



Public Works Committee Meeting
August 11, 2026 @ 5:30 PM
This meeting is recorded for public record.

Committee Members:

Bernie Flynn, Chair
Bryan Travis
Brian McGinnis

Director of Public Works: Donald Anderson

Wastewater Director: Sean Mitchell

Director of Parks & Recreation: Keith Kurowski

Borough Manager: Sean Metrick

Assistant Borough Manager: Ramsey Reiner

Public Works Committee Meeting:

I. Call to Order

II. Announcements

- A. The West Chester Borough is participating in a friendly “Food Fight” with East & West Bradford Townships from July 1st to August 31, to collect non-perishable food items. Collection site is in the lobby at West Chester Borough Hall

III. Comments

Comments, suggestions, petitions by residents, taxpayers and visitors in attendance regarding items that are not on the agenda. Please be advised there is a 5-minute time limit which is at the discretion of the Council President and/or Chair.

IV. Reports

- A. Engineer (attachment)
B. Public Works (attachment)
C. Wastewater (attachment)
D. Parks & Recreation (attachment)
E. Public Works Committee – Chair Report, workplan and issues raised at prior meetings

V. Old Business

- A. Approve July 2026 meeting minutes (attachment)
B. Discuss progress on the consideration of a new Public Works building

VI. New Business

- A. Discuss maintenance of the West Chester Public Library
Issue: Discuss the maintenance of the West Chester Public Library
- B. Motion to approve Code Elevator maintenance rates (attachment)
Issue: Approve rates for the elevator located at the West Chester Public Library
- C. Discuss maintenance and condition of bathrooms at Everhart Park
Issue: Discuss the maintenance and condition of the bathrooms
- D. Motion to approve Goose Creek Connection Management Plan amendment (attachment)
Issue: Discuss management plan amendment
- E. Discuss street sweeping schedule
Issue: Discuss amendments to the street sweeping schedule

VII. Other Business

VIII. Adjournment

Visit www.west-chester.com for access to all attachments.

Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.

The Friendly 2026

Food Fight

July 1st to August 31st

*West Chester Borough vs
East & West Bradford*



*Non-Perishable Food Collection
Drive for the Chester County
Food Bank*

The West Chester Food Collection
site will be in the Municipal Building
from July 1st thru August 31st:
401 E. Gay Street
West Chester, PA 19380

Help the Borough beat the Bradfords by
collecting the most non-perishable food!



www.west-chester.com

MONTHLY ENGINEERING REPORT

TO: Sean Metrick, Borough Manager
FROM: Kelly Goff, PE, CFM, Consulting Engineer
RE: West Chester Borough
Monthly Engineering Report
DATE: August 6, 2026

The purpose of this memorandum is to provide a status update on engineering, planning, MS4 compliance, capital projects, and land development activities within West Chester Borough. A summary of high-priority projects is provided below. A detailed engineer's report is included as Appendix A.

Project	Project Summary	Status Update
Gay Street Closure Project	Chester County Revitalization Grant-funded project providing removable barricades along the Gay Street Open-Air Market.	This project is substantially complete. The contractor is working on the fence restoration; they are waiting on some parts to complete.
Gay & High Improvements	Reconstruction of the Gay Street and High Street intersection, currently in poor condition.	RVE is developing construction and permit plans. RVE addressed penndot comments and resubmitted on 8/6/2026.
High Street Improvements	Streetscape improvements including trees, sidewalks, curbs, and lighting between Miner Street and Barnard Street.	RVE is developing construction and permit plans.
2026 Storm Sewer Lining Project	This project is being funded through the flood mitigation grant. This project includes the lining of pipe at the following locations: South High Street, from Lacey Street to Dean Street; West Union Street, from Hickory Alley to S. New Street.	The Bid opening is being held 8/11/2026.

Should you have any questions, please do not hesitate to contact me directly at (484) 843-3653.



Figure 1 –Gay Street Closure Project



Figure 2 – Outfall Inspections

Appendix A - Detailed Engineer's Report

1 GENERAL ENGINEERING & PLANNING SERVICES

1.1 Monthly Meetings

Monthly progress meetings are held with RVE and Borough staff to review the status of ongoing projects. The most recent meeting was held on July 28, at 1:00 PM.

1.2 Planning Services

1.2.1 Intersection Improvements

RVE continues to work with the Borough to identify and develop improvements at various intersections. The Borough's committee is compiling public feedback. Intersections considered include:

- Saint Agnes School Intersections (Hannum Ave. and New St.)
- E. Gay Street & Matlack Street
- N. Biddle Street & N. High Street
- E. Biddle Street & N. Penn Street
- N. Franklin Street & E. Marshall Street
- W. Ashbridge Street & Hoopes Park Lane
- W. Gay Street & N. New Street
- Gay Street & High Street (*construction plans in development*)
- Washington Street & High Street
- Chestnut Street & New Street (*Public Works obtaining striping maintenance quotes*)
- Price Street & Darlington Street (*improvements completed in 2025*)
- S. Brandywine Street & Price Street (*improvements completed in 2024*)
- Gay Street & Bradford Avenue (*improvements completed in 2025*)

1.3 Grant Funding Acquisition Services

RVE continues to coordinate with Borough staff to identify and pursue grant opportunities aligned with Borough priorities. A 2026 Grants Memorandum was submitted in January 2026. Grant opportunities are reviewed as updated information becomes available.

