



Minutes  
City of Coatesville  
Regular Meeting – 1 City Hall Place, Coatesville, PA  
Council Chambers  
Monday, October 23, 2023

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Council Present: President Lavender-Norris; Vice President Carmen Green, Councilwoman Khadijah Al Amin, and, Councilwoman Villa Hunt  
Council Absent: Councilwoman Charrisse Allen, Councilwoman Tiniera Turner-Green and Councilman James Bookman  
Staff Present James Logan, City Manager; Roberta Cosentino, Assistant City Manager; Robert Jefferson, City Solicitor; Chief Jack Laufer, Police Department; Richard Troutman, Finance Director; Ruthann Mowday, Recording Secretary

President Lavender Norris announced It's our intent to amend our agenda this evening, to add to our agenda a resolution of the Council of the City of Coatesville, Chester County, Pennsylvania, authorizing submission of a multi-mobile transportation fund program grant application to the Pennsylvania Department of Community and Economic Development.

Mr. Jefferson explained since this indicates the Sunshine Act, I want to make it very clear for the meeting minutes what's going on. The general rule is contained in Section 712.1a, A as in apple. And it provides, "Except as provided in subsection B, C, D, and E, an agency may not take official action on a matter of agency business at a meeting if the matter was not included in the notification required under another section of the Sunshine Act." The reference section, subsection E. Subsection E is labeled Changes to the Agenda. The first point under that reads, "Upon majority vote of the individuals present and voting during the conduct of a meeting, an agency may add a matter of agency business to the agenda. The reasons for the changes to the agenda shall be announced at the meeting before any vote is conducted to make the changes to the agenda. The agency may subsequently take official action on the matter, added to the agenda. The agency shall post the amended agenda to the agency's publicly accessible internet website if available and at the agency's principal office location no later than the first business day following the meeting at which the agenda was changed." So, there is, under the Sunshine Act, a mechanism should the city choose to amend its agenda to add that resolution. We do have to state why, the reasoning for it, and then it also has to be posted on the city's website tomorrow and on the physical building of City Hall tomorrow morning. So that is the mechanism to do the amended change. But you have to vote on whether you're going to-- or willing to amend the [inaudible] agenda.

Vice President Green made a motion to amend the agenda the reason being is that this resolution needs to be on the agenda and voted on tonight because we're facing a deadline of November 13th that we have to meet. The information is received late to City Hall on Friday. So I make a motion to amend and add this item to add Action item 7; Receive and consider a motion for a Resolution authorizing submission of a Multi Modal Transportation Fund Program grant Application to the Pennsylvania Department of Community and Economic Development; Ms. Al Amin seconded the motion. Motion passed 4-0.

President Lavender Norris announced an Executive Session was held earlier this evening to discuss personnel, real estate and legal matters.

President Lavender Norris announced Councilwoman Charrisse Allen, Councilwoman Tiniera Turner-Green and Councilman James Bookman will not be in attendance.

### **Approved Minutes**

Ms. Al Amin made a motion to approve the October 9, 2023 meeting minutes; Mrs. Hunt seconded the motion. Motion passed 4-0.

### **Approval of Accounts Payables**

Vice President Green made a motion to approve the accounts payables; Ms. Al Amin seconded the motion. Motion passed 4-0.

### **Presentations**

#### 1. Crosby Wood – Liquor License

Mr. Crosby apologized for being a little slow this evening. I don't know how detailed you would like as far as the presentation where it relates to a liquor license that we now have on a contract. It took, well, three or four months. But yes, it would represent the first full liquor license coming back to the city in quite some time, but it's related to 30 Prime. And it's the first step. It's not really my wheelhouse, but the first step is looking for municipal approval. I believe it's coming from Honey brook. And there's a broker in between, so I don't know the seller. But first step is here, and then I'll seek the approval. So we expect that we hopefully have the facility open here next summer. But happy to field any questions. I don't know if there's any sort of [inaudible]. Our license is full-market not an economic license. And yeah. Does everything. And so we contemplated the Pennsylvania license, but what we're trying to deliver on their 30 Prime is to be able to deliver what everybody here might want. So that's our effort. So, I'm happy to answer any of your questions or not any questions. I just appreciate your patience. Vice President Green asked is there anything that they would need to do, Rob? Hearings or anything like? Mr. Jefferson replied I think there is something because it's the transfer, the intergovernmental transfer of the liquor license. And if I recall, there's too many in this county, and then transferring requires municipal approval, which I think is what you're asking. I think there is something involved, but I don't remember off the top of my head. I know what you're talking about. Is Michael Gill coming out [crosstalk]? Mr. Crosby replied yes. So I think there's some sort of disclosure for 30 days. Steps that I can tell you about after it happens. Mr. Jefferson said I can work with Michael.

