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Borough Council Meeting
January 15, 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

Public Hearing @ 6:30 PM

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 3, TITLED "ADMINISTRATIVE CODE" OF THE CODE OF THE BOROUGH OF WEST CHESTER, SPECIFICALLY SECTION 3-38.U(3), TITLED "TRANSPORTATION ADVISORY COMMITTEE (TAC)" TO REQUIRE A MAJORITY OF THE MEMBERS TO BE BOROUGH RESIDENTS AND ONE MEMBER TO BE ON THE COMMITTEE TO REESTABLISH RAIL SERVICE TO WEST CHESTER.

Borough Council Meeting:

This is a proposed agenda. These items, and other items that may arise during the course of the January 14, 2025 Borough Council meeting, will be discussed and action taken if appropriate.

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements:
 - A. Announce the vacancy on the West Chester Borough Planning Commission (Borough residency requirement); and, the Civil Service Commission, alternate position (Borough residency requirement)
 - B. Announce the newly formed Transportation Advisory Committee will meet the second Tuesday of each month
- 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:
 - A. Borough Manager's Report for 2024
- VI. Old Business:

A. CONSENT AGENDA - PROPOSED

1) Appointment to the West Chester Library Board

Board/Commission/Committee	Name
West Chester Library Board	Denise Polk – Resident Norman Crandel - Resident

2) Motion to approve revising Borough Council Committee Meetings/May Meeting Date

Issue: Motion to schedule the Finance Committee Meeting to begin at 6:00 PM; schedule the Smart Growth Meeting to begin at 6:30 PM; and, schedule the May 2025 Borough Council meetings to May 21st and May 22nd.

3) Approve the amendments to Rules and Procedures of Borough Council (attachment)

Issue: Remove the requirement for new items to be discussed twice in Committee prior to action; and, reinstate struck language regarding filling positions and vacancies

4) Discuss the membership terms to the TAC members (attachment)

Issue: Appoint members to staggering two and three year terms in accordance with the recommendation from the Transportation Advisory Committee

5) Motion to approve the interview process for the Borough Boards, Committees and Commissions

Issue: Discuss allowing the Borough Boards, Committees and Commissions to interview applicants for vacancies; and, make a recommendation to Borough Council for appointment

6) Motion to Appoint Borough Engineers, Planning Consultant, Independent Auditor, and Solicitor/ legal counsel

Issue: Chapter 3-19 C and 3-28 of the Administrative Code governs the appointment of these positions.

Legal Services

- a) Buckley Brion McGuire Morris (Borough Solicitor)
- b) Siana Law (Conflict Counsel for Land Development)
- c) Wetzel, Gagliardi, Fetter & Lavin (Zoning Hearing Board Counsel)
- d) Obermayer Rebmann Maxwell & Hippel LLP (Employment Law Counsel)
- e) Bellwoar Kelly (Conflict Counsel for Land Development)
- f) Maine Leinhauser (Civil Service Commission Counsel)

Engineering Services

- a) Pennoni (Borough Engineer)
- b) Remington and Vernick (Stormwater and Traffic Engineering)
- c) BCM/Atlas (Wastewater Treatment Engineering)

Planning

- a) Thomas Comitta Associates Inc

Audit

- a) Maillie LLP

- 7) Motion to approve Connection Management Plan and Corrective Action Plan for submittal to PADEP (attachments)

Issue: To comply with Title 25 PA Code Chapter 94.21(a)(3) concerning sewerage facilities overloads.

- 8) Discuss recreation programming and administration. (attachments)

Issue: Review process of programming, park usage and vendors

- 9) Motion to approve contract for purchase of recycle truck (attachment)

Issue: Approval for new recycle truck

- 10) Motion to direct the Solicitor to attend Zoning Hearing – 236 W. Barnard Street (attachment)

Issue: The applicant is appealing Zoning enforcement action regarding student home.

- 11) Motion for no Solicitor attendance at the Zoning Hearing – 323 W. Biddle Street (attachment)

Issue: The applicant requests variance relief for building within the rear yard setback.

- 12) Motion to approve HARB Certificates of Appropriateness (attachment)

- b. 2024-52 - 144 W. Market St/Sign
- c. 2024-53 – 236 W. Gay St/Window Replacement

Issue: Review and approve December HARB Certificates of Appropriateness

- 12) Motion to approve contract with Building Inspection Underwriters of Pennsylvania and appoint Kyle Bendler, BCO, as Assistant Building Code Official and Assistant Zoning Officer. (attachment)

Issue: Motion to approve agreement for an Assistant Building Code Official and Assistant Zoning Officer

- 13) Motion to direct Solicitor to amend Chapter 66, *Housing and Property Maintenance, 1000.2 Definitions, Residential Rental Dwelling Unit* (attachment)

Issue: Discuss rental permit requirements relative to rental property occupancy

14) Motion to approve purchasing requests (attachments):

- a. Atlantic Heavy Duty for \$313,045.02
- b. Civic Plus for \$12,420.00
- c. Granicus for \$19,256.48
- d. OpenGov for \$28,614.96
- e. Usalco for \$12,540.00
- f. Lewis Environmental for \$11,473.75

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

15) Approve the Minutes of the December 17th and December 18th, 2024 Borough Council Meetings

VII. New Business:

XI. Other Business:

X. Adjournment