1.3.1 Priority Projects

The Borough and RVE are maintaining a list of priority projects that need grant funding. The Borough is interested in funding the following projects through grant programs.

- Gay & Matlack intersection improvements
- Darlington & Chestnut Parking Lot improvements
- Rain Garden Curb Bump-outs
- High Street Improvements Phase 2
- Gay Street Phase 2

- Goose Creek Interceptor Phase 2
- Cedar Alley Gabions
- Public Works Building
- Reconstruction of various intersections along Gay Street

1.3.2 DCED Multimodal Transportation Fund

This grant application was due 7/31. RVE developed a construction estimate for road improvements on Adams and Nields.

1.3.3 DCED Local Share Account

This grant application is due 11/30. Various improvements that will benefit the Public are eligible. There is no match requirement. The Borough is reviewing vehicle needs internally.

2 MS4 SERVICES

The Borough's MS4 Permit is required under the Clean Water Act and mandates the implementation of pollution-reduction practices for stormwater systems discharging to surface waters. RVE works with Borough staff to ensure regulatory compliance.

Bi-monthly coordination meetings are held. The most recent meeting occurred on 6/23/2026.

Outfall sampling was conducted in July 2026. Results were reported to Borough staff on 7/16/2026.

2.1 Annual Report

RVE is developing the 2026 annual report.

2.2 PRP and TMDL Addenda (Goose Creek)

Pollution Reduction Plans (PRP) and Total Maximum Daily Load (TMDL) Plans are required to reduce pollutants entering impaired waterways through BMP implementation. Certain BMPs in the original plans were deemed infeasible; therefore, addenda were prepared and submitted to PADEP on December 29, 2025.

A joint site visit with Borough staff to evaluate potential BMP locations occurred on March 6, 2026.

2.3 BMP Inspections

BMP inspection needs are currently under internal review by Borough staff.

2.4 Outfall Inspections

RVE completed outfall inspections and sampling per PADEP requirements.

2.5 PRP Addenda (Brandywine Creek, Blackhorse, Run, Plum Run, Taylor Run)

The PRP is a mandatory component of Pennsylvania's MS4 permit program, designed to reduce sediment and pollutant discharges into impaired waterways through BMPs. Some BMPs listed in the original plan are not feasible. An addendum will be developed to include additional BMPs.

Borough staff is compiling plans of previously implemented BMPs.

3 CAPITAL PROJECTS (PLANNING, DESIGN, BIDDING & CONSTRUCTION)

3.1 Gay Street Closure

The Gay Street Closure Project is a project funded by the Chester County Revitalization Grant that will result in removable barricades along the Gay Street open air market.

- The Borough Council voted on 8/28/2025 to issue a notice of intent to award the Base Bid, Alternate 1, Alternate 5, and Alternate 6.
- A preconstruction meeting was held on 9/30/2025.
- A Notice to Proceed was issued on 10/2/2025.
- The project is substantially completion.
- Change Order #1, #2, #3 were recommended to the Borough.
- Payment #2 was recommended on 5/6/2026.
- Payment #3 was recommended on 5/20/2026.
- RVE is coordinating with Marino to complete the punchlist items.
- RVE is coordinating with Marinos on Grant closeout documents.

3.2 Storm infrastructure Lining project

This project proposed to rehabilitate several stormwater pipes by adding a liner. This project is being funded by the flood mitigation grant.

- A field visit was conducted on 3/24/26 to review the existing conditions.
- RVE has compiled the bid package. This project includes the lining of pipe at the following locations: South High Street, from Lacey Street to Dean Street; West Union Street, from Hickory Alley to S New Street
- The bid opening is August 11.

3.3 Gay & High Street Intersection Improvements

This project includes the reconstruction of the intersection of Gay & High. RVE is developing construction and permit plans. The Borough would like to have stamped asphalt for the crosswalks and intersection. Asphalt for the intersection will be an alternate bid item.

- RVE made a submission to PennDOT on 5/15/2026.
- Comments were received from PennDOT on 6/25. RVE addressed the comments and resubmitted on 8/6.

3.4 High Street Improvements (Miner to Barnard)

RVE worked with Borough staff to acquire the DCED MTF grant. This project includes sidewalk, curb, landscaping and lighting improvements. RVE has performed the survey. RVE is developing construction and permit plans for this project.

3.5 Linden & High Bus Shelter

RVE submitted the HOP application in April 2026.

RVE received comments from PennDOT in June 2026. RVE is addressing the comments.

4 SUBDIVISION & LAND DEVELOPMENT REVIEWS

4.2 330 Market (PCWBP002)

The applicant is proposing to construct a 185 unit apartment building with 215 parking spaces.