### **Discussion Items**

#### 1. SPCA

Mr. Logan explained well, I have to say it now. I have this on the agenda for discussion. I think you're happy to find that there is a cover sheet for the five-year proposal to the City of Coatesville for the SPCA Animal Protective Services. I'd like to bring to your attention is the baseline contract fee, one, two, and three, five-year agreement itself. And I just wanted to share with you a couple of points to this agreement. The current contract ends December 31st of this year. 2023, the contract includes fees for dogs or cats at \$200. The base contract itself is \$1,800. Again, if you go back to the proposed five-year agreement, that base contract is going to go from 1,800 to 5,600. Vice President Green asked one year? Mr. Logan replied for one year, they are more than doubling their fees for the services. Ms. Al Amin asked so, on top of doubling their fee, each time they get an animal, we still have the fee per the particular animal, correct? Mr. Logan explained that currently, we pay for dog or cat, \$200. The new contract of that amount will go from 200 to 465 for dogs and 265 for cats. Ms. Al Amin

asked that's on top of and above the \$5,600. Mr. Logan replied that is correct. Ms. Al Amin asked what did you say for a cat, \$265? Mr. Logan replied yes, \$265. Vice President Green asked if this is still cheaper than hiring an animal control person? One time we had one. Would it be more beneficial for us to—Mr. Logan replied I mean, I don't know. I think there's a lot of things that go into what the services that are provided by SPCA. I don't really know unless we do some research on what that would cost us. Vice President Green asked the Chief, we give them a \$5,600 flat contract. How much are we-- about how much [inaudible] are we spending monthly or quarterly animal fees? Mr. Troutman announced for the last few months, it's been plus or minus \$6,000. Vice President Green asked how many months would you say? A months or two months or? Mr. Troutman explained no, I've spent \$6,000 a month for the last three months. Vice President Green asked if it was monthly? Mr. Troutman replied yes. Mr. Logan stated we average about thirty animals a month. Ms. Al Amin stated here's the thing. Even if we had our own person like we did before, when you take them to the SPCA, you still pay that fee on top of the contract fee. So, if we got our own person to do it, not only would we pay the contract fee, not only would we pay the fee, whether it was a dog or a cat, we would also pay the fee of the salary, benefits, depending upon if they were full-time, part-time. That would be in addition to these other costs, correct? Vice President Green explained there's a few nonprofits or a few people who do this kind of thing on the side. It might be beneficial to look at them. Would the fee be the same fee for them taking an animal to the SPCA, or is that just the fee that they're charging us? Chief Laufer explained that's the same fee they charge every--- Vice President Green asked everybody? Chief Laufer replied every municipality, yeah. And then the private citizen who goes, they don't pay the fee, but the municipality pays the fee even if private citizens are paying. Ms. Al Amin stated that's like when Candy takes the animals over there. She per se doesn't pay them. She says-- --[crosstalk] the feral cats or whatever, and then they bill us. Correct? Chief Laufer replied right. Based upon the address of where the animals were taken from, yes.

Mr. Logan stated certainly, it's a surprise to us. There are opportunities here. I think one of the things-- Roberta, Rich, and I have sat down this afternoon, and we talked to Chief, we talked to Sergeant. One of the things what I see here is we have to start educating our community and folks that own animals here to, one, get your animals taken care of or neutered or spayed, put an ID tag on them, whether it's a leash or a chip. It was shared with me this afternoon. We do have the capability of scanning animals for their chips, so that makes it a little bit easier for us. But it really boils down to, I think, education. Representatives from SPCA said they would be more than happy to come out, provide some education for the public, reference to matter [inaudible]. But I think Roberta hit the nail on the head earlier today is we have a lot of stray cats amongst us--- and that's what's hurting us. So, Roberta, I think you had some comments about education and all that work. Ms. Cosentino stated yeah. I think part of the contract fee that we pay the SPCA students, clinics where they will spay and neuter, introduce education components-- I think the important point is the one that Ms. Al Amin touched on, which is that regardless of whether we are picking them, or they are picking them up, we are still paying this fee. So, we really have to come to terms with the fact that we have a lot of stray animals in this community, and it's great that people want to take care of them, but it does require addressing it. I think a combination of things are warranted here. And our ordinances, as far as animals go, are pretty clear as far as what you can have, what you can't have. There's a limit of, I think, three total pets in our ordinances. And unfortunately, stray animals don't necessarily count towards that.

But some people do feed animals always with the best intentions, of course, but we really need to work on getting the animals spayed and neutered. Ms. Al Amin asked and the three is a combination. If you have a cat, a dog, and a bird, that's your three, right? The only thing that's not included is fish, correct? In the aquarium. But all other pets, no matter what it is, a rabbit, a guinea pig, all of them, you can't have any more than three in a household, right? Ms. Cosentino replied right. Ms. Al Amin explained I think a lot of places, people are surpassing that three. Mr. Logan stated true point, but in terms of when we do catch animals, what is the procedure or the process that you guys have? Do you have a holding area for them? Chief Laufer explained we are licensed by the state as a temporary kennel holding area for animals. We are inspected quarterly. We get [inaudible]. Quarterly, the state comes in and inspects us to make sure the kennel is clean, the food and water are out of the kennel unless there's an animal in there. We have to walk them every four hours. If it's a dog, we have to feed them, order them. But generally, we will just hold the animal long enough to get them transported to the SPCA. Sometimes we'll put a picture out on Facebook, just hoping that we can rapidly identify an owner and save the city the money rather than taking it to the SPCA. We did just recently get a wand to scan for a chip through one of the officers who had a contact with the SPCA. We did pick up one of those wands to scan probably about three months ago, but so far, we have not scanned a chipped animal with it. So, our problem really isn't with chipped animals.

