

*This meeting is being audio recorded for public record*

Borough Council Meeting  
March 19, 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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**Public Hearing – 6:30 PM**

- 1) *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 “toter”; 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 toters 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 toters and dumpsters”.
- 2) *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”.

**Borough Council Meeting:**

**Note:** **This is a proposal agenda.** These items, and any other items discussed and/or action taken at the March 18, 2025, may be included on the final agenda, which will be posted prior to noon on Wednesday, March 19, 2025.

I. Call to Order

II. Pledge of Allegiance

III. Announcements:

A. 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

B. 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. Comments by the Borough Council and the Mayor

VI. Reports/Presentations:

A. Borough Manager's Report

VII. Old Business:

**DISCUSSION** or **CONSENT AGENDA** (dependent on outcome of Work session)

A. Administration, Communication & Technology Committee:

1. Motion to approve lease between SEPTA and West Chester Borough (attachment)
2. Motion to approve sublease between West Chester Borough and West Chester Railroad (attachment)
3. Motion to approve disposal of records West Chester Police Department (attachment)
4. Discuss West Chester Borough requirement for International Code Council certification of trades – electrical, plumbing, and HVAC.

**B. Parking Committee**

1. Motion to approve agreement for WCU Public Safety parking at Bicentennial Garage (attachment)
2. Motion to approve lease with West Chester Growers Market for Chestnut Street parking lot (attachment)
3. Motion to approve lease with West Chester Food Cooperative for use of Chestnut Street parking lot (attachment)

**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.
2. Motion to approve the 2025 Aluminum Chloride Hydroxide Sulfate bid to USALCO at \$3.3056 per gallon. (attachment)
3. Motion to approve the 2025 Soda Ash bid to Univar at \$508.38 per ton. (attachment)
4. Motion to approve the park programming for 2025 (attachment)  
Partial Spring and Summer programming list included.
5. Motion to approve the quote for litter truck body installation, H.A. DeHart & Son, \$34,010. (attachment)

**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)
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)
3. Motion to approve Budget Modification #2 to allocate funding for 2024 Public Safety and Wastewater capital expenses (attachment)
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

**E. Public Safety Committee**

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

**F. Smart Growth Committee**

1. Motion to approve dates of Gay Street Open Air Market Friday May 2, 2025, to Sunday September 28.
2. Motion to direct the Solicitor to attend Zoning Hearing 211 Dean St. (attachment)
3. Motion to approve Certificate of Appropriateness for:
  - i. 2025-03-100 W Gay St- front door replacement
  - ii. 2025-05-132 N. Church St – sign repair
  - iii. 2025-06- 120 N Church St – new dining platform
  - iv. 2025-07- 111 N. High St – New wall sign

**G. Approve the Minutes of the Feb 18 and Feb 19, 2025, Borough Council Meetings**

XIII. New Business:

IX. Other Business:

X. Adjournment

PROPOSED