

City Council Meeting
Special Meeting Minutes
Via – Virtual Meeting via Zoom and You Tube – COVID 19
Monday, May 26, 2020



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

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

President Lavender-Norris called the meeting to order at 7:35 pm and announced a virtual Executive Session was held prior to the public meeting.

President Lavender Norris announced Mr. Simpson would not be in attendance.

Approved Minutes

Vice President Green made a motion to approve the May 11, 2020 meeting minutes; Mr. Folks seconded the motion. Motion passed 5-0.

Approval of Accounts Payables

Ms. Al Amin made a motion to approve the accounts payables; Mr. Folks seconded the motion. Motion passed 4-1. Ms. Al Amin was the dissenting Vote.

Additions, Deletions or Modifications to the Agenda

Vice President Green made a motion to delete action item 5) Receive and consider reenacting the Declaration of State of Emergency Ordinance. No 1533-2020, related to the Coronavirus – Covid-19 Pandemic; Mrs. Hunt seconded the motion. Motion passed 6-0.

President Lavender- Norris suggested forwarding questions on payables to Mr. Troutman prior to the meeting so he may have the back up available to answer the questions.

Presentations

1. RDA Update _ Joseph DiSciullo

Mr. Trio announced Mr. DiSciullo was unable to attend the meeting this evening but he did forward information for the RDA. The RDA received three proposed projects for the Flats site at 1st Avenue in Lincoln Highway and West Lincoln Highway. The proposals are from David Kaplan, OWM Law, Professional Baseball Stadium Development; Eric Sullivan, Sports Facility Advisory, presenting National Sports and Events Center and Derrick Morgan, KNGDM Group, presenting Envision Coatesville Project. The RDA supplied each applicant with a series of questions. The applicants responded to the questions and submitted to the RDA prior to their last meeting. The RDA has contracted with a third-party consultant, Competitive Communities, LLC to evaluate the feasibility for the potential success of each of the three projects. A side by side analysis identifying the pros and cons of each project and

provide objective reporting that will enable the RDA to make a thoroughly informed decision. The RDA expects the decision to be back within 30 days.

President Lavender-Norris thanked the RDA and the fact that they know with all the skill sets the possess on the RDA, they are willing and cared enough about the City to reach out and have someone with expertise to step up and do all the due diligence to move us forward. Thank you very much to the RDA.

Citizens Hearings – Regular Action Items Only (3 Minutes)

There were no citizens comment on regular action items only.

Regular Action Items

1. Receive and consider Request for Bid to enter into a farming lease for the property known as the “Conti Property” located in West Brandywine Township, Chester County, PA Tax Parcel No. 29-08-5.5

Mrs. Lawson made a motion to approve a Request for Bids to enter into a farming lease for the property known as the “Conti Property” located in West Brandywine Township, Chester County, PA Tax Parcel No. 29-08-5.5; Mrs. Hunt seconded the motion. Motion passed 6-0.

2. Receive and consider amending the copier contract to add \$23.90 per month to the lease cost for the addition of a large volume feeder.

Ms. Al Amin made a motion to approve amending the copier contract to add \$23.90 per month to the lease cost for the addition of a large volume feeder; Mrs. Lawson seconded the motion. Motion passed 6-0.

3. Receive and consider return of Fresh2You to the Community

Mrs. Lawson made a motion to return Fresh2You to the Community; Ms. Al Amin seconded the motion. Motion passed 6-0.

4. Receive and consider reenacting the Declaration of State of Emergency Ordinance, 1533-2020 related to the Coronavirus – Covid 19 Pandemic, and rescinding the curfew provisions therein

Mrs. Lawson made a motion to approve reenacting the Declaration of State of Emergency Ordinance, 1533-2020 related to the Coronavirus – Covid 19 Pandemic, and rescinding the curfew provisions therein; Mr. Folks seconded the motion. Motion failed 0-6.

Mrs. Hunt made a motion to add action item 5) Receive and consider reenacting the Declaration of State of Emergency Ordinance, No 1533-2020, related to the Coronavirus – Covid-19 Pandemic back on the agenda; Mrs. Lawson seconded the motion. Motion passed 6-0.

5. Receive and consider reenacting the Declaration of State of Emergency Ordinance, No 1533-2020, related to the Coronavirus – Covid-19 Pandemic

Mrs. Lawson made a motion to approve reenacting the Declaration of State of Emergency Ordinance No. 1533-2020, related to the Coronavirus – Covid-19 Pandemic; Mrs. Hunt seconded the motion. Motion passed 6-0.

