



City Council Meeting
Special Meeting Minutes
Via – Virtual Meeting via Zoom and You Tube – COVID 19
Monday, May 11, 2020

Council Present: Vice President Carmen Green, Ms. Khadijah Al Amin, Mrs., C. Arvilla Hunt, Mrs. Marie Lawson, Mr. Donald Folks and Mr. Edward Simpson

Council Absent:

Staff Present Michael Trio, City Manager; James Logan, Assistant City Manager; Anthony Verwey, Solicitor; Chief Jack Laufer, Police Department; Richard Troutman, Finance Director and Ruthann Mowday, recording secretary

Vice President Green called the meeting to order at 7:45 pm and announced a virtual Executive Session was held prior to the public meeting.

Approved Minutes

Ms. Al Amin made a motion to approve the April 27, 2020 meeting minutes; Mr. Folks seconded the motion. Motion passed 6-0.

Approval of Accounts Payables

Mrs. Lawson made a motion to approve the accounts payables; Mr. Simpson seconded the motion. Motion passed 6-0.

Additions, Deletions or Modifications to the Agenda

Mr. Simpson made a motion to delete Action item 2) Receive and consider first reading an Ordinance amending Chapter 108 fees, of the General Laws of the City of Coatesville, Pennsylvania, by deleting it in its entirety and replacing it with language permitting the setting of fees by Resolution fees and add Action item 6) Receive and consider a Resolution for Supporting the filing of a grant application with the Chester County Department of Community Development for 2020 Chester County Community Revitalization Program Grant funds for improvements in the City of Coatesville consisting of a parking garage for the Coatesville Train Station; Mr. Folks seconded the motion. Motion passed 6-0.

Presentations

1. Proclamation Ventnor Wright
Mrs. Lawson read the Proclamation for Mr. Wright.
2. Proclamation Geraldine Proctor
Mrs. Lawson read the Proclamation for Mrs. Proctor.

Citizens Hearings – Regular Action Items Only (3 Minutes)

There were no comments during citizens' hearings regular action items only. Vice President Green explained Whatever questions you may have you can put them in the form of an email or put them in writing and you will be responded to very swiftly.

Regular Action Items

1. Receive and consider second reading and adoption of Ordinance authorizing a bank qualified lease purchase financing agreement with BB&T for the purchase of three police cruisers, a pick-up truck and ninety parking meter heads
Mrs. Lawson made a motion to approve second reading and adoption of Ordinance authorizing a bank qualified lease purchase financing agreement with BB&T for the purchase of three police cruisers, a pick-up truck and ninety parking meter heads; Mr. Simpson seconded the motion. Motion passed 6-0.
2. ~~Receive and consider first reading an Ordinance amending Chapter 108 fees, of the General Laws of the City of Coatesville, Pennsylvania, by deleting it in its entirety and replacing it with language permitting the setting of fees by Resolution fees~~
3. Receive and consider Resolution granting conditional approval of the Coatesville Mixed Use redevelopment amended Final Land Development Plan of DEPG Coatesville Associates, LP; setting forth conditions of approval which require applicant to comply with all conditions set forth in Resolution 2018-11; and approval being further conditioned upon acceptance of said conditions by the developer/applicant
Ms. Al Amin made a motion to approve a Resolution granting conditional approval of the Coatesville Mixed Use redevelopment amended Final Land Development Plan of DEPG Coatesville Associates, LP; setting forth conditions of approval which require applicant to comply with all conditions set forth in Resolution 2018-11; and approval being further conditioned upon acceptance of said conditions by the developer/applicant; Mrs. Lawson seconded the motion. Motion passed 6-0.
4. Receive and consider conditional offers of employment for part-time officers for the Fire Department
Mrs. Lawson made a motion to approve conditional offers of Employment to Joseph Marks, Bryan Rachko and Tye Weaver as part time fire fighter for the Coatesville Fire Department; Mrs. Hunt seconded the motion. Motion passed 6-0.
5. Receive and consider waiver from PAWC from the Pavement Impact Fee in lieu of a full overlay and restoration of paving for water and sewer main replacement work scheduled for 2020 work
Ms. Al Amin made a motion to approve a waiver from PAWC from the Pavement Impact Fee in lieu of a full overlay and restoration of paving for water and sewer main replacement work scheduled for 2020 work; Mr. Folks seconded the motion. Motion passed 6-0.
6. Receive and consider a Resolution for Supporting the filing of a grant application with the Chester County Department of Community Development for 2020 Chester County Community Revitalization Program Grant funds for improvements in the City of Coatesville consisting of a parking garage for the Coatesville Train Station
Mr. Folks made a motion to approve a Resolution for Supporting the filing of a grant application with the Chester County Department of Community Development for 2020