- RVE received the first submission on 5/3/2023. RVE is reviewing this submission.
- A second review letter was issued on 8/18/2023.
- RVE attended the Planning Commission meeting on 8/29/2023 in order to address concerns from the public.
- RVE issued a 3rd review letter on 1/9/24.
- RVE issued a 4th Review letter on 2/23/24.

4.3 611 E Nields (PCWBP003)

The project proposes to construct two separate industrial warehouse buildings totaling 523,653 square feet at 611 East Nields Street within the Industrial (ID) zoning district. This application has preliminary land development approval.

- RVE issued a review letter #1 on 2/27/24.
- RVE issued a review letter #2 on 5/9/24.
- RVE issued a review letter #3 on 6/27/25.

4.4 250 East Market (PCWBP005)

The applicant is proposing to construct a four-story apartment building with 221 units and 230 parking spaces.

- RVE issued review letter #1 on 8/17/2024.
- RVE issued review letter #2 on 10/01/2024.
- RVE issued review letter #3 on 7/14/2025.

4.5 210-214 W. Washington Street (PCWBP006)

The applicant is proposing to construct 8 single-family attached homes on three parcels along West Washington Street within the Neighborhood Conservation District (NC-2) zoning district. The site is bounded by West Washington Street to the west, Patton Alley to the east, and Birdseye Alley to the south. The proposed subdivision plans to demolish the existing automotive repair building and consolidate the three parcels. Each home will have a 1-car garage and share a common driveway.

- RVE submitted review letter #1 to the Borough staff on 11/07/2024.
- RVE submitted review letter #2 to Borough staff on 1/30/2025.
- RVE submitted review letter #3 to Borough staff on 5/21/2025.
- RVE submitted review letter #4 to Borough staff on 12/4/2025.
- RVE submitted review letter #5 to Borough staff on 4/7/2026.

4.6 700 S High Street (PCWBP007)

The applicant is proposing improvements to the university.

- RVE sent a review letter to Borough staff on 7/3/2025.
- RVE testified at the conditional use hearing on 5/28/2026.

4.7 410 High Street, Application #3

This application is proposing a set of townhomes at the old Burger King site. The application has not been submitted to RVE at the time of this report.

- RVE submitted review letter #1 to Borough staff 4/21/2026.
- RVE received a second submission on 6/24.
- RVE received a revised second submission on 6/29.
- RVE submitted review letter #2 on 7/8/2026.

4.9 615/617 South Walnut

This application is proposing five (5) townhomes.

- RVE has received submission #1 on 5/3/2026.
- RVE sent review letter #1 on 5/26/26
- RVE received a submission on 7/1/2026. RVE submitted review letter #2 on 7/7/2026.

4.10 330 Market (Application No. 2), Coming Soon

4.11 339 West Gay Street, Coming Soon

Work Detail (Work Order 44*17)

Work Summary

Description: REPAIR
Status: IN PROGRESS
Notes:

Cost Summary

Total Cost: \$285.37

Labor	\$92.55
Equipment	\$0.00
Materials	\$0.00
Other	\$192.82

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Repair	7/23/2026	92.55	0.00	192.82	285.37
		\$92.55	\$0.00	\$192.82	\$285.37

Employee	Title	Hours
Kevin Garris	Driver/Operator PW	3.00

Equipment Details

Equipment Item	Rate	Hours	Total
Patrol Vehicle	\$19.19	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
rear taillight assembly	\$192.82
	\$192.82

Work Detail (Work Order 44*17)

Work Detail (Work Order 44-10)

Work Summary

Description: REPLACE
Status: IN PROGRESS
Notes:

Cost Summary

Total Cost: \$452.23

Labor	\$61.70
Equipment	\$0.00
Materials	\$0.00
Other	\$390.53

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Replace	7/21/2026	61.70	0.00	390.53	452.23
		\$61.70	\$0.00	\$390.53	\$452.23

Employee	Title	Hours
Charles Seydel III	Mechanic Public Works	2.00

Equipment Details

Equipment Item	Rate	Hours	Total
Maintenance	\$34.59	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
drivers side mirror assembly	\$390.53
	\$390.53

Work Detail (Work Order 44-10)

Work Detail (Work Order 44-51)

Work Summary

Description: REPAIR
Status: IN PROGRESS
Notes:

Cost Summary

Total Cost: \$542.77

Labor	\$308.50
Equipment	\$208.32
Materials	\$0.00
Other	\$25.95

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Repair	7/15/2026	308.50	0.00	25.95	542.77
		\$308.50	\$0.00	\$25.95	\$542.77

Employee	Title	Hours
Charles Seydel III	Mechanic Public Works	5.00
Kevin Garris	Driver/Operator PW	5.00

Equipment Details

Equipment Item	Rate	Hours	Total
Trash Truck	\$69.44	3.00	\$208.32
			\$208.32

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
REPLACE QUICK RELEASE VALVE	\$25.95
	\$25.95

Work Detail (Work Order 44-51)

Work Detail (Work Order pipe repair)

Work Summary

Description: REPAIR
Status: COMPLETED
Notes:
storm pipe repair

Cost Summary

Total Cost: \$3322.82

Labor	\$857.92
Equipment	\$2,190.40
Materials	\$274.50
Other	\$0.00

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Repair	7/14/2026	857.92	274.50	0.00	3322.82
		\$857.92	\$274.50	\$0.00	\$3,322.82

