

MINUTES
CITY COUNCIL MEETING
545 East Lincoln Highway, Coatesville, PA 19320
March 12, 2018

CITY OF COATESVILLE

COATESVILLE CITY HALL

Call to Order

President Lavender-Norris called the meeting to order at 7:40 pm and welcomed everyone to the meeting. Council members present were President Linda Lavender-Norris, Vice President Carmen Green, Messrs., Edward Simpson, Mrs. Deborah Bookman, 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 Amanda Gattuso and Recording Secretary Ruthann Mowday.

President Lavender-Norris announced an executive Session was held earlier this evening March 12, 2018 to discuss personnel and legal matters.

Approval of Minutes:

Mrs. Hunt made a motion to approve the February 26, 2018 meeting minutes with edits; Vice President Green seconded the motion. Motion passed 4-0.

Approval of Accounts Payable

Vice President Green made a motion to approve the accounts payables; Mrs. Hunt seconded the motion. Motion passed 4-0.

Additions, Deletions or Modifications to the Agenda

Vice President Green added a presentation to Rodrique Jones.

Presentations

1. Boyle Construction

Mr. Ganguzza announced the City Hall Building is at 70% completion, addition is at 30% should be completed in May. The local labor is as follows: Electrical 39%; HVAC 44% CHE 30% and local labor is not at the full 30% but is expected to have over 30%. Council questioned the comment expected to be over 30%. All contractors are to have 19320 employees at 30% of the construction labor at all times. It is not to be accumulative over the time of the project. Mr. Carnes explained that some work can only be done by one person which will not 30% at all times. Council asked who approved the 30% to be accumulative. Mr. Carnes explained it is in the contract. Council agreed that this was not approved by them. They asked for clarification before or at the next meeting and wanted verification that each vendor's payroll was made up of at least 30% residents of the City.

2. Coatesville Youth Initiative (CYI)

Ms. Chaya Scott announced CYI is interested in the Community Center and expanding their space. The City is looking to put out an RFP to explore partnerships. There is so much happening in the City of Coatesville and the kids are the key to success. She hopes to continue partnership and collaboration with the City.

3. Brandywine Health Foundation

Chief Laufer explained how it is hard to process DUI offenders with the current system. The offender is usually taken to the hospital or the State Police Barracks. The City of Coatesville is the hub for processing DUI's and the surrounding Municipalities use the City's facility. Mr. Greg Cary and Ms. Dana Heiman from the Brandywine Health Foundation presented the City with a \$12,000 grant to purchase the Intoxilyzer 9000 and required supplies. Mr. Cary explained the equipment will help law enforcement and improve Quality of Life.

4. Natural Lands Trust – Ann Hutchinson

Ms. Hutchinson explained at the January 8th City Council meeting, Natural Lands raised the possibility of applying to the PA Department of Conservation and Natural Resources (DCNR) for a grant to complete a master plan for Ash Park. A DCNR grant, under the Community Resources and Conservation Planning category "lays the groundwork" for receiving DCNR funds to renovate parks and build recreational facilities. The current, annual grant round closes on April 11, 2018. In order to have time to prepare the grant application for the City, Natural Lands requests authorization at the March 12th meeting.

DCNR grant opportunity. The Community Recreation and Conservation Plan grants fund 50% of the cost of Master Site Development Plans and Swimming Pool Feasibility Studies, both necessary to position Ash Park for capital funds for park and pool restoration. The master plan process would build on our original needs assessment and determine the uses the community wants at the park, as well as the physical improvements and long term maintenance and operation costs. The pool study would look at the physical condition of the pool complex, including compliance with the PA Bathing Codes and Americans with Disabilities Act; determine the mechanical, structural and aesthetic needs; and, generate a realistic scenario for improving, maintaining and operating the pool complex. We estimate the combined pool and park plan to cost in the range of \$80,000 to \$90,000.

