



# City of Chester

One 4<sup>th</sup> Street  
Chester, PA 19013

## Meeting Agenda - Final City Council

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Wednesday, April 10, 2024

7:00 PM

Council Chambers

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**INVOCATION:** Pastor Randy Friedman, North Chester Baptist Church

**PLEDGE TO THE FLAG**

**ROLL CALL**

**COURTESY OF THE FLOOR (AGENDA ITEMS ONLY)**

**COURTESY AND PRIVILEGE OF THE FLOOR RULES**

*Please observe the Rules of Council when addressing the body. The city website also includes all the meetings and material for the agenda, videos of previous meetings, and a link to current meetings that are in progress.*

*Courtesy of the Floor and Public Comment Rules:*

*If you would like to speak this evening, we are asking that you fill out a card – they are on the back table - and provide them to the clerk before speaking.*

*Please address the Council President (The Mayor). You are given privilege of the floor to provide public comment. This is a time to present comments, it is not a question-and-answer session. If you are speaking on behalf of yourself, you have three minutes and if you are speaking on behalf of a group that has several members present, you will be given five minutes - the idea being the entire group does not come up and make the same type of statement. Please be sure to state your name and address for the record and fill out a card.*

*Courtesy of the Floor is meant to provide public comment on items that are not on the agenda; Council will take all comments under advisement and have the appropriate officials get back to you if necessary. If you have materials for Council, please distribute it to the Clerk.*

*Public comment during consideration of ordinances, resolutions and motions is limited by topic – your comments must be relevant. Public comments are taken before the council votes on items.*

*Council will not entertain personal insults or attacks, name calling or other behavior that is inconsistent with the purpose of conducting official business. Please address the Council President (The Mayor). Refrain from using offensive language, cursing, and making noises while other people are speaking. Act with decorum. Remove your hat and turn cell phones off.*

*Please be aware that comments and/or behavior in violation of these rules will result in a forfeiture of all remaining time and you will be asked to return to your seat.*

**CONTRACT APPROVALS:** None

**COMMUNICATIONS:** None

**MINUTES OF PREVIOUS MEETING:** Not completed

**OLD BUSINESS:** None

**ORDINANCE:** None

**RESOLUTIONS FOR FINAL PASSAGE:**

R - 28

Approves the appointment of three (3) required delegates pursuant to Act 32 § 505 (b) which requires cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to their Tax Collection Committee (TCC) representatives and the Council of the City of Chester does hereby appoint:

1. Delegate: Leonard Lightner
2. First Alternate Voting Delegate: Elenora Golson
3. Second Alternate Voting Delegate: Lisa Morse-Rothwell

**Submitted By:** Leonard Lightner, Chief of Staff

**Sponsors:** N/A

**Attachments:** TCC Delegates appointment resolution

R – 29

Approve Addendum No. 1 amending the Agreement of Sale of Real Estate for the sale of 106-130 E. 6<sup>th</sup> Street by the Chester Upland School District to the City of Chester to amend Section II, entitled SETTLEMENT, of the Agreement to revise the settlement and delivery of the Deed to be no later than June 30, 2024.

**Submitted By:** Lisa Gaffney, Chester Economic Development Authority, CEDA

**Sponsors:** N/A

**Attachments:** Resolution approving Addendum No. 1 to Agreement of Sale of Real Estate for the sale of 106-130 E. 6<sup>th</sup> Street

R - 30

Approve Delaware County's submission of an application to DVRPC for a TCDI planning grant.

**Submitted By:** Lisa Gaffney, Chester Economic Development Authority, CEDA

**Sponsors:** N/A

**Attachments:** Resolution to support the submission of TCDI planning grant application to DVRPC

R - 31

Approve acceptance of the 2022 PCCD VIP grant portion from the DA's Office for the Chester Police Department.

**Submitted By:** Kenneth R. Schuster, City Solicitor

**Sponsors:** N/A

**Attachments:** 2022 PCCD VIP grant funds from DA's Office acceptance resolution

**ORDINANCES FOR INTRODUCTION: There are no bills for introduction.**

**RESOLUTIONS FOR INTRODUCTION:**

R - 32

Approve appointment to the Chester Economic Development Authority Board.