Vice President Green asked do we ever bill people for their dogs or cats? Chief Laufer asked do we ever—I'm sorry? Vice President Green asked bill the resident if you know that these are their animals, to get reimbursed for the money? Chief Laufer stated I don't believe we ever have, no. Most of them go to the SPCA, and we never hear if they've been claimed or not or what happens to the animals we take. Ms. Al Amin asked when you take an animal out, they're chipped, and they actually do find who the owner is and the owner goes and gets that animal, then do we still pay that, or does that owner then become liable to pay that? Chief Laufer explained yeah, that I don't know. Mr. Logan stated we pay that. Ms. Al Amin asked if we couldn't charge it back to Council. Mr. Logan stated that would be up to Council. Vice President Green said we don't know. That's what he just said. If they don't notify him when the owner goes and picks up the animal. Ms. Al Amin asked if we can ask for that, for us to be notified? We take an animal out and the owner picks it up. Can we not ask the SPCA to notify the chief or you or whoever that if an owner comes to pick the animal up and claim their animal, can we be notified of that so that we could then seek reimbursement from the owner, and the taxpayer wouldn't be eating that cost? Mr. Logan stated yeah. I mean, I don't know in terms of what their bandwidth is to do something like that. Vice President Green explained the other thing too, when they pick these cats up and they take them, they neuter them, spay them, they bring them back. Chief Laufer said not 100% sure if the SPCA does that. The service that we had prior, which was-- I forgot the name of it, out of Delaware. Angel Network. We're returning them. I'm not sure if the SPCA is returning them to the city or not. Vice President Green said but Candy does. My neighbor [inaudible] there. They neutered them, spayed them, but they brought them back. And we paid the money, and then we're probably paying again when they get picked up again. Do you know what I mean? It's a cycle. If they bring them back, we're continuously paying probably for the same animal. Chief Laufer explained no, we're not [inaudible]. They were snipping their ear so that what everybody would know if the animal had been captured, spayed, or neutered. I don't know what the SPCA is.

Ms. Al Amin stated Rich, I have a question for you because I saw it on some of the previous invoices in our packets, if the owner came and picked the animal up, I thought that was on some of the invoices, return to owner. Is there any way we can check that? Mr. Troutman replied yes. And there's a question for you to ask for research as to whether we legally are allowed to [inaudible]. Mr. Jefferson stated thanks for that. It may be perfect just to call the SPCA and figure out what the policies and procedures are. Ms. Al Amin asked well, if not, couldn't we implement an ordinance for them to charge them back? Mr. Jefferson replied possibly. Vice President stated I think the ordinance-- we have one that [inaudible]. Ms. Al Amin said I thought so. Mr. Jefferson stated I think it's worth it. The questions that we're asking right now, we could get answer if we call the SPCA, see what they're doing with other municipalities, whether they have the bandwidth to call the municipality and say somebody picked it up.

Vice President Green said yeah. And Charrisse is not here. And I know that COG was working on this issue. This is an issue for all municipalities. Yeah. So maybe we could talk to her because they've been dealing with that with COG. Chief Laufer explained the interesting thing in the email string that Mr. Logan had forwarded from the other municipalities that had called the SPCA and inquired about this new contract was they basically said, even with this price increase, they say they are losing \$700,000 a year. --even with this price increase. The cost of their business is so high. Mrs. Hunt asked a question concerning the contract increase. Did they give supporting data as to why they needed to make such a big jump? Mr. Logan explained that he has requested that too. I'm waiting and I have a follow-up conversation with the CEO regarding the contract and the process. Mrs. Hunt said that's a big jump. Vice President Green state it is. So, like I said, I know that COG was looking into alternatives because there were so many municipalities affected by these animals. So, we really need to-- Charrisse is going to give us a report, I guess, but--Mr. Logan stated I think that we can [inaudible] be educating the community. Certainly, we have some outreach the department SPCA that up that might put a dent in it. But there are some municipalities, because they only maybe have two or three animals that are picked up, so the contract seems very reasonable to them. But in our case, I think we're just looking at projections of 100,000 a year that this could-- --probably get into that range there. Vice-President Green said one of the residents in the fourth ward, she had a cat. Her cat passed on. She has a cat door. She came home. She had four cats in her house. Mrs. Hunt asked what was that? Ms. Al Amin explained no, she had a pet door. You know how you have the little door? Vice President Green clarified it was in the fourth ward. And she called me, she's like, "Oh, my God. I came home; there's four cats in my kitchen." Mr. Logan stated I guess if you love your animals, take care of them.

