

A G E N D A
November 20, 2023
Deliberative Meeting

Resolutions

1. Authorize approval for the installation of handicapped parking zones;
2. Authorize approval to amend Resolution # 196 to hire a Laborer in Parks and Recreation;
3. Authorize approval to amend Resolution # 197 to hire a Field Inspector in Public Works;
4. Authorize approval to hire a Staff Accountant;
5. Authorize approval to hire an Associate Project Manager;
6. Authorize approval to hire a Crossing Guard;
7. Authorize approval for the 2024 Legal Holiday List;
8. Authorize approval for the 2024 Deliberative Only Meetings;
9. Authorize approval for the 2024 City Council Meetings;
10. Authorize approval for the 2024 Chester Aggregated Pension Board Meetings;
11. Authorize approval for the 2024 Organization Meeting;
12. Authorize approval for the 2024 Budget Hearing;
13. Authorize approval to submit an application to the Commonwealth Financing Authority;
14. Authorize and approve Expenditure Lists;

Ordinances

1. First Reading – 2024 Budget

NEXT PUBLIC MEETING OF CHESTER CITY COUNCIL: NOVEMBER 22, 2023

RESOLUTION

NO. 206 - 2023

WHEREAS, the following individuals have requested a handicapped parking zone:

1. Wayne Jozwiak, 1407 Ridley Avenue, Chester, PA 19013;
2. Joyce Gilbert, 922 Elsinore Place, Chester, PA 19013;
3. Mark Hoffman, 421 East 12th Street, Chester, PA 19013;
4. Donald H. Miller, 109 E. Avon Road, Chester, PA 19013;
5. Linda Green, 720 Pennell Street, Chester, PA 19013;
6. Russell Queen, 3362 Carter Lane Chester, PA 19013; and

WHEREAS, after a thorough investigation by the Department of Public Works, it has been determined the aforementioned individuals have met all of the required criteria and have a need for said handicapped parking zone.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby authorize the proper City officials to install a handicapped parking zone in the 1400 Block of Ridley Avenue, in the 900 Elsinore Place, in the 400 Block of East 12th Street, in the 100 Block of East Avon Road, in the 700 Block of Pennell Street, and in the 3300 Carter Lane, in the City of Chester.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

RESOLUTION

NO. 207 - 2023

WHEREAS, Chester City Council passed Resolution No. 196 - 2023, on November 8, 2023, which is amended to read as follows:

WHEREAS, the City of Chester hired Frank Morgan for the position of Laborer, Department of Parks and Recreation, effective November 20, 2023, for 40 hours per week, with no benefits and a ninety (90) day probationary period; and

WHEREAS, said employment is contingent upon said individual successfully completing a ninety (90) day probation from the date of hire; and

WHEREAS, the City is required by law to offer said employee medical benefits after sixty (60) consecutive days of employment, which is completed on January 19, 2024; and

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

FURTHER, if said employee fails to meet the job expectations within the ninety (90) day probation, said employee will no longer be eligible for the position and will be subject to termination from said position.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

RESOLUTION

NO. 208 - 2023

WHEREAS, Chester City Council passed a resolution NO. 197 - 2023, on November 8, 2023, which is amended to read as follows:

WHEREAS, the City of Chester hired Truitt Redd for the position of Field Inspector, Department of Public Works, effective November 20, 2023, for 37.5 hours per week, with no benefits and a ninety (90) day probationary period; and

WHEREAS, said employment is contingent upon said individual successfully completing a ninety (90) day probation from the date of hire; and

WHEREAS, the City is required by law to offer said employee medical benefits after sixty (60) consecutive days of employment, which is completed on January 19, 2024; and

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

FURTHER, if said employee fails to meet the job expectations within the ninety (90) day probation, said employee will no longer be eligible for the position and will be subject to termination from said position.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

RESOLUTION

NO. 209 - 2023

WHEREAS, the City of Chester hired Jeffrey Dzielak for the position of Staff Accountant, Department of Finance, effective December 4, 2023, for 37.5 hours per week, with no benefits and a sixty (60) day probationary period; and

WHEREAS, said employment is contingent upon said individual successfully completing a sixty (60) day probation from the date of hire; and

WHEREAS, the City is required by law to offer said employee medical benefits after sixty (60) consecutive days of employment, which is completed on February 2, 2024; and

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

FURTHER, if said employee fails to meet the job expectations within the sixty (60) day probation, said employee will no longer be eligible for the position and will be subject to termination from said position.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

