

AGENDA
CITY COUNCIL MEETING
Council Chambers, 1 City Hall Place, Coatesville, PA
November 28, 2016

Call to Order

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

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

President Lavender-Norris announced An Executive Session was held earlier this evening November 28, 2016 to discuss personnel and legal matters.

Additions, Deletions or Modifications to the Agenda

Mrs. Jones made a motion to modify the agenda to move the Police Officer Promotion swearing in before the public hearing on the budget; add action item 3) Transfer from Rainy Day Fund to General Fund and presentation 2 – swearing in Fire Police; Vice President Lawson seconded the motion. Motion passed 6-0.

Presentations

1. Police Department promotion swearing in – Detective Shannon Miller and Officer Paul Antonucci promoted to Corporal

Honorable Judge Gregory Hines swore in Corporal Shannon Miller as her mother held the bible.

Honorable Judge Gregory Hines swore in Corporal Paul Antonucci as his wife and daughter held the bible.

Chief Laufer thanked City Council for their support in agreeing with his vision for the Police Department and where they are headed. The new front line shift supervisors are familiar with who staff and the residents of the City. The shift supervisors working between 6pm and 6 am are responsible for everything that happens on their shift. It is a huge responsibility and I thank you both.

2. Swear in Fire Police - Kasandra Lane

Honorable Judge Gregory Hines swore in Kasandra Lane as her son held the bible.

Station Captain Arthur Daggett explained the fire police assist the Fire Department and Police Department performing road closures, traffic control, and crowd control at public events, parade details, security, and other miscellaneous tasks as requested.

Public Hearing – 2017 Preliminary Budget

Mr. Trio announced the public hearing notice was advertised as required. The 2017 proposed budget was available at the reception desk and on the City website for public review.

Mr. Brennan reviewed the funds as follows:

	<u>Revenue</u>	<u>Expenses</u>
General Fund	10,561,088	10,978,720
Solid Waste Fund	813,500	893,000
Debt Service Fund	412,027	412,027
Capital Reserve Fund	1,222,700	3,891,313
Liquid Fuels Fund	310,200	349,974

Fran Scamuffa

Ms. Scamuffa questioned the withdrawal from the Reserve Trust in 2017. What will the City do when the well runs dry?

Mr. Brennan explained there would have to be drastic cuts and increase in taxes. The most expenses are for public safety. Mr. Barsz explained the goal is to focus on the now and try to minimize the expenses (watch our pennies) and be creative for revenue. It is too far out to project the future with the Reserve Trust Fund. Council announced there have been drastic changes with Finances. Things are beginning to fall into place. The financial firm is looking and insuring things are being done. They can't afford many more cuts. The City is working on bare minimum now. We have to be creative to generate revenue and reduce expenditures.

Mrs. Green made a motion to close the public hearing on the 2017 preliminary budget; Mrs. Hunt seconded the motion. Motion passed 6-0.

Approval of Minutes:

Vice President Lawson made a motion to approve the November 14, 2016 meeting minutes with edit; Mrs. Hunt seconded them motion. Motion passed 6-0.

Approval of Accounts Payable

Council asked for a breakdown of the last 5 years engineering bills including reimbursements, escrows and grants.

Mr. Hamrick made a motion to approve the accounts payables; Vice president Lawson seconded the motion. Motion passed 6-0.

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

There were no citizens' comments on regular action items only.

Regular Action Items

1. Receive and consider first reading an Ordinance ratifying previous approval of the City of Coatesville Fire Fighters' Pension Plan (the "Plan"), as adopted effective as of May 12, 2008, restated effective as of January 1, 2009, and as amended from time to time,

adopting service-related disability and survivor provisions under the plan and clarifying administrative and operational procedures of the plan.

Mr. Carnes explained the auditors stated the Fire fighter pension has not been passed and will need done by Ordinance including Exhibit C.

Vice President Lawson made a motion to approve first reading an Ordinance ratifying previous approval of the City of Coatesville Fire Fighters' Pension Plan (the "Plan"), as adopted effective as of May 12, 2008, restated effective as of January 1, 2009, and as amended from time to time, adopting service-related disability and survivor provisions under the plan and clarifying administrative and operational procedures of the plan including Exhibit C; Mrs. Hunt seconded the motion. Motion passed 5-1. Mrs. Green was the dissenting vote.

2. Receive and consider Re-Organization Meeting time on January 3, 2017 at 5:00 pm.

Mr. Carnes explained the process for the changing the meeting time annually.

Mr. Hamrick made a motion to approve the time change of the reorganization meeting on January 3, 2017 from 3:00 pm to 5:00pm; Vice President Lawson seconded the motion. Motion passed 5-1. Mrs. Jones was the dissenting vote.

