

MINUTES
CITY COUNCIL MEETING
Council Chambers, 1 City Hall Place, Coatesville, PA
June 27, 2016

Call to Order

President Lavender-Norris called the meeting to order and welcomed everyone to the meeting. Council members present were President Linda Lavender-Norris, Vice President Marie Lawson, Msrs, Joseph Hamrick, Mrs. Carmen Green and Mrs. Ingrid W. Jones. Staff members present included City Manager Michael Trio, City Solicitor John Carnes, Fire Chief Garry Alderman, Finance Director John Marcarelli, Police Chief John Laufer and Administrative Assistant Mary Tedesco.

President Lavender-Norris announced an Executive Session was held on June 27, 2016 to discuss personnel and legal matters.

President Lavender-Norris announced Mrs. Hunt and Mr. Simpson will not be in attendance.

Approval of Minutes:

Vice President Lawson made a motion to approve the June 13, 2016 meeting minutes; Mr. Hamrick seconded the motion. Motion passed 4-0-1. Mrs. Green abstained from the vote due to her absence.

Approval of Accounts Payable

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

Additions, Deletions or Modifications to the Agenda

Mrs. Green made a motion to delete action item 1) Receive and consider Greenways Grant Resolution and replace with Receive and consider JAG Byrne Grant and add action item Receive and consider appointment of Fran Scamuffa to the Zoning Hearing Board; Vice President Lawson seconded the motion. Motion passed 5-0.

Presentations

1. 2nd Century Alliance – Sonia Huntzinger

Ms. Huntzinger provided quarterly basis briefing.

- Goal is to work collaboratively with all of you and city staff, feel free to call or email me, or co-chairs of the 2nd century alliance.
- The 2nd Century Alliance is a subcommittee of CAPP, which began last year after Coatesville's 100th anniversary by community stakeholders from city, county, nonprofit and for profit entities
- The mission is to improve socioeconomic conditions in the City of Coatesville, stabilize the financial stature of the city, foster economic development, and bring resources and stakeholders together for that purpose.
- Set up the administrative office at 26 N 2nd Avenue, created an online presence with a website and Facebook page.
- volunteer infrastructure, four committees
- Placemaking – Economic Development – Advocacy & Policy – Fundraising
- time meeting with community leaders and stakeholders

- what success looks like to each of you
- meeting with downtown merchants - merchants association critical to revitalization
- familiarizing myself with the status of the major projects –
 - DEPG gateway real estate development project
 - the new train station
 - natural lands trust study of the park system – working to source grant opportunities
- The next steps are:
 - improve the physical appearance – visible, tangible changes to the landscape: – litter pick up, trees, façade improvements, and wayfinding signage
 - improvements to the existing train station building
 - laser focus from 1st to 4th on Lincoln Highway - building inventory – first floor retail stock, feasibility for each of the properties
 - appealing mix of retail and hospitality businesses,
 - critical mass - ultimately a destination
 - commercial realtors - market prime opportunity sites,
 - use pipeline projects like DEPG Gateway, the train station, and the 3rd avenue streetscape improvements as selling points
 - design a recruitment brochure and new business packet
 - understand the resources that are available at the County and state levels - bring them to bear on the city

2. Certificate of Recognition- Jeannine McNeil

President Lavender-Norris presented Jeannine McNeil with a certificate of recognition for caring for a stranger in his time of need. Ms. McNeil saw to his medical needs at a time that was critical to a resident.

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

John Pawlowski

Mr. Pawlowski questioned action item 1 and 4. Both items were removed from the agenda as action items and replaced. Mr. Pawlowski provide an update on the Riverwalk project and gazebos.

Vice President Lawson made a motion to close citizens’ hearings on regular action items only; Mrs. Green seconded the motion. Motion passed 5-0.