RESOLUTION

NO. 210 - 2023

WHEREAS, the City of Chester hired Tyjere Lewis for the position of Associate Project Manager, Mayor’s Office, effective December 4, 2023, for 37.5 hours per week, with no benefits and a sixty (60) day probationary period; and

WHEREAS, said employment is contingent upon said individual successfully completing a sixty (60) day probation from the date of hire; and

WHEREAS, the City is required by law to offer said employee medical benefits after sixty (60) consecutive days of employment, which is completed on February 2, 2024; and

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

FURTHER, if said employee fails to meet the job expectations within the sixty (60) day probation, said employee will no longer be eligible for the position and will be subject to termination from said position.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

RESOLUTION

NO. 211- 2023

WHEREAS, the City of Chester is a third-class city organized and existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, the Chester Upland School District is a second-class school district organized and existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, pursuant to Pennsylvania law (53 P.S. § 37010), upon the request of the board of school directors of a school district, the city council of a city may appoint school crossing guards who shall have the duty of controlling and directing traffic at or near schools and who shall be in suitable and distinctive uniform; and

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does hereby hire Sandra Cunningham, as a Crossing Guard, to control and direct traffic at or near schools and other route locations to school identified by the City and the School District for the 2023-2024 school year, at the hourly rate of \$9.00 beginning December 4, 2023, with no benefits, not to exceed 20 hours per week.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

**RESOLUTION
NO. 212 - 2023**

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

The following is the list of the Legal Holidays for the City of Chester for the year 2024:

New Year's Day	Monday, January 1
Dr. Martin Luther King, Jr.	Monday, January 15
Presidents' Day	Monday, February 19
Good Friday	Friday, March 29
Primary Election Day	Tuesday, April 23
Memorial Day	Monday, May 27
Flag Day	Friday, June 14
Juneteenth	Wednesday, June 19
Independence Day	Thursday, July 4
Labor Day	Monday, September 2
Indigenous People's Day	Monday, October 14
General Election Day	Tuesday, November 5
Veteran's Day	Monday, November 11
Thanksgiving Day	Thursday, November 28 Friday, November 29
Christmas Day	Wednesday, December 25

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

**RESOLUTION
NO. 213 - 2023**

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That the City Council of the City of Chester will be holding Deliberative Only Meetings in City Council Chambers, One Fourth Street, 2nd Floor, Chester, Pennsylvania 19013 at 2:00 P.M., prevailing local time, on the following dates for the year 2024:

January	08 22	July	08 22
February	12 26	August	12 26
March	11 25	September	09 23
April	08 22	October	07 21
May	06 20	November	12 25
June	10 24	December	09 16 23

FURTHER, that the City Clerk is hereby directed to advertise the foregoing as required by law.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

**RESOLUTION
NO. 214 - 2023**

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That the regular meetings of the Chester City Council will be held in City Council Chambers, Municipal Building, One Fourth Street, 2nd Floor, Chester, PA 19013, at 10:00 A.M, prevailing time, on the following dates for the year 2024, except where designated by an asterisk (*) which meetings will be held at 7:00 P.M., prevailing time.

January	10 24	July	10 24
February	14 28	August	14 28
March	13* 27	September	12* 25
April	10 24	October	09 23
May	08 22	November	13 27
June	12* 26	December	11* 18 26

FURTHER, the City Clerk is hereby directed to advertise the foregoing as required by law.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____

CITY CLERK

RESOLUTION

NO. 215 - 2023

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That the regular meetings of the Chester Aggregated Pension Board will be held in City Council Chambers, One Fourth Street, Chester, PA 19013, 2:30 P.M. prevailing local time, on the following dates for the year 2024:

January	22
April	22
July	22
October	28

FURTHER, The City Clerk is hereby directed to advertise the foregoing as required by law.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

RESOLUTION

NO. 216 - 2023

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That the reorganization of the Chester City Council will be held on January 2, 2024, at 10:00 A.M., City Council Chambers, One Fourth Street, Chester, Pennsylvania 19013, for the purposes of organization and appointments to various positions.

FURTHER, that it does authorize the City Clerk to advertise said organization meeting.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

RESOLUTION

NO. 217 - 2023

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That the Public Hearing for the 2024 Budget shall be held on December ____, 2023, at 10:00 A.M., in City Council Chambers, 2nd Floor, 1 Fourth Street, Chester, Pennsylvania 19013.

