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Public Works Committee

Date: **December 9, 2025 @ 6:30 PM**

Committee Members Present: Bernie Flynn – 6th Ward (Chair)
Bryan Travis – 2nd Ward
Sheila Vaccaro – 5th Ward

Department Heads Present:
Don Anderson, Interim Director Public Works
Sean Mitchell, Wastewater Director
Keith Kurowski, Director Parks & Recreation

Borough Manager: Sean Metrick

1. Call to Order - meeting was called to order at 7:30 PM
2. Announcements
 - The Borough will be collecting canned goods to benefit the West Chester Food Cupboard at Borough Hall during business hours. Please stop by to contribute. More information can be found on the Borough website.
3. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda.
 - none
4. Departmental Reports
 - a) Traffic & Engineering Reports
 - Kelly Goff, RVE, stated she would highlight three projects for tonight's meeting. The Gay Street closure project is set to mobilize on March 30, 0226 and be completed by July 2nd. The public comment period for the MS4 permit resulted in the agenda being revised accordingly. It is available on the Borough's website for viewing. RVE is currently scheduling outfall inspections. These inspections are a way to determine if anything is getting dumped into the storm sewer system. The High Street Bus Shelter received funding but there are PennDOT requirements that must be met. We made the second submission last week for that project. Mr. Travis said he thought that project was not happening. Ms. Goff explained that the Borough has the funding and is coordinating with SEPTA and PennDOT. Mr. Flynn said he was told that it wasn't happening because there wasn't enough room and he also asked if the County was paying into the project? Ms. Goff stated that a permit is needed

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from PennDOT because of the line-of-sight and a No Turn on Red sign needs to be installed at that location, so it won't impede visibility.

b) Public Works

- Mr. Don Anderson, Interim Director, we did a temporary repair of the patio at the library to stop the water infiltration when it rains. PennDOT has agreed to let the Borough enhance the intersection at N. New Street and W. Chestnut Streets. Once the temperature hits 50 degrees we can put down the thermoplastic lines on the crosswalk. We finished the leaf vacuum program for the year as we work on preparing for the snow season. The sidewalk project in front of the municipal building on E. Gay Street has been completed. Perk-e-Pave was used around the tree well. We added more dog waste containers, as requested, to Kathy McBratnie and Vet's Memorial Parks. Public Works crew also removed the old playground equipment from Horace Pippin Park and we are just waiting for the new equipment to arrive. Approximately one month ago we found an illicit discharge at W. Miner Street, and we contacted Building and Housing to send a NOV.
- There are approximately 60 properties in violation of the trash and recycling ordinance. We started mailing letters to the property owners. The attached Cartegraph reports are we are continuing to use the software. The crew also installed new big belly trash cans, and we will repurpose some of the older cans. The vehicle/equipment list has been updated, and it shows the aging equipment. We have contracts expiring at the end of the year, so we will be going out to bid shortly. We have contacted the current contractors and requested they honor their existing rate until the new bids are received and approved.
- Mr. Metrick stated that during this transition we have been discussing staffing and departmental structure changes. There is a supervisor level position being advertised internally. Mr. Anderson stated they removed the Fleet Manager position from the budget, and an existing supervisor will be tasked with handling fleet.

c) Wastewater

- Sean Mitchell, Wastewater Director, at Goose Creek the micro-screener had a large hole in it preventing it from catching solids. We pulled and sent it to the fabricator to repair. While the unit was off-line, we installed new brushes. New mini splits were installed in the maintenance shop which replaced a 30-year-old heater. Preventative cold-weather maintenance was performed on the clarifier units, and the bypass lines were installed. The heat tracer was turned on at the plant and pump stations. New sensors, power and phone wires were installed on the emergency call-out box. The average monthly flow was 0.823 mgd.

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- Taylor Run employees found an RBC unit down. They found broken struts and hold down bars. Adjustments made and the unit operational. We will be investigating further repairs and welding work. The aeration blower failed, so we installed the spare. We also discovered the butterfly valve and power switch were faulty. We replaced the parts, cleaned and painted the unit before placing back in service. The original motor and compressor were rebuilt and cleaned, and we are storing them in case we need a spare in the future. Taylor Run had their lab accreditation audit, and everything went well. The average monthly flow was 0.719 mgd.
- The pump stations had their monthly cleaning and inspections. All valves were replaced with stainless steel bolts. Phase One of the Maple Alley Project is still on target for Summer 2026. The block bearings have been delivered to Taylor Run. We opened the bids for the Goose Creek substation project. The recommendation letter and RCO documentation are in order. Brendan Stanton, Inc. was the low bidder at \$545,000. Mr. Travis questioned the disparity between the two bids. Mr. Mitchell explained that while the gaps were large one company owns their equipment and doesn't need to rent while the other company would need to rent machines. Also, one company misinterpreted the bid and included purchasing the equipment which we already purchased. Mr. Flynn suggested rejecting the bid and putting out to bid again. Ms. Vaccaro stated that renting equipment is expensive, so she doesn't think the disparity is that drastic. Mr. Mitchell stated that both bidders were at the pre-construction meeting and one bidder stated they owned equipment and generators while the other stated they would have to rent them. Mr. Travis asked if we could delay this installation and Mr. Mitchell stated this is a 5-year project and the current switch is past its lifespan. If the power goes out, we will have a situation. Mr. Flynn stated he wants to rebid because he feels there is enough time. Ms. Vaccaro stated we had two valid bids. Mr. Flynn asked to discuss it at the Finance Meeting tomorrow. Mr. Travis agreed to resume discussions at the Finance meeting tomorrow.

d) Parks and Recreation

- Keith Kurowski, Parks & Recreation Director, stated they are working with engineers for the Hoopes Park playground redesign. They would like to make it an ADA compliant all-inclusive park including sensory sensitive children, deaf, blind and other disabilities. The Horace Pippin park is ready for the new equipment, but the shipment has been delayed. We are working with the company we purchase equipment from for the John O'Green splash pad. We need to install a larger water line, and we are working on the schematics with the engineers. The intent is to have this completed by May 2026. We are still waiting to hear from the DCED on grants. We are exploring open space areas in the Borough for future park opportunities. We met with Commissioner Moskowitz to discuss connecting the borough to the regional trails. The Pros Plan was submitted to the County, and they gave it great reviews and they support the plan. They are recommending that council

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5. Old Business

a) Approve November 2025 minutes (attachment)

- Approve 3 – 0

6. Other Business

- Motion to approve Goose Creek Pollution Reduction Plan
 - Mr. Metrick explained we need to update this plan every five years to remove the dirt from the water that runs off the streets and lands. We are required by the DEP, so we calculate using their formulas to figure out how much sediment we need to remove. We have solved one of the biggest problems, which is finding the money. We have the Stream Protection Fee and a reserve built up. We are looking for projects, and we are thinking of long-term storm water management practices. We are looking for projects upstream to maximize impact. We have community groups volunteering to keep the rain gardens clean. We are looking at small jobs since there are a lot of paved areas in the Goose Creek watershed. We are asking Council for the adoption of the Pollution Reduction Plan and addendums. Mr. Travis asked if we could increase street cleaning and Ms. Goff stated we already get credit for street sweeping and are maxed out so increasing the number of routes wouldn't help. Ms. Goff also stated for stream restoration projects you need a 35-foot buffer on either side of the stream and there is nowhere in Goose Creek that can accommodate that buffer.

- Approve 3 – 0

- Motion to approve contract extensions for Custodial Services, Tree Maintenance, and traffic signal maintenance.

- Approve 3 – 0

Adjourn – 8:30 PM