Chester County Community Revitalization Program Grant funds for improvements in the City of Coatesville consisting of a parking garage for the Coatesville Train Station; Ms. Al Amin seconded the motion. Motion passed 6-0.

Mrs. Hunt made a motion to close action items; Ms. Al Amin seconded the motion. Motion passed 6-0.

Discussion Items

1. Meeting Minutes

There was no discussion on meeting minutes.

2. Unity Day/Fireworks/Grand Prix

Council discussed the cancellation of events due to Covid 19 and the lockdown/closures in the County/State. The County is currently in the red zone until June 4th. The contributors for the events have been impacted by the lock down and will not be able to contribute to the events. A decision needs to be made as to whether to hold or cancel event for planning. Given the date, it is very short time to continue the plans for Unity Day. Planning for the event usually begins in January and due to Covid no meetings have been held for a few months. No final decisions were made for the day. If Unity Day is held, it will help lift up the community. A meeting should be scheduled with the Unity Day committee to decide whether to move forward with the event, reschedule the event or cancel the event. If Unity Day is cancelled, will the fireworks go on as usual, will they be rescheduled or cancelled until next year. As for the Grand Prix, the committee will be meeting to discuss whether the event will be held in 2020 or cancelled until 2021. The County must go thru the three phases: red, yellow and then green before an event can be held. There is currently no time frame for these phases. The issue is large crowds.

Mr. Logan questioned the special events in the parks. We have several applications but the parks are closed to the public. Another event to look at it the Jazz fest at Gateway.

3. Protocol for Proclamations

A proclamation in terms means you can give it to whoever you would like to give it to you but the framework of them are designed to give it to individuals who have contributed and offered and participated in various things in a community that would warrant the proclamation whether good works, community-building advocacy, volunteerism. It's really up to you all to decide but that's kind of the framework. Council should come up with a particular criterion for proclamations. A Letter of recognition, acknowledgement or condolences would come second. The City Should be consistent on who and why a person, business or establishment is presented with a proclamation. If we do for one funeral home, we should do for the others during this difficult time. It was explained the Proclamation for Mr. Wright was not for his work at the funeral home but for his work and involvement in the community. Council is not trying to take away anything from anyone but want to make sure, they are consistent with everyone. Council has denied others of Proclamation and given Letters of Appreciation. Council needs to set parameters on the various acknowledgments.

4. PA American Water rate Increase

Mr. Trio explained the City received correspondence from Pennsylvania American Water proposing a rate increase that was going in front of the Pennsylvania Utility Commission. It is a notification that they are raising rates in 2021 and 2022 for both the water and sewer system. In 2021, the increase per month is \$8.06 for water and \$11.50 for sewer and in 2022, the increase per month for water is \$3.82 and sewer is \$ 4.88. For the two year accumulatively, it is 13%.

A letter was sent to the residents with all the information regarding the rate increases and the dates. If no one contests the rate increase, the rates will go up as early as June 28, 2020. We need as many people as possible to send letters to the Public Utility Commission to say you are not in favor of the increase. They will do an investigation like they did in 2012-2013. It is imperative, we stand up, we can't afford another increase.

5. Tax Extension/Real Estate

Mr. Trio explained the Governor has put a moratorium regarding property taxes in the State of PA. The penalty date is usually May 30th and it has been extended to July 31st. This give you an opportunity to still pay without the penalty up until July 31st. The information will be put on Channel 66 for the residents. We will also have it on Facebook and the City website. The City Real Estate and Solid Waste are on the same bill so the extension will include both. The submittals to Portnoff have been held off.

