

Borough of South Coatesville
Council Meeting Minutes
August 27, 2019

Present: Councilors Kenneth Bond, Montez Jones, Council President Renee Carey, Council Vice President Barbara Newsuan, Councilors William Turner, Craig Morris and Mayor John D. Long Jr. (arrived at 7:10 pm) Absent: Councilor Sylvia Washington

Amending Agenda: There was lengthy discussion regarding amending the agenda with no formal action.

Citizens Comments on Agenda Items: None

Unfinished Business

- A. Larry Maulo CPA of Maulo & Co., West Chester PA;** Mr. Maulo guided Council through the different sections of the audit report. He gave a clean opinion on the Financial Statements. He also recommended continuing to use the outside bookkeeper for reconciliations of the operating funds as a means of distributing duties across multiple people and improving internal controls. A motion was received from Councilor Craig Morris to accept the draft audit. The motion was seconded by Council VP Barbara Newsuan. Ayes All.
- B. Southview** – The Solicitor is sending an updated letter to the Developer requesting an Updated Map showing Phase III, and the Tot lot.
- C. Website** - The website is up and running there are still some issues with accessing emails.
- D. Police Car** – Chief is working on getting estimates for another vehicle the research is ongoing.
- E. Newsletter** – The newsletter is on the website, there was a new method used for distributing the newsletter and the reasons for the sparse distribution is being investigated. The next newsletter should be out by October 1st. Copies are available in the lobby and newsletters will be mailed directly to residents that request one. Arcelor Mittal is still willing to make a donation to the Borough to support a community activity.
- F. Chlorine Contact Tank** – Work will begin soon
- G. Road Signs** – The general road signs will be placed after mowing slows down. There was discussion about Road Signs placement particularly for individuals with special needs and requests for signs and the parameters surrounding when, where, and by what authority the signs would be posted. There was discussion about a committee review the topic and come back with a report to Council. President will provide the Councilors with the date for the meeting at the PSTF. The Manager was requested to send an email to all Councilors advising when the Emergency Management meeting is. Any Council member that has an interest in attending can attend that meeting.
- H. DVRPC RSLPP Project** – No update at this time.

- I. **Chester County DCD Street Light Grant** – No new information, a sign has been posted. Work should start in early to mid-September.
- J. **Personnel Manual** – The Personnel Committee met and reviewed the manual developed by the Manager and sent to the Solicitor. Council President provided a second manual and the second manual was sent to the Solicitor. The deadline for the updated personnel manual was extended to the end of September. The updated information related to both manuals will be provided to Council.

New Business

- A. Committee Discussion – Tabled with a motion coming from Councilor Montez Jones and seconded by Council VP Barbara Newsuan. Ayes: Councilors Kenneth Bond, Montez Jones, Council President Renee Carey, Council VP Barbara Newsuan. Opposed: Councilors William Turner and Craig Morris
- B. Budget Workshop Dates – PSAB has provided a Budget Bulletin which is available online. There was brief discussion regarding workshops for the 2020 budget. It was agreed that the meetings in September and October would have shortened agendas in order to incorporate budget workshops and not incur the expense of advertising. If necessary additional dates can be added to the already advertised dates in November and December.
- C. Proposal from Cedarville Engineering Group for Phase I & II Environmental Site Assessment – A motion was received from Councilor William Turner to accept the proposal from Cedarville Engineering Group to perform an Environmental Site Assessment of parcel 09-02-0005.0000 at a cost of \$6100.00. A motion was received from Councilor William Turner to accept the proposal for the Environmental Site Assessment to be performed in 2020. The motion was seconded by Council VP Barbara Newsuan. Ayes All
- D. Security at Borough Hall – A motion was received to price security measures for the Borough Hall from Councilor Kenneth Bond. The motion was seconded by Councilor Montez Jones. Ayes All.
- E. **Uniform Pension** Minimum Municipal Obligation (MMO) – A motion was received from Councilor Craig Morris to accept the MMO for the Uniform Pension Plan in the amount of \$11,157.00. The motion was seconded by Councilor William Turner. Ayes All.
- F. **Non-Uniform Pension Minimum Municipal Obligation (MMO)** A motion was received from Councilor Craig Morris to accept the MMO for the Non-Uniform Pension Plan in the amount of \$14,200.00. The motion was seconded by Council VP Barbara Newsuan. Ayes All.
- G. **Search for P/T Police Officer** – A motion was received from Councilor Craig Morris to authorize Chief Pierce to start the search for a new p/t police officer. The motion was seconded by Councilor William Turner. Ayes All.
- H. **Training for Planning Commission and Borough Manager** – A motion was received from Councilor Craig Morris to allow Planning Commission members and the Borough Manager to