Employee	Title	Hours
Nathaniel Maldonado	Driver/Laborer PW	8.00
Monroe Dickinson	Utilitiesman PW	8.00
Jacob Findley	Laborer Public Works	8.00
Kyle Elliott		8.00

Equipment Details

Equipment Item	Rate	Hours	Total
Compactor	\$28.55	8.00	\$228.40
Maintenance	\$34.59	8.00	\$276.72
Backhoe	\$110.03	8.00	\$880.24
Dump Truck	\$100.63	8.00	\$805.04
			\$2,190.40

Material Details

Material	Quantity	Unit	Price Per Unit	Total
Stone	2.00	\$/tonne	\$120.00	\$240.00
Fernco 8"	2.00	\$/ea		
Cement bags	6.00	\$/pkg	\$5.75	\$34.50
PVC Pipe	10.00	\$/ft		
				\$274.50

Miscellaneous Details

Notes	Cost
	\$0.00

Work Detail (Work Order pipe repair)



Work Detail (Work Order pipe repair)



Work Detail (Work Order pipe repair)



Work Detail (Work Order sinkhole)

Work Summary

Description: REPAIR
Status: COMPLETED
Notes:

Cost Summary

Total Cost: \$0.00

Labor	\$0.00
Equipment	\$0.00
Materials	\$0.00
Other	\$0.00

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
		\$0.00	\$0.00	\$0.00	\$0.00

Employee	Title	Hours
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Equipment Details

Equipment Item	Rate	Hours	Total
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$0.00

Work Detail (Work Order sinkhole)

Work Detail (Work Order 44-05)

Work Summary

Description: REPLACE
Status: IN PROGRESS
Notes:

Cost Summary

Total Cost: \$129.80

Labor	\$92.55
Equipment	\$0.00
Materials	\$0.00
Other	\$37.25

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Replace	7/16/2026	92.55	0.00	37.25	129.80
		\$92.55	\$0.00	\$37.25	\$129.80

Employee	Title	Hours
Charles Seydel III	Mechanic Public Works	3.00

Equipment Details

Equipment Item	Rate	Hours	Total
Maintenance	\$34.59	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
FUEL FILTER	\$37.25
	\$37.25

Work Detail (Work Order 44-05)

Work Detail (Work Order training)

Work Summary

Description: TRAINING

Status: COMPLETED

Notes:

six employees spent the morning in training to learn the proper procedures of safe chainsaw usage.

Cost Summary

Total Cost: \$981.54

Labor	\$398.04
Equipment	\$583.50
Materials	\$0.00
Other	\$0.00

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Other	7/8/2026	398.04	0.00	0.00	981.54
		\$398.04	\$0.00	\$0.00	\$981.54

Employee	Title	Hours
Donald Powers		
Anthony Declet Santiago		
Monroe Dickinson	Utilitiesman PW	3.00
Kyle Elliott		3.00

Equipment Details

Equipment Item	Rate	Hours	Total
Maintenance	\$34.59	3.00	\$103.77
Backhoe	\$110.03	3.00	\$330.09
Maintenance	\$15.29	3.00	\$45.87
Maintenance	\$34.59	3.00	\$103.77
			\$583.50

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$0.00

Work Detail (Work Order training)



Work Detail (Work Order training)



Work Detail (Work Order training)



Work Detail (Work Order training)



Work Detail (Work Order training)



Work Detail (Work Order inlet lid replacement)

Work Summary

Description: REPLACE
Status: COMPLETED
Notes:
failed inlet lid to be replaceed

Cost Summary

Total Cost: \$4249.90

Labor	\$1,440.00
Equipment	\$2,798.40
Materials	\$11.50
Other	\$0.00

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Repair	7/23/2026	1440.00	11.50	0.00	4249.90
		\$1,440.00	\$11.50	\$0.00	\$4,249.90

Employee	Title	Hours
Nathaniel Maldonado	Driver/Laborer PW	10.00
Joseph Kullman	Driver/Laborer PW	10.00
James Baker	Maintenance Man Public Works	10.00
Monroe Dickinson	Utilitiesman PW	10.00

Equipment Details

Equipment Item	Rate	Hours	Total
Maintenance	\$34.59	10.00	\$345.90
Backhoe	\$110.03	10.00	\$1,100.30
Dump Truck	\$100.63	10.00	\$1,006.30
Maintenance	\$34.59	10.00	\$345.90
			\$2,798.40

Material Details

Material	Quantity	Unit	Price Per Unit	Total
Cement bags	2.00	\$/pkg	\$5.75	\$11.50
				\$11.50

Miscellaneous Details

Notes	Cost
black top wearing	\$0.00
black top base	\$0.00
inlet lid & grate	\$0.00
	\$0.00

Work Detail (Work Order inlet lid replacement)

Work Detail (Work Order paving road patch)

