police Department collected approximately 475 lbs. of prescription drugs as part of the DEA prescription drug take back initiative. The Police Department is partnering with the SPCA on Saturday, May 13th to help vaccinate pets. (500 free vaccinations) The annual garden planting will be on May 13th beginning at 9 am in the old Tennis Courts at Ash Park.

President Hunt thanked everyone for attending the meeting. There is a lot of stuff going on in the City.

Adjournment

Mrs. Jones made a motion to adjourn the meeting at 9:20 pm; Mrs. Green seconded the motion. Motion passed 7-0.