**Submitted By:** Justin Tibbels, Special Assistant to the Mayor & Constituent Affairs Manager

**Sponsors:** N/A

**Attachments:** Appointment to CEDA Board resolution

R - 33

Award parking contract.

**Submitted By:** Leonard Lightner, Chief of Staff

**Sponsors:** N/A

**Attachments:** Parking contract award resolution

**REPORTS:**

**Budget and Finance Committee:**

***Chair Davis, Roots, West***

The Committee met on April 8, 2024 to discuss the Fee Schedule Ordinance; the next meeting is scheduled for April 22, 2024, at 1:00PM in Council Chambers.

**Community and Economic Development Committee:**

***Chair Gibson, Green, Davis***

The Committee has not met since the last Council Meeting; there are no future meetings scheduled at this time.

**Human Resources, Administration, and Appointments Committee:**

***Chair Roots, Davis, Gibson***

The Committee has not met since the last Council Meeting; there are no future meetings scheduled at this time.

**Parks and Recreation Committee:**

***Chair Green, West, Davis***

The Committee has not met since the last Council Meeting; there are no future meetings scheduled at this time.

**Public Safety Committee:*****Chair Roots, Gibson, Green***

The Committee has not met since the last Council Meeting; there are no future meetings scheduled at this time.

**Public Works Committee:*****Chair West, Green, Gibson***

The Committee has not met since the last Council meeting; the next meeting is scheduled for April 22, 2024, at 12:00PM in Council Chambers.

**Rules, Chambers, Intergovernmental Relations, and Strategy Committee:*****Chair Roots, West, Green***

The committee has not met since the last Council meeting; there are no future meetings scheduled at this time.

**CONTROLLER'S REPORT:** None

**CHIEF OF STAFF REPORT:** None

**GOOD AND WELFARE**

**ADJOURN**

*Council meetings are held on the second and fourth Wednesday of each month beginning at 10:00 AM in Council Chambers, with the exception of every other month when the Council meets on the second Wednesday at 7:00 PM. For copies of the agenda or meeting announcements, please visit our website at [www.Chestecity.com](http://www.Chestecity.com) or contact the Clerk at [CNewsome@chestercity.com](mailto:CNewsome@chestercity.com) to receive an email notice of the meetings.*

**RESOLUTION**

**NO. 28 - 2024**

Act 32 § 505 (b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to the appointment.

RESOLVED, by the Council of City of Chester, Delaware County, Pennsylvania that the following individuals are appointed as TCC delegates for the City of Chester, Delaware County, Pennsylvania.

1. Delegate: Leonard Lightner
2. First Alternate Voting Delegate: Elenora Golson
3. Second Alternate Voting Delegate: Lisa Morse-Rothwell

If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.

These appointments are effective immediately and shall continue until successors are appointed. Delegates shall be appointed each year in November or December or as soon thereafter as possible. All delegates shall serve at the pleasure of this Council of the City of Chester and may be removed at any time.

**WE HEREBY CERTIFY** that this Resolution passed Council this 10<sup>th</sup> day of April, A.D. 2024.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
ACTING CITY CLERK

**RESOLUTION**

**NO. 29 - 2024**

**WHEREAS**, the City of Chester, by Resolution dated February 10, 2021, authorized the purchase of 106-130 E. 6<sup>th</sup> Street Chester, PA 19013, from the Chester Upland School District in an “AS IS CONDITION” in the amount of \$508,782.14, which represents the complete forgiveness of all accounts receivable claimed for crossing guard services through December 31, 2020; and

**WHEREAS**, such Agreement of Sale of Real Estate provided that the Agreement be executed by the Buyer on or before October 28, 2020, with settlement and delivery of the Deed no later than November 16, 2020; and

**WHEREAS**, the City of Chester and the Chester Upland School District wish to amend Section II, entitled SETTLEMENT, of the Agreement to revise the settlement and delivery of the Deed to be no later than June 30, 2024.

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

1. That it does hereby approve Addendum No. 1, attached hereto, amending the Agreement of Sale of Real Estate for the sale of 106-130 E. 6<sup>th</sup> Street by the Chester Upland School District to the City of Chester as follows:

“Section II, SETTLEMENT, of the Agreement is amended to provide that this Addendum must be executed by the Buyer on or before June 1, 2024, with settlement and delivery of the Deed at such date and place as mutually shall be agreed upon, but no later than June 30, 2024.”