How the process and funding works. In discussions with DCNR, Natural Lands may write the grant application on behalf of the City of Coatesville, the grant applicant. Natural Lands is offering to write the grant, at no cost to the City. If funded, the project must be bid by the City. DCNR requires a 50% cash match available by April 11th, provided by the City, the most difficult aspect of grant compliance. Natural Lands, in partnership with the Brandywine Health Foundation, is committed to raising the match on behalf of the City. We are in discussions with DCNR to better understand how Natural Lands and Brandywine Health Foundation can make a formal match commitment, on the City's behalf. As we work through the matching funds detail we are asking City Council's approval to prepare the grant. A final grant Resolution, stating the match, will be required of City Council, prior to April 11th. Ash Park is the City's on community Scale Park, the others being smaller, neighborhood parks. City Council's Action Plan for healthy parks and people called for a systematic master plan for all City parks, thereby maximizing funding opportunities for the physical improvements. We would look forward to helping you advance improvements to Ash Park, as we have done for Patton and Palmer Parks.

5. Rodrique Jones – Certificate of Appreciation

President Lavender-Norris presented Mr. Jones with a Certificate of Appreciation to Mr. Rodriguez Jones for the outstanding Fireworks on New Year's Eve.

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

Paul Evans

Mr. Evans asked if Resolution No. 2004-06 was part of the agenda. President Lavender-Norris stated the Resolution was not on the agenda but attached to the agenda for public informational purposes.

Mrs. Bookman made a motion to close citizens' hearings on regular action items only; Vice President Green seconded the motion. Motion passed 5-00

Regular Action Items

1. Authorize Natural Lands to write two grant applications, on behalf of the City of Coatesville. The application will be submitted to DCNR under the C2P2 grant round, due April 12, 2018, in an amount of \$40,000 to be matched by \$40,000 raised by Natural Lands in partnership with the Brandywine Health Foundation. The DCNR grants will request a) a pool feasibility study and b) a master plan, both for Ash Park. There will be no charge to the City for preparing the grant applications.

Vice President Green made a motion to authorize Natural Lands Trust to write two grant applications, on behalf of the City of Coatesville. The application will be submitted to DCNR under the C2P2 grant round, due April 12, 2018, in an amount of \$40,000 to be matched by \$40,000 raised by Natural Lands in partnership with the Brandywine Health Foundation. The DCNR grants will request a) a pool feasibility study and b) a master plan, both for Ash Park. There will be no charge to the City for preparing the grant applications; Mrs. Hunt seconded the motion. Motion passed 5-0.

2. Receive and consider a Resolution establishing procedures for application to obtain benefits of LERTA Ordinance in the City of Coatesville

Vice President Green made a motion to accept a resolution establishing procedures for application to obtain benefits of LERTA Ordinance in the City of Coatesville; Mrs. Bookman seconded the motion. Motion passed 5-0.

3. Receive and consider 1st Reading an amendment to the City of Coatesville Zoning Ordinance to revised signage standards in the MU "Mixed Use Development" Overlay Zoning District of the Zoning Ordinance Amendment by DEPG

Mr. Simpson voiced his concerns on all the signs that would be displayed and what happens if another developer comes in and wants to a commercial building with four floors. Would they be eligible for signs for each business on those floors? It would not be cohesive with the overall plans of the downtown. He asked for the definitive wording and type of sign (front lit with channel letters) be added to the Ordinance.

Mrs. Hunt made a motion to approve 1st reading an amendment to the City of Coatesville Zoning Ordinance to revised signage standards in the MU "Mixed Use Development" Overlay Zoning District of the Zoning Ordinance Amendment by

DEPG; Vice President Green seconded the motion. Motion passed 4-1. Mr. Simpson was the dissenting vote.

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

Discussion Item

1. Trash Totes Update

Mrs. Bookman explained that some recycling is not being picked up. If a can is only half full, Eagle Disposal is not picking it up. There are some cans overflowing with recycling and not being picked up. Ms. Gattuso announced that Mr. Saites spoke to Eagle Disposal regarding the half bins not being picked up. President Lavender-Norris asked if there is a stipulation and penalty for not picking items up.

