



Minutes  
City of Coatesville  
Regular Meeting – COVID 19-2020 – via ZOOM and YOU TUBE  
Tuesday, January 11, 2021

---

Council Present: President Lavender-Norris; Vice President Carmen Green, Mrs. C. Arvilla Hunt,, Ms. Khadijah Al Amin, Council Person Nydea Graves, Councilman Donald Folks, Councilman Edward Simpson

Council Absent:

Staff Present James Logan, City Manager; Anthony Verwey, Solicitor; Chief Jack Laufer, Police Department; Richard Troutman, Finance Director

President Lavender-Norris announced we're coming out of our executive session, which was held earlier to discuss personal real estate legal matters.

### Approved Minutes

1. December 24, 2020

Ms. Al Amin made a motion to approve the December 14, 2021 meeting minutes; Vice President Green seconded the motion. Motion passed 6-0-1. President Lavender-Norris abstained from the vote.

2. January 4, 2021

Mr. Folks made a motion to approve the January 4, 2021 meeting minutes; Vice President Green seconded the motion. Motion passed.

### Approval of Accounts Payables

Mr. Folks made a motion to approve the accounts payables; Ms. Al Amin seconded the motion. Motion passed 7-0.

### Additions, Deletions or Modifications to the Agenda

Ms. Al Amin made a motion to add action item 1) receive and consider extending the Declaration; Vice President Greens seconded the motion. Motion passed 6-1. Mr. Simpson was the dissenting vote.

### Presentations

1. Sergeant Smith Retirement

Chief Laufer announced Sergeant Smith has announced his retirement after 20 years of services and the official date is January 18, 2020. And you know, I would just like to say that when I started with the Department in my ninth year now in 2013. I was the beneficiary of having Sergeant Smith already in the current position as Patrol Sergeant, and was the beneficiary for the next r eight years to have him serve in that position and you know as a new Chief coming into the department getting to know the Personnel. I can't thank Sergeant Smith enough for everything that he's done in his 20-year career serving the City and everything. I really appreciate what he has given not only to the City but to me as a Chief and as a friend also. Chief Laufer read the resignation letter from Sergeant Smith.

Vice President Green thanked and congratulated Sergeant Smith. I can't remember if you came in and were installed under McMahan and I'm just grateful. I had the opportunity to be here when you were installed and I have the opportunity to be here when you retire and I just

thank you for your years of service and what you've done in our community. We appreciate you and wish you so much success in your next chapter of your life. Thank you so much. Thank you.

Mr. Simpson said a few words. Number one, I have a couple more years and I have 20 years in as a councilmember. Can I retire from Council in 20 years? I mean, I've been here almost as long as you as a council member and I can tell you without a doubt that Sergeant Smith bleed Coatesville black and red. He has been a member of this community all his life. He does nothing but talk about this community. He's been an asset to this police department and I'm going to miss him. When I saw on the agenda. I was like shaking my head saying who's the other Sergeant Smith. We got to have another Sergeant, but you know the Department is going to miss you buddy, you know, and we're fortunate to have you for as long as we did. Thank you for your service. I appreciate everything. Thank you.

Mr. Folks stated I met you a long time ago when I was in Civil Service and we just got along. You were right there. I mean you love the community, what you did, you brought your family in the community, your wife and your kids. Every time at shop with a cop they were there. You were a good cop man and like good as the failure of excellent, but you were little better than good. Thank you. So that means you was a great cop. So, I hope you come back for the shop for a cop every year. God bless you and your family and thank you for your service. T

Ms. Al Amin thanked Sergeant Smith for all his years of service to Coatesville. I hope that you enjoy your retirement. You look to young to retire.

Mrs. Hunt thanked Sergeant Smith for his service in the Police Department. I believe that our City and our department is a much better position because of the service that you've given. I wish you all the best to you and your family and I pray that your new Venture in life brings you as much joy as success as you've had here in our Coatesville Police Department. Again, thank you for your service.