2. All other terms and conditions of the Agreement remain unchanged and in full force and effect.

**WE HEREBY CERTIFY** that this Resolution passed Council this 10<sup>th</sup> day of April, A.D. 2024.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
ACTING CITY CLERK

**ADDENDUM NO. 1 TO  
AGREEMENT OF SALE OF REAL ESTATE**

**THIS ADDENDUM TO THE AGREEMENT OF SALE OF REAL ESTATE** (hereinafter called “ Addendum”) made as of \_\_\_\_\_ (the “Effective Date”) by and between the CHESTER UPLAND SCHOOL DISTRICT (hereinafter called the “Seller”) with central offices at 232 W. 9<sup>th</sup> Street, Chester, PA 19013 and the CITY OF CHESTER (hereinafter called “Buyer”) with a mailing address of 1 Fourth Street Chester, PA 19013.

**WHEREAS**, the Buyer and Seller entered into an Agreement of Sale of Real Estate (hereinafter called “Agreement”) for the sale of a certain lot or piece of ground with the improvements thereon located at 106-130 East 6<sup>th</sup> Street, Chester, Pennsylvania; and

**WHEREAS**, Section II, entitled SETTLEMENT, of the Agreement states as follows: “This Agreement must be executed by the Buyer on or before October 28, 2020, with settlement and delivery of the Deed at such date and place as mutually shall be agreed upon, but no later than November 16, 2020.”; and

**WHEREAS**, settlement and delivery of the Deed did not take place as of November 16, 2020.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements set forth herein, the Buyer and the Seller, intending to be legally bound, agree as follows:

1. Section II, entitled SETTLEMENT, of the Agreement is amended to provide that this Addendum must be executed by the Buyer on or before June 1, 2024, with settlement and delivery of the Deed at such date and place as mutually shall be agreed upon, but no later than June 30, 2024.
2. All other terms and conditions of the Agreement remain unchanged and in full force and effect.
3. This Addendum may be signed in one or more counterparts.

Seller: CHESTER UPLAND SCHOOL DISTRICT

BY: \_\_\_\_\_  
Nafis Nichols, Receiver

Buyer: CITY OF CHESTER

BY: \_\_\_\_\_  
Stefan Roots, Mayor

**RESOLUTION  
NO. 30 - 2024**

**WHEREAS**, the City of Chester (“City”) fully supports the submission of a Transportation and Community Development Initiative (“TCDI”) planning grant application by Delaware County (“County”), to request planning grant dollars from the Delaware Valley Regional Planning Commission (“DVRPC”); and

**WHEREAS**, the City fully understands if chosen for funding, that DVRPC will provide project management and oversight of the planning grant, and shall advise on the qualification-based procurement process, if required; and

**WHEREAS**, the City fully understands that DVRPC will contract directly with a consultant chosen through a fair and open procurement process on behalf of the project sponsor; and

**WHEREAS**, the City fully understands the application requirements including the County coordination and attachments.

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

That the City of Chester hereby authorizes Delaware County (“County”) to submit an application to DVRPC for a TCDI planning grant and agrees that, if selected for the TCDI grant, the City will take all necessary action for the County to complete the project associated with the grant agreement within the 24-month timeframe, which includes the submission of all documentation and records that may be required by DVRPC to ensure proper allocation of costs and resources and provide proof of adoption or acceptance of the final deliverable by Chester City Council through a resolution that must be submitted no later than December 31, 2026 to DVRPC.

**WE HEREBY CERTIFY** that this Resolution passed Council this 10<sup>th</sup> day of April, A.D. 2024.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
ACTING CITY CLERK



**R E S O L U T I O N**

**NO. 31 - 2024**

**WHEREAS**, the Pennsylvania Commission on Crime and Delinquency (PCCD) awarded the Delaware County District Attorney's Office, Two Million Dollars (\$2,000,000) from the 2022 Pennsylvania Commission on Crime and Delinquency Violence Intervention and Prevention (VIP) Grant, #36733; and

**WHEREAS**, the County, as the recipient of funding for the original grant term of February 1, 2022, through February 1, 2024, subsequently extended the term to December 31, 2024; and

**WHEREAS**, the County and City believe it is in the best interest to use a portion of the PCCD VIP grant funds for the Chester Police Department.