Solicitors Report

Mr. Carnes announced:

- The city is going to assist in obtaining the LERTA implementation and approval by the Coatesville Area School District
- Continue to work with Michael Kissinger of Pennoni and Sonia Huntzinger to obtain Right of Way agreements and Temporary Construction Easements for purposes of obtaining new sidewalks (4th Avenue Streetscapes)
- Attended the Planning Commission of March 1, 2018 whereat the Planning Commission reviewed the proposed Zoning Ordinance Amendment to signage requirements and also reviewed the subdivision plan.
- 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 matters.

City Manager's Report

Mr. Trio announced:

- Contacted Scott Neuman at Peco to follow up on areas of the City identified by Council member to address alternatives where power outages are ongoing.
- Notifications and warning systems were successful in addressing required services and closure. Coordinating with local and county EOC was seamless
- City staff was well prepared, equipment and material available with and minimal problems were identified.
- Tax/Trash Bill reminder post cards were issued.
- City Hall Renovation – substantial completion is designated as May 21, 2018 and move anticipated completed by June 8, 2017. Ribbon cutting ceremony to be planned.
- Meeting and site tour with representative of the WC Atkinson Center relative to a joint venture use of the Community Center.
- Loader was not eligible for the USDA grant. Coordination and timing of purchase cannot predate the issuance of the grant.
- Activating street sweeper to take advantage of unusual seasonal weather to address trash/gutter, etc.
- Route 82 and 1st Avenue Right of Ways are being finalized

- Victory Sport meeting with Valley Township to discuss access from the Flats attached to Glencrest Road

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

Fran Scamuffa

Ms. Scamuffa inquired about the process of special events permits and if they are time stamped. Does the Fire Department need to be on standby when there are fireworks? The application was not completed for the fireworks by all departments. Vice President Green stated the special event was approved by City Council.

Paul Evans

Mr. Evans stated well done on the microphones. He announced Council meetings are now available at www.coatesvillecouncilmeetings.com. He inquired about the Resolution 2004-06 regarding cameras in the back. Under the Sunshine Act, there is no reason cameras cannot be in the front of the meeting.

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

Special Events

1. Freedom Life Community Center – Easter Egg Helicopter Candy Drop at Ash Park on March 31, 2018 from 10 am to 12 noon.

Council addressed their concerns regarding the safety of the event and having a helicopter drop Candy and flying around the area with all the trees. They asked staff to contact the interested party and address the concerns of Council and staff regarding the safety of event.

Council Comments

Mr. Simpson thanked everyone for attending the meeting.

Mrs. Hunt thanked everyone for attending the meeting. She thanked everyone for their comments and concerns for the City of Coatesville. Be safe.

Mrs. Bookman thanked everyone for attending the meeting. She attend the training in Harrisburg for newly elected officials. It was amazing, hoping to put the education to her role as a council member. She attended the Finance Meeting, they rock, was well informed of activities within the department. Really excited for the rest of the year. She thanked staff for their work.

Vice President Green thanked everyone for attending the meeting. There has really really been collaboration and willingness to partner with the city on various events and opportunities for the City. There are a lot of things going on in the City. Appreciate everyone.

President Lavender-Norris is excited about the information obtained at the conference. It was an opportunity to meet a lot of officials across the state and their willingness to come and sit in our meetings or us at theirs. Made good connections, everyone wanted to come to Coatesville, to the extent when registering, Coatesville is where the Grand Prix is. A special

shout out to the Public Works Department for the awesome job with snow removal. There were no complaints. She thanked everyone for coming out to the meeting.

Adjournment

Mrs. Hunt made a motion to adjourn the meeting at 9:30 pm; Mrs. Bookman seconded the motion. Motion passed 5-0.