

MINUTES  
CITY COUNCIL MEETING  
September 14, 2015

**Call to Order**

President Lavender-Norris called the meeting to order at 7:50 pm p.m. and welcomed everyone to the meeting. Council members present were President Linda Lavender-Norris, Council Vice President Marie Lawson, Mssr, Joseph Hamrick, Mrs. Green, Mrs. Ingrid W. Jones and Mrs. Arvilla Hunt. Staff members present included City Manager Michael Trio, Finance Director John Marcarelli, City Solicitor John Carnes, and Police Chief John Laufer and recording secretary Ruthann Mowday.

President Lavender-Norris announced an Executive Session was held on August 24, 2015 to discuss personnel and legal matters.

President Lavender-Norris announced Mr. Simpson would not be in attendance.

**Approval of Minutes:**

Mrs. Hunt made a motion to approve the August 24, 2015 with corrections; Vice President Lawson seconded the motion. Motion passed 5-0-1. Mrs. Jones abstained from the vote.

**Approval of Accounts Payable**

Vice President Lawson made a motion to approve the accounts payables with the correction of the Little Chef payment; Mrs. Hunt seconded the motion. Motion passed 6-0.

**Additions, Deletions or Modifications to the Agenda**

Vice President Lawson made a motion to add action item 6) Beautification Committee; Mrs. Green seconded the motion. Motion passed 6-0.

Mrs. Green made a motion to delete the presentation until the next meeting; Mrs. Hunt seconded the motion. Motion passed 6-0.

Vice President Lawson made a motion to add action item 7) Produce vending on 3<sup>rd</sup> Avenue; Mrs. Green seconded the motion. Motion passed 6-0.

**Presentation**

There was no presentation at this time.

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

Jarrett Jackson –

Mr. Jackson provided Council with two options for the Halloween Parade. Council agreed to option 1. The Halloween parade will begin at Abdala Park and end at Palmer Park. The road will only need to be closed long enough to cross the street. There will be a variety of things for the children to do.

Vice President Lawson made a motion to close citizen's hearings on regular action items only; Mrs. Green seconded the motion. Motion passed 6-0.

**Discussion Item**

1. Discuss Portnoff Law Offices for delinquent Solid Waste Collections

Portnoff Law Associates, Ltd. (PLA) is a law firm - established 1989 - that limits its practice to the collection of delinquent municipal user fees and real estate taxes in Pennsylvania. Portnoff

has helped municipalities, authorities, and school districts throughout the Commonwealth recover delinquent sewer, trash, recycling, and water fees and real estate taxes, quickly and efficiently. The firm currently represents over 100 taxing districts throughout Pennsylvania.

PLA collects delinquencies faster, evaluating each account according to its individual circumstances. Historically, they collect between 20% and 50% of the delinquent taxes within 45 days of the initial notice, and remit all funds collected weekly so the City has immediate use of its money. The PLA allows the City to retain local control over the entire collection process, with the ability to increase collections through the implementation of payment plans and a hardship program. PLA's collection efforts frequently result in reduction in future delinquencies, with an increase in the city's current tax collection rate.

The City does not pay any fee or commission for the use of their services. PLA administers a hardship program at no cost to the City or the property owner. The hardship program is designed to help low income property owners pay the delinquency owed on their homes.

The City needs to sign a contract and enact an Ordinance imposing the fee schedule as the fair and reasonable costs of collection which will be passed through the delinquent property owner.