attend the PMPEI training. The motion was seconded by Councilor William Turner. Ayes: Councilor Kenneth Bond, Council VP Barbara Newsuan, Councilors William Turner and Craig Morris. Opposed Councilor Montez Jones and Council President Renee Carey.

- I. Public Officials attending PMPEI Training – A motion was received from Council VP Barbara Newsuan to allow Public Officials to attend the PMPEI training. The motion was seconded by Councilor Montez Jones. Ayes: Councilors Kenneth Bond, Montez Jones, Council President Renee Carey and Council VP Barbara Newsuan. Opposed: Councilors William Turner and Craig Morris.
- J. **Council Training / Attendance Protocol** - There was lengthy discussion about protocol for reimbursing the Borough for the cost of training if the designated attendee does not attend said training. It was determined that there is no policy addressing training reimbursement. The manager was asked to develop the policy for training and it should be included in the personnel manual.
- K. **Council President to attend Budget** – A motion was received from Council VP Barbara Newsuan to authorize the Council President to attend the municipal budgeting and finance training on September 26, 2019. The motion was seconded by Councilor Montez Jones. Ayes: Councilors Kenneth Bond, Montez Jones, Council President Renee Carey and Council VP Barbara Newsuan. Opposed: Councilor Craig Morris. Abstained: Councilor William Turner
- L. **Grants 2020** – The President of Council distributed grant applications to the Manager and Chief of Police.
- M. **Vacant Properties** – A listing of vacant properties is needed, as well as, a way to maintain the listing.

Citizens Comments

Walter Teel – 662 South First Avenue – Mr. Teel inquired as to why the Community Day was cancelled. He was advised it was due to the conflict with the Coatesville Grand Prix. Mr. Teel also inquired about the (labor) cost for sign installation being reimbursed by the requestor. In his opinion only those individuals that need to go to training should use the funds allocated. He also stated that a neutral moderator is needed.

Bill Romano – Southview – Mr. Romano expressed concern about the lack of a three way stop at Woodward Road and Overhill Road. He requested Council consider looking into the concern further.

Shelly England – Southview - Ms. England inquired as to when the lines will be painted on Overhill Road? She stated the website look awesome.

Council Comments

Mayor John D. Long – No Comments

Councilor Kenneth Bond – Councilor Bond stated he was glad to see more citizens coming to the meetings. He encourages Councilors to attend training. He also advised that committee meetings need to be advertised.

Councilor Montez Jones – Councilor Jones thanked everyone that came to the meeting. He stated that Councilors are interested in bettering their understanding in order to serve the citizens of the Borough better. He asked his colleagues to be patient with the newer members when questions are asked, because newer members are simply trying to get the clarity that will facilitate understanding. He would never do anything to dishonor the trust shown to him by the taxpayers, and please keep in mind he is a taxpayer himself. He asked his colleagues not make condescending comments as other Councilors try to gain understanding of an issue at hand. The member(s) need to consider if you want to be on Councilor. He stated, I will ask questions because I want to know so that he can serve the citizens better.

Council President Renee Carey – Councilor Carey stated it has taken quite a bit of time to get Overhill Road paved. Councilor Carey shared information about a recycling meeting in West Chester on September 5th. She will have a list of the color coded Committees posted so that the public is aware. She asked that Council members respect each other. To date

Council VP Barbara Newsuan – Councilor Newsuan limited her comments to stating that there have not been any committee meetings other than those that deal with personnel matters and the public would not be privy to those discussions.

Councilor William Turner - Councilor Turner thanked everyone for coming to the meeting. He stated he lives in the Southview and that development represents approximately 20% of the residences in South Coatesville. Councilor Turner stated that he joins Councilor Jones as one of the newer members.

The meeting adjourned at 9:35 pm.

Respectfully submitted,

Stephanie Duncan
Secretary to Council