Regular Action Items

Previous Action Items regarding the FloodPlain Ordinance and CDBG Grant were deleted an overview of the project and/or recommendations required were explained. Ms. Barkasi explained the City Engineer is currently working on the Flood Plain Ordinance and CDBG Grant Public Works

The Flood Plain Ordinance update background is:

- The Federal Emergency Management Agency (FEMA) has updated floodplain mapping for selected reaches within the Brandywine-Christina Watershed in Chester County, Pennsylvania and have issued Preliminary Flood Insurance Rate Maps (FIR Ms). As a result of the map updates, all municipalities in Chester County must update, adopt, and receive approval of their floodplain ordinance from FEMA. FEMA highly recommends the floodplain ordinance be stand-alone.

- According to correspondence from FEMA dated March 18, 2016, municipalities will have six (6) months to revise and adopt their Floodplain Ordinances from the issuance date of the Letter of Final Determination (LFD), which is anticipated by FEMA to occur in **fall, 2016**. These ordinances must be adopted and submitted to FEMA and the Pennsylvania Department of Community and Economic Development (PA DCED) for final approval by the projected FIRM Effective Date (**spring, 2017**). Municipalities that do not complete the ordinance update and adoption within this timeframe will be immediately suspended from the National Flood Insurance Program (NFIP).
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- Prior to adopting the updated ordinance, the PA DCED, Chester County Planning Commission (CCPC), and FEMA must all conduct pre-adoption reviews of the ordinance. CEDARVILLE strongly recommends that the City begin the revision process **now** so that there is ample time to coordinate with these agencies and be prepared for ordinance adoption during this six (6) month period.

The CDBG Grant/Public Works is described as follows:

- The City of Coatesville proposes three projects to restore and improve portions of the city's vital infrastructure, supporting pedestrian safety, accessibility, and community revitalization. A CDBG grant application is being submitted for the following projects and locations within the City:
- Project 1:
 - a. Diamond St. from 2nd to 4th Avenue, Chestnut St. from 1st to 4th Avenue, Fleetwood St from 2nd to 3rd Avenue and 2nd Avenue from Lincoln to Fleetwood.
 - b. Diamond St. from 2nd to 4th Avenue: Replace deteriorated drainage facilities, pave the road surface, update Accessible Ramps and install crosswalks
 - c. Chestnut St. from 1st to 4th Avenue: Remove and replace deteriorated sidewalk and curb to enhance pedestrian safety and community appearance. Update Accessible Ramps and crosswalks, replace failed drainage facilities as needed, pave street.
 - d. Fleetwood St from 2nd to 3rd Avenue: Remove and replace deteriorated sidewalk and curb to enhance pedestrian safety and community appearance. Update Accessible Ramps and crosswalks, replace failed drainage facilities as needed, pave street.
 - e. 2nd Avenue from Lincoln to Fleetwood: Remove and replace deteriorated sidewalk and curb, including addition of street trees, to enhance pedestrian safety and improve streetscape. Update Accessible Ramps and crosswalks, replace deteriorated drainage facilities as needed, pave street.
- Project 2:
 - Ash Park, the North side of Lincoln Highway in front of the Flats, and the south side of Lincoln Highway toward Church Street.
 - a. Ash Park: Replace broken and uneven sections of sidewalk and curb around the Park perimeter to enhance pedestrian safety and community appearance. Update Accessible Ramps and crosswalks.
 - b. On the North Side of Lincoln Highway: West of 1st Avenue (Route 82), in the vicinity of the summer splash pad, remove and replace approximately 650 LF of deteriorated sidewalk and curb. Incorporate street trees in the renovation to beautify, absorb storm water runoff and provide shade along

the pedestrian paths. Update Accessible Ramps and crosswalks, replace deteriorated drainage facilities as needed. This work will enhance pedestrian safety and improve the streetscape.

- c. On the South Side of Lincoln Highway, replace approximately 300 linear feet of sidewalk and curb east of Church Street that is in poor condition.

- Project 3:

- Repair or replacement of an existing sanitary sewer line. Residents and property owners along Walnut Street are complaining of sewage backing up into dwellings. The City believes there may be a sag, break or obstruction in the line causing this problem. This project proposes to resolve the problems experienced by these residents.
- Once funded, the problem can be further evaluated with video inspection, and bid documents issued for necessary work to resolve the blockages.

