

MINUTES
CITY COUNCIL MEETING
Council Chambers, 1 City Hall Place, Coatesville, PA 19320
February 27, 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, Msrs, 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 Chief John Laufer, Finance Department Joe Egan and recording secretary Ruthann Mowday.

President Hunt announced an executive session was held earlier this evening February 27, 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:

Mrs. Lawson made a motion to approve the February 13, 2017 meeting minutes; Mr. Hamrick 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 passes 7-0.

Council asked for the Cedarville engineering invoices to be identified. Reimbursable invoices should be marked for better clarification to Council.

Additions, Deletions or Modifications to the Agenda

Mr. Hamrick made a motion to reopen Council Vice President election nominations; Mrs. Lavender-Norris seconded the motion. Motion passed 4-3. President Hunt, Vice President Jones and Mr. Simpson were the dissenting votes.

Mr. Hamrick made a motion to remove Ingrid W. Jones as Vice President; Mrs. Lavender-Norris seconded the motion. Motion passed 4-3. . President Hunt, Vice President Jones and Mr. Simpson were the dissenting votes.

Mr. Hamrick made a motion to add Marie Lawson as Vice President; Mrs. Lavender-Norris seconded the motion. Motion passed 4-3. . President Hunt, Mrs. Jones and Mr. Simpson were the dissenting votes.

Mr. Simpson nominated Carmen Green as Vice President. Mrs. Green declined due to commitment time constraints.

Mrs. Lavender-Norris made a motion to add Regular action items 2) a, b, c regarding Catalyst Outdoors; Mrs. Green seconded the motion. Motion passed 7-0.

Presentations

1. VTT, LLC./3ctLive – Alray Johnson, Michael Dunn

Mr. Johns and Mr. Dunn explained the City of Coatesville has an important story to tell, and it needs to tell its own story. There are a lot of great issues to talk about in the City. Verizon and Comcast have a channel (P.E.G.) in their line-up dedicated to Coatesville Government access. The programming should deal with: Help Direction; disaster protocols, Broadcast City Council meetings, Cash Sports, Public information topics that would be better served on TV and other

public service related programming. The physical plant must be relocated from the City Hall location to a larger facility. The city currently owns a few vacant properties. VTT (Videography & technical Training, LLC) would pay the City \$1 for the term of 59 years for building. City keeps ownership and VTT Maintains it. The site would be renovated to meet new station requirements. A detailed asset management log-book will be maintained by VTT to ensure proper filing of maintenance requests, repair orders, proper tracking and final disposition details of all equipment. The programming needs are to create and implement a new broadcast schedule that spotlights events in the City has Coatesville residents telling their own story; broadcasts a “chef of the week” type of cooking show; airing homework helper demonstration “kids helping kids”; other misc. broad casting programs. Most activities such as grant writing and fundraising, content development, youth mentoring in videography, veteran mentoring in videography and some revenue sharing with the City resultant from the content development. Effective technology mentoring combines four (4) specific areas in learning new skills: knowledge of content; process; skills to provide participants with a holistic approach to learning; and metacognition. IT offers unique opportunities to apply numerous intellectual concepts through practical, hands on applications. VTT’s ten year plans announced expansion goals. The future plans include using Coatesville as a shining example to solicit other Chester County municipalities to organize and end game. There is no cost to the City. Operation could start immediately.

Mr. Carnes explained the City will need to review the Franchise agreements.

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

There were no citizens’ comments at this time.

Mrs. Lavender-Norris made a motion to close citizens’ hearing on regular action items only; Mrs. Lawson seconded the motion. Motion passed 7-0.

Regular Action Items

1. Receive and consider Second Reading and adoption an Ordinance for the 4 way stop intersection at Kersey Street and Third Avenue

Mrs. Lawson made a motion to approve second reading and adoption an Ordinance for the 4 way stop intersection at Kersey Street and Third Avenue; Mr. Hamrick seconded the motion. Motion passed 7-0.

- 2 a. Receive and consider First Reading an Ordinance identifying that City property (tax parcel no. 16-1-40) located East of the Brandywine Creek and North of the U.S. Rt. 340 and West of Rt. 82, consisting of approximately 17.2 acres, and acquired by the city of Coatesville for recreational uses shall specifically include among such uses (on a small portion thereof) a monopole sign which shall be available for the use for public messaging display.