### **Regular Action Items**

1. Receive and consider Resolution for (5) Five Year Winter Traffic Services Agreement  
Mrs. Hunt made a motion to approve a Resolution for (5) five year Winter Traffic Services Agreement; Vice President Lawson seconded the motion. Motion passed 6-0.
2. Receive and consider First Reading an Ordinance amending Chapter 218-31 Stop intersection designated for the City of Coatesville, Chester County, Pennsylvania  
Vice President Lawson made a motion to approve first reading and Ordinance amending Chapter 218-31 stop intersections designated for the City of Coatesville, Chester County, Pennsylvania; Mrs. Hunt seconded the motion. Motion passed 6-0.
3. Receive and consider First Reading an Ordinance authorizing the purchase of 135 West Lincoln Highway, tax Parcel 16-5-348 from the Redevelopment Authority of the City of Coatesville for One Hundred Dollars for Public Purposes  
Mrs. Hunt made a motion to approve first reading an Ordinance authorizing the purchase of 135 West Lincoln Highway, tax Parcel 16-5-348 from the Redevelopment Authority of the City of Coatesville for One Hundred Dollars for Public Purposes; Vice President Lawson seconded the motion. Motion passed 6-0.
4. Consider authorizing the issuance of an RFP for the lease of a Skid Steer  
Vice President Lawson made a motion to approve an RFP for the lease of a Skid Steer; Mrs. Hunt seconded the motion. Motion passed 6-0.
5. Receive and consider permission for Domestic Violence Center of Chester County (DVCCC) to place purple ribbons on lamp posts, trees, and signs in County communities during the month of October for Domestic Violence Awareness Month  
October is Domestic Violence Awareness Month. Domestic violence takes many forms, and does not discriminate. It can be a pattern emotional and/or physical abusive behaviors and affects people of all races, religions and cultures, regardless of where they live or their economic status. Domestic violence has a staggering impact on the youth in our communities. The cycle of

violence is not limited to a single relationship, but travels from one relationship to the next, from one generation to the next. This cycle harms our society and our children, and is a problem that requires a total community response.

Mrs. Jones made a motion to permit the Domestic Violence Center of Chester County (DVCCC) to place purple ribbons on lamp posts, trees, and signs in County communities during the month of October for Domestic Violence Awareness Month; Mrs. Green seconded the motion. Motion passed 6-0.

6. Receive and consider a Beautification Committee

The Committee will oversee all the beautification efforts throughout the City. The Committee will consist of three Council members. Vice President Lawson, Mrs. Green and Mrs. Hunt will be the appointed members of City Council (All members can participate, only three can be appointed). Members of the community are invited to participate to help beautify the City. Some examples of the Beautification Committee would be Yard of the week, adopt-a-pot along Lincoln Highway.

Mrs. Hunt made a motion to approve a Beautification Committee; Mrs. Green seconded the motion. Motion passed 6-0.

7. Receive and consider vending produce on 3<sup>rd</sup> at the 3<sup>rd</sup> Avenue Community Garden

The property discussed is not a City property. City Council did not take any action on the item. It would be up to the owner of the property if produce can be sold on their property.

Mrs. Hunt made a motion to remove the item from action; Vice President Lawson seconded the motion. Motion passed 6-0.

### **Solicitors Report**

The City solicitor has worked on various matters involving litigation and assisted the City in its interpretation of codes, rules and regulations.

### **City Manager's Report**

Mr. Trio announced he held meetings with Pat Bokovitz, Chester County Commissioners. CAPP, Coatesville Area Partners for Progress and the Coatesville Cultural Society, walking various business areas to meet merchants (Army & Navy).

Mr. Trio met with all the Department heads/ reps to review the current co conditions and moral of personnel. In general the staff is eager to work to improve services and I am encouraging an open door policy for suggestions and improvement.

The Finance Department has received the departmental budget worksheets and initiated review of the departmental needs and proposals for the 2016 budget. We will continue to refine the base lines and integrate tax and pension allocations as they are received the State. All Department review have been completed except Codes and Engineering,

A meeting was held with Legend (Depetris) DEPG Development Co. on Thurs 8/13/2015- Attended by reps of the RDA, State of PA and Representative Harry Lewis as well as City Council Pres. Linda Lavender Norris and myself. After a presentation by JD the groups conducted a walking tour of the properties and access.

Chester County Commissioners presented the City and agencies with over 1 million dollars in funding to help initiate the Gateway project, senior center and the regional transportation system through TMACC. About 75 Local dignitaries and officials attended the event on Sept 2<sup>nd</sup> at Gateway Park.

3rd Street Streetscape project- meeting held at CH with various stakeholders and utility providers in expectation on site design and borings activates. Attending was Cedarville Engineers (April Barkowski) and City Manager. Next milestone borings targeted for August 28-30<sup>th</sup>.

Initiated a series of office hours with the city engineer to update and provide strategic direction on ongoing infrastructure and grants projects including the Lincoln Highway and route 82 intersection design. Cedarville is producing design assumption drawings for review and submittal to PennDot this month.

