

MINUTES
CITY COUNCIL MEETING
City Council Chambers, 1 City Hall Place, Coatesville PA
March 28, 2016

Call to Order

President Lavender-Norris called the meeting to order at 7:45 pm p.m. and welcomed everyone to the meeting. Council members present were President Linda Lavender-Norris, Vice President Marie Lawson, Msrs, Edward Simpson, Joseph Hamrick, Mrs. Carmen Green, and Mrs. C. Arvilla Hunt. Staff members present included City Manager Michael Trio, City Solicitor John Carnes, Finance Director John Marcarelli, Police Chief John Laufer and recording secretary Ruthann Mowday.

President Lavender-Norris announced an Executive Session was held on March 28, 2016 to discuss personnel and legal matters.

President Lavender-Norris announced Mrs. Jones would not be in attendance.

Approval of Minutes:

Vice President Lawson made a motion to approve the March 14, 2016 meeting minutes with corrections; Mrs. Hunt seconded the motion. Motion passed 5-0. Mrs. Green was not present for the vote.

Approval of Accounts Payable

Vice President Lawson made a motion to approve the accounts payables; Mr. Simpson seconded the motion. Motion passed 5-0. Mrs. Green was not present for the vote.

Additions, Deletions or Modifications to the Agenda

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

Presentations

There were no presentations at this time.

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

James Buckner

Mr. Buckner questioned the delinquent trash billing. The City has used three separate places over the years to send money to. He is currently trying to get proof of payment from the bank. President Lavender-Norris asked Mr. Buckner to reach out to Mr. Marcarelli for guidance on his bill.

Paul Evans

Mr. Evans questioned the delinquent trash billing. A property that was repurchased has a delinquent notice. Bills are still going to previous owner. The payment transactions are not getting updated. Mr. Marcarelli explained the process for updating the system on Real Estate transfers.

Paul Dodson

Mr. Dodson questioned the delinquent trash billing. He received two notices (one for \$4,000 and another for \$600). He has proof of payment for the bills. Council asked Mr. Dodson to forward the proof of payment to Mr. Marcarelli.

Anthony Emundi

Mr. Emundi questioned the delinquent trash billing. He received a notice but has since provided proof of payment. He asked why the resident need to investigate. There is a lot of money out there in delinquent bills.

President Lavender-Norris apologized to anyone who has received a letter. She explained the City is working on the delinquent trash billing sent out by Portnoff Law Associates. Please contact the Finance Department with any questions regarding the notices that the resident/property owner has received. They are working on the matters on case by case to update the files with the correct information. We are sorry for any inconvenience.

Donald Lamborn

Mr. Lamborn questioned the delinquent trash billing. He explained that 5 years he received a letter from Barbacane Thornton (the City auditor), he provided the proof of payment requested then, and just received another delinquent notice from Portnoff five years later for the same property. He provided the same proof as before. He would like verification the City received his payment.

Mr. Marcarelli explained the City will follow up with each customer with a letter of their payment, once received or provided proof of payment.

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

Regular Action Items

1. Receive and consider Second Reading and Adoption an Ordinance amending Chapter 108-1 Fees as follows: 1) amending Section 108-1 I. (2) by adding new subsections (A) through (D) establishing charges for disposal of large items, I.E. televisions, computer monitors, tires, refrigerators, freezers and air conditioners: and , 2) amending the exhibit to Ordinance 1471-2016 (revising the fee schedule at Chapter 108-1) with respect to a "tenant generated complaint inspection" to provide prior notice and opportunity to cure the landlord with tenant liable for inspection fee if no violations found and landlord liable for inspection fee if violations found after notice and opportunity to cure.

The changes discussed at the last meeting regarding the tenant complaint were amended in the Ordinance.

Mrs. Hunt made a motion to approve second reading and adoption an Ordinance amending Chapter 108-1 Fees as follows: 1) amending Section 108-1 I. (2) by adding new subsections (A) through (D) establishing charges for disposal of large items, I.E. televisions, computer monitors, tires, refrigerators, freezers and air conditioners: and , 2) amending the exhibit to Ordinance 1471-2016 (revising the fee schedule at Chapter 108-1) with respect to a "tenant generated complaint inspection" to provide prior notice and opportunity to cure the landlord with tenant liable for inspection fee if no violations found and landlord liable for inspection fee if violations found after notice and opportunity to cure.