1. Receive and consider Jag Byrne Grant

Mr. Trio read the interlocal agreement between the City of Coatesville and the County of Chester – 2016 Byrne Justice Grant (JAG) Program Award. The City agrees to pay the county a total of \$0.00 of JAG funds retaining the remaining \$13,100.00. County agrees to use \$0.00 for the program until the program is completed.

Vice President Lawson made a motion to approve the interlocal agreement between the City of Coatesville and the City of Chester – 2016 Byrne Justice Assistance Grant (JAG) Program award; Mrs. Green seconded the motion. Motion passed 5-0.

2. Receive and consider appointment of Fran Scamuffa to the Zoning Hearing Board

Vice President Lawson made a motion to appoint Fran Scamuffa to the Zoning Hearing Board; Mrs. Green seconded the motion. Motion passed 5-0.

3. Receive and consider payment of the 2016 Tax Anticipation Note in the amount of \$1,205,811.50.

Mr. Marcarelli explained the principal balance is \$1,200,000.00 and interest due is \$5,811.50 for a total repayment of \$1,205,811.50 due by June 30, 2016.

Vice President Lawson made a motion to approve the payment of the 2016 Tax Anticipation Note in the amount of \$1,205, 811.50; Mrs. Green seconded the motion. Motion passed 5-0.

Discussion Item

1. Discuss Regional Emergency Management

Mr. Hamrick announced WCCCOG asked for the City's interest to participate in Regional Emergency Management. It will not interfere with the City's current Emergency Management Program only assist.

Vice President Lawson made a motion to support the Regional Emergency Management thru WCCCOG; Mr. Hamrick seconded the motion. Motion passed 5-0.

Solicitors Report

Mr. Carnes announced the following items the report:

- Assisted with follow-up regarding the DEPG Zoning Ordinance Amendment (Mixed Use Overlay District)
- Assisted with the follow-up regarding borrowing financed by BB&T Bank
- Followed up on the contract with Kaboom! Inc. for playground equipment for the West End Park with financial assistance from Natural Lands trust
- Working with ACR Machine and City Engineer to review a Zoning Ordinance Amendment.
- Worked with DEPG regarding its projects on Lincoln Highway and the City
- Worked on various matters involving litigation and assisted the City in its interpretation of codes, rules and regulations.

City Manager's Report

Mr. Trio announced the following items in his report

- New staff person Mary Tedesco, Administrative Assistant. She has assumed the role vacated by the previous admin assistant who moved to a position in the Police Department.
- Codes Department
 - Department operating well within expectations. Minimal complaints since outsourcing.
 - Good reports of public service from residents and business.

Mrs. Green questioned the hiring of an employee for the Codes Department and discussed previous employees. Item was placed on the Managers report but not discussed.

- ZHB Case
 - Breathe Center at North 5th Avenue – reuse of existing senior center as religious use (special exception) – pending rescheduling of hearing July 5, 2016
- Planning Commission
 - ACR Machine Co. Request for Zoning text and map amendment to amend the C# commercial district regulations
- RDA Development
 - DEPG filed zoning amendments for implementation of Gateway Development Plan
 - First round of environmental testing is completed.
- Engineering/Planning/Code Enforcement
 - DEPG Redevelopment Plan
 - Ongoing engineering meetings concerning DEPG project review
 - Escrows have been executed and account has been funded. Initiated weekly DEPG reviews of zoning and development planning.
 - Route 82 and Lincoln Highway
 - PennDot HOP filed May 13, 2016. Estimated date of issuance is Nov/DEC 2016. With funding, construction can progress through completion in 2017
 - CDBG Planning
 - City Engineer is completing the 2016-2017 application for applicable funding to address infrastructure needs of the City.
 - Approximately 1.75 million dollars in infrastructure and business district improvement projects have been identified and proposed by the City.
- Energy Park Initiative