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

There were no citizens comments on regular action items only.

Vice President Green made a motion to close citizens hearings on regular action items only; Mrs. Hunt seconded the motion. Motion passed 4-0.

### **Regular Action Items**

1. Receive and consider a motion for second reading and adoption an Ordinance authorizing the City of Coatesville to temporarily acquire UPI No. 16-4-4.1b, from the Chester County Tax Claim Bureau through the Repository List, for the purpose of repairing the stormwater basin contained thereon, for a sale price not to exceed one thousand two hundred dollars (\$1,200).

Ms. Al Amin made a motion for second reading and adoption an Ordinance authorizing the City of Coatesville to temporarily acquire UPI No. 16-4-4.1b, from the Chester County Tax Claim Bureau through the Repository List, for the purpose of repairing the stormwater basin contained thereon, for a sale price not to exceed one thousand two hundred dollars (\$1,200); Mrs. Hunt seconded the motion. Motion passed 4-0.

2. Receive and consider a motion authorizing the City Manager and Assistant City Manager to sign the agreement between the City of Coatesville and the Millview Community Association regarding the Millview Basin

Ms. Al Amin made a motion to approve authorizing the City Manager and Assistant City Manager to sign the agreement between the City of Coatesville and the Millview Community Association regarding the Millview Basin; Mrs. Hunt seconded the motion. Motion passed 4-0.

Vice President Green asked if we are positive that the Council President does not have to sign the agreement. Mr. Jefferson replied, I'm comfortable with it signed by the City Manager.

3. Receive and consider a motion for first reading and advertisement an Ordinance amending the Code of the City of Coatesville, Chester County, Part II: General Legislation, Chapter 203, Taxation, Article I, Amusement Tax, §203-4, Taxes Imposed, by deleting and replacing the section in its entirety; and Part II: General Legislation, Chapter 203, Taxation, Article VIII, Business Privilege Tax, §203-68, rate of Tax, by deleting and replacing the section in its entirety.

Mrs. Hunt made a motion to approve first reading and advertisement an Ordinance amending the Code of the City of Coatesville, Chester County, Part II: General Legislation, Chapter 203, Taxation, Article I, Amusement Tax, §203-4, Taxes Imposed, by deleting and replacing the section in its entirety; and Part II: General Legislation, Chapter 203, Taxation, Article VIII, Business Privilege Tax, §203-68, rate of Tax, by deleting and replacing the section in its entirety; Ms. Al Amin seconded the motion. Motion passed 4-0.

Vice President Green asked if we're deleting the business privilege tax section in its entirety. We're totally taking it out, and are we changing it? Mr. Jefferson explained essentially, we are taking out the language and inserting new language in it. In every one of these taxes, it essentially amounts to a \$5 increase for every amusement tax that's listed and essentially a \$5 increase for the business privilege tax. So everything is essentially going up \$5, but the language is essentially the same. It's just the number change. Vice President Green asked this we're approving now is to take them out, and then once the [news?] change is added, we'll be voting again with the increase? Mr. Jefferson explained this is the first reading, so it will come back for a second reading for a potential adoption. But this is the proposed ordinance with the rate increase of approximately \$5 for every device. Vice President asked if we're replacing it in its entirety, that's what [crosstalk] wants to do. Mr. Troutman stated it's a simple increase of \$5 per item. This is the way it has legally been done. Vice President Green said by deleting it and replacing it.

Vice President Green said okay. So that's why I ask, will we see this again, adding it back in? Because we're deleting it, right? Mr. Jefferson replied oh, so it's doing the same thing. So, it's doing this at the same time. So as soon as it's removed, it's being inserted, so it will never be blank or not there. Vice President Green asked if this should say increasing the \$5 fee per--?

Mr. Jefferson explained that what, essentially, it does, but that's not specifically listed. But essentially, every tax that's there is going to be increased \$5. Vice President Green asked I'm saying, so it doesn't have to say that? I'm just saying it's-- Mr. Jefferson stated no. It doesn't have to, but I'm more than comfortable saying that it increases at \$5. Mrs. Hunt asked so when it comes back with second reading and adoption will it have the fees? Mr. Jefferson explained the fees are already in there. So like representative-- sorry, Mr. Troutman. Like Mr. Troutman said, if you took them and compared them side to side, one would say \$60, one would say \$65. The language otherwise is the exact same. Vice President Green stated okay. And it is incorporated--. It is incorporated in the full [coordinates?] if we read the full entire thing. Mr. Jefferson replied yes, it should be. If it wasn't, that's an oversight. But yes, the ordinance should be [crosstalk].