President Lavender-Norris echoed her colleagues. Thank you for your 20 years in the Police Department. Most people have to work a lot longer before they can retire but they don't have the stresses of a police officer in the other positions. So, I want to thank you for your care and concern for the City. I know for a fact that you went above and beyond the requirement of a police officer during your tenure here, so I just want you to know that we are certainly grateful for your time here for your care your concern and your respect for our community and also for the officers that have come in behind you. I want to thank you for being the leader, for being the example of what a Coatesville Police officer is required to be and for that you've done an excellent job, and I just want to say thank you. God bless you and your future endeavors and may you and your family enjoy your retirement together.

Council Person Graves congratulated Sergeant Smith on his next endeavor.

Sergeant Smith stated I just I truly thank you for the opportunity. It has been a privilege to serve this the citizens of Coatesville City for over 20 years. I want to thank Chief Laufer, it's an honor to retire under your leadership, the things that you have done during since your appointment and the all the opportunities you have given me to advance the department

forward and learn new skills, that's going to carry on like I said in my letter for the rest of my career. That's how I actually probably landed a position in the private sector. I also want to thank my co-workers for their support over the years as well.

Mr. Logan stated I didn't know you that long, but the interaction that we've had you're always professional, friendly. I wish I had more years to work with you, but I hope to see you, sometime throughout the community, and I hope that you will continue to support the efforts that Chief has laid down and support our community as we continue to revitalize ourselves here, thank you for your service.

The Dantzler family wished Sergeant Smith congratulations and all the best to you and your family and perhaps our paths will cross in the future. Thank you. Wish you well, all the best congratulations.

2. Joseph DiSciullo – RDA

Mr. DiSciullo announced the RDA engaged ECON Partners to help with some grant applications and to try to help with the financing both garage up to train station. We've have been fortunate enough to be awarded \$1,000,000 RACP Grant. I'd also like to thank Representative Williams. I think that he sort of helped move this thing along and so we're getting closer to reality on the ground. We're raising money and James has been working diligently to try and make sure we have the right-sized garage and massage the figure so we can come up with an accurate amount that we need for the capital stack. So, it was good news that we got another million. We're that much closer and working at it. We have become partners working at it. There is a of couple grants coming up that they'll be submitting in the spring. Hopefully we'll get there.

3. Karen Clancy – DCED

Ms. Clancy stated she would be talking about Palmer Park and Ash Park this evening. So, I'll start with Palmer Park is most of you know, we completed phase one that was back in 2019. And that was the splash pad in Palmer Park, and since then we have been raising funds for an additional phase of that Park. The phase, the scope includes additional sidewalks, lighting, site furniture, some renovations to the playground surfacing and additional landscaping. It's an exciting upgrade in Palmer Park and we are approaching the final stages of the construction documentation and expect to go out to bid in early March. So, fingers crossed we would have this renovation done by the summer for everyone in Coatesville to be able to enjoy. I say fingers crossed because we don't know where we are, where will all be in terms of COVID and other things by then, but I am hoping that we will have a great summer in Palmer Park.

I can move on to Ash Park, we are still in the planning stages. So, the City of Coatesville had received a grant from DCED for the Master planning process for that Park and a pool feasibility study to see whether the City of Coatesville could operate and make the appropriate upgrades to that pool to make it functional. Ultimately, the result was that the pool was not feasible in Ash Park, but that was a minor thing with in that Park. The Park is an important community park and an important Centre of Coatesville, and we are still moving forward with Master planning for that park. It was supposed to be done by December of 2020, and it is not yet done. There are a couple reasons for that, one main reason is that that park has major flooding issues, and the civil engineer on our planning team said that it was not responsible for us to move forward making recommendations for improvements until

we understood more about what was going on in the park with drainage with water table. This way we can truly make responsible recommendations for long-term sustainable use of that Park. So, with that in mind, we have been negotiating with a few geotechnical testing firms to come out. This will be part of the master plan. So, this is no additional cost to the City of Coatesville, but in some point in February, there will be some Engineers out in the park doing borings. It will be probably be two to four days of work low-impact. We're not talking about major drills just to figure out what the subsurface conditions are. We understand that we'll be better able to continue and finalize this plan with Concept drawings recommendations cost estimates. I want to fill you in on all of that in case people were wondering what is going on with this master plan. When are we going to see some results?