Vice President Green made a motion to close action items; Mrs. Lawson seconded the motion. Motion passed 6-0.

Discussion Items

1. Meeting Minutes

There was no discussion on meeting minutes.

2. Protocol for Proclamations

Mr. Logan Explained that at the last meeting Council gave out a couple of Proclamations to some outstanding citizens of the City of Coatesville. There was discussion later in the meeting regarding the protocol of proclamations or guidelines. The City did not have any in place. I did a little research and found some guidelines which I have added to the packet. If there are no objections to what has been laid out, I would recommend that we accept these recommendations and guidelines for future Proclamations. Council agreed on the guidelines and the theory is the Proclamation should be for a City of Coatesville resident and should be presented to them in a public meeting, as to show Council's appreciation and enhance the value of the Proclamation. Just because another group is honoring someone does not mean the City has to give a Proclamation. It should be because the City deems them necessary to be honored. A proclamation is the highest honor Council can extend.

3. Eagle Disposal

Mr. Logan announced the City received a letter from Eagle Disposal stating they are strongly opposing Governor Wolf's 2020 budget proposal to increase taxes on municipal solid waste. The letter asks the City to join along with other municipalities to oppose this increase on the event the increase is approved. If there is an increase it would be passed onto the residents. The contract with Eagle will be reviewed as the cost should not fall on the City as the rates are stipulated on the contract for a time period. The contract will be reviewed by the City Solicitor. The fees already are increased about \$20,000 a year which should incorporate if there an increase in the tipping fee. We need to review the contract thoroughly in case passed onto the residents or absorbed by the City. This will affect next year's budget. I would like to have the Solicitor read the language in our contract before the City puts it's support behind it and send a letter to the Governor. They have not said that the City will incur the increase, they're just asking us to side with them and write a letter of opposition to the Governor. The City just needs a little more information before we put the City name on it.

Mrs. Hunt excused herself from the meeting at 8:25pm.

President Lavender-Norris excused herself from the meeting at 8:31 pm. She thanked her colleagues for standing in. God Bless, stay safe and stay home as much as possible. Have a wonderful evening. Thank you so much and have a wonderful night. Good Night!

Reports

1. Solicitor

2. City Manager

Mr. Trio announced:

- 190 Lincoln Approvals
 - Planning Commission Action completed
 - Sidewalks installed

- Preparing Resolution for preliminary final approval
 - Intersection
 - Cedarville demanded the project schedule confirmed
 - PECO outages will be completed first week of June
 - Construction work will be completed 2nd week of June
 - Pedestrian relocation plan is unclear
 - Confirmation of all the equipment and street work equipment
 - DEPG Street Work
 - Diamond Street Resolution by PECO 2nd week of June
 - Verizon elevations of MH and cabling
 - Need to accommodate for pedestrian in the MECO design
 - 4th Avenue closeout
 - City acceptance of the final construction that is in compliance with City specs for acceptance
 - Complies with the 408 spec which are enforced strictly
 - TIFF Grant
 - Grant agreement with the cost – provided to PennDOT project management
 - Sidewalk pending
 - Coatesville Train Station Monthly Meeting
 - Regular update call conducted on May 18th.
 - Project schedule unchanged – 4th quarter 2020 construction bidding
 - VPP grant
 - Check process and schedules with Planning Dept. staff
 - Review and respond to the proposal by City Engineer
 - Cedarville
 - PAWC needs to get info on a paper street for pump station
 - Cambrai Terrace
 - Cedarville will follow up on finalizing the dedication schedule
 - This will result in city adding length to street network and additional liquid fuels funding from the State
 - Covid 19
 - Continue to receive daily Chester Co EOC Siterep and leadership reports
 - Some church services have not maintained separation and crowd limitations this weekend following government discussion of Places of Worship/Essential status
 - General CV19 testing
 - First open public testing was conducted at Gordon eLearning Center on Friday May 21st
 - Reported 70 test were conducted
 - Council asked for an updated report for the City of Coatesville positive cases
 - Five Year Plan
 - Currently working on plan to be completed first week of July 2020
3. Assistant City Manager
Mr. Logan announced:
- Administration
 - City Curfew in place for since April 15th. No major issues reported. Residents

are working together to remaining healthy. More residents are using their masks while out during the day. Discussions to relax/remove the curfew have begun.