Ms. Al Amin asked so, the businesses with the business privilege tax, and let's say like the laundromat, they have vending machines in there. So, they pay the business privilege tax and then the \$40 for the vending machine annually. And so is that \$40 per machine or just to have as many as they want? If they have a soda machine and a chip machine, do they pay the \$80, then 40 for the soda machine and 40 for the chip machine? Mr. Troutman replied so yes. So I nodded my head before, but obviously, the record [inaudible]. So yes, in a business such as that, you described it correctly. Ms. Al Amin asked what about the businesses like the little gas stations and stuff that have those gambling machines where there's actually payouts? Do they pay something to have those machines in there? Mr. Troutman said generally speaking, yes. Games of chance of that nature are considered amusement devices. Ms. Al Amin asked so they paid \$80 per machine? Mr. Troutman explained what is not included are lottery machines, those things that the Commonwealth controlled. Ms. Al Amin stated right. No, I'm talking about them ones where you actually sit and put your money in and push a button. And then, if you win, a slip comes out, and you take it to the cashier, and they pay your win. I'm not talking about the scratch-off machine. So they pay \$80 per machine or \$80 to be allowed to have them in there, period, and it doesn't matter-- Mr. Troutman explained it's always per machine. Ms. Al Amin asked per machine. Okay. Vice President Green said it also depends if it's a state-controlled machine. Ms. Al Amin replied that's why I said the lottery machine. Vice President said well, some of these other gaming machines [inaudible]. Ms. Al Amin asked in the little gas stations? Vice President Green explained some of the gaming machines are controlled by the states. Mr. Troutman replied yeah, if I may, one more editorial comment. Neither of these ordinance fees have been raised in decades. One of them, it appears from the research, was established at \$75 in 1948 or 1958, something like that. And I probably have the year wrong, but the point being, it's been decades and from fiduciary responsibility, we're looking everything to make the finances work.

4. Receive and consider accepting the Audit ending year end December 31, 2022  
Ms. Al Amin made a motion to accept the Audit for year end December 31, 2023; Vice President Green seconded the motion. Motion passed 4-0.
5. Receive and consider motion authorizing the City Manager and President and Vice President to sign on new bank account at Presence Bank for the designated/DCNR Account  
Mrs. Hunt made a motion to authorize the City Manager, President and Vice President to sign on new bank account at Presence Bank for the designated/DCNR Account; Vice President Green seconded the motion. Motion passed 4-0.

6. Receive and consider motion for a Resolution authorizing the creation of an investment account with Pennsylvania Local Government Investment Trust (PLGIT), including designated authorized signers, City Manager; Finance Director; Accountant

Ms. Al Amin made a motion to approve a Resolution authorizing the creation of an investment account with Pennsylvania Local Government Investment Trust (PLGIT), including designated authorized signers, City Manager; Finance Director; Accountant; Vice President Green seconded the motion. Motion passed 4-0.

Mrs. Hunt asked if the designated authorized signers will be the same as 6.5? Mr. Troutman explained not in this case because this is the reserve account. It won't have check writing on it. We're literally just transferring the funds, in this case, from the bank it's in so that we can get a higher rate at the Pennsylvania fund. Mrs. Hunt asked who will be the designated signers? Mr. Logan would have control over the account. And then Jessica, our accountant and myself would have the ability to move the funds. Mr. Troutman explained item 6.5 is related to a DCNR grant, you have to have a separate account balance.

7. Receive and consider a motion for a Resolution authorizing submission of a Multi Modal Transportation Fund Program grant Application to the Pennsylvania Department of Community and Economic Development

Ms. Al Amin made a motion to approve a Resolution authorizing submission of a Multi Modal Transportation Fund Program grant Application to the Pennsylvania Department of Community and Economic Development; Vice President Green seconded the motion. Motion passed 4-0.

Mrs. Hunt said I want to say something first. I know we've concluded 6.6, but I would like to see that back with the names listed who the designated signers. Vice President Green stated it is in our package already. Mr. Hunt explained I'm talking about on this section, the way it was listed above for the DCNR grant-- I mean, account rather than just say including designated authorized signers. I would like to see their names listed as we had it previously. Mr. Troutman asked you mean on the actual-- because in the packet, the names are listed. Mrs. Hunt said In the packet it is, but I'm talking about on the actual action item that we're looking at. Mr. Troutman said actually, let's say it's city manager, finance director, and-- Mrs. Hunt said In the packet it is, but I'm talking about on the actual action item that we're looking at. Vice President Green said she wants it to say city manager, finance director on that account is-- Mr. Jefferson explained I think you're just asking for it to be added to the agenda. What's good is that we already have to publish an amended agenda anyway because we listed the resolution. So if we just put in parentheses next to it who those designated authorized signers are, I think that accomplishes-- And we have to publish this amended agenda tomorrow anyway. So I think that is what you're asking for.

Vice President Green made a motion to close action items; Ms. Al Amin seconded the motion. Motion passed 4-0.

## Reports

1. Solicitor

Mr. Jefferson announced he provided a more detailed attorney-client privilege report to council. Since council's last meeting I have communicated and continue to communicate with outside counsel regarding certain litigation matters. I continue to work with outside counsel

regarding the small loan. I drafted a notice regarding the Millview Basin action item. I in my office communicated with Millview Basin's attorney regarding the agreement. I communicated with Coatesville Area School District regarding Millview Basin. I drafted an ordinance regarding taxes. That was on the agenda tonight. I had my office file preliminary objections in a brief in a litigation matter. I conducted research regarding compensation. I continued to provide advice regarding land development matters. And just as an update, tomorrow, there's a Coatesville Zoning Hearing Board meeting that will occur, and that's regarding the Coatesville Youth Initiative. So they are coming in for certain variance relief, but they are going before the Zoning Hearing Board, and that's tomorrow.

