



Meeting Minutes –
1 City Hall Place, Coatesville, PA
Council Chambers
Monday, September 26, 2022

Council Present: President Lavender-Norris; Vice President Carmen Green, Councilwomen Charrisse Allen, Councilwoman Khadijah Al Amin, Councilman Edward Simpson and Councilman Donald Folks
Council Absent: Councilwoman C. Arvilla Hunt
Staff Present: James Logan, City Manager; Robert Jefferson, Solicitor; Richard Troutman, Finance Department; Chief Jack Laufer, Police Department; Ruthann Mowday, Recording Secretary

An Executive Session was held earlier this evening to discuss personnel, real estate and legal matters.

Approved Minutes

Ms. Al Amin made a motion to approve the September 12, 2022 meeting minutes; Vice President Green seconded the motion. Motion passed 6-0.

Approval of Accounts Payables

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

Ms. Al Amin asked one question. I think I know the answer, but I want to be sure. Page 16 of 58. And I'm sorry, Rich, there is no invoice number. It just says check number 1212, vendor number 1047 to Caln Township in the amount of \$1,530.00. Chief Laufer explained this was for support they provided for officers of the Grand Prix.

Presentations

1. Swearing In – Full-time Officer Jennifer Schreiber

Chief Laufer thanked Council. Council will remember at our last meeting, we officially approved the full-time from part-time. We are here this evening for the swearing in of Jennifer Schreiber from part-time to full-time officer. And I know we gave a little bit of an introduction at the last meeting, but just a few more facts about her career. She graduated from Solanco in Lancaster County. She attended West Virginia University where she studied-- This makes her a well-rounded police officer. Okay? But she studied fisheries and biology. So, they always say no education goes unused. So, we will put that to work somehow, some way here. She is a Coatesville area resident. She is married to Josh Schreiber who is here tonight and we recognized him for his service to the city as a full-time firefighter. She worked and volunteered for the Washington Hose Company ambulance as an emergency medical technician which that training will definitely serve her well as a police officer here in the city. Her law enforcement experience included working full-time at the Chester County Sheriff's Department and part-time for Valley Township and for Westtown Township. In January of '21, started her career here in the city as a part-time police officer. In the last council meeting, we promoted her from part-time to full-time. At this time, I'd like to call her up and then have her husband to come with her and hold the bible and Judge Hines.

Officer Schreiber was sworn is fulltime officer by the Honorable Judge Gregory Hines as her husband Josh held the bible.

Discussion Items

1. Minutes

There was no discussion on meeting minutes.

2. IOU Gun Buy Back

Chief Laufer explained that he just wanted to put it before council we have scheduled a Gun My Back here in the city. We had originally tried to get it done earlier in the summer, but due to scheduling time and vacations and so on and so forth for manpower. So we have rescheduled it for November. Currently, we have \$2,500 available to us. CYI has that in the form of gift cards for us, \$100 gift cards. In the past, we have had up to 30-- most we've ever had is 37 guns turned in, which would be \$3,700, which would be \$1,200 worth of return we currently have. So we have in the past, come before council and asked if council would back us up where we would be able to present an IOU to anything above 26 guns that comes in, just so that we don't have to turn any away. So that's our point for putting it before council to see if we could get a consensus that the city would back us up for nearly over \$2,500 for the Gun Buy back. In the meantime, we're still soliciting to get additional monies through other avenues. If we do, great, but at least we'll know going into it that we won't have to turn anybody away. We are working to have it in a more central location at CYI. Good parking, right at Lincoln Highway, just a better location. It's easier for us to secure it. The date is Saturday November 12, 2022 from 12:00 pm to 3:00 pm.

Citizens Hearings – Regular Action Items Only (3 Minutes)

There were no citizens comments on Regular action items at this time.

Vice President Green made a motion to close regular action items only; Ms. Al Amin seconded the motion. Motion passed 6-0.

Regular Action Items

1. Receive and consider a motion to approve a Resolution authorizing the execution of an Intergovernmental Cooperation agreement for the purpose of joining with other municipalities as a member of the Chester County Emergency Response Group

Ms. Al Amin made a motion to approve a Resolution authorizing the execution of an Intergovernmental Cooperation agreement for the purpose of joining with other municipalities as a member of the Chester County Emergency Response Group; Vice President Green seconded the motion. Motion passed 6-0.

