

MINUTES  
CITY COUNCIL MEETING  
Council Chambers, 1 City Hall Place, Coatesville, PA 19320  
January 22, 2018

**Call to Order**

President Lavender-Norris called the meeting to order at 7:44 pm and welcomed everyone to the meeting. Council members present were President Linda Lavender-Norris, Vice President Carmen Green, Messrs., Mrs. Deborah Bookman, Mrs. Kathy Hopton, and Mrs. C. Arvilla Hunt. Staff members present included City Manager Michael Trio, City Solicitor John Carnes, Police Chief John Laufer, Codes Department Scott Mulderig, Finance Department Joe Egan and Amanda Gattuso.

President Lavender-Norris announced an executive Session was held earlier this evening January 22, 2018 to discuss personnel and legal matters.

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

**Approval of Minutes**

Mrs. Hunt made a motion to approve the December 11, 2017 meeting minutes; Vice President Green seconded the motion. Motion passed 4-0-1. Mrs. Bookman abstained from the vote.

Vice President Green made a motion to approve the January 2, 2018 meeting minutes; Mrs. Hunt seconded the motion. Motion passed 5-0.

**Approval of Accounts Payable**

Mr. Carnes explained Mrs. Hopton will reclude herself from approving any payment for her husband as a constable in the Police Department. A formal notice will be provided with a code in which Mrs. Hopton will refer to when approving payables.

Vice President Green made a motion to approve accounts payables; Mrs. Hunt seconded the motion. Motion passed 5-0.

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

Vice President Green made a motion to delete presentation 2) Victory Sports; add action item 0) Resignation of Marie Lawson; and table action item 1) LERTA; Mrs. Hunt seconded the motion. Motion passed 5-0.

**Presentations**

1. Natural Lands Trust

- Palmer Park Master Plan On December 12th, the Palmer Park Advisory Committee recommended approval of the Master Plan. Palmer Park Phase 1 asking for approval authorization for Natural Lands staff to work with the City Engineer to complete a bid package for Phase 1 of the Palmer Park Master Plan. This phase is funded by a \$150,000 grant from the American Water Charitable Foundation, a \$20,000 grant from

ArcelorMittal, and additional fundraising. On December 12th, the Palmer Park Advisory Committee recommended approval of Phase 1 construction.

- Applying for Chester County funding for Palmer Park Phase 1 asking for authorization Natural Lands to prepare an application for a Chester County Municipal Development Grant to augment available funding for Palmer Park Phase 1, due February 12, 2018. In addition to this authorization, Council will need to approve a resolution that is a required element of the proposal.
- Multi-Municipal Peer Grant. Apply for a PA DCNR Peer grant, which would provide a recreation professional, on a part time basis for one year, for the purpose of determining the feasibility of a recreation partnership between the City of Coatesville; South Coatesville and Modena boroughs; Valley and Caln Townships; and, the Coatesville Area School District. To 2 date, South Coatesville and Modena boroughs; and Valley Township have adopted resolutions to participate. The Coatesville Area School District indicated interest and will present the Resolution for Board consideration at a future meeting. The \$10,000 grant requires a \$1,000 match to be provided by a generous gift from the Brandywine Health Foundation.
- Street Reach. The Parks, Recreation and Open Space Action Plan, adopted by City Council in November 2016, included a recommendation to establish a Park Ambassador Program, designed to address safety concerns and provide for youth mentoring in local parks. Natural Lands and Toole Recreation Planning have been introduced to Street Reach, a program developed, tested and refined for the Minneapolis Park system, rated first in the nation. The Street Reach staff is interested in extending the program beyond MN and open to exploring the potential for Coatesville to be such a location. We are asking City Council to indicate their interest in learning more about Street Reach in the City of Coatesville through a site visit by Minneapolis park staff, potentially in February 2018.
- Ash Park Master Plan Inquiry. The next logical park master plan to address in Coatesville is Ash Park and the most likely source of funding for that plan would be DCNR. (It is unlikely that the Chester County Vision Partnership Program, which provided support for the Palmer Park plan, would consider funding an additional master plan in the next few grant cycles.) In order to pursue the DCNR grant – due in April - a site visit, Resolution to file the grant, and grant application would need to be prepared this winter. We are asking City Council if they are interested in Natural Lands' assistance with writing the grant application and raising matching funds for an Ash Park master plan grant application to DCNR.
- Pool Study. Our Palmer Park Revitalization Study scope of work includes an analysis of the pools.

2. Victory Sports – tabled until February meeting.

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

There were no citizens' comments at this time.

### **Regular Action Items**

0. Resignation of Marie Lawson

President Lavender-Norris announced Mrs. Lawson submitted her resignation due to family matters. She will still be available to assist in the community.

President Lavender- Norris appreciates any resident from 1<sup>st</sup> Avenue to 6<sup>th</sup> Avenue on West Side of Lincoln Highway interested in becoming a Council member. Please submit a letter of interest to City Council. Council has thirty days to fill the position. You must be a registered voter. On January 12, 2018 Council will vote and appoint the next Council person.