- City Hall Opening plans continue to take shape. New signage in parks with tips on how to stay safe while enjoying the outdoors.
- Posted Thursday, May 21th: Gov. Tom Wolf has announced that businesses and employees in the real estate industry may now conduct limited business-related activities statewide and provided guidance for this industry to operate in red-phase and yellow-phase counties.
<https://www.governor.pa.gov/process-to-reopen-pennsylvania/>
- The City will continue to follow County and State guidelines to re-opening. *We want our shops and businesses to open just as much as everyone else, but in order to do so, business owners should take every precaution to protect their customers. That includes requiring customers to wear masks, protective shielding, hand sanitizer, safe distancing if lines are formed. Keeping air flow circulating in tight and small areas by opening windows. Let's be safe for everyone.*
- Continue to work with local agencies to disseminate information and resources regarding COVID, business support, and community services.
- Working with non-profits on relief grants, information networks and coordination.
- **Community Awareness & Events:**
 - All events and Special Events applications have been reviewed and will likely be postponed for next year. *We do not want to risk the health and safety of any residents or visitors at this time. We will continue to move under the guidance of the Governor and County Officials.*
 - Working with Jeanne Casner, County Health Director and County Commissioners to launch testing site at Gordon Early Literacy Center. Testing is available for individuals who have been exposed to COVID, have signs or symptoms, are high risk, essential employees. Volunteers will not turn away any individuals that visit. We have planned for the following schedule for the next few weeks and will assess traffic and success along the way.
 - Please Note: The County would like to get through the launch day before a wide public notice. Public information will be posted on City Website on Friday, May 22, 2020 and blasted on all social platforms Monday, May 25, 2020.
 - UPDATE: Census Tracking is the city continues to be low. Efforts to increase count are being discussed with Census Coordinator
 - Eagle Disposal will be mailing out a letter informing residents of the proposed tipping fee increase for waste. If you haven't received it, please watch your mail.
 - Trash related issues in the city continue. *Please let's try to keep our community clean. Even with social distancing we can still remove trash around our stores, homes, and parks. Just because we are dealing with a*

pandemic, we don't have trash the place.

- Plans to resume the Ash Park Planning Committee and Palmer Park project will begin soon. We still have lots of work ahead of us and we will need community input and support.
- **Business & Community Development**
- UPDATE: Grant team has been assembled: Objective – To help identify competitive grants for the City of Coatesville to help offset infrastructure, and capital development expenses. First grant submitted May 18th for the Coatesville Train Station Garage. Second grant submitted May 19th for PA DEP Recycling Program.
- OPPORTUNITY ZONE SYMPOSIUM – Working with 2nd Century Alliance on next Opportunity Zone Symposium for possible 3Qtr.

4. Finance Director

Mr. Troutman announced:

- The due date for Real Estate Taxes, Solid Waste, Rental Licenses and Business Licenses without penalty has been extended to July 31, 2020.
- There are two audits starting and being done remotely due to Covid 19
- Update on the year to date financials through April 30 which represents for one third of the year. The four major funds are showing a favorable balance.
 - There is a net surplus in the General Fund of \$167,955
 - There is a net surplus in the Solid Waste of \$55,667
 - There is a net surplus in the Capital Reserve of \$21,169
 - There is a net surplus in the Liquid Fuels of \$44,278

These are essentially prior to any impact from Covid 19. Covid 19 is beginning to impact our financials directly.

Citizens Hearings Non-Agenda Items Only (3 Minutes)

There were no citizens comments on non-agenda items.

Special Events

There were no special events at this time.

Council Comments

Mr. Folks stated he hopes everybody's being safe. A shout out to the three guys taking care of the City from our Public Works Department. They are out there working hard, cutting grass, picking up stuff. Hats off to that Department. Hats off to 190, the sidewalk has never looked so good up there. I am real proud. Just keep up like Mr. Logan said, pick up a piece of trash, help somebody out today. Have a good night and God Bless.