Mr. Simpson made a motion to approve First Reading an Ordinance identifying that City property (tax parcel no. 16-1-40) located East of the Brandywine Creek and North of the U.S. Rt. 340 and West of Rt. 82, consisting of approximately 17.2 acres, and acquired by the city of Coatesville for recreational uses shall specifically include among such uses (on a small portion thereof) a monopole sign which shall be available for the use for public messaging display; Mrs. Lavender-Norris seconded the motion. Motion passed 7-0.

- b. Receive and consider First Reading an Ordinance authorizing the lease of city property located on the Northside of Route 30 bypass West of Route 82 interchange (tax parcel no. 16-1-40) to Coatesville Bypass Land Holdings, LLC pursuant to a long term lease.

Mr. Simpson made a motion to approve First Reading an Ordinance authorizing the lease of city property located on the Northside of Route 30 bypass West of Route 82 interchange (tax parcel

no. 16-1-40) to Coatesville Bypass Land Holdings, LLC pursuant to a long term lease; Mrs. Lawson seconded the motion. Motion passed 7-0.

c. Receive and consider First Reading an Ordinance authorizing the lease of city property located at the southwest corner of the intersection of Lincoln Highway (Business Route 30) and South First Avenue (tax parcel nos. 16-5-223, 16-5-223.2, 16-5-224, 16-5-225 and 16-5-225.1) to Coatesville Monument Outdoor, LLC pursuant to a long term lease.

Mrs. Lawson made a motion to approve First Reading an Ordinance authorizing the lease of city property located at the southwest corner of the intersection of Lincoln Highway (Business Route 30) and South First Avenue (tax parcel nos. 16-5-223, 16-5-223.2, 16-5-224, 16-5-225 and 16-5-225.1) to Coatesville Monument Outdoor, LLC pursuant to a long term lease; Mrs. Green seconded the motion. Motion passed 7-0.

Discussion Item

1. Meeting Minutes

Mrs. Green asked the status of the toters. Mr. Trio explained he is currently working with the Finance Department. He expects to have an answer for Council at the next meeting.

2. COG Update

Mrs. Lawson explained the focus of the regionalized emergency management collaboration will be for instances of blizzards, storms, or other situations where services might be needed over a continuous amount of time. Each municipality should choose who would be their representative. Marie Lawson will serve as Vice President. All elected officials must have taken or take the FEMA Emergency Management Institute course IS100 and IS700. In the event of an emergency, a municipality with elected officials not having these course completed, will not be eligible FEMA money. The courses are free. March 24th is the Municipal Update Luncheon for the Western Chester County Chamber of Commerce. Managers, elected officials, etc. share their updates for their municipalities. Each municipality gets 5 minutes.

3. Certificate request for President's Day clean up by Youth

Mrs. Lawson asked permission to recognize the youth who cleaned on President's Day with a certificate. Council agreed.

4. Global warming Letter

Mrs. Lawson announced she has received several letters/emails regarding global warming. She asked Council if they would like to respond to the requests. Council agreed to turn down the request to end the emails.

5. Pension Update

Personnel issue discussed in Executive.

6. Codes Update

Personnel issue discussed in Executive.

7. Street Sweeper

Can we get street sweeper cleaning the streets during the nice weather or sweep without using the water? Will it get damaged if run dry? The trash is getting worse by the day. Mr. Trio explained the sweeper is currently out of commission. There was a shift in the tank and its leaking. Council suggested renting a sweeper until the City's is repaired.

8. Status Part time public works

The City Manager report states emergency work flow for part time. They should be regular part time employees. The pay should be taken form half the full time director position since we only

have a part time director. Mr. Trio announced Mr. Terry is onboard, the second person has completed hiring process. If the employees are regular part time they can work 24 hours a week.

Mrs. Lavender-Norris asked to attend the next labor meeting, to see what's going on. She complimented Public Works on their work at Friendship Park. It looks great!

9. Finance computer updates

Mr. Egan announced a thorough analysis of the software systems being used and the functionality cists. The contracts in place were reexamined to determine if there may be areas in which processes can be improved without excessive spending. The City is currently using "Caselle" accounting software in the Finance Department, which is sold and serviced through Dallas Data Systems. The programs are used for Accounting, and billing of Solid Waste Fees. Dallas Data would like us to use more of their modules, particularly the Code software, and we have analyzed the features and costs of their program, along with those of three other vendors.

The four companies analyzed were Caselle (managed by Dallas Data), MyGov, (currently used in our codes department), MuniLogic, and Cedarville Engineering. In our research, we determined that many of the issues with the software was the result of the turnover in the codes employees and management as well as not receiving the proper training and support procedures. We have been working with MyGov over the last several weeks to get our people properly trained and to add functions including a GIS module at a cost of only \$360 per month, with most of the mapping data coming from the county for free.