FURTHER, the Final Action on the 2024 Budget Ordinance will be taken at a meeting of Council to be held on December ____, 2023, at 10:00 A.M. in Council Chambers, 2nd Floor, 1 Fourth Street, Chester, PA 19013.

FURTHER, that the City Clerk is hereby authorized to publish a notice of the date, time, and place of the aforesaid hearing.

FURTHER, that a copy of said the proposed Budget can be obtained from the City Clerk's Office at a fee of Ten Dollars (\$10.00).

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

RESOLUTION

NO. 218 - 2023

Be it RESOLVED, that the City of Chester of Delaware County hereby request a Statewide Local Share Assessment grant of \$ _____ from the Commonwealth Financing Authority to be used for _____.

Be it FURTHER RESOLVED, that the City of Chester does hereby designate Leonard Lightner, Chief of Staff, and James Lathrop, Chief Financial Officer as the official(s) to execute all documents and agreements between the City of Chester and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

I, Candice Newsome, duly qualified Secretary of the City of Chester, Delaware County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Chester City Council at a regular meeting held November 22, 2023, and said Resolution has been recorded in the Minutes of the City of Chester and remains in effect as of this date.

Candice Newsome

RESOLUTION

NO. 219 - 2023

THE COUNCIL OF THE CITY OF CHESTER DOES RESOLVE:

That it does approve and order payment of a series of bills and refunds as prepared by the Department of Accounts and Finance and as shown on Expenditure Approval Lists dated October 28, 2023, November 2, 2023 and November 3, 2023, attached hereto and made a part hereof, subject to approval from the Department of Accounts and Finance.

WE HEREBY CERTIFY that this Resolution passed Council this 22nd day of November, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK

BILL NO. 19

1st READING: 11/22/2023

PASSED: _____

NO. _____, 2023

A N O R D I N A N C E

AN ORDINANCE OF THE CITY OF CHESTER, DELAWARE COUNTY, COMMONWEALTH OF PENNSYLVANIA, APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE MUNICIPAL GOVERNMENT, HEREINAFTER SET FORTH, DURING THE 2024 CALENDAR YEAR.

THE COUNCIL OF THE CITY OF CHESTER DOES ORDAIN:

SECTION 1. That for the expenditures and expenses of the 2024 calendar year, the following amounts are hereby appropriated from the fund equities, revenues, and other financing sources available for the 2024 calendar year for the specific purposes herein set forth.

SECTION 2. The General Fund Budget for the 2024 calendar year is hereby set at \$_____ and appropriated from the following revenues, as more fully detailed in the attached Exhibit A:

Real Estate Taxes	\$
Taxes - Act 511	\$
Fines	\$
Licenses and Permits	\$
Interest, Rents and Royalties	\$
Intergovernmental Revenues	\$
Charges For Services	\$
Reimbursements	\$
Other Revenue	\$
TOTAL	<u>\$</u>

SECTION 3. The General Fund Budget for the 2024 calendar year is hereby set at \$ _____ and appropriated to the following departments, as more fully detailed in the attached Exhibit A:

Department of Public Affairs	\$
Department of Accounts & Finance	\$
Department of Public Safety	\$
Department of Public Works	\$
Department of Parks, Property & Recreation	\$
Operating Transfers	\$ _____
TOTAL	\$ _____

SECTION 4. The State Liquid Fuels Tax Fund for the 2024 calendar year is hereby set at \$ _____ with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2024 Budget”.

SECTION 5. The Special Revenue Fund for the 2024 calendar year is hereby set at \$ _____ with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2024 Budget”.

SECTION 6. The Debt Service Fund for the 2024 calendar year is hereby set at \$ _____ with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2024 Budget”.

SECTION 7. The DCCC Fund for the 2024 calendar year is hereby set at \$ _____ with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2024 Budget”.

SECTION 8. The Capital Improvement Fund for the 2024 calendar year is hereby set at \$ _____ with detailed appropriation described in greater detail in Exhibit A, “City of Chester, Delaware County, Pennsylvania, 2024 Budget”.

SECTION 9. That any Ordinances conflicting with this Ordinance be and the same is hereby repealed insofar as the same affects this Ordinance.

WE HEREBY CERTIFY that this Ordinance passed Council this _____ day of _____, A.D. 2023.

MAYOR

Attest: _____
CITY CLERK