Work Summary

Description: REPAIR

Status: COMPLETED

Notes:
permanent pavement installed

Cost Summary

Total Cost: \$3967.30

Labor	\$1,361.90
Equipment	\$2,605.40
Materials	\$0.00
Other	\$0.00

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Other	7/14/2026	1361.90	0.00	0.00	3967.30
		\$1,361.90	\$0.00	\$0.00	\$3,967.30

Employee	Title	Hours
Monroe Dickinson	Utilitiesman PW	10.00
Kyle Elliott		10.00
Joseph Kullman	Driver/Laborer PW	10.00
James Baker	Maintenance Man Public Works	10.00

Equipment Details

Equipment Item	Rate	Hours	Total
Maintenance	\$34.59	10.00	\$345.90
Backhoe	\$110.03	10.00	\$1,100.30
Dump Truck	\$100.63	10.00	\$1,006.30
Maintenance	\$15.29	10.00	\$152.90
			\$2,605.40

Material Details

Material	Quantity	Unit	Price Per Unit	Total
Asphalt	10.00	\$/yd ³		
				\$0.00

Miscellaneous Details

Notes	Cost
	\$0.00

Work Detail (Work Order paving road patch)

Public Works Last Month Requests

Request ID	Entry Date	Close Date	Issue	Status	Street	Description
1742	7/2/2026	7/2/2026	Yard Waste Missed	Closed	312 N HIGH ST	bundled limbs not collected on Monday
1743	7/2/2026	7/30/2026	Tree Branches	Closed	130 W MINER ST	130 W Miner - Remove tree branch in front of church
1744	7/2/2026	7/6/2026	SmartGov Submission	Closed		SmartGov Request # CR-26-0669 Public library is in violation of grass/weed height exceeding 10 inches.
1745	7/2/2026	7/30/2026	SmartGov Submission	Closed	205 LACEY ST	SmartGov Request # CR-26-0672 The bushes and trees outside of the Public Works building facing S. Matlack St. are growing into the sidewalk, and it is not possible to pass the building without walking into them.
1746	7/2/2026	7/30/2026	SmartGov Submission	Closed		SmartGov Request # CR-26-0681 Traffic Light at N Matlack and E Market is off. Unless my car clock is wrong, we waited over 4 1/2 minutes that cars were literally going through the red light. With Gay Street not being opened and detouring cars, you cannot have the light that long. Thank you for addressing
1747	7/2/2026	7/30/2026	Yard Waste Missed	Closed	125 E BARNARD ST	Claims his and neighbor's yard waste was not collected yesterday. He has called three time this afternoon.
1748	7/7/2026	7/30/2026	Missed Trash/Recycle	Closed	229 N CHURCH ST	Recycling missed
1749	7/8/2026	7/30/2026	Sinkhole	Closed	7 S NEW ST	sinkhole forming
1750	7/8/2026	7/30/2026	Yard Waste Missed	Closed	119 E MINER ST	yard waste missed
1751	7/9/2026	7/30/2026	Missed Trash/Recycle	Closed	705 S PENN ST	Two recycling can missed
1752	7/10/2026	7/30/2026	Missed Trash/Recycle	Closed	308 PRICE ST	Claims recycling compliant and was missed. Thank you
1753	7/10/2026	7/30/2026	Tree Branches	Closed	411 N FRANKLIN ST	Large tree branch fell along sidewalk and road
1755	7/14/2026		Tree	Open	701 S HIGH ST	Remove dead tree on Linden frontage of Saxby's property, planted Spring 2025
1756	7/15/2026		Tree	Open	121 PRICE ST	121 Price - remove dead tree planted spring 2026

Request ID	Entry Date	Close Date	Issue	Status	Street	Description
1757	7/15/2026		Tree	Open	20 S HIGH ST	Bicentennial Garage - Remove 2025 street tree planting that died. Ensure grade is not a hazard.
1758	7/16/2026		Missed Trash	Open	630 N HIGH ST	Artificial Christmas tree not collected during Bulk trash two months in a row. Can someone please collect.
1759	7/16/2026		Wires Down	Open		Caller claims low hanging wire at N Brandywine and Marshall that needs to be addressed.
1760	7/16/2026	7/28/2026	Sign	Closed	300 W MARKET ST	Please move the ParkMobile sign that is between two trees and move it to the pole going East. There is an open pole with nothing on it that will allow parkers to see the signs to pay. Picture is attached.
1761	7/16/2026		Missed Trash	Open		Caller claims trash not collected on the entire block of the even side of Magnolia Street (Beech Alley)
1762	7/16/2026		Tree	Open	155 N ADAMS ST	Remove broken tree branch along Adams Street
1763	7/16/2026		Tree	Open	28 N NEW ST	New St Frontage - remove small dead tree (2025 planting) from tree well
1764	7/17/2026	7/17/2026	Building Maintenance	Closed	401 E GAY ST	Public Hallway Bathrooms - Men's urinal to the right is not working and the women's sink on the right is spraying water
1765	7/17/2026	7/30/2026	Missed Trash	Closed		Claims trash not collected on Magnolia Street
1766	7/17/2026	7/17/2026	Miscellaneous	Closed	400 N CHURCH ST	library is requesting assistance retrieving a ring that went down the drain.
1767	7/17/2026	7/30/2026	SmartGov Submission	Closed	304 S WALNUT ST	SmartGov Request # CR-26-0745 Yard waste has not been collected for 3 trash cycles
1768	7/17/2026		Tree Maintenance	Open	140 DEAN ST	140-142 Dean - elevate branches from both trees above road, sidewalk, and front walk to >8'
1769	7/17/2026		Sign	Open	200 S MATLACK ST	Please remove the No Parking Anytime Sign, paint the curb yellow and add Residential Parking Sign after the yellow curbing to allow for parking. SEE PICTURE
1770	7/18/2026	7/28/2026	Sign Removal	Closed	118 S MATLACK ST	Need to remove handicap sign.

