

This meeting is being audio recorded for public record
Borough Council Meeting
May 21, 2025

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|--------------------------------|------------------------------|------------------------|
| 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 purpose of the May 6, 2025 Executive Session
 - B. Announce the May 22, 2025 Public Hearings at 6:30 PM:
 - 1) Amend the Code of the Borough of West Chester, Chapter 62, titled “garbage, rubbish and refuse,” to amend section 62-1 to add definitions of “dwelling unit” and “tote”; section 62-3 to amend certain disposal regulations that apply to public and private collection; section 62-4 to amend certain public collection regulations; section 62-8 to amend certain private collection regulations; section 62-9 to reference totes, trash cans and dumpsters; section 62-11 to revise the regulations for dumpsters and section 62-12 to require containers used for recycling to be stored in the same locations as totes and dumpsters.
 - 2) Amend the Code of the Borough of West Chester, Chapter 97 titled “subdivision and land development” to amend section 97-8, titled “terms defined” to add a definition of “borough historic architect” and to amend section 97-13 to add a new subsection 97-13.a(4)(e) to require review by the borough historic architect for preliminary subdivision and land development plans that propose buildings or structures with heights permitted in the ho-60 or ho-75 height option overlay districts.
- For further details, please see our website: <https://west-chester.com/790/Monthly-Borough-Government-Meetings>
- 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:

- 1) Motion to approve the April 15 and 16, 2025 Borough Council Meetings Minutes

VII. New Business:

A. Administration, Communication & Technology Committee

- 1) Motion to approve the 15-year sublease with 4-States Railway Service (*attachment*)
Issue: Approve the 15-year sublease with 4-States Railway Service

Committee Recommendation 3-0

- 2) Motion to approve draft amendments for Chapter 54, Chapter 72 and Chapter 82 relative to license requirements for Electric, Mechanical and Plumbing contractors who perform work in the Borough of West Chester; and, schedule a public hearing for June 18, 2025 (*attachment*)
Issue: Approve amending the licensing requirements

Committee Recommendation 3-0

B. Parking Committee:

- 1) Motion to modify monthly parking hours for daily parkers from 6am-9pm to 6am-6pm.
Issue: Monthly parking for daytime hours extend far into the evening and should be closer to work hours. Anyone needing extra time in the Borough can use the 24/7 rate.

Committee Recommendation 3-0

- 2) Motion to award bid for the Garage Membrane Project to CPS Construction Group in the amount of \$167,700 for the Bicentennial Garage, Third Level (*attachment*)
Issue: Bid for garage membrane at Bicentennial Garage to CPS Construction Group in the amount of \$167,700. Capital budget amount is \$285,000 carried over from 2024.

Committee Recommendation 3-0

C. Public Works Committee:

- 1) Motion to approve 2025-2027 Household Hazardous Waste program with the Chester County Solid Waste Authority (*attachment*)
Issue: Support the program and contribute estimated proportionate share for 3 years

Committee Recommendation 3-0

- 2) Motion to approve grant resolution for DCED: Greenways, Trails, and Recreation (GTRP) in support of future John O Green Park Projects (*attachment*)
Issue: The Borough will be applying for the max award of \$250,000.00 (Grant is 85% funded by DCED ACT 13 and at least 15% locally)

Committee Recommendation 3-0

- 3) Motion to approve grant resolution for People, Parks, and Community Foundation for John O Green splash pad rehabilitation. (attachment)
Issue: The Borough will be applying for the max award of \$30,000.00 with no match required.

Committee Recommendation 3-0

- 4) Motion to deny bids for Gay St closure infrastructure (attachment)
Issue: Consider options regarding bid for Gay Street closure infrastructure

Committee Recommendation 3-0

D. Finance and Revenue Committee:

- 1) Motion to approve grant resolution for DCED Flood Mitigation Program (attachment)
Issue: Resolution for grant application for West Chester Brick Storm Sewer Rehabilitation - Phase 2 Project

Committee Recommendation 3-0

- 2) Motion to approve grant resolution for DCED: Greenways, Trails, and Recreation (GTRP) in support of future John O Green Park Projects (attachment)
Issue: The Borough will be applying for the max award of \$250,000.00 (Grant is 85% funded by DCED ACT 13 and at least 15% locally)

Committee Recommendation 3-0

- 3) Motion to approve grant resolution for People, Parks, and Community Foundation for John O Green splash pad rehabilitation. (attachment)
Issue: The Borough will be applying for the max award of \$30,000.00 with no match required.

Committee Recommendation 3-0

- 4) Motion to approve Budget Modification #4 for grant funding/expenses for hoses for fire department (attachment)
Issue: Allocate grant revenue and related expenses for fire hoses

Committee Recommendation 3-0

- 5) Motion to approve purchasing requests (attachment):
Issue: Review and recommend the approval of purchase orders exceeding \$10,000
 - a. Big Belly Solar for \$11,976.00
 - b. Munibilling for \$18,014.40
 - c. Univar for \$12,709.50
 - d. USALCO for \$12,835.20
 - e. WatchKeep for \$17,950.26
 - f. Good Fellowship Club of Chester County for \$86,763.21
 - g. MES for \$29,968.75

Committee Recommendation 3-0

E. Public Safety Committee:

- 1) Motion to appoint Borough Manager and Chair of Public Safety Committee of Borough Council to serve on Good Fellowship Ambulance Company Municipal Advisory Board.
Issue: Approve appointment of Borough Manager and nominate a member of the Public Safety Committee to the Good Fellowship Ambulance Company Municipal Advisory Board

Committee Recommendation 3-0

- 2) Motion to approve special events applications (attachments)
 - a. Downtown West Chester – “Up on the Roof” fundraiser 9.13.25
 - b. Downtown West Chester – “Turkey Trot 5k” 11.27.25*Issue: Review and approve special events applications*

Committee Recommendation 3-0

F. Smart Growth Committee

- 1) Motion to approve HARB Certificate of Appropriateness (attachment)
 - a) 2025-15-39 E. Gay St-Protective barrier for curbside café seating
Issue: Consider a Motion to approve the April HARB Certificate of Appropriateness

Committee Recommendation 3-0

VIII. Other Business:

- A. Motion to approve contract for human resource consulting services (attachment)
Issue: Discuss contract for human resource consulting services

IX. Adjournment