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Borough Council Meeting
February 18 , 2025 @ 6:30 PM

Patrick McCoy, President	Member, 1 st Ward	Term Expires: 12/31/25
Nicole Scimone, Vice President	Member, 4 th Ward	Term Expires: 12/31/27
Bryan Travis	Member, 2 nd Ward	Term Expires: 12/31/27
Brian McGinnis	Member, 3 rd Ward	Term Expires: 12/31/25
Sheila Vaccaro	Member, 5 th Ward	Term Expires: 12/31/25
Bernie Flynn	Member, 6 th Ward	Term Expires: 12/31/27
Lisa Dorsey	Member, 7 th Ward	Term Expires: 12/31/25

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

Borough Council Meeting:

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements:
 - A. Announce the Public Hearing scheduled for February 19, 2025
Subdivision and Land Development; and. Zoning Amendment relative to building height and definitions
 - Amendments and Notices can be found on our website:
<https://west-chester.com/790/Monthly-Borough-Government-Meetings>
 - B. Announce the annual report presentation of the Civil Service Commission at the February 19, 2025
Borough Council meeting
 - C. Announce the vacancies on the West Chester Borough Boards/Commissions/Committees:
 1. Civil Service Commission, alternate position (Borough residency requirement);
 2. Human Relations Commission (Borough residency requirement; shall not hold any office in any political party);
 3. Planning Commission (Borough residency requirement);
 4. Public Arts Commission; and,
 5. Tree Commission
- IV. Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda (*Please be advised that all public comment has a 5-minute time limit.*)
- V. Reports/Presentations:
- VI. Old Business:

A. Approve the Minutes of January 14 and January 15, 2025 Borough Council Meetings

VII. New Business:

A. Approve the Resolution authorizing the Wayfinding Sign Agreement (attachment)

B. Administration, Communication & Technology:

- 1) Discuss interview process for Boards/Commissions/Committees
Issue: Discuss process of interviewing for vacancies

No Committee Recommendation

C. Parking Committee

- 1) Motion to approve Policy for the installation of commemorative street signs (attachment)
Issue: Discuss inter-policy for the installation of commemorative street signs

Committee Recommendation: 3-0

- 2) Motion to approve the installation of a commemorative street sign, from Prescott Alley to Gay Street, titled "Zukin Way" (attachment)
Issue: Consider approval of installation of commemorative street sign to acknowledge the positive impact of Stan Zukin to the West Chester community, specifically the Hotel Indigo; and, discuss if installation will be by approval or proclamation

Committee Recommendation: 3-0

D. Public Works Committee:

- 1) Motion to authorize Solicitor to advertise a Public Hearing on March 19, 2025 to amend Chapter 62, "Garbage, Rubbish, Refuse" (attachment)
Issue: Approve final draft and schedule public hearing

Committee Recommendation: 3-0

- 2) Motion to reject all bids for Gay Street Closure, Remington Vernick (attachment)
Issue: Reject all bids

Committee Recommendation: 3-0

- 3) Motion to approve the sale of decommissioned vehicles, sign board, light bars and a salt grinder
Issue: Approval of selling decommissioned vehicles

Committee Recommendation: 3-0

- 4) Motion to approve purchase of Litter Truck Body quote from E.M._Kutz, Inc., (attachment)
Issue: Approval of purchasing a litter truck body

Committee Recommendation: 3-0

- 5) Motion to approve design and engineering Phase 1 and II services Goose Creek Sewer conveyance capacity improvements, Pennoni (attachment)

Issue: Approve design and engineering Phase 1 and II services Goose Creek Sewer conveyance capacity improvements

Committee Recommendation: 3-0

- 6) Motion to approve partnership services with Chester Ridley Crum Water Partnership for Goose Creek Clean Up March 29, 2025 (attachments)

Issue: Approve partnership

Committee Recommendation: 3-0

- 7) Motion to approve the curb installment, sidewalk improvements, and renovation of the Civil War monument area of the park to resemble the original intended layout, at Marshall Square Park, in accordance with the plan submitted by Friends of Marshall Square Park (attachments)