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

That it does hereby accept the designated portion of the awarded Two Million Dollars (\$2,000,000) from the Pennsylvania Commission on Crime and Delinquency Violence Intervention and Prevention Grant #36733, through its award recipient the County of Delaware, to reduce the incidents of gun violence and support the capacity of the Chester Police Department to advance the grant objective.

**FURTHER**, it does authorize the Mayor and the City Clerk to execute said agreement for and on behalf of the City of Chester.

**WE HEREBY CERTIFY** that this Resolution passed Council this 10<sup>th</sup> day of April, A.D. 2024.

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
ACTING CITY CLERK



**OFFICE OF THE DISTRICT ATTORNEY**  
DELAWARE COUNTY COURTHOUSE  
MEDIA, PENNSYLVANIA 19063

(610) 891-4162

**JACK STOLLSTEIMER**  
DISTRICT ATTORNEY

March 26, 2024

Kenneth R. Schuster, Esquire  
City of Chester Solicitor  
334 West Front Street  
Media, Pennsylvania 19063

Dear Mr. Schuster:

On February 1, 2022, the Pennsylvania Commission on Crime and Delinquency (PCCD) awarded Delaware County District Attorney's Office (DAO) a \$2,000,000.00 Violence Intervention and Prevention (VIP) grant to reduce the incidents of gun violence in Chester City. I have agreed to utilize a portion of these funds to support the capacity of the Chester Police Department to advance the grant objective.

Please submit the fully signed and executed MOU (below) to my attention. If you have any questions, please do not hesitate to contact me.

Yours very truly,

  
Jack Stollsteimer  
District Attorney

cc: Barbara O'Malley, Executive Director

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE COUNTY OF DELAWARE AND THE CITY OF CHESTER**

**2022 PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY (PCCD) VIOLENCE INTERVENTION AND  
PREVENTION (VIP) GRANT #36733 AWARD**

This Memorandum of Understanding ("Agreement") is made and entered into as of the date stated below by and between the County of Delaware, acting through the Delaware County District Attorney's Office, hereinafter referred to as "County," and the City of Chester, hereinafter referred to as "City."

**WHEREAS**, this Agreement is made under the authority of the Home Rule Charter of Delaware County and the Pennsylvania Third Class City Code, as applicable; and,

**WHEREAS**, the County has agreed to be the recipient of funding in the amount of \$2,000,000.00 from the PCCD VIP Grant program for the original grant term, February 1, 2022 – February 1, 2024 and subsequently extended to December 31, 2024; and,

**WHEREAS**, the County and the City believe it to be in their best interests to utilize a portion of the PCCD VIP grant funding to support the Chester Police Department.

**NOW THEREFORE**, the County and the City agree as follows:

**Section 1**

Utilizing the PCCD VIP Grant funds, the County shall, at its sole discretion, reimburse the City for the overtime expenses of officers of the City of Chester Police Department. These Grant funds shall only be disbursed following the submission of proper and complete invoices, reflecting the name of the officer, the date(s) the overtime hours were performed, and the number of overtime hours. The City shall submit monthly itemized invoices for these reimbursements within forty-five (45) days from the last day of the month within which the work is performed. The County will neither honor nor be liable for invoices not submitted in compliance with the requirements set forth in this paragraph unless the County agrees otherwise in writing. The City shall be reimbursed by the County within forty-five (45) days of receipt of each approved invoice. The City agrees to reimburse County for overpayments resulting from any reason, including but not limited to errors, contract limitations, actual or audited cost adjustments or non-compliance with applicable policies and procedures.

**Section 2**

Nothing in the performance of this Agreement shall impose any liability for claims against the County or the City other than claims for which liability may be imposed by the Pennsylvania Political Subdivisions Tort Claims Act.

**Section 3**

Each party to this Agreement will be responsible for its own actions in providing services under this Agreement. The County shall not be liable for any civil liability that may arise from services furnished by the City.

**Section 4**

The parties to this Agreement do not intend for any third party to obtain any right by virtue of this Agreement.

**Section 5**

By entering into this Agreement, the parties do not intend any obligations, express or implied, other than those set out herein.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2024.



Jack Stollsteimer  
Delaware County District Attorney

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Stefan Roots, Mayor  
City of Chester