2. City Manager

Mr. Logan stated first, I just want to start off by saying it's nice to see you all. I haven't seen you in a couple of months. I thank Roberta for handling the meetings. I only called her once. It's not true. But I also just want to thank you all. As we're getting to the holiday season, I think counsel asked, Halloween starts October 31st and trick-or-treaters, I think it was agreed upon here to start that at 5:00 to 8:00. Please let all of your trick-or-treaters know 5:00 to 8:00 is the time. Also, as you see the air is getting cooler outside, just be mindful of those individuals who don't have the luxury of being inside. We see more and more people out on the city streets. We have a number of shelters here that are providing some shelter for them. But as we get into these colder months, and some of you know the last cool nights, the temperatures really drop, we just want to be mindful of those individuals. And any way that we can support the organizations that are providing the shelter, let's continue to do so. I think this year, Bill Pierce is going to be taking an initiative on some extra care as well as some of our churches here in the city. So, if you're a volunteer, you want to get involved, there are a number of churches and organizations here for you to lend your support.

I just have a few items, and I just want to share with everyone. The first is just that during our executive meeting, I provided real estate personnel updates to members of our city council. Second item is, if you recall, last spring, the city applied for a CRP grant from the Chester County Department of Community Development for the Gibbons Run Culture Study. And in July, we were awarded, or I should say in July we received the announcement that Coatesville will be awarded \$113,000 to go towards that study. We will add that, of course, to the FEMA award that we received. The county is currently working to prepare the agreement that will allow the City to start the planning process to conduct that study. So, we're very thankful that the county continues to support the City of Coatesville in our efforts to come up with plans and projects to help mitigate some of our stormwater challenges here in the City of Coatesville. Again, thanks to our commissioners, the Department of Community Development and the contract staff working with the city on this much-needed stormwater project.

Next item, investors' confidence is still on an all-time high. We are making progress on several projects here, including some restaurants, as I've already mentioned. At least one of them will be opening in the spring. On the Jazz Café, I had a meeting with the owners of Andréa's Jazz Café. They are back on track and poised to be open, if not the end of this year, in Q1 of '24. In addition to that, Sports Complex, which is a 200,000-square-foot facility, is looking to move forward. See, by the end of this year, we hope to see some positive reports from Crosby and the IDG team. And going into the new year, we will hopefully see shovel in the ground in one as well. The train station, many of you have seen a lot of progress on the

train station. We have received a notification from Michael Baker that they will begin a replacement of the water main, which will be on Graham and Coates Street from 4<sup>th</sup> Avenue. They will be working on that stretch of road for the next two months, starting October 30<sup>th</sup>. If you recall, they want a Zoom call, and they provided us with a presentation where that particular area of work is going to be done. So we will be looking to start that in this month. Hopefully, the weather stays warm.

3. Assistant City Manager

Ms. Cosentino stated I'd like to remind the City of Coatesville that if any Spanish speakers and other non-English speakers need assistance with city matters, we are here to help as best we can. We are working to ensure everyone can share their questions and concerns. [foreign]. I just have a few updates for council from our public works department this evening. You may have noticed that last week our public works crew is in new uniforms. We've changed uniform companies. So they've gone from bright orange to now in bright yellow. But their uniforms do have the Coatesville logo on them, so if you see them, say hello. Public Work's has been picking up leaves throughout the City. They have been also straightening out street signs and poles, repainting curve lines among their usual activities that they do. We also had a few repairs on our large dump truck in order to prepare for the winter. So we're starting to think about winter maintenance and preparedness. In the coming weeks, Public Works will also be working on an inventory of missing street signs throughout the city and also documenting the winter maintenance plan for snow plowing and getting prepared for that. Last week, our Public Works crew-leader and myself attended a Roadway Management Conference. We attended workshops on equipment safety, traffic safety, traffic calming measures, funding opportunities, and communication strategies. We were able to network with our peers and with PennDOT and LTAP advisors. Overall, we both found the conference very informative and helpful. So we're looking forward to implementing some of those [inaudible].

Moving on to trash, we continue to receive on average about two to six phone calls a day about trash or recycling not being picked up. Eagle's response time has improved when we notify them that something hasn't been picked up. But ultimately, they are only responsible for trash that's in the totes, trash and recycling in totes or in the street cans. So while we are doing everything we can, ultimately, I just want to remind everyone that trash that is the street, or left in the parks, or illegal dumping, we're doing the best we can, but there is a lot of personal responsibility for that as well. As Mr. Logan mentioned, we do have some people in our city to be concerned about with the colder weather coming on. And I also just want to remind everybody that there are resources available for folks who qualify for utility assistance through our utilities, whether that's PECO, PA American Water, and even Comcast. So if you qualify, you may be able to get assistance during these winter months. And I also just want to mention Ash Park is also moving forward with that project, and we have our first kick-off meeting with engineers for phase one and two next week. So we're looking forward to that.