Reports

1. Solicitor

Mr. Verwey announced he:

- Worked in Public Utility issues in the City's behalf
- Reviewed some land development issues
- Reviewed some issues related to liens taxation and fee recovery on behalf of the city

2. City Manager

Mr. Trio announced:

- We have received word from the County that the antibody testing is being conducted currently. It started last week for all the Chester County emergency management personnel, our City emergency management personnel, the Police, Fire, EMT's and health care professionals and their families in the area of Chester County. They are directed to the website access test registration.
- Our red zone, our stay at home order was extended to June 5th.
- We are following the protocol here in the city. We are remoting about 50% of our staff and doing all the protocol systems that are required under the state
- An unfortunate issue happened in the 3rd, where we had an attempted, I would call it an arson at our police department. A subject was disgruntled because of a contact that they had happen earlier with the Police Department with a motor vehicle issue. The

- person came back with flammable liquid and attempted to lite our police vehicles of fire. The fire was stopped very quickly and there was very minimal damage to the vehicles. The subject was apprehended that evening and is now at Chester County prison and processed. Luckily this did not turn into a catastrophe. It could have been more serious. Luckily, Corporal Ingeminie was on scene very quickly and was able to put the out the flames.
- We have no reported problems on our curfew going to 8 pm to 6 am daily. We have seen some other municipalities do some relaxation of their hours and went to 9 pm. If council, at some point see we have more compliance, we could adjust the time. At the time being we will keep it as 8 pm to 6 am.
 - The parking garage was a subject in tonight's meeting. We supported the CRP grant for the continuation of the parking garage. That is that is tracking through and the current schedule is to go to bid in the 4th quarter. We believe that's still a reasonable time frame for that engineering and land.
 - The most active aside from the DEPG Gateway Project is 190 West Lincoln Highway
 - They have initiated the construction of the sidewalks today. They started on Church Street on the West side of the property as well as the corner. They will be proceeding down Lincoln Highway in the near future.
 - We can expect to see construction move forward, the engineer's reviews have been processed and a virtual meeting with the application and applicant for presentation Wednesday with the Planning Commission.
 - The plans could be in front of Council late June, Early July for action.
 - Public Works was able to help us solve an issue we had on Madison and Walnut Street, there was a blockage of a culvert system which was causing some erosion impacting a neighboring property. We met on the site last week and today Public Works went out and cleared a lot of the area. Hopefully, the improvement hopefully that improvement will increase the flow through that culvert and not result in any more damage or erosion. We are working with our engineer, Cedarville, to monitor that if additional repairs are required that will be designed.
 - There is nothing to report on the RDA as of today. There is a meeting next Monday night. I believe there will be additional discussion or maybe action on the three applications that are before them for the Flats.
 - We have been tracking in Finance the impacts of the Corona virus 19, on future revenues and how it impacts the City finances. We will be working on that over the next quarter into mid-year. that's generally a high-level overview
3. Assistant City Manager
Mr. Logan announced:
- We are trying to move forward and operate as business as usual but unfortunately you know it is difficult to do this during this time.
 - I would like to acknowledge some things going on in the City which is part of the City's ability of rally together and support one another.
 - The churches have been doing an outstanding job of feeding people, both members of their congregations as well as non-members. I want to thank the churches for their outstanding work n helping the people.