Patton Park is back on the radar for some improvement. As soon as we get through the first phase of for the completion of Palmer and then move with forward to Ash. We'll just go in the order that kind of natural lands. Generally, with DCNR they're only focused on, one maybe two parks at a given time. So, Ash Park had been a focus from that Parks and Recreation study that had been done back in 2017 for the City of Coatesville. So that had identified Palmer Park, Patton Park and Ash Park is the first three priorities now Abdala Park. This is the next priority for the City of Coatesville. Then that is when we sit down and we start strategizing the funding to figure out Master planning. And then how we raise funds for the identified priorities in the park, which you're currently talking about the play area of that Park. I know that James and others have been working on the adult Fitness area.

4. Marie Smith - SCORE

Ms. Smith announced she is from SCORE, SCORE is a National Organization that helps small businesses to be successful. SCORE'S mission is to foster vibrant small business communities through mentoring and education and to help add jobs. This organization was formed back in 1964. Nationally the group in Chester and Delaware County have been operating for over 40 years. We are a resource partner to the small business administration and we are all about aspiring entrepreneurs and existing businesses to be successful. It's our belief in our vision that everyone deserves to have all the tools necessary to thrive as a business owner. Not that every entrepreneur becomes a business owner, but we want to help them to make the decisions that are important in their Journey.

There are 11,000 Volunteers in the SCORE organization. We have a hundred volunteers within Chester and Delaware that are here to help that those volunteers, our mentors or they are Workshop presenters. Some are also people that help us with our marketing and some of our own internal practices and projects. No surprise since March we have moved 100 percent virtual. We were very much a face-to-face organization in everything that we did before with all the communities and partners that we work with but obviously that's just too dangerous to do these days. So are we do work on platforms like this Zoom, but we use lots of other platforms to make sure that we can reach our clients and our Volunteers in a safe remote way. We are totally and completely committed to small business. We don't work with medium sized business or large businesses. We are all about all stages of the startup. So a lot of our program includes clients that are in start-up or entrepreneur mode, meaning they have an idea and they haven't really turned it into a business yet. Roughly 46% of our clients today are considered established small businesses. That doesn't mean they all are making money, but it does mean they have been selling and operating but you can see that we work with every single stage of business all the way through even those who want to transition their business

to another family member or to a new partner or to sell an existing business. We are all about our client success and we measure our success based on their success. We have volunteers that come like myself, who have retired, about half of our volunteers are not working or retired or in transition between jobs the other half of our volunteers. We have several of our volunteers that were actually clients before and were helped by SCORE and we are so pleased with the support that they got that they came back to help us as volunteers themselves. So that's quite a great group that we are able to work.

We offer roughly four to five webinar programs per month with the exception of the summertime when we take a break and actually tomorrow, we're starting a series with the SBA to cover the new disaster relief programs every Tuesday and Thursday for the next four weeks. We have a one-hour sessions with the SBA administrators coming in to give all the details. If you have any colleagues or friends' local people who could use some help with that, please let's give them the connection. This is really important program and there's a lot of details associated with it. But we were really happy to work and partner with James a couple of weeks. We had a Roundtable program with 13 businesses from the Coatesville area. It was really a people they have so much passion in the concepts that they are working on and those who have actually really started their own businesses this point our purpose. There was to help them understand. How score can help and we did bring two of our clients to the table to help them tell their story about how they were able to improve their business plans and their programs by working with SCORE mentors. They also state through the whole entire program they participated in the breakout groups. We had three different topics. We are working with James on encouraging folks to reach out for a score Mentor or actually reaching out to some individually this time to help match them up with a mentor who might be able to help them on the specific challenges that they're working on. It looks like we should be able to help them with some skill building, business planning, social media and e-commerce. It's really important in this environment that we live in today and financing a start-up especially those startups that may not qualify for a standard bank loans, which is most of the clients.

### **Discussion Items**

1. Meeting Minutes

There were no discussion items at this time.