We have determined that the current Codes software, "MyGov," has not been used to its full potential, and would be best suited for our needs at this time.

Solicitors Report

Mr. Carnes announced:

- Valley has extended the 90 clock for February 14, 2017 to May 12, 2017.
- DEPG – The Solicitor has been monitoring and assisting with the development of this project.
- Olivet Methodist Church Parking Lot – 2nd Reading of Ordinance has been delayed pending PennDOT comments.
- 4th Avenue Improvements – Solicitor prepared the draft easement and right-of-way agreements to allow sidewalk construction as part of the project with forms and terms to be finalized.
- City Hall Renovations – received RFP response for project manager.
- Reviewed various draft contracts and agreements and assisted with various miscellaneous matters involving litigations and enforcement and has assisted the City in its interpretation of codes, rules and regulations.

Council asked Mr. Carnes to review lien process for non-conforming properties. The lien process needs followed. Mr. Carnes stated it is generated by need.

City Manager's Report

Mr. Trio announced:

- Mr. Mulderig will be starting on March 15th.
- All funds summary of revenues and expenditures as of January 31, 2017 was provided
- City Hall renovation project received five respondent to the RFP for Project manager. Pricing has been determined and scope of service response is currently being reviewed for completeness/compliance.
- 254 building permits (including 212 rental permits) were issued in January resulting in \$18,907 of permit fees.

- KAI land agreement has been approved by the RDA, land lease approved. City Council approval of terms required before implementation.

Mrs. Lavender-Norris suggested putting a moratorium cap on permit fees for small renovations.

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

John Robinson

Mr. Robinson announced the City needs a youth activity center. He inquired about the use of the Community Center. Mr. Johnson explained his daughter and husband submitted a request for fees to be reimbursed by the Police Department. Council explained if the judge did not issue a judgement to be reimbursed, the City should not be responsible. City did not receive the money.

Paul Dodson

Mr. Dodson explained the budget needs to be in control. He has paid over \$40,000 in taxes. The rental license fees went down but the inspection fees went up.

Paul Evans

Mr. Evans thanked the Police Department for the fine work they did on the vehicle hit and run. The Police did everything they could for the tenants. Chief Laufer thanked Mr. Evans for his assistance. Mr. Evans explained Section 82-9 states there is no fee required for work under \$250.00.

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

Special Events

There were no special events at this time.

Council Comments

Mr. Hamrick thanked everyone for attending the meeting. He thanked 3ctlive for the presentation this evening and hopes to move swift on this.

Mrs. Green thanked everyone for attending the meeting. She thanked 3ctv for their presentation and can't wait to move forward.

Mrs. Lavender-Norris thanked everyone for attending the meeting. She announced the County Chesco walks works. The County is challenging us to create a healthier society with hopes of impacting adult and childhood obesity by walking 1 billion steps. The event will kick off on April 6, 2017 with our County Commissioners leading the walk. It's open to whomever wishes to participate. Appreciate everyone who came out and stayed this evening. Thank you 3ctv for your presentation, it is necessary and long overdue. God Bless and be safe!

Mr. Simpson thanked everyone for attending the meeting. He asked if the City stopped painting the curbs in the no parking areas. Mrs. Lawson explained the volunteers were doing it. Mr. Simpson thanked 3ctv for their presentation. It is long overdue and hopefully get it worked out.

Mrs. Lawson thanked everyone for attending the meeting. She thanked 3ctv live. It will be cool to be able to put live meetings on Channel 66, more dialogue and communication outlet. The second ward has problems with trash and debris. The managers and property owners do not even live in the city. There

are too many handicap signs on Virginia Avenue. A family in Bantel Row has been using a handicap sign in front of their home where the person with the placard has passed away. She thanked the accounting firm for all they have done. In the short term they have been here, they have saved money. It is a breath of fresh air to see someone professional. On March 11th, we will be building the food boxes. She appreciates everyone who attended the meeting.