- City and Valley will coordinate and work cooperatively on this green sustainable project as delineated in the stand still agreement.
- City Energy savings project and District Court Lease and progress
 - Johnson Controls contracted Kiers Electric for installation of the new LED lighting system
 - 1st Phase delivery of 120 units and begin install from eastern part of City
 - 2nd phase delivery of 654 units continue installation – City may target special needs areas
 - Finalize siting and installation of surveillance systems for police and emergency services
 - Expected completions and close out of project – mid September
 - Chesco DMJ and City executed the lease for District Court. JCI has designated a project/construction manager and will be spearheading the project with the City.
 - Project Architect-Architectural concept
 - Construction document – pricing sets have been issued to JCI who have issued them for mechanical, structural bids.
 - Tentative – Preliminary Program
 - JCI?AC will review proposals and coordinate selection of vendors and contractors (to be completed mid july pricing)
 - August Council App to commence
 - Relocation of admin offices to temp space projected for Sept-Oct
 - Construction/ demolition to start in October 2016
- Brandywine Park Splash Pad
 - Working with JCI to expedite the re-opening of the splash pad which is under construction – operational first week of July
 - Sonia Huntzinger will be coordinating a re-dedication/formal re-opening event for the facility
- Public Works
 - Sweeper delivered June 15, 2016
 - Nick Saites addressing Sweeps and solid waste on incident basis
 - P.W. will be repairing Police Dept. paving areas this month. Requires minor milling and paving.
 - Investigating temporary skim coating of damaged sidewalk areas at Splash Pad in expectation of full repair funding with the CDBG Program 2016-2017

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

Arden Hunt

Ms. Hunt questioned the previous meeting minutes. They are very vague. President Lavender-Norris explained they are not verbatim, just what you came to talk about. Mrs. Hunt inquired about the process for Police Complaints. Chief Laufer asked Ms. Hunt to set up a meeting with him to discuss her complaints with the Police Department.

John Pawlowski

Mr. Pawlowski announced many have donated for the Gazebo project. He asked for volunteers to put the flags up on the 4th of July at 9 am and take down at 7pm.

Paul Evans

Mr. Evans voiced his concerns regarding speeding and also a sink hole on Hope Avenue. Mr. Evans questioned the hiring of an employee for Codes.

Diane Brownfield

Ms. Brownfield inquired about the City pools. Council announced the pools will not be open this year due to the need for infrastructure repairs.

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

Special Events

There were no special events at this time.

Council Comments

Mr. Hamrick thanked everyone for attending the meeting. He enjoys the comments from all the citizens.

Mrs. Green thanked everyone for attending the meeting. She is extremely happy regarding the recognition for Jeannine McNeil. It shows Coatesville Pride. She is very proud of where we are right now. There is a new sense of pride in Coatesville. Sometimes things get rough before they get better,

Mrs. Jones thanked everyone for attending the meeting. She quoted 'Government is not reason, it is not eloquence — it is force. Like fire it is a dangerous servant and a fearful master; never for a moment should it be left to irresponsible action.' by George Washington.

Vice President Lawson thanked everyone for attending the meeting. She thanked Ms. Scamuffa for filling in the vacancy on the Zoning Hearing Board. On June 30th, a meeting will be held to discuss reigniting the City's newsletter. She thanked Sergeant Ollis and his daughters for maintain the "Welcome to the City of Coatesville" signs. She wished Ms. Green a Happy Birthday.

President Lavender-Norris thanked everyone for attending the meeting. She is grateful to serve on Council with everyone and also a pleasure to serve the residents. Stay safe and have a blessed night.

President Lavender-Norris asked all veterans in the audience to come up and get a star for veterans. On the star it reads "I am part of our American flag that has flown over a home in the U.S.A. I can no longer fly. The sun and winds have caused me to become tattered and torn. Please carry me as a reminder that you are not forgotten".

Adjournment

Mrs. Jones made a motion to adjourn the meeting; Mrs. Green seconded the motion. Motion passed 5-0.