### **Citizens Hearings – Regular Action Items Only (3 Minutes)**

There were no comments at this time.

Mr. Folks made a motion to close citizens comments on regular action items only; Vice President Green seconded the motion. Motion passed 7-0.

### **Regular Action Items**

1. Receive and consider an Ordinance re-enacting the Declaration of the State of Emergency Ordinance 1541-2020 related to the Coronavirus COVID 19 pandemic

Vice President Green made a motion to approve an Ordinance re-enacting the Declaration of the State of Emergency Ordinance 1541-2020 related to the Coronavirus COVID 19 pandemic; Ms. Al Amin seconded the motion. Motion passed 7-0.

Council person Graves stated that we are in the middle of an unprecedented disaster and one of the best things about the emergency order is that it allows us to take less steps to react as necessary to the to the State of Disaster that were in. This is so important to me. It's important to our community that we extend the emergency order, in order to act responsibly and in favor of keeping our constituents safe and healthy as we move through these unprecedented times.

Mr. Verwey explained under the City's Charter and the Code, a Declaration of Emergency, State of Emergency can be issued by the President of Council which was done on December 11<sup>th</sup>. The Declaration has to be ratified by Council within a seven-day period. Council did ratify the order on December 14<sup>th</sup> and the ordinance remains active in place by law for 30 days. Council can terminate that ordinance at any time prior to the 30 days but normally on 30 days the ordinance would be would become ineffective. Council's actions tonight are an extension of that ordinance for another 30 days and if Council seeks to renew it again, they can do so, if not will expire 30 days from this evening or about February 10<sup>th</sup>.

Ms. Al Amin made a motion to close action items only; Council Person Graves seconded the motion. Motion passed 7-0.

## Reports

### 1. Solicitor

Mr. Verwey announced he:

- He worked on issues related to Council reorganization.
- Worked on personnel matters related to the pending retirement of Chief Alderman
- Worked on tax assessment litigation and right to know matters
- Worked on issues related to an application for an economic development liquor matters related to recent Court decisions of General application

### 2. City Manager

Mr. Logan announced:

#### Business & Economic Development

- The Redevelopment Assistance Capital Program (RACP) announcement: Thanks again to our supporting partners including RDA, 2<sup>nd</sup> Century, County Commissioners, State Rep. Dan Williams, Rep. Chrissy Houlahan, and Carolyn Comitta. The \$1 million announcement brings the City closer to reaching our goal to build a multimodal parking garage next to the new train station. The proposed 480 space parking garage is estimated at \$10-15 million dollars with residential and commercial parcels flanked by the parking structure.
- PennDot Rt. 82 Box Beam: PennDOT Announces Start of Construction to Improve Safety on I-76, Route 82 in Philadelphia, Chester Counties: November 17, 2020 – The Pennsylvania Department of Transportation (PennDOT) project is designed to improve travel and safety along Route 82 (Manor Road) between Business U.S. 30 (Lincoln Highway) and Butterworth Road in the City of Coatesville and Valley Township in Chester County.
- Legend Properties/DEPG: The main repaving of East Diamond was completed and only one area is pending completion. That is the North East side entrance into Diamond. That is part of the realignment project and will be added to that scheduled completion in spring.

- The Southside of Lincoln is nearing completion with streetlights and stamped concrete sidewalks included in scope of work.
- PECO Gas Main Replacement work on MLK has been completed and plans to perform mill and overlay work will occur when the weather warms up.
- Coatesville Historic Train Station Exterior Improvements: Bid documents were uploaded to the PennBid Management website by Cedarville and made available to bidders. All bids must be submitted by January 27<sup>th</sup> at 11am. Contact the City or Cedarville for bid packet and information.

Community Update/Awareness & Events:

- We are working with the County, TMACC, and a major employer to create a workforce initiative program to not only help recruit jobseekers but provide shuttle service to the employer's location. We will have more details in the coming weeks. Several agencies and organizations will coordinate to help share the information as we get. OIC, CareerLink, MCDC, CASD and others will play a key role in informing the interested jobseekers.
- Palmer Park Updates: Thanks to Karen Clancy and Cedarville as they work to complete the Palmer Park project.
- W.C Atkinson Shelter & Atkinson Project & the East End Community Partners - Due to COVID the volunteers of this year's MLK Day of Service are planning a Virtual Week of Service.