Issue: Approve plan by Friends of Marshall Square Park and their request for Public Works assistance with curb and sidewalk installment and improvements

Committee Recommendation: 3-0

- 8) Approve the 2025 Paving Project (attachment)

Issue: Approve 2025 paving project

Committee Recommendation: 3-0

E. Finance & Revenue Committee:

- 1) Motion to certify 2025 qualifying volunteers

Issue: Qualifying volunteers must be certified by Borough Council before March 1 in order to receive real estate tax credit for 2025

Committee Recommendation: 3-0

- 2) Discuss the 2025 budget modification for capital expenses (attachment)

Issue: Allocate funding in the 2025 budget for capital projects started in 2024 but not completed and not budgeted for in 2025.

This item was tabled until the February 18, 2025 Worksession for further discussion

- 3) Motion to approve 50% reduction of the Christmas Parade invoice, Greater West Chester Area Chamber of Commerce

Committee Recommendation: 3-0

- 4) Motion to approve purchasing requests (attachments):

- a. Pennoni for \$156,500.00
- b. Civic Plus for \$12,283.74
- c. Eastern Salt for \$17,982.60 (2 invoices)

- d. EM Kutz for \$57,201.00
- e. Horgan Tree Experts for \$13,460.00 (work performed 1/21-1/29/2025)
- f. Iron Rose K9 for \$14,000.00
- g. Univar for \$13,155.25
- h. USALCO for \$12,540.00
- i. CDW for \$23,375.00

Issue: Review and recommend the approval of purchase orders exceeding \$10,000

Committee Recommendation: 3-0

F. Public Safety

- 1) Motion to approve ribbons and dedications for Crime Victim’s Center of Chester County
Issue: Discuss hanging the ribbons on lampposts from New Street to Walnut Street on Market and Walnut to New Street on Gay for the WC Launch event on April 4, 2025

Committee Recommendation: 3-0

- 2) Motion to approve Resolution for WC Borough emergency service providers (attachment)
Issue: Adopt WC Police Department, WC Fire Department and Good Fellowship Ambulance as the Borough first responders.

Committee Recommendation: 3-0

- 3) Motion to approve Resolution to update WC Borough Emergency Operations Plan (attachment)
Issue: Annual review and update of emergency plan mandated by PA Emergency Management Services.

Committee Recommendation: 3-0

- 4) Motion to approve the following Special Event Applications (attachments):
 - 1. Running Home 5k - 4.26.25
 - 2. Bournelyf Special Camp 5k - 5.1.25
 - 3. Penn Fusion 5k - 5.31.25
 - 4. 42nd Annual Turks Head Music Festival (rain date 6.15.25) - 6.8.25
 - 5. 44th Annual Chester County Restaurant Festival (rain date 9.28.25) - 9.21.25
 - 6. Annual Halloween Parade (Sunday) - 10.26.25
 - 7. Santa at the Square (rain date 12.7.25) - 12.6.25*Issue: Review and approve Special Events Applications*

Committee Recommendation: 3-0

G. Smart Growth

- 1) Motion to approve Resolution for Preliminary Land Development located at 210-214 West Washington Street
Issue: Approval of eight single-family attached dwelling units on three existing lots to be consolidated

Committee Recommendation: 2-1

2) Motion to approve / deny HARB applications

- a. 2025-01 9 North High Street/9 Prime
Proposed Work: sign
HARB recommends approval with conditions

Committee Recommendation: 3-0 to approve the Certificate of Appropriateness

- b. 2025-02 100 West Market Street / Giunta Enterprises
Proposal Work: Repair, Replacement, or alteration from original
HARB recommends denial of application

Issue: Discuss recommendations from HARB

No Committee Recommendation

- 3) Motion to approve amendment and schedule a Hearing for March 19, 2025 to Chapter 66, Owner occupied rental permit requirements (attachment)

Issue: Review amendment to definition in Chapter 66, Definitions – “Residential Rental Dwelling Unit”

Committee Recommendation: 3-0

VIII. Other Business:

IX. Adjournment