- Bill Pierce at the Senior Center has been doing outstanding work at the Senior Center. He is looking for more volunteers to help him move some of the food.
- The Coatesville Area School District continues their lunch program. One of the distribution sites is next door.
- I want to thank the food bank which is doing an outstanding job in the City. job in the city as well as they have been providing food as well.
- Some people are doing some great things in this community helping others less fortunate or just helping others that are in need.
- Jose Colon, he is the owner of America's finest tire service right on Lincoln Highway. He would like to get the support of the community to welcome him in a food distribution on June 6. His company would like to donate food to our community and it's something that's coming out of his pocket. He wants to give back to his community, that has given so much to him and his family. On June 6th, he would like to do a food distribution. He is also willing to provide some music to kind of take the load off of people. This will take place near the gazebo area
- I want to thank our Police Department, Fire Department, first responders, you know people in the front line. I mentioned before people that are working in Wawa, and some of our many markets, you know, thank you for you know, just being out there moving on to the city.
- We have some grants that we have been working on. The largest grant we are working on is, the ECON grant for the Train Station, that we are going to be submitting. This will help the garage itself. Collen terry and her team have been working hard and putting this together with 2nd Century Alliance We are excited to have them on our grant writing team. We are going to be working with them to identify some grants that are out there. We are an opportunity zone.
- Want to tip our hats off to the Public Works guys, a crew of three guys, out of the front lines, working long hours to make sure the City is clean. We are keeping it nice and healthy for our citizens.
- As you know, we want to reopen our community. We want to invite you back in but until that time, it is very important that we stay close to the mandates. You know the curfew has been working, wearing masks has been working, distancing ourselves has been working. Let's stay positive. If you guys see each other out there with masks. I still see people out there they're not wearing their masks, and they're two feet from each other, you might be family members and that's cool, but if you're not you know, put on a mask, wear gloves, do whatever you need to do to protect yourself, because when you do eventually get back to work we want you to stay at work. That is the most important thing about reopening as the City Hall reopens. You are going to see some different looks of it. I won't reveal everything right now, but it is going to be different coming into the building. We are going to be laying those guidelines out in the coming weeks. We are excited that at some point we will be reopening but we're not going to do it prematurely. We want to make sure that we are following the state and the governor in our County and a more important for your health and safety.
- Some of the city signs that you'll be looking at in the future, we will be investing in signs for our parks because our parks will eventually open. There is going to be new guidelines when the parks reopen, you may have to wear a mask, you may have to bring your own hand sanitizer, you may have to use our garbage cans. These things

are important to make sure that your safety is in place and the parks you know we want you to go into the parks, but we want you to practice social and things to keep you healthy. I want you to enjoy the outdoors. We want you to be healthy. Hopefully, you all will support us in our efforts to protect the community and we just look forward to this in the next several months.

4. Finance Director

Mr. Troutman announced:

- The solid waste for the current year 2020 and the real estate tax will be aligned with the state. They are billed on the same invoice.
- The 2019 Solid Waste has not been transferred to Portnoff. It is retained at City Hall the Finance collections.
- Portnoff is delaying their collections. They are communicating but not taking walk in business. They are following up on payment plans but they are not pursuing the seven-step collection process.
- The Real Estate has been extended to July 31st.
- The rental license and business privilege due dates have been backed up.

Citizens Hearings Non-Agenda Items Only (3 Minutes)

There were no comments during citizens' hearings non-agenda items. Vice President Green explained whatever questions you may have you can put them in the form of an email or put them in writing and you will be responded to very swiftly.

Special Events

There were no special events at this time.

Council Comments

Mr. Simpson thanked everybody for tuning in. Just don't tune in and tune out like they did back in the day, tune in and stay involved. Stay healthy, practice social distancing and you know we will get through this thing. You know it takes a little bit more than this just to shut us all down.

Mr. Folks thanked everyone for tuning in. Keep praying for the city, pray for the ones that lost the loved ones. Wash your hands, stay safe, don't go on the crowds, don't take it home to your parents and grandparents. I encourage you to stay safe here too.

Mrs. Hunt thanked everyone for tuning in. I just want us to continue to pray for the others, pray for our country. Today, I was watching the news and I see where there's another caveat, this virus is now affecting the young children and three babies have died in New York. So, this is a beast if a whole new level that we had we have no way of knowing. Please, I know it's hard to not be able to gather especially with your loved ones. You know yesterday was Mother's Day, everything had to be scaled down. Please just adhere to what has been put forth because we will come out of this, but we want to come out of it with all of us. Please just be safe, thank you. To our administration and staff for the dedication and all the work that you're doing to keep this City running through this.

