

Borough of South Coatesville  
Council Meeting Minutes  
Tuesday, October 27, 2020

**Present:** Vice President Montez Jones, Councilors Renee Carey, Barbara Newsuan, Robert Floyd, Thomas Roney, Kenneth Bond, Interim Borough Manger Allen Smith,

**Absent:** Craig Morris, Mayor John Long

**Call to Order:** Montez Jones called the meeting to order at 7:05PM. Robert Rules of order is observed and we are still holding ZOOM Meetings. Please keep comments to three minutes.

**Prayer:** Robert Floyd

**The Pledge of Allegiance**

**7. Motion: to adopt agenda / additions or deletions**

Robert Floyd – would like to include in a motion to hire a Public Works person based on the outcome of the budget research.

Renee Carey – would like a motion to move the office staff from part time to full time and the borough manager from twenty hours to twenty-five hours

Montez Jones – motioned to adopt the agenda. Barbara Newsuan seconded the motion

**10. Approval of Minutes:**

Renee Carey - motioned to accept the minutes as printed. Kenneth Bond seconded the motion. Motion carried.

**11. Bills List:**

Renee Carey – Anderson Truck bill?

Allen Smith – This is related to our recycle truck broken hydraulic line repair

Renee Carey – Tela System?

Allen Smith – This will be answered tomorrow

Renee Carey – Pipe Data, \$600 charge and Big Foot Automotive?

Allen Smith – Will seek the answer from Public Works

Montez Jones – Pipe Data bill needs to be challenged.

Renee Carey – motioned to accept the bills list with the proper research. Robert Floyd seconded the motion. Motioned carried.

## 12. Unfinished Business:

1. Allen Smith – Requested for up to ten additional hours for the office staff because they have to physically pull about thirty or more checks. Also they need time to research, including calling the bank for Barbecane if necessary. Then the audit items will be complete.  
Renee Carey – motioned for ten additional, up to fifteen hours for the office staff to pull checks to complete the DCED Barbecane audit. Kenneth Bond seconded the motion. Motion carried.
2. Montez Jones – motioned that there be an additional meeting with the finance team for the Cedarville 2021 Services Proposal. Barbara Newsuan seconded the motion. Motion carried.
3. Renee Carey – MS4 report needs to be done before December 31.  
Allen Smith – will give progress of the MS4 report tomorrow.  
Barbara Newsuan – Cedarville MS4 has been approved.
4. Allen Smith - Cedarville is going to give us professional opinion of storm water run-off. Reached out to solicitor for update on timber harvesting ordinance draft. Waiting to hear back.
5. Allen Smith - Council through email approved that Chester County Planning would review the VPP Grant draft.
6. Allen Smith – Conversation with Mike of Keystone Lighting, project manager of the PECO Street Light Project. Council approved of the project just, needs to know which budget, 20 or 21? This budget is in the Capital Improvement fund as per our former Treasurer. We probably can have the project completed by the end of the year.  
  
Renee Carey – just the heads/lamps are being replaced and not the poles.
7. Dirocco Paving the winning bidder will be working on the sewer road replacement next week.

## 13. New Business:

Allen Smith – recommendation to change locks and pass out new keys

1. Renee Carey – motioned to change the locks and get new keys. Montez Jones seconded the motion. Motion carried.

Kenneth Bond – ask the question, “would digital locks be more practical?”

Montez Jones – we will change locks and get new keys for now and look into the for the future.

2. Allen Smith – Red Clay Alliance Cost Share (MS4 Education), defer to Renee Carey's wisdom concerning this.

Renee Carey – make sure we are in compliance with MS4. Also, this makes us eligible for grants.

Renee Carey – motioned to have Red Clay Alliance to do our new information for the MS4.

Barbara Newsuan seconded the motion. Motion carried.

3. Allen Smith – Will be the Chester County Tax Collection Committee Delegate. He will attend the November 13, meeting.
4. Barbara Newsuan – motioned to hire another person for Public Works. Kenneth Bond seconded the motion. Motion carried.  
Renee Carey – motioned to hire our office workers full time if the budget allows. Montez Jones seconded the motion. Barbara Newsuan opposed.

Roll Call For Motions: Public Works and the Office  
FULL TIME PUBLIC WORKS POSITION:

Montez Jones – yes  
Kenneth Bond – yes  
Renee Carey – yes  
Barbara Newsuan – no  
Thomas Roney - yes  
Robert Floyd – yes

Motion carries 5 - 1

THESE ROLL CALLS FOR MOTIONS ARE PENDING BASED ON THE OUTCOME OF THE BUDGET RESEARCH.

PART TIME OFFICE STAFF TO FULL TIME:

Montez Jones – yes  
Kenneth Bond – yes  
Renee Carey – yes  
Thomas Roney – yes  
Barbara Newsuan – no  
Robert Floyd – yes

Motion carries 5-1

Montez Jones – It is best not to go door to door Trick or Treating. We are concerned with keeping our numbers low concerning COVID 19. We have a lot of elderly citizens in the borough who are also concerned with staying safe as possible. We will post on our website along with links tomorrow to our community that will offer alternatives to Trick or Treating. However, in your neighborhoods use your own discretion as to how you want to celebrate.

Borough Managers Report:

We are creating budget worksheets compiling the last 3 years for the 2021 sewer budget Reconciliations are completed through June.

Met with Paul McLaughlin – He has bank committed financing for phase 3. He will send an email summary of his proposed timeline to complete outstanding items from the March 2019 letter from the Borough Solicitor.

Thank you to Michelle Torres for taking over payroll successfully  
Voter Services for Nov 3<sup>rd</sup> elections. After they remove voting equipment, we are responsible for  
cleaning our space.

Citizens Comments:

Ms. McIntyre – regarding Paul McLaughlin, a settlement that was supposed to happen last week at 114  
Lukens concerning an occupancy certificate, what happened?

Allen Smith – you have to go directly to him to seek that information.

Citizen questions on Trick or Treat

Renee Carey – Trick or Treat at your own risk.

Council Comments:

Robert Floyd – more than one call unacceptable, and if you post something make sure you have it right.

This comment by Robert Floyd was made in correspondence to the complaints that no one answers the  
phone at the borough.

Allen Smith – said the phones are answered and to keep in mind the staff is part time and they are  
entitled to take a break. If the call is for him, the messages are given to him and he returns the call.  
Allen gave out his email address so anyone can feel free to contact him that way also.

Kenneth Bond – Please Vote!

Meeting adjourned. 8:30

Respectfully Submitted by Allen Smith, Borough Manager