Chief Laufer explained that we have always been a member of ERT, emergency response team, for the Southern Chester County. We have always paid the annual fee, if you will, that entitles us as a police department to request the services of the emergency response team here in the City of Coatesville. We also currently have five members that are on the team just as the other municipalities have members of their departments that make up the team either has operators or negotiators. So, it's not a change from that, it's a change in how it's organized and that they want to turn it into a permission that they've adopted these regulations and rules. Solicitor has reviewed them that a firm has represented the other municipalities that are members of the same group that we're asking for the resolution to join. So, it's not changing the amount that we pay a year. It's really just more formalizing the relationship that we have with ERT and will provide us also with a little more protection

2. Receive and consider, for first reading and authorization to advertise, as Ordinance authorizing an amendment to the agreement of sale for the property located at 99 North 9th Avenue, Coatesville, Chester County, Pennsylvania, UPI No. 16-6-307, that will extend the due diligence period to October 7, 2022 with the Coatesville Youth Initiative.

Mr. Folks made a motion to approve a first reading and authorization to advertise, as Ordinance authorizing an amendment to the agreement of sale for the property located at 99 North 9th Avenue, Coatesville, Chester County, Pennsylvania, UPI No. 16-6-307, that will extend the due diligence period to October 7, 2022 with the Coatesville Youth Initiative; Vice President Green seconded the motion. Motion passed 6-0.

Mr. Jefferson explained the City of Coatesville entered an agreement of sales with the Coatesville Youth Initiative in June of this year. Obviously, COVID is still here and is still a problem, and it was, especially during that time period. They're doing their due diligence. And they reached out to the city because they're running into some logistical and new challenges. And they wish to extend their due diligence period. It passed already in September, but they're extending it to October. That was their date. They chose that date. We did not pick that date for them. That was the date that they chose. In reality, the cost of the project has gone up, like you say, it-- Considerably, from my understanding. So they will be reaching out to the city in regards to the project overall. So there may be a second request in the future regarding this project. But for right now, they wish to extend the due diligence period. None of the other conditions or agreement terms change. The only thing that changes is the extension of the due diligence period and then it comes back to everything else. I asked that same exact question and this is the date that they chose. And I said, "Is it enough? I don't want to come back and have to ask to extend the due diligence period again, if that's the case." This is the first introduction and first reading. So it'll still have to come back for a second reading and potential adoption. And then we have to advertise it in a newspaper of general circulation. Before I do the advertising up in the paper of general circulation for the charter, I can reach out to Mr. [inaudible] and his team to make sure that this date is enough so that we don't do anything-- and if we need to, we'll just amend the ordinances to reflect a different date that is further down the time period past October 7th, if that's something that council wants. The agreement's already been signed. The agreement was effective June 9th of 2022. That has been fully executed. There is a due diligence period where they were going to investigate everything. And that's the area that they wish to extend. It was supposed to expire or did, in early September. So they wish to extend it one month. But I will reach out before we do anything and make sure this is the date.

3. Receive and consider authorizing President and Vice President to sign transfer of funds for reinvesting into new CD's at Malvern Bank

Ms. Al Amin made a motion to approve authorizing the President and Vice President to sign transfer of funds for reinvesting into new CD's at Malvern Bank; Mr. Folks seconded the motion. Motion passed 6-0.

Mr. Troutman explained the City utilized Meridian Bank a couple years ago. Those CDs have expired and it is time to reinvest now and they came in with the best rates.

4. Receive and consider approval for PECO to upgrade gas main within the Intersection of N. 4th Avenue and Chestnut Street in Coatesville, which has been recently paved.

Vice President Green made a motion to approve for PECO to upgrade gas main within the Intersection of N. 4th Avenue and Chestnut Street in Coatesville, which has been recently paved contingent upon paving curb to curb; Ms. Allen seconded the motion. Motion passed 6-0.

