

MINUTES  
CITY COUNCIL MEETING  
Council Chambers, 1 City Hall Place, Coatesville, PA 19320  
February 13, 2017

**Call to Order**

President Hunt called the meeting to order at 7:45 pm and welcomed everyone to the meeting. Council members present were President C. Arvilla Hunt, Vice President Ingrid W. Jones, Mssrs, Joseph Hamrick, Edward Simpson, Mrs. Carmen Green, Mrs. Linda Lavender-Norris and Mrs. Marie Lawson. Staff members present included City Manager Michael Trio, City Solicitor John Carnes, Police Lieutenant James Audette; Fire Chief/Codes Director Garry Alderman, Finance Department Amanda Gatusso and recording secretary Ruthann Mowday.

President Hunt announced an executive session was held earlier this evening February 13, 2017 to discuss personnel and legal matters and Council will be returning to executive session after the public meeting has been adjourned.

**Approval of Minutes:**

Mr. Simpson made a motion to approve the January 23, 2017 meeting minutes with edits: Mrs. Green seconded the motion. Motion passed 7-0.

**Approval of Accounts Payable**

Mrs. Lawson made a motion to approve the accounts payables; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

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

Mrs. Green made a motion to add presentation 3) Fresh 2 You; Table action item 5) and add action item 7) Keystone Collections; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

**Presentations**

1. Coatesville Vintage Grand Prix-  
Mr. Trio announced the Coatesville Vintage Grand Prix has donated \$2,000 to the City of Coatesville for City Park improvements.
2. First Baptist Church of Passtown Carnival – Pastor David Heard  
Pastor Heard requested permission for the 3<sup>rd</sup> Annual Carnival to be held at Gateway Park July 18, 2017 to July 22, 2017. Council unanimously approved the event and asked Rev. Heard to submit a Special Event Permit.
3. Fresh 2 You  
Robert Cosentino explained the goal of the Fresh2You! Mobile Market is to expand access to fresh fruits and vegetables for low-income residents of Chester County, PA - in particular for households receiving SNAP benefits. The mobile market will bring fresh, high quality produce and healthy staple foods directly to Coatesville and Honey Brook, two underserved communities comprised of urban, suburban and rural areas. To incentivize customers shopping with SNAP

benefits to make healthy food choices, a SNAP matching and rewards program will be offered on purchases of fresh fruits and vegetables. The mobile market will help shoppers learn to select, prepare and store nutritious foods by providing educational activities and resources at market sites. The primary objectives of the Fresh2You! Mobile Market project are as follows:1. To increase the availability of fresh fruits and vegetables in two underserved communities/food deserts in Chester County2. To develop and implement an innovative SNAP matching and rewards program to incentivize the purchase of highly nutritious fruits and vegetables by SNAP users at the point of purchase3. To increase intake of fruits and vegetables among SNAP recipients via increased customers' knowledge of how to select, prepare and store fresh produce.

Ms. Cosentino asked to use the same location as 2016. Council agreed as long as Ms. Cosentino is moves the market on days that it will interfere with the Funeral Home.

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

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

Mrs. Green made a motion to close citizens' hearings on regular action items only; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

**Regular Action Items**

1. Receive and consider lowest bidders for contracts – 1) equipment; 2) Materials

Mrs. Lawson made a motion to approve the bids for contracted services- materials to Allen Myers in the amount of \$69,925.00 and contracted services – equipment to Eagle Contracting, Inc. in the amount of \$69,172.00; Mr. Simpson seconded the motion. Motion passed 7-0.

2. Receive and consider First Reading an Ordinance for the 4 way stop intersection at Kersey Street and Third Avenue

Mrs. Lavender-Norris made a motion to approve first reading an Ordinance amending Chapter 218-36 Four way stop intersection located in the City of Coatesville. Intersection located at Kersey Street and Third Avenue; Mrs. Lawson seconded the motion. Motion passed 7-0.

3. Receive and consider First Reading Ordinance authorizing Lease of Olivet Methodist Church Parking Lot

Mrs. Lavender-Norris made a motion to approve first reading an Ordinance authorizing the lease of Olivet Methodist Church parking lot; Mr. Simpson seconded the motion. Motion passed 7-0.

4. Receive and consider Resolution for Tax Collection Committee delegates

Mrs. Green made a motion to approve a resolution for the 2017 Tax Collection Delegates; Mrs. Lawson seconded the motion. Motion passed 7-0.

- ~~5. Receive and consider Resolution for Civil Service Board Rules and Regulations for Firefighters~~  
Motion tabled during additions deletions and modifications

6. Receive and consider Black History Month Proclamation

Mrs. Green read the Proclamation for Black History Month.

Mr. Hamrick made a motion to approve the Black History month Proclamation; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

7. Receive and consider changes for Keystone Collections

Mr. Trio announced Keystone Collections will be sending a letter to the property owners with installment vouchers to be used to remit their 2017 real estate tax should they elect to pay the tax via installments. The taxpayers that elect to remit the payments installments forgoes the 2% discount that is available if payment in full is permitted by March 31, 2017. Additional fees will be applied to the City for the second mailing.

Mrs. Green made a motion to approve amendments for Keystone Collections regarding the real estate taxes; Mr. Simpson seconded the motion. Motion passed 7-0.

**Discussion Item**

1. Meeting Minutes

There were no discussions on meeting minutes.

