

***This meeting is being audio recorded for public record***

Borough Council Meeting  
**March 18, 2025 @ 6:30 PM**

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

**Mayor:** Lillian L. DeBaptiste

**Borough Manager:** Sean Metrick

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**Borough Council Meeting:**

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements:

A. Announce the Public Hearings scheduled for March 19, 2025

*Chapter 62* - Amending 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 “totter”; 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 totters 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 totters and dumpsters”.

*Chapter 66* - Amending the Code of the Borough of West Chester, Chapter 66, titled “Housing and Property Maintenance” to amend Section 66-2 titled “amendments, additions and deletions”, by amending Section 202, titled “definitions” to amend the definition of “rents, leases or lets” and amending chapter 10, section 1000.2 titled “definitions” to amend the definitions of “occupant”, “rental agreement or lease”, “rents, leases or lets”, and “residential rental dwelling unit”.

A full version of the amendments can be found on our website ([Chapter 62](#) & [Chapter 66](#)):

B. 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

Posted [Vacancies Notice](#)

C. Announce the May Borough Council meetings will be held on May 21 and May 22, 2025

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 the February 18 and February 19, 2025 Borough Council Meetings Minutes

**VII. New Business:**

A. Administration, Communication & Technology Committee:

1. Motion to approve lease between SEPTA and West Chester Borough (attachment)  
*Committee Recommendation: 2-0 to approve*
2. Motion to approve sublease between West Chester Borough and West Chester Railroad (attachment)  
*Committee Recommendation: 2-0 to approve*
3. Motion to approve disposal of records West Chester Police Department (attachment)  
*Committee Recommendation: 2-0 to approve*
4. Discuss West Chester Borough requirement for International Code Council certification of trades – electrical, plumbing, and HVAC.  
*Committee Recommendation: 2-0 to not make changes to the code*

## **B. Parking Committee**

1. Motion to approve agreement for WCU Public Safety parking at Bicentennial Garage (attachment)  
*Committee Recommendation: 3-0 to allow six (6) West Chester University Police vehicles to park in Bicentennial Garage.*
2. Motion to approve lease with West Chester Growers Market for Chestnut Street parking lot (attachment)  
*Committee Recommendation: 3-0 to approve*
3. Motion to approve lease with West Chester Food Cooperative for use of Chestnut Street parking lot (attachment)  
*Committee Recommendation: 3-0 to approve*

## **C. Public Works Committee**

1. Motion to approve extension of an on-street dumpster for North Star Construction at unit block of West Chestnut Street, Warner hotel.  
*Committee Recommendation: no recommendation since it was brought up under public comment*
2. Motion to approve the 2025 Aluminum Chloride Hydroxide Sulfate bid to USALCO at \$3.3056 per gallon. (attachment)  
*Committee Recommendation: 2-0 to approve*
3. Motion to approve the 2025 Soda Ash bid to Univar at \$508.38 per ton. (attachment)  
*Committee Recommendation: 2-0 to approve*
4. Motion to approve the park programming for 2025 (attachment)  
Partial Spring and Summer programming list included.  
*Committee Recommendation: no recommendation*
5. Motion to approve the quote for litter truck body installation, H.A. DeHart & Son, \$34,010. (attachment)  
*Committee Recommendation: 2-0 to approve*

## **D. Finance and Revenue Committee**

1. Motion to approve fee schedule resolution to modify the fee for dining platforms to \$160 per linear foot per year. (attachment)  
*Committee Recommendation: 2-0 to approve*
2. Motion to approve grant resolution for the Chester County Community Revitalization Program (CRP) for Gay Street Open Air Marketplace Infrastructure - Phase II project (attachment)  
*Committee Recommendation: 2-0 to approve*
3. Motion to approve Budget Modification #2 to allocate funding for 2024 Public Safety and Wastewater capital expenses (attachment)  
*Committee Recommendation: 2-0 to approve*

4. Motion to approve purchasing requests (attachment):
  - a. HA DeHart & Son – litter truck body- for \$34,010.00
  - b. Big Belly Solar for \$14,409.60
  - c. Fireflow Services for \$12,731.50
  - d. USALCO for \$12,540.00
  - e. Colonial Parking for \$48,475.00

*Committee Recommendation: 2-0 to approve*

#### **E. Public Safety Committee**

1. Motion to approve special events applications
  - a. 4.19.25 – Empower Specialty Fitness – Uprising 5k & Autism Awareness Walk (attachment)
  - b. 5.8.25 – ChesCo Fraternal Order of Police – Annual Police Memorial (attachment)
  - c. 6.7.25 – The Power Place Academy – Citizen’s March for Life (attachment)

*Committee Recommendation: 2-0 to approve*

#### **F. Smart Growth Committee**

1. Motion to approve dates of Gay Street Open Air Market Friday May 2, 2025 to Sunday September 28.

*Committee Recommendation: 3-0 to approve*

2. Motion to direct the Solicitor to attend Zoning Hearing 211 Dean St. (attachment)

*Committee Recommendation: 3-0 to direct the Solicitor to attend*

3. Motion to approve Certificate of Appropriateness for:
  - a. 2025-03-100 W Gay St- front door replacement
  - b. 2025-05-132 N. Church St – sign repair
  - c. 2025-06- 120 N Church St – new dining platform
  - d. 2025-07- 111 N. High St – New wall sign

*Committee Recommendation: 3-0*

VIII. Other Business:

IX. Adjournment