Mrs. Delores Williams announced she is interested in being on Council and to whom should it be addressed. President Lavender-Norris explained letters of interest should be submitted to the City Manager.

Vice President Green made a motion to accept the resignation from Marie Lawson

1. Receive and consider 1<sup>st</sup> Reading an Ordinance of the City of Coatesville, enacted pursuant to the Local Economic Revitalization Tax Assistance Law (LERTA), authorizing tax exemptions from property tax for certain deteriorated industrial, commercial or other business property in the City's "MU" Mixed Use Development Overlay; defining eligible LERTA areas and eligible properties; setting a maximum exemption amount and an exemption schedule; and providing a procedure for securing an exemption and rescinding Ordinance No. 1306-2008  
Action item tabled until the next meeting.

2. Receive and consider 2<sup>nd</sup> Amendment on the 2014 CRP City of Coatesville Contract #15980 to increase activity budget to \$1,700,000 – Lincoln Highway & 1<sup>st</sup> Avenue Intersection Improvements  
Mr. Trio explained in order to keep project as one project, the money from Gateway project parking garage is being deferred to RT 82 and 1<sup>st</sup> Avenue improvement grant. There will be no closing of streets, just minor inconveniences.

Mrs. Bookman made a motion to approve a 2<sup>nd</sup> Amendment on the 2014 CRP City of Coatesville Contract #15980 to increase activity budget to \$1,700,000 – Lincoln Highway & 1<sup>st</sup> Avenue Intersection Improvements; Mrs. Hunt seconded the motion. Motion passed 5-0.

3. Receive and consider hiring part-time Police Officer John P Bogan to full-time under the COPS More Grant  
Chief Laufer explained there were three awards in the state. The City of Coatesville was one of them. The City of Coatesville was named in the top 10 for the need for the Grant. The grant is a three year grant of \$125,000 with a match and City pays 100% 4<sup>th</sup> year.

Mrs. Hunt made a motion to approve hiring part-time Police Officer John Brogan to full time under the COPS More Grant; Mrs. Hopton seconded the motion. Motion passed 5-0.

4. Receive and consider the Master Plan for Palmer Park.  
Mrs. Bookman made a motion to approve the Master Plan for Palmer Park; Vice President Green seconded the motion. Motion passed 5-0.

5. Receive and Consider for approval authorizing Natural Lands staff to work with the City Engineer to complete a bid package for Phase 1 of the Palmer Park Master Plan.  
Vice President Green made a motion to authorize Natural Lands staff to work with the City Engineer to complete a bid package for Phase 1 of the Palmer Park Master Plan; Mrs. Hunt seconded the motion. Motion passed 5-0.
  
6. Receive and consider authorizing Natural Lands to prepare an application for a Chester County Municipal Development Grant to augment available funding for Palmer Park Phase 1, due February 12, 2018.  
Vice President Green made a motion to authorize Natural Lands to prepare an application for a Chester County Municipal Development Grant to augment available funding for Palmer Park Phase 1, due February 12, 2018; Mrs. Hunt seconded the motion. Motion passed 5-0.
  
7. Receive and consider adopting a Resolution to apply for a PA DCNR Peer grant, which would provide a recreation professional, on a part time basis for one year, for the purpose of determining the feasibility of a recreation partnership between the City of Coatesville; South Coatesville and Modena boroughs; Valley and Caln Townships; and, the Coatesville Area School District. To date, South Coatesville and Modena boroughs; and Valley Township have adopted resolutions to participate. The Coatesville Area School District indicated interest and will present the Resolution for Board consideration at a future meeting. The \$10,000 grant requires a \$1,000 match to be provided by a generous gift from the Brandywine Health Foundation  
Mrs. Hunt made a motion to approve a Resolution to apply for a PA DCNR Peer grant, which would provide a recreation professional, on a part time basis for one year, for the purpose of determining the feasibility of a recreation partnership between the City of Coatesville; South Coatesville and Modena boroughs; Valley and Caln Townships; and, the Coatesville Area School District. To date, South Coatesville and Modena boroughs; and Valley Township have adopted resolutions to participate. The Coatesville Area School District indicated interest and will present the Resolution for Board consideration at a future meeting. The \$10,000 grant requires a \$1,000 match to be provided by a generous gift from the Brandywine Health Foundation; Vice President Green seconded the motion. Motion passed 5-0.

Mrs. Hunt made a motion to close action items; Vice President Green seconded the motion. Motion passed 5-0.

#### **Discussion Item**

1. Meeting Minutes  
Vice President Green had questions on the minutes but Ms. Mowday was not present to answer. Will ask at the next meeting.