Mr. Logan explained they are aware of the streetscape of 4th Avenue. Usually, there's more [inaudible] at that particular time, they did not know there was a gas main down there that the needed some additional investigation which warrants this permit application and approval. And if you look at the project background, so that summarized in 2021 PECO became aware of the leak and gas main in the intersection of 4th Avenue and Chestnut. From the majority of the work, it does look like it's going to be within the intersection of 4th Avenue and Chestnut Street. And so 4th Avenue. PECO said that 4th Avenue should not be disturbed but the majority of the work will be on Chestnut. They're looking to start beginning in October at 4th and Chestnut. [Inaudible] [Crosstalk] President Lavender Norris stated this is contingent upon paving curb to curb.

5. Receive and consider a motion to approve the Civil Service Commission list for Part-Time Officers

Ms. Al Amin made a motion to approve the Civil Service List for part time officers; Mr. Folks seconded the motion. Motion passed 6-0.

Chief Laufer explained at the last council meeting, excuse me, we adopted another list and approved conditional offers of employment for part-time officers. With the promotion of all the officers prior to tonight, we had no part-time officers currently that are available for shifts. We have one that applied from a previous list that has completed background and the physical and is now under the skills training program. And then we have the applicants that we have approved of the last council meeting which are in various stages of their background investigation. So just trying to keep us moving forward and trying to replenish the part-time officers. We currently have an open enrollment where we just continually advertise on the website that Coatesville is accepting applications for part-time officers. We had four applicants that had expressed interest. We scheduled another test through the civil service commission that was administered last week. Unfortunately, one of the was available to take the exam. Fortunately, for us though, it's an officer that was a previous part-time police officer for us. He left to go work for West Brandywine and decided he wants to come back to Coatesville after a couple of years. So, he will be able to hit the ground. We still have to comply with the civil service regulations. We still have to do a background investigation and freshen everything up. But at least he won't have to go to the FTO program. So, he'll be on probation. He will be able to start the assigned shifts as soon as we get back the results of his background and the physical and psychological. So that's what we have here for you tonight. We have a new list. Unfortunately, we only have one officer on it and we would like to go ahead and begin the process of onboarding our conditional offer of employment.

Ms. Al Amin made a motion to close action items; Vice President Green seconded the motion. Motion passed 6-0.

Reports

1. Solicitor

Mr. Jefferson announced he provided more detailed attorney client privilege for court, for counsel. Before I get into that, I want to reiterate what Mr. Logan said earlier, hopefully, in public. But this is the last meeting that will be a hybrid. It will no longer be a Zoom option. So, we did not advertise it as a Zoom option, but I just want to reiterate, this is the last time that it'll be a hybrid meeting. And like Mr. Logan said, we're going to host and put it on the website. But again, just to reiterate, this is

the last time it will be a hybrid meeting. Since council's last meeting, I reviewed and analyzed a proposed sign ordinance amendment and provided feedback. I provided and continued to provide advice regarding land development matters. I communicated with the RDA solicitor regarding a lawsuit and a complaint filed against Chester County Court of Common Pleas. I communicated with outside insurance counsel regarding certain litigation matters. I communicated with the city's insurance carrier regarding serving the roadway matters. I communicated with city staff regarding the next Planning Commission meeting. I reviewed and analyzed the intergovernmental cooperation agreement and drafted the Coatesville specific resolution. I drafted in the ordinance, authorizing the first amendment to the agreement of sale for the community center. I received a direct telephone call from a resident regarding the code related matter, and I referred that message to the proper individuals within the city. I communicated with outside counsel regarding certain personnel matters. I provided outside counsel with information regarding qualified economic opportunities. Lastly, I attended the Grand Prix was a great event. And just to reiterate one more time, there will be no more Zoom meetings. This is this last hybrid partial meeting. Just to reiterate that again.