Mrs. Lawson thanked everyone who is watching us on YouTube. I know it's hard sometime to get out to a Council meeting, so I'm hoping this has been an easier way for our residents to stay connected. I would also like to say our Public Works guys are really doing a good job. I have seen them doing things, that I haven't seen them do before. I saw them driving around with a tree cutter. They had an easy winter, so they got a lot of things done. The curbs and corners look beautiful. They are painted and its not fire hydrant yellow like we use to do as volunteers. It looks nice. I

received several complaints this week about trash toters, Eagle is not putting the trash toters back where they belong and they are leaving them in the middle of the alleys, either someone is going to run them over or they have to get out and move them out of the middle of the street. The other thing is, there has been a lot of conversations on Facebook about fireworks over the last week. It is a huge problem. We are not being safe, I know that there fun, there great and you can but them in Pennsylvania, but you cannot use them here in the City. It is just not safe. These are not little sprinklers anymore, they're not the small fireworks, these are the huge commercial fireworks. Honestly, all it takes is one of the embers to fall on a roof and you know nobody's going to know until its too late. I really hope people are smart with what they are doing on the weekends around holidays. It's scary, you're sitting there watching TV and all of the sudden you hear a big boom and you don't know where its coming from. It sends you into a shock. I hope that you know going into the summer, its not going to be a normal thing every weekend. That is the major concern I have heard on Facebook is trash and fireworks. Mr. Logan I can't wait until the pandemic is over so we can start our initiatives again. It is so to keep the trash picked up and I know a lot of people would say, you know why do you want to pick up trash. We have to set the example, it's our City, we don't want people coming here throwing trash. We don't want people putting trash on our properties. I pick up trash almost every day around the two sides of my yard, just because I don't want anyone to think I put it there. If everyone would chip in, we wouldn't have an issue. Thank you everybody at City Hall for all that you're doing for this pandemic. I know that it's hard. I know that schedules are upside down. We appreciate our Fire Department and our Police Department for everything you are doing to keep everybody safe.

Ms. Al Amin thanked everyone for joining in on the call. I want to thank everybody for their hard work and their efforts. I would ask that everybody continue to pray for our Council President and pray for Mrs. Hunt's husband. I've gotten several calls today, Mr. Logan and Mr. trio, and maybe we can get this information updated on the website, it's in reference, you know we're back in planting season and so dates fir yard waste pick up. You know, we used to get a schedule for that and we don't anymore. I just want to thank, so if we could post the date on the website, so that folks al know. I mean it is every other Wednesday, but I had to call Julius myself today to find out which Wednesday it was, so I could give an answer to a resident. So, if we could keep that on our website. I would really be good. I want to piggy back of Mrs. Lawson. I had a tremendous amount of calls about Fireworks. It was all day and all night. It's not like they were doing the little sparklers, I mean these were big up on the air, fourth of July fireworks. There're videos all over Facebook. I just think that could become very dangerous. I remember and its been several years, but I remember where the gentlemen almost blew his hand off. I think that is something that we really need to look at and address. I would hate to see somebody get hurt. I just want to remind everyone to please continue to safe distance, stay home if you can, if you have to go out wear a mask. It's not just for your safety. I wear a mask to protect you and you wear a mask to protect me. I think this is really, really important that we continue to do this so we can move forward and get into the next phase. Thank you everyone.

Vice President Green thanked everyone for tuning into the meeting. Mr. Logan talked about the census and it's really important that we complete this. It is not new. This week, they were supposed to start the home visits for the census. I don't know if that's going to take place because of the pandemic. I just need everyone to understand and realize how important it is that we go online, It take 10 minutes to fill out. It is really important because it helps our community make determinations for business. It determines how much money we get federally, how much we can get from the State, the biggest thing is in December, they will be doing the redistricting and they send

that information to Washington and to the State. If they change the districts around, we could lose representations, if we're not accurate in our reporting, you know the people that represent us in the state and the people that represent us on federal government should represent and be is. You should be able to look at the representative and tell the area so We want to make sure that we are getting people that represent us. We got to make sure that we fill out the census information. We take the time. You know there's so much stigma around the census, that if you fill it out your going to get evicted, if you have someone living with you and other stuff. It's not true, please just take the time to fill it out. Report your household, report who we have so that we can build up our community. That we can keep our representation, make sure that in the Federal and State House that we are represented. Please take the time to do that. Again, be safe, safe distance, wear a mask, do all the things that we need to do, beat this virus, stop by Gordon, do the walk-up testing. It's their folks, I'm standing because I have not had it yet, but you know we just want to know what's what and until we're in the red. I mean until we're in the red I mean until we're in the yellow. We have to continue on the Governor's order so I just want to thank them. Thanks to the City Manager, Assistant City Manager, the Finance office, Public Works Department, Police Department and Fire Department for their hard work. I appreciate you. Everyone be safe and until we see you next time, thank you.

Adjournment

Ms. Al Amin made a motion to adjourn the meeting; Mr. Folks seconded the motion. Motion passed 4-0.