Mr. Logan asked Roberta, I know you gave a report on the roads. Are there any additional roads that are completed? Ms. Cosentino replied the roads are complete. Lemon was the last one to be completed, and that has been done. So now we are looking forward to moving on to some inlet repairs that will need to be done. Mr. Logan asked just a question regarding the trash pickup. So when Eagle comes into the city on their days, how late will they come back

to pick up trash? Do you know? Ms. Cosentino replied I don't know how late, but I do know if they miss something, they have 48 hours to get back there. Typically, in this past month or two, they've been trying to get there the next day to any addresses that they've missed. But they are allowed 48 hours to pick up anything that they've missed. Mr. Logan said okay. Do they come into the city on weekends? Mr. Logan said okay. Do they come into the city on weekends? Ms. Cosentino said if they miss something on a Friday, they should be coming in on Saturday. Vice President Green explained how they have missed pickup two Fridays in a row on South 8<sup>th</sup> Avenue. They did pick up recycling but not the trash. Ms. Al Amin explained another problem, Roberta, with the recycling and the trash, if they open the toter up and it's not all the way full, they leave it. They do that with my recycle all the time. My recycle generally only gets picked up once every three weeks. If it isn't what they deem full enough, they just leave it. And they need to stop that because I paid my bill, and my bill says they'll pick it up every week. Now, if I only have a bottle, paper bag or something in there, that's different. But if it's a third of the way full, they need to pick it up. I mean, that's what happened in the summertime, and it caused the God-awful odors and the maggots and everything else. And that's the reason people do not want to pull those toters into their garages and stuff. On my block, they miss. It's like every other house because it's not completely full. Now, if it's a full family, they'll take it. But if those toters aren't what they deem full-- one week I stood out there. I said, "[inaudible], take that." I said, "I don't care if it's full or not, take it. I paid my bill." They have to do better with that. Ms. Cosentino replied yeah. And counsel does let us know when trash or recycling is not picked up and that's appreciated. But generally, we don't know unless somebody tells us. So I just spoke to someone today who told me that his trash hadn't been picked up in four weeks. And I wish I had known four weeks ago. So if that is happening, I do just recommend calling our receptionist here at the city. She is the one who's communicating on a daily basis with Eagle.

4. Finance Department

Mr. Troutman announced we're going to speak to the Circle Square report to see our status. We are now looking at 75% of the year gone, which is a significant amount of the year. And in this state, all six of the funds have a positive analysis as of September. Regarding the general fund, it's a \$93,000 favorable. And the history on this throughout the year, we've been talking about stockpiling money because we knew we were going to probably have to get over a big hurdle. Well, that big hurdle has been absorbed. So we're past the big question mark. Now it becomes, "Can we finish with the \$93,000 cushion to make it to a balanced budget?" So we just have to finish up. And there are a few things that are pretty big, namely the earned-income tax. One of the four biggest quarters is November. So that's going to be extremely telling because, obviously, making budget, but also, it's a bellwether for what is going to be indicative for next year, so. And the last comment I will make is a reminder to council and the public that Wednesday, starting at 6:30, is the first of the budget workshops for 2024's budget.

Mr. Logan stated we're talking about projections. We have a 5, 10, and 30-year projection-- 10-year projection, I should say. How are we faring right now in terms of-- you know that interest rates aren't going to go down much next year. Some indicators show that it's going to be a pretty hard year for folks. Coatesville seems to be insulating at times ever since during COVID. But what are we seeing in terms of these taxes being paid? Mr. Troutman explained every indication we've had so far, the economics are still supporting us. So the trends that we've talked about still are being maintained. The real estate taxes that we talked about this

summer are still continuing. Not necessarily as high, but part of that could be a blip of which month it is. But as a general rule, the basic trends are still there. November will be a big month that will help us solidify that. So it's too early in October to see exactly where that's going to fall. So that's the basics in what I would call the immediate future. Every indication will be okay, closing out the year and starting okay. We have no reason to believe at this point in time that the voters are going to be-- are in a difficult way. We have no indications of that when it comes to collecting the real estate taxes next, late February, March, and August. That carries us through basically the beginning and into 2024 on what we know. Projections toward the 10-year plan, the strategic plan, we spend a fair amount of time updating that to see where the trends are going and what's happening. That's where there's going to be some major decisions needed to go through 25, 26, 27. There's major, significant - whatever word you want to use - decisions that are going to have to work through. And a lot of that will be how much grant money will be available to cover the projects that are projected out that far. So we're okay now. We're in good shape now. It looks like we're fine next year. It's going to be after that, as things become clearer, is how I will respond to that question.