Thanks to Minnie McNeil, the East End Community Partners and the many other volunteers in making this Day of Service happen.

County Commissioners working with federal government to bring back testing sites in the form of mobile testing pods. These sites will function as testing pods and mobile vaccination centers. COVID-Testing & Cases: 754 – Deaths 6

3. Chief of Police

Chief announced the statistics for the month of December are included in the packet. Just to highlight a few numbers. We responded to 1391 calls for service through 911 for the month of December, and 2200 overall calls for service for unrelated matters other than 911 calls for service, that was down from 2232 for the month of November. We had two car seat installs month of December bringing our total for the year to 83 for the year. The car seats that are donated through different agencies made available to the police department for the nation to needy members in our community and with that car seat goes a professional installation provided by either Sergeant Ollis or recently trained second installer Felicia DellaGatti, one of our part-time officers. We did have one additional Narcan save for December bringing our total for the year up to 26 and that is simply administered by the police department and does not include those administered through the EMS system. In addition, we have our MLK Day of Service on the 18th. We have partnered with PA ceasefire and with our chaplain Deets of the Episcopal Church on Lincoln Highway where we will have a giveaway of free gun locks to any resident of the City who wishes to obtain a gun law who wants firearm safety or responsible gun ownership here in the City of Coatesville. They are being provided free of charge and that will be on Monday the 18th from twelve o'clock until two o'clock in the afternoon. We will be Covid compliant with that unlock giveaway at the Episcopal Church.

4.

5. In December, we talked about the fact that we had received an award from the District Attorney's office again for 2021. We did actually receive that check, It came through District Attorney Ryan. She has continued to support the City of Coatesville Police Department. The check received is sufficient to cover the entire salary for one of our detectives for the year 2021, which is great a great help that is money that was not budgeted for. We could not count on that in the 2021 budget so we didn't budget for it. So, it is in essence truly a benefit to the City that we have one less salary that we need to cover out of our general fund. In addition, we also got the money, a little over 14 thousand dollars to install two additional street cameras through the drug forfeiture file. So, thank you to District Attorney Ryan officially for the check was in the mail back in December. So, we appreciate that and that's all I have for the police department report.

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

There were no citizen comments at this time.

Ms. Al Amin made a motion to close citizens hearings on non-agenda items only; Vice President Green seconded the motion. Motion passed 7-0.

### **Special Events**

There are no special events at this time.

### **Council Comments**

Mr. Simpson thanked everybody for coming out tonight. I don't know if anybody is aware of this but Alabama's playing Ohio State for the national championship. So, thank you for coming out and let's move on.

Mr. Folks thanked Mr. Logan, Mr. Houston, Mr. Simpson and Mrs. Hunt who came out for the ribbon cutting for Miss Turner, youngest entrepreneur here and Coatesville. She is 12 years old and has their own lists soap, her shop up is the Arts Building. I'm very proud of her. I'm very proud of the Allen girls, the Alan ladies for Alan's on First Avenue, I want to give them a shout out. Wear your mask, wash your hands. Go, Ohio State. Good Night.

Council person Graves thanked everybody who is in attendance here and everybody watching on YouTube and watches it at home. Thank you so much for to all of my colleagues and all of the staff on this call. And of course the City manager and assistant City manager. Thank you all so much. I just wish so much. I just wish so much love and healing on Coatesville, Pennsylvania and on the United States. I think it's evident that now more than ever, we have to be more bold and more imaginative and taking care of people and making America a country that needs to be for all people regardless of who you are what you look like or who you voted for. I don't think going back to normal is necessarily an option because those are the circumstances that led us to where we are right now. So just really feeling love and healing for this country and in progress that helps all people. So thank you so much and have a great night everybody.