2. City Manager

Mr. Logan opened by thanking the City of Coatesville for a great summer. We have a number of community events. Rob just mentioned the folks at the Grand Prix, I think it was one of our largest events ever in terms of the brand registry. This is our sixth year. And it seemed like a lot of folks had a great time. The weather held up and then we're just thanking for that. We also saw uptake of the use of our parks this year. I think some of that is attributed to Ajené Livingston. I thank you for putting together all of our events in our parks. We have Palmer Park that we completed phase two this year. It's completed, I think there's still some mulch that we put together. But all the employments have been accepted and received from a lot of the residents in that area there. But thank you once again our community for enjoying the summer days. And even though we're going into fall weather, we still need get some warm days ahead of us. About a year ago, if you recall, this month, we also experienced a devastating hurricane, Hurricane Ida. We are still rebuilding from that. We have been working with our grant finder, our city engineer, along with our city staff here. And in conversations with FEMA, and PEMA, we received tremendous support from office, well as Casey office and the Senators office. So, all hands on the deck for this. We hope to have some good news in terms of storm water mitigation and management futures. But certainly, I'm not going to say we got by hurricane season this year because tomorrow we can get rain, for now we have successfully avoided some degree of the hurricane that we had last year.

In addition to that, I want to thank all of the residents in our city for their patience during this construction time. There's a lot of construction going on in Coatesville and some of the work is being done after hours. And although it may be a temporary inconvenience for a number of you, we are working harder to repair and provide the allocated resources to the city's infrastructure plan. You will begin to see a lot more road work completed in the City. We have inlets, we have roads on our docket to get repaired. All of this is part of the city's infrastructure repair plan. We will begin allocating funds to a number of these projects, so bear with us. We hope to make your life a little easier moving forward. Soon will have the news on the Parking Study. I think we're going to get final word from the RDA Chairperson. The study will identify our parking assets in the community as well as problem and potential opportunities to improve the city's parking efficiencies.

In terms of new business, someone asked me today if there's a list of new businesses coming to Coatesville. As much as we would like to have this list, oftentimes we do get a number of businesses that come into the city and they say they're going to open and we don't see anything noting they are

opening soon. We have a few businesses that will be opening soon including a grocery store, which is right around the corner for us. We have two restaurants scheduled to open by the end of this year and we hope that folks will come out for some holiday shopping in the downtown district in support of our local businesses and POP UP and Shop store this holiday season.

The last thing that I want to mention is MCDC hosted a very successful Black Business Expo last week that was well attended. I want to say expo highlighted entrepreneurs, minority-owned businesses, and Black-owned businesses. The event was a true testament that businesses in Coatesville are open and want to do business here in the community. I think that all businesses should be supported, whether they are minority-owned businesses or non-minority-owned businesses. So, Coatesville, our doors are open and we welcome you with open arms. Thank you.

3. Finance Department

Mr. Troutman explained through the breakdown of the financial reporting through August 31, 2022. What you will see there is we're two-thirds of the way through the year, and as a general rule, the expenses are all under budget. So, the expenses are tracking well. What you will see in the General Fund is a \$34,000 deficit. So, the good news, we were able to absorb the one-time Flats expected sale by using the favorable activity built up in earlier. We expect to remain on budget as before. This is the devil in the details. With that, a reminder for scheduling that we're into the 2023 budget season. So, on the 10th of October the next meeting will be the start of the official process, advertising for the budget process. And then for those that are interested in attending the budget workshops open to the public for October 26th, November 2nd, November 9th. These dates are going to be published as well on the website and in the paper as advertisement. Again, October 26th, November 2nd, November 9th. And then as the budget progresses, you will see it start being posted and advertised at the same time and ways, culminating on December 12th with the approved budget for next year. Unless there are any other question, that is my report.

Citizens Hearings Non-Agenda Items Only (3 Minutes)

Barbara Griffin

Ms. Griffin asked the status on the skunk problem in the City. Mr. Logan explained there is no information yet as he is working on the issue.

Ms. Al Amin made a motion to close citizens hearing on non-agenda items; Ms. Allen seconded the motion. Motion passed 6-0.

Special Events

There were no special events at this time.