### **Citizens Hearings Non-Agenda Items Only (3 Minutes) – Residents/Tax Payer/Property Owner**

President Lavender Norris explained first of all, let me share with you, since we have some new guests in the room, if it is your intent to comment in the meeting, you have to sign the form over here on the table. Give your name and address. And the appointed time, I'll call you to come up to the podium and make your comment. You have three minutes to do so. The buzzer will ring at the end of the three minutes. And after that, I'll ask that you just complete your sentence and take your seat. I didn't know if any of you wanted to make a comment, or no. You'll have to sign the form the young lady has up there.

#### Arsela Andres

Ms. Andres explained she was here in regards to incident at the CYWA with Mr. Lamb being arrested. We do not understand why. He delivers to them every Wednesday and Thursday, and [inaudible] we don't understand why. President Lavender Norris said let me say this. First of all, that's not a city issue. That's an issue with regard to the CYWA. So you would have to go there. Ms. Andres said she did. President Lavender Norris stated however, Mr. Lamb knows why he was no longer designated as a deliverer for those files. Vice President Green stated I'll talk to you after the meeting about it. I'm the president of the Board of CYWA. So I'll talk to you. Ms. Andres stated they do not understand what happened with Mr. Lamb, he's always been very respectful. He's always been very concerned about the seniors in the building. Not only our building, but people in another building. It's just so confusing. Amanda's done nothing wrong [inaudible]. Vice President Green stated I'll speak with you after-- the city has no-- that doesn't involve the city at all. The city doesn't have anything to do with the CYWA and the rules and whatever decisions they make. I'll talk to you after the meeting. They don't have any affiliation. We're just about done.

Ms. Al Amin made a motion to close citizens hearings on non-agenda items; Mrs. Hunt seconded the motion. Motion passed 4-0.

### **Special Events**

There were no special events at this time.

### **Council Comments**

Mrs. Hunt wished everyone a good evening. I want to thank everyone for coming and sitting in our meeting tonight. And as always, want to thank our staff for the wonderful job that you do to keep things moving. I would like to say that as we are approaching the Halloween season and trick-or-treating, I just ask that we be mindful of the children that are going to be out in the city, and we just pray for their safety. And I don't know if you follow the news as closely as I do, but there's certain candy that is being laced with fentanyl, and it's given the appearance of being candy when it's not. Just asking us to please [be mindful?]. It looks like little good old fruit candy, it resembles Skittles. And it's given the appearance of being a pure candy, but it's not. So just be careful of checking your children, your grandchildren, checking their bags and things. And also, if you do have a concern and you don't want your children to be on the street, I invite you to come to our church, First Baptist Church at Passtown, 117 Barber Avenue in Haiti area. We're having a Halloween alternative. It'll be a pizza party that will begin at 5 o'clock. And they'll have trick-or-treating inside all the different ministries that have tables set up, Halloween costume contests, all types of things for the children to do. So, if you do have a concern with your children or grandchildren being on the street, I invite them to a safe environment. We do hope that we have a safe trick-or-treating period here in the city, but we do know that there are things that happen, and people aren't always so generous to the children. Just taking a step to try to give some safety and security. That's my comments for tonight. Again, thank you for coming out and being with us.

Ms. Al Amin stated I'm going to be short because some folks on council want to watch football, and I was told I have 30 seconds. So, I'm going to thank everybody for coming. It's nice to see new faces. I hope that you'll come again. I want to thank our staff for all the hard work. Chief and Lieutenant Ollis, I want to give a special thank you to you and your department. I know that your job is not always easy, and sometimes there are daunting and trying tasks that you guys face. So a special thank you to you guys. And please relay to all of your officers that I keep them in prayer and always pray for their safety. And so special thank you to you guys, and just safe travels home. Thank you for the regulars, Susan and Ajené. You are regular fixtures here. So, thank you always for supporting and coming. And have a good night, everybody. And safe travels home.

Vice President Green thanked everyone for coming out. I do want to make the Chief and Lieutenant Ollis aware that CYWA does have a Code Blue for the shelter, not only for women with children but also single women. So that is a resource, if necessary. Just the trash, Roberta, if you could just look into that because it's been two Fridays since they got picked up. And that's it. Everyone, have a safe trip home. Thanks for coming out to the meeting.

President Lavender Norris stated o echo my colleagues, with our appreciation for the service of our staff, you're awesome. You're doing a wonderful job. And thank you for that. And welcome to the new guests. Please don't allow this to be the only time you come. And I promise if you need us to end sooner, let me know. We will. But we have to handle our business first, though. I just want to say, God bless you all coming out. We're going into that holiday season. Halloween. We've got Thanksgiving. But we are coming into our holiday season. And a lot of people during the holiday season find themselves low in spirit. So, let's be considerate and pray for them. Pray for our community. We've had some rough times over the weekend. Let's just ask God to speak to the people's hearts, that they might see what to do. Bless you all. Thanks, everyone, for coming out. It's good to see you. And if it be God's will, I'll see you at the next meeting. Have a blessed week.

## **Adjournment**

Ms. Al Amin made a motion to adjourn the meeting; Vice President Green seconded the motion.  
Motion passed 4-0.