Mrs. Jones read the following:

- Dr. Charles R. Drew, 1904 to 1950, perfected techniques of preserving plasma and made blood banks possible.
- Dr. Daniel Hale Williams, 1856 to 1931, he performed the first open heart surgery in America at Provident Hospital in Chicago, Illinois on July 9, 1893
- Dr. Percy L Julian, 1899-, developed synthetic cortisone and other important therapeutic drugs from the sway being in 1935. He also found that the wild yams of Mexico were even better than the soybeans for his products.
- Ernest Everest Just, 1883-1941. Pioneer in the field of Zoology and became a leading authority on cell physiology and an outstanding Marine biologist. His particular field of study was with the fertilization and experimental parthenogenesis i.e. development of an egg without fertilization and Marine eggs.
- Lloyd A. Hall, 1894-, devised new ways to sterilize foods and medical supplies, a pioneer in food chemistry. He discovered the process of “flash drying”. The flash drive crystals were far superior to any meat curing salts ever produced and more widely used in the meat industry. In 1951, Hall and an associate patented a process for curing bacon which reduced the curing time from 6 to 15 days to a matter of hours.
- Dr. Lewis T. Wright, 1891 1952, pioneer who had clinical antibiotic research. Had a lot of 1sts associated with his name: first black physician to be appointed to the staff f a MY municipal hospital, first black surgeon to the Police Department in New York City, first to experiment with erythromycin an antibiotic on humans. In 1917, as first lieutenant in the Medical Corps of the U.S. Army, he introduced the intradermal method of vaccination for smallpox. This method eliminated undesirable side reactions that were encountered in the “scratch method”. He specialized in surgery associated with head injuries and fractures. He devised a neck brace for fractures that is still used today. He also invented a special blade plate for surgical treatment of fractures above the knee joint. He was also the first physician in the world to experiment with aureomycin on humans and the results were most successful. He also experimented with Terramycin. In 1948, his interest broadened further and he entered the field of cancer research. He founded the Harlem Hospital Cancer Research Foundation where he dealt with the effectiveness of chemotherapeutic agent chemicals that attack and destroy cancer cells in the treatment of cancer. He published 15 papers dealing with his investigation of the effect of such drugs as teropterin, triethylene melamine, folic acid and hormones on cancer cells. One of the research effects was performed together with his daughter. Dr. Jean Wright worked with him. His daughter was later to take over the work herself. Chemotherapy today is widely used in the treatment of cancer.
- Dr. George Washington Carver, 1860 to 1940, revolutionized southern agriculture at Tuskegee Institute in Alabama. He impressed upon farmers the need for crop rotation. In one week’s time he discovered two dozen products that could be obtained from the peanut plant; milk and cheese, cream buttermilk instant coffee, face powder, printers’ ink, butter, shampoo, vinegar, dyes, soap and hardwood stains.. approximately 325 different products. He discovered 118 products from the sweet potato such as: flour, starch, tapioca, dyes, ink, mucilage and synthetic rubber. During World War I, the U.S. Army used his sweet potatoes to mix with wheat flour to make a better and cheaper loaf of bread. From the pecan, he extracted 25 different products as well as hundreds of

products from waste material like cornstalks. When there is an overabundance of cotton Dr. Carver showed how it could be used to make insulating board paper, rugs, cordage and paving blocks for highways. He also developed the plastic material from soybeans, which Henry Ford was able to make use of certain parts of his automobiles. Ford and Carver later work together on using the plant weed, goldenrod for producing synthetic rubber. From the native clays of Alabama, he extracted some of the most beautiful dyes and paints. His oil paintings can be seen in the Carver Art Collection Room. He died January 5, 1943.