Request ID	Entry Date	Close Date	Issue	Status	Street	Description
1771	7/20/2026	7/20/2026	Tree Maintenance	Closed	401 E GAY ST	Prune tree branches in front of stop sign @ Everhart & Nields Street (S. Everhart approach)
1772	7/20/2026		Wires Down	Open		wire down and dangling in middle of the street in front of 502 and 503 W Marshall.
1773	7/21/2026	7/29/2026	Sign Removal	Closed	50 S MATLACK ST	Remove the ParkMobile sign on 50 South Matlack Street (westside) under the No Parking Anytime sign please. PICTURE ATTACHED
1774	7/22/2026	7/28/2026	Sign	Closed	100 PRICE ST	Permit Sign is blocked by tree PICTURE ATTACHED
1775	7/22/2026		Traffic Signal	Open		Signal not turning red.
1776	7/22/2026		Missed Trash	Open	415 N FRANKLIN ST	Trash missed (recycling collected, but not trash)
1777	7/22/2026		Building Maintenance	Open		Park bathroom has walls that are painted different colors, sidewalk needs to be scrubbed/powerwashed, gutters need to be cleaned, powerwash sides of building, replace soap dispensers/dryer in men's room, remove the rug in women's room. Tree was taken out and the ground near parking area needs to be fixed.
1778	7/23/2026	7/28/2026	Sign	Closed	50 W CHESTNUT ST	LOT 10 needs ParkMobile Signs
1779	7/23/2026		Sign	Open	200 N CHURCH ST	ParkMobile sign needs to be added at the bottom of 200 North Church Street, West Side near the corner of Church and Washington Street. PICTURE ATTACHED.
1780	7/24/2026		Park Maintenance	Open	100 S BRANDYWINE ST	Paint walls in bathrooms. Check hand dryers and soap/toilet dispensers and replace if necessary.
1781	7/27/2026	7/30/2026	Missed Trash	Closed		Caller claims that the Big Belly cans have not been emptied for two weeks.
1782	7/27/2026		Tree Maintenance	Open	321 W WASHINGTON ST	Remove stakes and gator bag red bud from tree planted 2024
1783	7/27/2026		Tree Maintenance	Open	319 W WASHINGTON ST	VMP - prune suckers off of base of tree along walkway with pruning shears or loppers
1784	7/27/2026		Parking Meters	Open	33 W MARKET ST	remove meter and meter poles and fill in hole near end of Mercato patio.
1785	7/27/2026		Street Issue	Open	106 W GAY ST	busted sand bag left sitting on top of storm drain during street closure.

Request ID	Entry Date	Close Date	Issue	Status	Street	Description
1786	7/27/2026		Sign	Open		sign pole has been removed and tripping hazard remains.
1787	7/27/2026		Traffic Signal	Open	1 N CHURCH ST	crosswalk button in front of kilwins to cross market street does not work
1788	7/28/2026	7/30/2026	Missed Trash	Closed	508 N BRANDYWINE ST	506, 508 and 510 N Brandywine trash missed.
1790	7/30/2026		Sign	Open	100 N DARLINGTON ST	100 North Darlington Street has no signs for ParkMobile.
1791	7/30/2026		Missed Trash	Open	122 S DARLINGTON ST	Claims trash missed two weeks in a row
1792	7/30/2026		Sign	Open	100 E GAY ST	100 East Gay Street INFO Post Office needs ParkMobile Signs. Lots of complaints of no signage.

Public Works Report

August 11, 2026

Facilities

West Chester Public Library

- We have a meeting scheduled to discuss responsibilities between WCPL and WCB.

Municipal Building

- We recently removed the bushes near the handicap parking spaces in the Municipal Building parking lot. This is one of many steps in upgrading our landscape at the Municipal Building.
- The system controller for the outdoor lights at the Municipal Building/Police Station was damaged during a recent storm. The lights are working, but the controller needs to be replaced. We submitted a purchase order for the repairs.

Parking Garages

- The elevator at the Chestnut Street garage requires a sheave replacement. The purchase order for the repair work has been submitted.
- The Public Works department will begin pressure washing the parking garages next week. By doing the work ourselves, we will save the borough about \$6000. (Complete)

New Public Works Facility

- We recently visited East Whiteland Township.