Mrs. Lawson thanked everyone for being online with us. This is definitely a different way of doing council meetings but I mean at the same time, a lot more people can be involved since you can do it from home. There are some things that I just want to remind everybody, everyone's already spoken about COVID. Please, please, please while we're all home do your census. You can do it. Find the City of Coatesville and fill it out. We win, when you do your census. It all comes down to funding and grants so please just take the 5-10 minutes that it takes to do that. Fill out that information, it's very easy. If you don't have your letter that came in the mail you don't need it, you just type in your address, it will give you a number. You can do it that way. It's very important that everybody in the city does their census. It affects us for the next ten years so it's very important. The other thing I wanted to speak to you about too, we all speak about you know being sick and you know COVID and social distancing. I want people to also think about mental health these being in the house and being isolated is very hard for a lot of people. There are resources out there the county has plenty of resources. The United Way has a flyer showing where you can literally just text a number on your phone, it's a completely anonymous and you will get help. If you feel that you need anything like that please reach out, you can call or text to one-one receive help confidentially from United Way. It's so important that you take care of Yourself. Self-care during this time, it's easy to social distance, it's easy to put gloves and a mask on but you have to take care of your mental health as well. I just wanted to you know to say thank you to Mr. Logan and Mr. Colon and his father for their help in the community, not just here but you'll remember when they did a drive for Puerto Rico after the Hurricane. All the things their family is about giving back and giving to those in need. I just appreciate all that effort they are putting into it. When you are saying about the music, it is definite people will gather if their music. I think that it kind of lightens the situation and I think to a lot of people, music is the cure and it's a way to their soul. I think maybe in that way its okay, but not a whole party. That's all I have for tonight and just thank everybody who's continually on the front lines for us, Police, Fire, Nurses, the people even at the grocery stores, I appreciate them going to work everyday so we can get what we need.

Ms. Al Amin thanked everyone for tuning in. I want to echo what Marie said about the census, the census is really important and it does affect us. That is how we receive federal funding. That helps educational wise for the kids, so I think some people are misinformed about the census. We only get the opportunity we choose every 10 years to do it and if we don't fill it out we're not going to get the funding that we deserve to get also. I agree with the food giveaway. I think that's phenomenal and I am for it, but I am against the music even though I do agree with Marie and I think music is very soothing to some people I also think it will gather people, so I'm very much for the food giveaway not for the music plan. I also wanted to mention that there is a Coatesville Community Diaper Drive on Wednesday May 13th from 3 to 6 p.m., you must call to pre-register and the number is 610-383-0930. If you know of any ladies that have a baby still in diapers, please pass that information on because you know the grocery stores are out of a lot of things right now. There will be no contact they'll pull up, it's kind of like the dog food giveaway that they had at the high school, you pop your trunk and they put their diapers in. That's the reason for the pre-registration. I just want everybody to know that we will get through this. If you don't have to go out don't, stay home, stay safe. If you do have to go out, wear a mask, social distance, wash your hands a lot and if you're in need of a mask, you know you can call the

police department. I think that they still have some to give out. I'm not a hundred percent sure. Maybe Chief can say whether or not they do. Let's just all stay safe and together we'll get through this. The number for the diapers is 610-383-0930, and they just have to call and pre-register. They reserve their diapers when they call, they'll say you know what size they need. You know, I think this could be helpful to a lot of ladies because I've seen a lot of people post when they go in the grocery store there's no diapers, there's no formula. You know, a company was kind enough to make a very nice contribution and so anybody that you know in need, can get diapers for their babies. Thank you, your welcome and that's it for me. Everybody have a great night.

Vice President Green thanked everyone for tuning in. We brought up the other, I forgot what they call this the strain that is affecting our children. It is very, very serious you know and we just got to be in prayer. I tell you this thing is real. You know we got to wear a mask, we got you know to wash your hands, we got to disinfect and we got to really practice social distancing. There's a lot of families that are really affected by this pandemic. You know financially, you know some are still waiting on their unemployment, not having income coming in. There's a lot of different programs out here if you go on to the County site, the Department of Human Services has begun accepting applications for families whose incomes have been affected by the Covid 19. The applications are being accepted until June the 12th. We have the opportunity to receive a grant for up to \$800 to help during this time. You know and it's something that I mean there's so many programs out here but I just thought that this was something that was really great. It's not a big long application, not so detailed, they're really trying to help people make it through this difficult time. The Department of Human Services, if you go onto the county's website and it's just

Human Services for Covid 19 and fill it out you have until June the 12th. They are accepting applications as of now until June 12th. So again, I just echo what everyone else has said you know we just got to continue to be safe. I'm grateful to our administration or police officers and everybody who works in City Hall for all that you do, Mike and James for keeping us informed keeping our residents encouraged. You know we just got to be safe. Thank you everyone, thank you residents for coming out tonight and tuning in to zoom again. Whatever questions you may have you can put them in the form of an email or put them in writing and you will be responded to very swiftly. Again, I thank you all for coming and have a great night be safe.

Adjournment

Ms. Al Amin made a motion to adjourn the meeting at 9:35; Mr. Folks seconded the motion. Motion passed 6-0.