2. Receive and consider authorizing the City of Coatesville (the "City") to enter into a "bank qualified" lease agreement with Manufacturers and Traders Trust Company (M&T Bank) for purposes of acquiring two police vehicles (2016 Ford Interceptor and 2016 Ford Expedition EL) and a Street Sweeper (2016 Johnston VT-651 DS Vacuum Street Sweeper) pursuant to COSTAR contracts and incurring lease obligations (not in excess of \$89,993.17 (for the police vehicles) and \$270,668.75 (for the street sweeper) to be evidenced by two (2) lease purchase agreements with Manufacturers and Traders Trust Company (the "lessor") to which the City will pay to lessor the rental payments for the purpose of providing the said equipment for the City; authorizing the execution and delivery of such lease purchase agreements; setting forth the amounts of the rental

payments to be made thereunder and covenanting to pay such amounts from current revenues, subject to annual appropriation; authorizing and directing the taking of necessary or appropriate actions including execution and delivery of requisite documents in connection with lease purchase agreements; and taking related actions.

Mr. Marcarelli explained the bid tabulation of the proposals submitted.

Vice President Lawson made a motion to approve first reading authorizing the City of Coatesville (the “City”) to enter into a “bank qualified” lease agreement with Manufacturers and Traders Trust Company (M&T Bank) for purposes of acquiring two police vehicles (2016 Ford Interceptor and 2016 Ford Expedition EL) and a Street Sweeper (2016 Johnston VT-651 DS Vacuum Street Sweeper) pursuant to COSTAR contracts and incurring lease obligations (not in excess of \$89,993.17 (for the police vehicles) and \$270,668.75 (for the street sweeper) to be evidenced by two (2) lease purchase agreements with Manufacturers and Traders Trust Company (the “lessor”) to which the City will pay to lessor the rental payments for the purpose of providing the said equipment for the City; authorizing the execution and delivery of such lease purchase agreements; setting forth the amounts of the rental payments to be made thereunder and covenanting to pay such amounts from current revenues, subject to annual appropriation; authorizing and directing the taking of necessary or appropriate actions including execution and delivery of requisite documents in connection with lease purchase agreements; and taking related actions; Mrs. Hunt seconded the motion. Motion passed 6-0.

3. Receive and consider Banner Permit submitted by Brandywine Health Foundation too hang Strawberry Festival street pole banners along Lincoln Highway in the heart of downtown as done in the past 8 years.

Mrs. Green explained Brandywine Health takes care of putting up and taking down the banners. It is at no cost to the City for labor.

Vice President Lawson made a motion to approve a Banner Permit submitted by Brandywine Health Foundation too hang Strawberry Festival street pole banners along Lincoln Highway in the heart of downtown as done in the past 8 years; Mrs. Hunt seconded the motion. Motion passed 6-0.

Discussion Item

1. Discuss Instant Ticketing

Vice President Lawson explained SWEEPS Program was originally set up to be included in the instant ticketing program. The program is not working. We need to look more into instant ticketing. Lancaster provided previous Council with a presentation on how the program worked in their City. Council asked City staff to contact Lancaster and have them provide the current council with the program. Mr. Smith announced he wrote up a version of the program when he was the Weed and Seed coordinator. The City attempted to work with the Courts.

2. Discuss Chapter 82 – Building construction specifically Article IV vacant Premises

Vice President Lawson announced there are properties in the City that have been boarded up for over ten years in the City. The Codes states the property can only be boarded up for a certain amount of time. It is time to go actively after the property owners. Mrs. Green explained there is a Blighted Property Ordinance. President Lavender-Norris asked for an annual vacant property report. Mr. Trio announced that BIU has a person working on the vacant properties.