Council Comments

Mr. Simpson thanked everyone for coming out today. But I also like to thank everyone that was involved in any way with the Grand Prix last Saturday with the Prixview Party, with the VIP Party, with the Grand Prix setup, there are some-- almost everybody in here, I want to thank for helping out. It was by far, I think, one of our best attended events over the last six events. It was amazing to-- I mean, the streets were covered all the way down. Like 5th Avenue was, fortunately-- I mean, all on 4th Avenue, 5th Avenue, people were out on the streets walking back and forth, whereas in the past you didn't see that. But this year everybody was out. And it was an amazing time. And before I forgot to say, I want to thank anybody who I passed on Saturday. I was drunk. That was number one. So number two, it was--[inaudible] [crosstalk]. You start 4:00 in the morning and you got everything on your mind, and you worry about it all, and it just-- it-- You start

4:00 in the morning and you got everything on your mind, and you worry about it all, and it just-- it-- But again, thank you. It was a great time. And we've already started planning next years. So, thank you. That's it. And I also want to thank our newest council member for the Soap Box Derby for the kids. You just don't know how that will-- you made these kids feel. Thank you.

Mr. Folks thanked everybody for coming out that day. That made the city shine. I mean, the weather was perfect. The food was amazing. I thank everybody-- to all the vendors, the food vendors, and went through each of them and thanked them. And each of them gave me some food to taste. I was their food taster. And the vendors, all of them, they want to come back next year. Beautiful sight, to see them people up and down 3rd Avenue, to see the people up and down the town. It was just amazing. Once again, I can't put it in words, storefront. I'm telling you something that is frightening but it's good. Start your own business. You don't know the benefits of having your own business to be your own boss. Please talk to Sue Springsteen, talk to our city manager. There's room for you. And we want you and need you in this city. So please come in an ask because you will get [inaudible]. Fantastic to see our people getting praise and building them up. Thank you and have a good night. And remember, only you can make it happen. Have a good night.

Ms. Allen thanked everyone for coming out and thank everyone for participating in our community and coming out to the different events and being a part of the Grand Prix. I just wanted to bring everyone out and do something to support our kids. And then we get to see something that our kids did for an event that they never really participated in. But we got a chance to see and to actually be part of and just being out and about and being downtown. Everybody have a good night. Thank you.

Ms. Al Amin thanked everybody for coming out and have a good night.

Vice President Green stated I remember the first two years resident complaining about the Grand Prix. But this year, they walked down to downtown. And they enjoyed it. But I just want to say, there's a lot going on in the City. Coatesville is rising. You look at all the events that are happening throughout the City. You have organizations step up and just want to help them rise. There was a program that Ricky Campbell had that invited all the young men out to participate in many different activities. They need to find something that they might be interested in. Something that they might want to grab a hold of. Something that they never been introduced to. And when you just look at all of that stuff with so many different organizations and so many different groups of people just coming together for one common goal in Coatesville. You have a grocery store that's coming. You have a jazz cafe that's going to be opening soon. We have some really nice restaurants that are opening in the City of Coatesville. The train station is being renovated right now. We have a new business or new office site's getting ready to be developed by Sue Springsteen. So just a lot of stuff going on in Coatesville. And I'm just excited that people are grabbing [inaudible] and everybody wants to be a part of it. When I look at the streets and hear about trash and how dirty everything is, I've seen change. It's not perfect but I see change. I've had people come and talk to me about the difference that they've seen. This office is working. They may not be working up to everyone's standard right but they're putting in the effort. I'm just excited right now. The positive, I just want to encourage everyone just to keep the pace. We're seeing a lot of change we have never seen before. We're seeing things happen that have never happened that we've been working on-- They say 10 years, I'd say over 15 years, maybe longer than that. But we have a lot going on. I just want to thank our staff, another year of the Grand Prix with no incidents. Police are out there, Residents, they're enjoying themselves and they're enjoying the people, they're enjoying the kids. And for those that don't participate, next year, come out. I guarantee you will love it. So, thank you everyone and have a great night.

President Lavender Norris thanked everyone for coming out tonight. It gives Council an opportunity to comment and allow us to put a face to the name. The Grand Prix, I think we should call that weekend a grand weekend because it does start with the Prixview Party which is great. Then the cruising. Then we had actual grand prix race. Then all we got to do is get up on Sunday morning and worship together. I thank you all again for coming out. A great worship. I'm just packing up and getting ready because this is Monday night football. Praise the Lord. Hallelujah

Adjournment

Ms. Al Amin made a motion to adjourn the meeting at 8:35 pm; Ms. Allen seconded the motion. Motion passed 6-0.

This meeting was conducted live on zoom.