Ms. Al Amin thanked everybody for coming tonight. I'm going to keep it short and it certainly is because not because I'm a football fan because I don't watch sports and just so that the public knows Mr. Folks retired from football. I'm going to say to my colleagues Villa, I hope that your husband feels better. If he needs anything. Please feel free to reach out to me. Linda, I certainly hope that you feel better in your continued healing on the journey that you are currently on and I hope that 2021

turns out to be a better year than 2020 because 2020 was a year that I don't want to ever see repeat itself. I'm going to ask everybody, please, please, please wear your mask our numbers continue to rise. We are currently at 754 cases. And I sometimes don't think people understand how severe things really are here in Coatesville because of the way they report the data. So again, thank you all for coming. Please stay safe, and I wish everybody a terrific 2021 this year. Thank you.

Mrs. Hunt thanked everyone for spending this evening with us whether you're on Zoom or via YouTube. I to just want to Echo the sentiments of so many people in our nation today. I just want to continue to pray for the state of our country, pray for healing protection for those lawmakers on both sides of the aisle. I think it's some point we have to draw the line between Republicans and Democrats and just look at the people as people are human beings that are serving our country. They're giving their time to giving their energy. They're missing a lot of important things with their families to be in those positions to help serve us. So, I pray for everybody and that we can have some peace looking at the news today. It's just disheartening to hear so much of how things have transpired over this past week. So, let us pray continuously for our government. Thank you to our officer Smith and congratulations on his retirement and to all of my colleagues is great to see you all again, and I look forward to when we will be able to have our open meetings and be in each other's presence. God bless you. Love to all have a good evening. Thank you.

Vice President Green thanked everyone for attending the meeting. I just appreciate everyone. I just want to say Happy New Year to all residents. Thank you so much for attending tonight. Thank you, to the Dantzler's for signing on and being on the zoom. Yeah, great for you and your new businesses coming along. So, I appreciate you and your interest in the City. Thank you, Officer Smith. Thank you for service and retiring from our police department. Awesome job in deed. I just have so much respect for you as a police officer. Thank you to everyone and I just wish everyone a great night. Mrs. Hunt, I so appreciated your opening prayer for tonight. Thank you for your comments. These are very unprecedented times that we're in and it's a situation and you just have to pray for our nation and pray for each other. So, thank you everyone and have a wonderful day. I wanted to thank Mr. Folks for his acknowledgment of businesses and how it makes them feel welcome in the City.

President Lavender-Norris thanked everyone that tuned into our meeting tonight with interest. We truly appreciate you. Hopefully you got a snapshot of what's going on in the City and hopefully it sparked your interest enough to either come in and get involved call in and see where you could fit in. We would appreciate you, we will welcome you with open arms. To Smitty, thank you for all 20 of your years and the years that you actually put in prior to because you've been in the area. So, thank you so much and please be blessed and enjoy your retirement and your family. This has been our first public meeting of the new year and by the grace of God, we all made it through the last year. It was a lot of turmoil, ups, downs, turn arounds but we're here now and as long as we're here, there's hope and opportunity ahead of us. So, let's link up and appreciate one another and one another's endeavors. Mr. Houston while you may not be on the zoom now. I want you to know that we appreciate you, we welcome you and just want to tell you, you're not new anymore, honeymoons over its time to get to work. Thank you to you all. God bless have a blessed night and be safe. Ms. Hunt, love you honey, and please let him know I'm praying for him. Have a blessed night.

### **Adjournment**

Ms. Al Amin made a motion to adjourn the meeting; Mr. Simpson seconded the motion. Motion passed 7-0.

City Council Meeting Minutes

January 11, 2021

Approved January 26, 2021

This meeting was conducted remotely and live-streamed over the internet on YouTube at the following link: <https://www.youtube.com/channel/UC1u3VUIQr4r0xII0xv1HmvA> and Zoom <https://us02web.zoom.us/j/86429711249?pwd=U2pxdDByYkhqQmFsMzB5TE0rdVdCdz09>  
Meeting ID: 864 2971 1249 Passcode: 562540 The general public may offer comment, during the meeting