2. Western Chester County Council of Governments

Mrs. Lawson announced members are working on regionalizing emergency management services. Municipal emergency plans are due or will be due. The County will be reaching out to the municipalities needing updated information. An Emergency Management Dinner will be held on March 11, 2017 at St. Anthony Lodge. All elected officials must have taken or take the FEMA Emergency Management Institute courses IS100 and IS700. In the event of an emergency, a municipality with elected officials not having these courses complete, will not be eligible for FEMA money. The courses are free, online and approximately 2 hours each.

3. Municibid - 214 South Mount Airy Road

Mr. Trio suggested placing 214 South Mount Airy Road on Municibid with a reserve. The property is owned by the City of Coatesville and located in Valley Township. The property was previously put out to bid with no interest. The previous appraisals are being reviewed.

4. Keystone Tax Billing

No comments were discussed during action item 7.

5. Food boxes

Mrs. Lawson announced several municipalities are working together to develop food boxes. Coatesville, Downingtown and Caln will each be receiving two food boxes. The food boxes are for nonperishable items. Anyone can drop off an item or take an item if needed (leave a can or take a can). She suggested putting them in two of the parks. Council suggested putting one in each City Park.

6. Codes Issues

Mrs. Lawson questioned various Codes issues within the City. The quality of life issues need to be addressed on a weekly basis. Several properties in her ward have been vacant for years. They are a nuisance and eyesores. Mr. Trio announced he has met with Judge Hines to work on getting into compliance. Mrs. Lavender-Norris stated if we move forward with liens on their property, the people will move more quickly to pay.

What is the status of the toters getting the real numbers and addresses to coincide in the City's records? The new part time people in public works can get the information updated. The Finance Department needs the correct information for their records. The toters were just dropped off and not accounted for. Eagle disposal is not taking all the trash. If we expect people to clean their trash, we need to clean up or own!

7. Street sweeper/cleanliness

Mrs. Lawson asked why the sweeper is not run in the winter. Mr. Simpson explained that the sweeper uses water when it cleans, the water could freeze up and someone could get injured. There are a lot of streets that need to be cleaned.

### **Solicitors Report**

Mr. Carnes announced:

- The Saha's have signed the variance application that has been filed with Valley Township
- Monitoring and assisting with the development of the DEPG project.
- The project with Family Dollar has been closed out.
- Drafted and revised a lease for the Olivet Methodist Church parking lot.
- Prepared a draft easement and Right of Way agreement to allow sidewalk construction (4<sup>th</sup> Avenue streetscapes)
- Prepared RFP for Project Management services for the City Hall renovation.
- Reviewed various draft contracts and agreements.

### **City Manager's Report**

Mr. Trio announced:

- Systems Analysis - Expect to have the software system implemented through March 2017 for Codes/Finance.
- Mr. Mulderig will start in the beginning of March.
- RFP has been issued for the City Hall renovations.
- RDA
  - DEPG requesting approval of LOI covering "business terms".
  - New "Business in our sites" grant loan program submittals being presented to provide funding for site prep/demolition complementing the interaction
- Mr. Terry began as a part-time seasonal employee in the Public Works Department and worked this week's first snow event.
- All equipment and staff were prepared and functioned efficiently and without any problems during the snow event on 2/9/17. The storm event was not as originally expected but` the City was fully mobilized and well prepared.

- Catalyst moving forward with legal paperwork and hopefully will be presenting at the next meeting.

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

David Thompson

Mr. Thompson announced traffic has increased greatly over the years on Hope Avenue. The streets are being used as a thru way. Police Department has placed an electronic speed device on several occasions. He proposed putting two cameras on Hope Avenue. There are currently none there. He stated there have been several hit and runs with vehicles on the street. He will provide video for the Police Department to review.

Mrs. Jones made a motion to close citizens' hearings on non-agenda items; Mrs. Green seconded the motion. Motion passed 7-0.

**Special Events**

There were no special events at this time.

**Council Comments**

Mrs. Jones thanked everyone for attending the meeting and persevering. She announced the following facts:

- Garret A. Morgan was the inventor of the traffic lights and the gas mask - safety hood.
- Jan Earnst Matzelliger revolutionized the shoe industry when he invented the "impossible" machine for mass production of shoes.
- Grantville T. Woods manufactured telephone, telegraph and electrical equipment. Filed his first patent application for an improved steam-boiler furnace. He set up an overhead conducting system for electric railways with a pole from the roof of the train or trolley car that drew electricity need from a powerline running overhead.
- Benjamin Banneker built the very first clock in America.
- Elijah McCoy applied the system to air brakes on locomotives and other vehicles employing air brakes. Today, "it's the real McCoy" is used to indicate perfection.

Mr. Simpson thanked everyone for attending the meeting. He was informed about the hit and run involving vehicles and is trying to download the footage of vehicle from his camera.

Mrs. Lavender-Norris thanked everyone for attending the meeting. Have a blessed night and be safe!

Mrs. Lawson thanked everyone for attending the meeting. She announced cameras are the best thing invested in. She asked Mr. Trio to have Mr. Anthony in Codes look throughout the downtown for trash/broken furniture.

Mrs. Green thanked everyone for attending the meeting. She thanked Council for the approving the letter to Keystone. Now, we really need to get started on the toters!

Mr. Hamrick thanked everyone for attending the meeting. He is glad the carnival will be back in the City this year. Make sure to get all fees paid.

President Hunt announced Council will be going into executive session after the meeting. She announced Community Unity Day will be held on July 8, 2017 and Coatesville Grand Prix will be on September 23, 2017.

**Adjournment**

Mrs. Green made a motion to adjourn the meeting at 9:30 pm; Mrs. Lawson seconded the motion. Motion passed 7-0.