Streets

- Chemical Labs was awarded the bid for road salt for 2026-2027
- We continue to water the trees we planted recently.
- We are meeting with Long's Asphalt next week to discuss the 2026 Paving Project, which is scheduled to begin after Labor Day.
- Kuharchik repaired the Opticom at New and West Market Street and will continue repairing the remaining Opticom.

Parks and landscapes

- The water fountain at Everhart Park needs to be replaced. We ordered a new one and will install it upon its arrival.

Sanitary/Storm Sewers

- Eagle Contracting & Landscape repaired the sinkhole at Adams and Nields streets. The contractor needs to return to pave the road. (Final restoration will begin soon.)
- The broken storm line that caused the sinkhole at Magnolia and Sharon Alley has been repaired. We are waiting for the stone to settle before paving the area. (Paving is complete)

Trash and recycling

- Chapter 62 violations – we are addressing the properties in violation

Vehicles/fleet

- We met with the Vehicle fleet team to discuss vehicle purchases for the upcoming year.

Cartegraph reports

- Reports are included in the agenda packet for your review (see the attachment)

Administration

- We currently have an employee undergoing training to obtain his CDL.

Other

- Six employees attended Chainsaw Safety Training with John Hosbach from Rockwell Associates.
- Brubacher is working for Aqua, installing a water main on South Church Street from University Ave to W Market.
- Danella is working for Peco on West Chestnut, North Adams, and West Penn Street.
- Danella is working for Peco on College Ave. This collaboration involves Peco, West Goshen Township, and the borough.

- We signed the contract with Nexgen, our HVAC company, which remains valid for another three years.
- Paving for the recently completed Peco Utility work in the Southwest section of town was performed by Kehoe. Here is a list of the streets that were paved.
 1. S. Wayne St. from Union to Price St, full width
 2. Dean St. from S. Wayne to S. Church St., mostly full width
 3. S. New St. from Spruce Alley to Dean St., full width
 4. Union St. from S. High to Church St., half mill, full pave
 5. Union St. from S. Church St. to S. Wayne, mix of half rd. and full pave
 6. Patton Alley from High St. to N. Darlington St., full width
 7. N. Darlington St. from Patton Alley to W. Biddle, half Rd. mill and overlay
 8. The approximate area paved was 17,000 square yards







Fleet Maintenance Work Orders

ID	Stop Date	Equipment	Total Cost	Notes
28772	7/7/2026		317.69	
28771	7/7/2026		349.84	
01-19	7/7/2026		318.99	
01-D5	7/9/2026		426.85	
01-A2	7/15/2026		828.32	
01_A2	7/15/2026		113.45	
A2	7/15/2026		113.45	
44-51	7/15/2026		542.77	
44-05	7/16/2026		129.80	
01-28	7/17/2026		113.45	
44-10	7/21/2026		452.23	
01-29-1	7/21/2026		0.00	
01-D8	7/21/2026		56.39	
01-29	7/21/2026		113.45	
44*17	7/23/2026		285.37	
01-26	7/29/2026		261.65	
44-40	7/31/2026		233.15	replace headlamp bulb
55-16	7/31/2026		128.74	



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Borough Council

Nicole Scimone, President
Bernie Flynn, Vice President
Jerome Szczepaniak
Bryan Travis
Brian McGinnis
Steve Marvin
Lisa Kearns

Mayor

Lillian L. DeBaptiste

Borough Manager

Sean Metrick

August 2026 Wastewater Department Report

Goose Creek

Employees found a drain valve stem from T-11 Digesters to the sludge hauling tank broken in the open position. The valve was excavated and opened by hand while replacement parts are being investigated.

A scum pit pump reported to maintenance making strange noise, upon investigation it was found that the securing nut backed out and wore the seal out. A new adapter flange, flexishaft, and adaptor were installed, unit placed back on-line.

Maintenance replaced a dry rotted silicone gasket and coupling on the 16" air supply line to the upper section of the plant.

Crews drained, cleaned and inspected the sludge hauling tank. While down, the mixer shaft was cleaned and inspected. The tanks drain line was found partially clogged so it was flushed clean. Tank was placed back on-line fully operational.

Taylor Run

Employees greased and lubricated all 21 RBC shafts, gearboxes and bearings while performing inspections.

Crews finished installing the last of the support structure on RBC A-3 before reassembling the entire unit, testing it and placing it back on-line.

The maintenance crew installed two new soft starts on the motors of RBC units C-1 and C-4 along with replacing conduit and wiring. After monitoring the units, two more soft starts have been ordered and will be installed in the next month.

Pumping Stations

Crews pumped out all the valve chambers after numerous storms and monitored the fuel levels in the emergency generators. Hydraulic cement was placed around the pipes at the Miner St station to help eliminate saturating ground water in the chamber.

The pump removed from the Worthington St. pump station last month was torn down, inspected and repaired. The seal failure wire was replaced, oil changed and cutter blades were inspected. Pump is now ready for service.

Hydraulic cement was placed around the pipes at the Miner St station to help eliminate saturating ground water in the chamber.

