

Borough Council Meeting
July 16 2025

This meeting is being audio recorded for public record

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:

Consider the Re-Authorization and Five-Year Plan of the West Chester Business Improvement District Authority

Borough Council Meeting:

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements:
 - A) Announce the purpose of the July 16, 2025 Executive Session
- 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) Presentation on the 2024 Audit –Dale R. Umbenhauer, CPA – Maillie
 - B) Quarterly Update from the Rail Restoration Committee - Jason Levinn
- VII. New Business:
 - A) Appointment to the West Chester Borough Planning Commission;
Transportation Advisory Committee:
 - 1) Quinton Birl
 - 2) Brandon Emig
 - 3) Jeanine Ramagano-Houder
 - 4) Dr Thomas H Jaagus

VIII. Old Business:

A) Discussion:

- 1) Motion to approve special event parking fees policy for Town Center Special Events (attachment)
Issue: Approve special event parking fees in garages and surface lots
- 2) Motion to schedule a public hearing August 20, 2025 at 6:30 PM to consider amendment to Chapter 37- Animals, creating a new Article prohibiting sale of cats, dogs, and rabbits in retail stores. (attachment)
Issue: Consider adopting an ordinance for the human sale of pets.
- 3) Motion to approve budget modification or expense and revenue for Capital Project - Goose Creek Green Public Works and Matlack Street Rain Garden Stormwater Project and approval of final Certification of Payment #3 with change order in the amount of \$73,210. (attachment)

B) Approve the July 16, 2025 Consent Agenda:

- 1) Motion to approve June 17 and 18, 2025 Borough Council Meetings Minutes
- 2) Motion to reappoint Steven Krug to the West Chester Area Council of Governments UCC Board of Appeals
- 3) Motion to approve Resolution to dispose of the following records (attachment)
 - a) Open Records Files prior to 2022
 - b) Solicitor's applications prior to 2021
 - c) Building & Housing Residential Building Permits prior to 2020
 - d) Rental Permit Receipts prior to 2017*Issue: Dispose of old records according to the Pennsylvania Records Retention and Disposal Schedule.*
- 4) Motion to schedule public open house for Goose Creek Pollution Reduction Plan – August 5, 2025 at 5:00 PM Borough Hall – 401 East Gay St.
Issue: Opportunity to provide public comment on the plan amendment with a presentation by RVE. Video will be recorded and an opportunity for asynchronous feedback through the website is also available.
- 5) Motion to direct Solicitor to prepare a Memorandum of Understanding (MOU) with the West Chester Chamber of Commerce to provide the cost of police services, with a cap of \$10,000; and, review the MOU the year after finalizing the 5-year police contract
Issue: Discuss support and fees for the 2025 parade.
- 6) Motion to approve purchasing requests (attachment):
 - a) JJ Outdoor Services LLC for \$14,369.50
 - b) Johnson Controls for \$16,250.00
 - c) NexGen for \$30,284.00
 - d) USALCO for \$12,835.20
 - e) Witmer Public Safety for \$15,395.60
 - f) Great Lakes Recreation – DBA Boyce Recreation for \$65,386.00*Issue: Review and recommend the approval of purchase orders exceeding \$10,000*

- 7) Motion to approve special events applications (attachment)
 - a) 10.18.25 Unite 4 HER 5k and fun run
 - b) 12.13.25 Christkindl Market – Downtown West Chester*Issue: Review and approve special events applications*
- 8) Motion to direct the Solicitor to prepare an amendment to Chapter 66, 1000.6 “Disciplinary Action” to escalate points imposed by guilty convictions of citations for 1st, 2nd, and 3rd disruptive conduct/ nuisance cases to 3,4,5 points.
- 9) Motion to grant extension until August 31, 2025 for 210-214 W Washington Street, Axel Square land development project (attachment)
- 10) Motion to approve HARB applications (attachment)
 - a) 2025-18: 120 N. Church St-Exterior mechanical equipment installation
 - b) 2025-19: 233 W. Gay St-Exterior mechanical equipment-Rectory office
 - c) 2025-20: 233 W. Gay St-Exterior mechanical equipment-Choir mezzanine
 - d) 2025-21: 202 W. Gay St-Replace front door and sign*Issue: Consider a Motion to approve the June HARB Certificates of Appropriateness*
- 11) Motion to direct the Solicitor to attend Zoning Hearing Board relative to 531 Marshall Drive: relief from residential dimensional and parking requirements; and, for no Solicitor attendance required for 501 E. Miner St: relief to allow illuminated ground mount sign at The Melton Center on West Market Street (attachment)

VIII. Other Business:

X. Adjournment