- Frederick Jones invented the refrigerated truck.
- Pedro Alonzo Nino was navigator for Christopher Columbus.
- Dr. Samuel DeWitt Proctor president of North Carolina Agricultural and Technical State University came up with idea for Peace Corps and his friend Sargent Shriver gave him the go.
- Buffalo Soldiers, 1886 to 1888, opened up the Southwest.
- Tuskegee Airmen were sponsored by Eleanor Roosevelt.
- Eugene Bullard, first black fire fighter pilot in World War I and French National Hero.
- Lewis Howard Latimer, 1848 to 1920, pioneered in electrical lighting here and abroad. Latimer was a self-taught draftsman, he went on to be chief draftsman at Crosby, Gould, Patent Attorney. His office was located near the school where Alexander Graham Bell taught deaf/mute people. In the course of trying to invent a machine that would enable people to hear, Bell invented the telephone. He need a skilled draftsman to assist him with the patent application and asked Lewis Latimer to work with him. It was Latimer who executed the drawings and assist in preparing the descriptions required to prepare the application for the telephone patent of Bell issued in 1876. One of Lewis Latimer's earliest inventions patented on February 10, 1874, was the water closet for railroad cars. In 1880, Latimer was hired as a draftsman by Hiram Maxim, Chief Engineer at U.S. Electric Light Company in Bridgeport Connecticut. One year before Edison invented his incandescent electric lamp. Latimer carried on experiments which resulted in improvements of the incandescent lamp, particularly in the ways which the carbon filament were made a mounted. The Latimer lamp that resulted was in wide use for some time. On January 17, 1882, he received his most important patent process of manufacturing carbon. His method of producing carbon filaments resulted in a superior filament that lasted much longer. Another invention was the globe support for the electric lamps. March 21, 1882, he received a patent for wooden electric lamp sockets, now on display at the Smithsonian institution in Washington, DC. Latimer was called upon to install some of the first Maxim incandescent electric light plants in New York City. He instilled electric lighting in the Equitable building, Union league club and in other buildings today from New York to California cities in the country, shining in the night like thousands of jewels in a vast setting. Latimer's inventive genius was not confined to the field of electricity. On January 12, 1886, he was awarded a patent for an "apparatus for cooling and disinfecting". On March 24, 1896, he received a patent for a locking rack for hats, coats and umbrellas. On February 7, 1905, he received a patent for book supports. On May 10, 1968, the public school in Brooklyn New York was dedicated to his memory.
- William Chester Ruth, 1882 to 1971, Black Smith and inventor. Had 87 inventions of which 52 were patented the other 35 stolen, but that did not deter him in any way. 1924-25 W.C. Ruth created a Baylor feeder with a turntable that enabled the feeder to change position without manually doing so. It was distributed throughout the Northeast, the Frick Company and Armstrong Cork Company, and was also requested in Paris France. The most popular recognizable inventions by William Chester Ruth are the conveyor/elevator adapter for the grain elevator, the tie balers and from improvements to the manure spreader came the cinder spreader, which PennDot purchased in 1943. This equipment has evolved into the salt spreader we know today. Seale models being may be found at the rough-and-tumble Museum.
- Norbert Rillieux, 1806 to 1894, revolutionized the sugar refining industry. The modern sugar refinery industry is based on his invention of the evaporating pan. He also developed the theory

of multiple evaporation that was to be the basis for his precedent shattering invention. Prior to Rillieux; two other men in business did develop vacuum pans and condensing coils that imperfectly utilized heat and evaporating the liquid portion of the sugarcane juice. It dawned on Rillieux by a stroke of genius to enclose the condensing coils in a vacuum chamber and employ vapor from the first condensing chamber for evaporating the juice in the second chamber under a higher vacuum. Principle - higher the vacuum, the lower the temperature required to evaporate the liquids. The principals involved in the plan, laid the foundation for all modern industrial evaporation. His basic inventions are covered by two patents from the US patent office. In 1843, Rillieux was induced to try at yet another project. One that had failed in 1834 and 1841; his triple effect evaporator. It took two years to get this evaporator put into operation and this time it proved to be a complete success in 1845. The owner where he developed the evaporator received top prizes for the type of quality sugar produced by the machine. Soon factories all over LA, Cuba and Mexico were installing the Rillieux system. His process is used universally throughout the sugar industry, as well as the manufacturing of condensed milk, soap, gelatin, glue and in the recovery of waste, liqueurs in distilleries and paper factories. In 1854, Rillieux was back in France where he seemed to have given up on his profession. Then in his later years, again turned to engineering and invention. France, at that time was producing most of its sugar from sugar beets. Then in 1881, at the age of 25 years, He patented a process of heating juices with vapors in multiple effect which is still used in Cane and beet sugar factories throughout the world. Production costs, in terms of reduced fuel consumption were cut in half and a better sugar product resulted. Rillieux is also credited with many engineering devices now in use, like the “catcha” for preventing the caring over of sugar from one pack to the other, droplet in the vapor, the sight glass or “lunette” for watching the progress of the evaporation in the vacuum apparatus; and the substitution of cast-iron vessels for the costly coffee vessels which were previously thought to be essential for sugar evaporation.

- Eli Whitney’s slave invented the cotton gin to make his work easier, but Eli Whitney got the credit because he “owned” the slave who built it.

Mrs. Hunt thanked everyone for attending the meeting. She read a letter from Mr. Bookman regarding Palmer Park. He would like permission to upgrade the park. Have a blessed evening.

Adjournment

Mrs. Jones made a motion to adjourn the meeting at 10:25pm; Mrs. Green seconded the motion. Motion passed 7-0.