3. Receive and consider \$200,000 transfer from Rainy Day Fund to the General Fund

Mr. Hamrick made a motion to approve the \$200,000 transfer from the Rainy Day Fund to the General Fund; Mrs. Green seconded the motion. Motion passed 6-0.

Discussion Item

1. Boarded up properties

There are a lot more properties that need to be added to the list received at the last meeting. Per the City Code, boarded up properties need to be repaired within a certain time frame. The residents should not have to look at the vacant boarded up properties. They are an eyesore and safety issue. The Codes Department should begin with the temporary list. Mr. Trio suggested reactivating the Vacant Property Commission.

Solicitors Report

Mr. Carnes announced he:

- Has been monitoring and assisting with the development of the DEPG project
- Worked with the Finance Department and scheduled the public hearing on the budget for tonight's meeting.
- Issued notice to the property owners regarding the ACR Conditional Use Hearing. A formal opinion will be presented at the December 12, 2016 hearing for approval and mailing.
- Reviewed various draft contracts and assisted with various miscellaneous matters involving litigation and enforcement and has assisted the City on its interpretation of codes, rules and regulations and procedures relative to the budget.

City Manager's Report

Mr. Trio announced:

- The formal; public hearing for the budget was held this evening and the 2017 Budget and Fund Allocation Ordinances will be presented to City Council at the December 12, 2016 meeting for adoption.
- The Firefighter pension Ordinance was approved for first reading this evening and will be presented to City Council at the December 12, 2016 meeting for second reading and adoption.
- Discussing a possible extension on City Hall renovation and reanalyzing the contract pricing. The first round of environmental testing has been completed for the DEPG project.
- The Codes Department has been working well within expectations resulting in positive cash balance.
- J&J Electric Commercial Use/Warehouse and the Bridge Academy Flex Space have been approved by the Zoning Hearing Board.
- Implementing communication with portable radios in the Public Works Department instead of their personal cell phones. Council agreed the policy should be for all employees or none. No department should be singled out.

A new Standard of Procedure need to be completed.

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

Trish Egan

Ms. Egan asked Council for their assistance with the hunters around Dulles Drive. The hunters are parking on Dulles Drive and going into the woods. Bullets have hit her house in the past, and today while raking the leaves, one bullet went past her. She is not against the hunting, just worried about the safety of the neighboring homes adjoining the property. Coatesville is saying its Valley Township and Valley Township is saying it is the City of Coatesville. She just asked for assistance. Mr. Trio announced he would speak to the owner of the property.

John Pawlowski

Mr. Pawlowski announced the equipment in the West End Park is a hit. The children love it. He asked Council to consider making Ridge Avenue one way. There are no sidewalks and children have to walk in the road. The Gazebo project is still underway. There is only \$2,400 needed for the last gazebo. Two grants have been submitted for the funding and hope to hear the results by the end of December.

Mrs. Hunt excused herself from the meeting at 9:15 pm.

Mrs. Green made a motion to close citizens' hearings on non-agenda items only; Mr. Hamrick seconded the motion. Motion passed 5-0.

Special Events

There were no special events at this time.

Council Comments

Mr. Hamrick thanked everyone for attending the meeting. He explained as Council and staff we are trying to reduce the budget. The City works with other municipalities in the WCCCOG. We just approved joining the WCCCOG emergency management which will help with costs, use of equipment and warming stations.

Mrs. Green thanked everyone for attending the meeting. She hopes that issues with the hunters is resolved quickly and get appropriate signage posted. There are many exciting events coming to the City this month.

Mrs. Jones thanked everyone for coming out and staying. Hope everyone had a Happy Holiday. She stated I do fulfill all obligations for the City, contrary to popular myth I do fulfill my obligation to the City of Coatesville in many more ways than what is required, however, I do not follow in lockstep behind anyone. She quoted "For every minute that you're angry, you lose 60 seconds of happiness!"

Vice President Lawson thanked everyone for attending the meeting. It is sad when hunters are irresponsible and don't follow the rules. It makes it hard for the ones that follow the rules and regulations. There are many events coming up within the next few weeks such as: Christmas Tree Lighting Friday, December 2, 2016 at 6:30 pm; Christmas parade Saturday, December 3, 2016 at 10 am; 5 k run before the parade; after the parade will be setting up Winter Wonderland at Gateway Park (Santa's coming back to the City); and Shop with the Cop, December 10th.

President Lavender-Norris thanked everyone for attending the meeting. It was a please to be recognized by Lily of the Valley. She thanked Chief Laufer for his most intriguing speech as keynote speaker for the event. Everyone could relate to what was being said. She sincerely appreciates Chief Laufer and all of staff for their hard work.

Adjournment

Vice President Lawson made a motion to adjourn the meeting at 9:30pm; Mrs. Green seconded the motion. Motion passed 5-0.