3. Discuss boards instead of glass windows on Lincoln Highway

Vice President Lawson asked for glass instead of boards in the business district. Boards as windows is unacceptable. Mrs. Green explained business owner/property manager are responsible.

Solicitors Report

Mr. Carnes announced the Assessment Appeal Office approved the appeal with Huston Properties at a 72% reduction. He suggested an appeal to their decision and will be contacting the County and School District to partner with the City.

Mrs. Green made a motion to move forward with the appeal with Huston's Properties on the 72% reduction; Mrs. Hunt seconded the motion. Motion passed 6-0.

City Manager's Report

Mr. Trio announced

- DEPG's Zoning Amendment will be in front of the Planning Commission on April 13, 2016
- City Hall will be renovated to integrate the energy savings and add District Court.
- Reviewing overlay and aesthetics for the renovation
- Zoning Hearing Board Meeting to discussion extension of Machine Shop at 10th Avenue behind Lambs.

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

Allen Smith

Mr. Smith announced the Coatesville Community Development Corporation will be holding the Summer Jazz series again this year. There are two shows booked at this point. No advertising was done last year and about 100 – 150 people attended the shows.

James Buckner

Mr. Buckner stated the issues have not been resolved with the taxes, and he will be meeting with Mr. Marcarelli tomorrow.

Fran Scamuffa

Ms. Scamuffa asked if the Garden Shack on the Flats can be knocked down. Can she plant some seeds on the side of the Flats? She provided Council with information from unclaimed cash and offered to help with getting the cash back. She asked is the public could get reports from the police to stop the negative nillies. Is happy to help any way she can.

Don Lamborn

Mr. Lamborn stated his issue has been resolved.

Paul Evans

Mr. Evans stated that he has received rental licenses in the past for properties that are not his. He has no confidence unless an outside IT firm handles the information. There should be a monthly reconciliation. He is concerned about the landlord file.

Paul Dodson

Mr. Dodson thanked the City for the two trash toters at 401 Maple Avenue, but he has only one recycle toter. He asked how the landlord is responsible for bed bugs, cockroaches, etc.. extermination if it was due to the tenants. The tenant should be responsible for taking care of the problem if it did not exist prior to them moving in. Mr. Trio asked Mr. Dodson to speak to BIU regarding the issue.

Ron Suber

Mr. Suber asked how much the appeal from the City vs. Huston's will cost the City in legal bills. He received a letter from Portnoff regarding penalty fees. How can you pay a trash bill if you never received it. President Lavender-Norris asked Mr. Suber to meet with Mr. Marcarelli to discuss the problem. She stated "We all have trash picked up, we all know we have to pay to get the trash picked up!"

Mrs. Green made a motion to close citizens' hearing on non-agenda items; Mrs. Hunt seconded the motion. Motion passed 6-0.

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 Liquid Funds report. No deficiencies were found. The Finance Department is doing a good job to get things straight. There will be a shredding event on April 2, 2016 at Kmart from 9-12.

Mr. Simpson thanked everyone for attending the meeting.

Mrs. Green thanked everyone for attending the meeting. She thanked the residents and nonresidents for their participation and interest of what's going on in the City. Fuel City has been receptive to a lot of residents. The open mic night was well attended. Please continue to give support to the City. We can't fix anything unless we know its broken.

Mrs. Hunt thanked everyone for attending the meeting. Please bear with us a little bit. When you grow there is always a little pain. Community Day events will be coming up soon. She asked for the lighting to be looked at in Gateway Park and the lights in the pots in Lincoln Highway.

Vice President Lawson thanked everyone for attending the meeting. The egg hunt was a huge success. About 50 kids attended the event. There is a clean-up event scheduled for March 26 at Woodland and Oak Street also a clean-up at Patton Park on April 2, 2016. The open community garden Ash Park project will be starting soon.

President Lavender-Norris thanked everyone for attending the meeting. We appreciate the interaction and interest from everyone. We did not get to this point in one day, and we will not get out in one day!

Adjournment

Mrs. Hunt made a motion to adjourn the meeting at 9:50 pm; Mrs. Green seconded the motion. Motion passed 6-0.