Considered the approval of resolution directing city to provide an RFP for the development of a new District Court at the former G. O. Carlson Property at 135 West Lincoln Highway. We have received information and pricing form Mr. Carnes via Mr. Senya Isayeff who has previous development experience in this area. A site visit is scheduled for Wednesday the 16<sup>th</sup> at 2PM.

Initiated various building clean up and aesthetic projects around City Hall. Although short staffed the crew and management have worked efficiently to schedule and prioritize actives in combination with regular maintenance and emergency calls.

Following the meeting with Eagle Disposal on August 18<sup>th</sup> with council reps and staff, Recycling totes continue to be monitored and as identified and Mr. Saite and Mr. Troupe have been following up on complaints and property compliance. As concerns arise staff is working to identify missing or misplaced tote containers. Conducting meeting with staff and sweeps for Developing improved educational info and PR to engage the residents in a consistent recycling. Engaging CSD for educational cooperation.

Serious operational issues have been identified by the PD and public works relative to the future operation of Ash Park Pool in 2016. Investigating CDBG monies to address funding recreational needs.

Working with Code staff to review various compliance issues as they arise and will be reviewing staff and permit procedures going forward.

Met with potential property buyers to discuss zoning regulations and development process. A Zoning Hearing Board case is be presented Tuesday September 15, 2015 at 6 pm – St. Cecilia's property – Conditional Use for new storage buildings.

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

There were no citizens' comments on non-agenda items only.

No motion was made to close citizens' hearings.

**Special Events**

1. Receive and consider a special event application from Athena Carter for a Block Party at on Sept 12<sup>th</sup> and 15<sup>th</sup> from 11 am to 7 pm. A street closure has been requested.  
Council explained there will be no street closings for special events.

2. Receive and consider a special event application from City of Coatesville Parks and Recreation for a Parade on Lincoln Highway from Gateway Park to Abdala Park. Street closures have been requested.

Mrs. Green made a motion to approve a special event application from City of Coatesville Parks and Recreation for a Halloween Parade starting at Abdala Park to the Community Center/Palmer Park on October 24, 2015; Vice President Lawson seconded the motion. Motion passed 6-0.

### **Council Comments**

Mr. Hamrick thanked everyone for attending the meeting. Mr. Hamrick announced Mr. Simpson represented the City with the City Manager when the Commissioners awarded the City funding on September 2, 2015 at Gateway Park. Coatesville Area for Partners in Progress are working on acquiring a Main Street Manager. He thanked Mr. Pawlowski for his commitment to the City. If there were more people like him, we would be ahead of the game.

Mrs. Green announced the Gateway Celebration was awesome. It is exciting to see events going on throughout the City. The yard of week is a hit, people are making recommendation on what yards to look at. The movie night in her ward had a great turn out, it was not just kids, and adults came with their children. It was a family night. She thanked Mr. Pawlowski for all he has done in the community.

Mrs. Jones thanked everyone for attending the meeting. She asked everyone to remember former Congressman Julian Bond and leader in the Civil Rights Movement. She quoted "A No uttered from deepest conviction is better and greater than a Yes merely uttered to please, or what is worse, to avoid trouble." by Mahatma Gandhi

Mrs. Hunt thanked everyone for attending the meeting. She thanked Mr. Pawlowski for his hard work. She was very disappointed that she did not receive the email regarding the event at Gateway Park. She requested her email be fixed and a phone extension at City Hall.

Vice President Lawson thanked everyone for attending the meeting. She thanked Mr. Pawlowski for all his hard work in the City. She got to watch the Gazebo being placed at the Riverwalk. The Police Department held two events last weekend; DEA Drug Takeback and the Car seat Informational event. She loves the positive initiative from Council.

President Lavender-Norris thanked everyone for attending the meeting. She announced on Friday the 18<sup>th</sup> will be movie night at Palmer Park (Heroes 6). She thanked Officer Lange for helping the person who could have lost their life. Council is adamant about their community. It may seem as if we are arguing, we are working adamantly for the betterment of our City. There needs to be dialogue. She thanked staff for their hard work. She thanked Mr. Trio, he is a ray of sunshine to us. Be Safe.

President Lavender-Norris announced their will be a pre-budget workshop on Monday September 21, 2015 at 6 pm.

### **Adjournment**

Mr. Hamrick made a motion to adjourn the meeting at 9:10 pm; Mrs. Hunt seconded the motion. Motion passed 6-0.