#### Code Blue Animals

Chief Laufer announced there has been a change to the dog law. It is giving municipalities the toll to take enforcement action. Tying up animals in cold weather for a long period of time. If you see something, say something. Mrs. Bookman announced in Philadelphia there is a \$500 fine. Chief Laufer said he would look into it. Vice President Green asked if there was anything in our Code. Mr. Carnes looked at the code and it is not specific.

2. Exploring ways to increase revenue in our City

Mrs. Bookman explained this is something with the Natural Lands Trust. She has been looking into what other Cities have been doing in joining together to offset taxes. There is a lot of information worth having further discussion. The peer grant is a start to working together.

2.1 Investing of Trust Fund Monies

2.2 Regional Tax-Base Sharing

3. Issues in three Community stores

Mrs. Bookman explained she has received several complaints. Mr. Mulderig explained he contact Set from the Health Board and they inspected the properties. Mrs. Bookman stated on Facebook someone is opening a package with live bugs in it from one of the stores.

3.1 Coatesville Community Market

3.2 Sisters

3.3 Corner Store on 6<sup>th</sup> and Lincoln

**Solicitor's Report**

Mr. Carnes announced:

- Worked with Finance Department on TAN closing. The 2.48% rate is phenomenal.
- Saha subdivision finalized
- Sent correspondence to taxing authorities and County Planning Commission Redevelopment Authority about the proposed LERTA District.
- 4<sup>th</sup> Avenue – worked with Engineers to develop appropriate Right of Way agreements.
- Assisted with various miscellaneous matters involving litigation and enforcement and has assisted the City in its interpretation of codes, rules and regulations and various personnel issues.

**City Manager's Report**

Mr. Trio announced:

- TAN received in the mount of \$1,000,000 at 2.48% interest.
- City Hall Renovation – New roof structural steel has been installed.
- RCAP awarded to Donald Pulver to implement the Office Buildings
- Building permit summary – 83 permits including 50 rental permits
- Planning Commission recommended 10% scale over 10 years for the LERTA.
- Rote 82 and Lincoln Highway/Streets aping Programs – funding by Chester County thru CRP Program has been increased to 1.7 million to fully fund all the improvements under a single source.
- Public Works – working to acquire new loader/capital equipment as described in 2018 budget.

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

Delores Williams

Ms. Williams stated she spoke earlier regarding her matter.

Jarrell Brazzle

Mr. Brazzle announced his interest in filling in the vacant council seat. Was previously on City Council for one term, left to start a family and get Master's Degree. Would love the opportunity to fulfill the seat. You need patience and love for the City and not in it for recognition or glory. Raised in Coatesville and as a teen worked for the City's Parks and Recreation Department.

Larry Depte Jr.

Mr. Depte stated he had a lot of love for the City. Investing in properties since 2011. He recently had a tenant pass away and was told did not need a permit to remove trash, but then told a contractor license

was required if moved by someone else. A stop order was issued for his property located at 149 West Lincoln Highway, removing wallpaper covering it does not require a permit. How do appeal stop orders if there is no UCC Board of Appeals.

Donovan Thorney

Mr. Trio told Mr. Thorney that Codes reviewed the applicant and he will be receiving a refund. Mr. Thorney explained that he received a stop order for spackling a place. He asked what code section applied to removing debris and plaster from walls. Mr. Mulderig emailed a response the work was done in violation of UCC-403.62

Fran Scamuffa

Did not speak.

Paul Evans

Mr. Evans questioned the withdrawals from the trust fund. The solicitor authorized non authorized withdrawals from the Trust Fund in total of \$25,757.22. He asked for Mr. Carnes legal opinion. The Trust Fund Commission should consist of five members. There has been malfeasance and misappropriation of funds and Council need to look at new firm to review the Fund.

Vice President Green made a motion to close citizens' comments on non-agenda items only; Mrs. Hunt seconded the motion. Motion passed 5-0.

**Special Events**

Mr. Trio announced the Latino Soccer League submitted their event application and is in the approval/denial process.

**Council Comments**

Mrs. Hopton stated this evening has been a lot of information. There is a lot to absorb. Promise to review everything brought before Council.

Mrs. Bookman thanked everyone for attending the meeting. She is excited for the Natural Lands Trust Project. She thanked the members of the committee. Thank you for coming out and thank you for entrusting to make decisions.

Mrs. Hunt thanked everyone for attending the meeting. Excited about the Police Grant and looking to move the City forward.

Vice President Green thanked Natural Lands Trust. The Palmer Park plans are awesome. Thank you for attending the meeting. I will miss Marie Lawson on Council.

President Lavender-Norris thanked Natural Land Trust. We know that it takes an entire village, and we are a village, we will move forward, not silly enough to expect everything is a bed of roses, but conscience to accept state we are in and deal with it. Thank you to staff, I appreciate you. Thank you to the residents for sticking it out and staying. Thank you to Mr. Brazzle and Ms. Williams for stepping up and willing to help the City.

**Adjournment**

Mrs. Hunt made a motion to adjourn the meeting at 9:26 pm; Mrs. Bookman seconded the motion. Motion passed 5-0.