Capital Projects

The Goose Creek electrical substation project is 99% complete. Eaton Electric is scheduled to be on sight on August 12 for installation of trip plug and troubleshooting the breaker programming problem. We paid Yale Electric 80% (\$884,480.00) of the final price of the equipment on July 23, holding the final \$270,520 until all punch list items are complete, warranty documents are in order and any credits issued. Yale Electric is trying to push a change order that the Borough did not accept last year after the PO was cut and agreed upon. The engineers and I had a meeting with Yale on July 28th and again proved in writing we did not accept the change order and did not change the scope of work and will not be paying the change order. BSI (installation contractors) has been on-site finishing small punch list items. After discussing a change order with both Barb, Sean Metrick, and I approved a change order for BSI to replace the Electrical supply cables from the Goshen side pole to the Mid voltage switch and the electric cables from the new low voltage switch to B-2 totaling \$51,199.87 to be paid from the contracts contingency line. At tomorrow's Finance Committee meeting, I will be asking the committee to extend the contract with BSI 60 days (Oct. 18, 2026) so they can install the cables and perform any odd punch list items needed to complete the project safely.

The Maple Alley project: The construction side of project started on Tuesday July 7, 2026, and was completed on Monday July 20, 2026, when the storm line and manhole were dropped into place and sealed. Temporary paving was put down on 95% of the project except around three manholes in the alley, all roadways had blacktop. Flushing of the lines, video recordings of the lines and manholes, pressure testing of the applicable lines, and vacuum testing of the manholes were completed as of July 31, 2026.

There were three incidents that occurred during construction:

1. One of the contractors dump trucks clipped a mirror on a Publics Works vehicle while it was parked on S Matlack St. watering a tree. The contractor paid for the mirror; a check was given to Public Works.
2. A property damage claim was received from 501 & 503 S Matlack St. stating the contractor damaged the sidewalk and parking lot on the property. The contractor was contacted and told to review the preconstruction video they took and compare it to the complaint and let myself and Pennoni know how they want to proceed. The Borough Manager replied to the complainant stating it will be investigated as soon as possible.
3. An unmarked water supply line to 521 Maple Alley was struck by the contractor. The property owner was contacted by a neighbor; the water line was replaced by the contractor and will be paid by the property owner.

The Contractor notified Pennoni that they were having problems with their paving equipment and needed to use a subcontractor. Mike Ellis, Erika Addison and I received all the RCO requirements for the requested subcontractor (Delaware Valley Paving) and verified the information with Sean Metrick, Kristan Camp, and Councilman McGinnis. At this date, paving is scheduled for August 17 & 18, 2026.

Taylor Run driveway paving project was opened on Thursday August 6, 2026, and will be on the Finance committee agenda for review and awarding of contract tomorrow night.

Wastewater Tasks

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Structure GC-GT	Drain	7/1/2026	drained hosed and cleaned Grit Tank	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-3	1st Stage Change Over	7/1/2026	1st stage change over	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T13	Clean	7/1/2026	drained and cleaned rags\debris off ladder and mixer blades, 6 full buckets	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T5A	Cleaning	7/2/2026	filled T-5C halfway to clean out seaweed and the raw wastewater	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Scrubbing	7/2/2026	scrubbed T4A and hosed out the center	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	7/2/2026	hosed center and weirs and walls of T2B	0.00
Waste Water (Goose Creek)	WWTP Facility GC-PS-3	Hosing	7/2/2026	hosed out Pump station	0.00
Waste Water (Goose Creek)	WWTP Pump GC PAC Pump 1	Clean	7/2/2026	ran hose to pump, disconnected feed line and ran into a bucket, started pump and flushed out with clean water into bucket for an hour.	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Cleaning	7/2/2026	iced rotamat	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Repair	7/2/2026	took apart worthington st pump that we just removed and fixed seal failure wire connection that was broke. refilled with new oil	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Cleaning	7/2/2026	hosed rag room	0.00
Waste Water (Goose Creek)	WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Pump Down	7/6/2026	pumped out ground water. approx, 6-8"	0.00
Waste Water (Goose Creek)	WWTP Screen GC-STRAINER-B4	Troubleshoot	7/6/2026	motors were tripped out Saturday. had to reset motor start in cabinet and manually run a few times to clear debris on knives and screens ok now. motor(1) 5amps motor(2) 6.4 amps after running a few times in a row	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Scrubbing	7/7/2026	scrubbed T4B	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Hosing	7/7/2026	hosed out rag room and cleaned rags out of rotamats	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7B	Scrub	7/7/2026	Scrubbed walls and weirs.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	7/7/2026	hosed T2 A walls, weirs and center	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	7/7/2026	zero turn plant and weed whacked 1st stage fence	0.00
Waste Water (Goose Creek)	Facility Equipment GC-SQUAD	Fill Tank	7/7/2026	took gas containers up to gap for non-ethanol fuel for mowing equipment	0.00
Waste Water (Goose Creek)	WWTP Structure WW - Miner Street Pump Station - Wet Well	Clean	7/8/2026	pumped down, put ladder in and went down and cleaned rags, debris off of the power wires, flushed out bottom with pump truck	0.00
Waste Water (Goose Creek)	WWTP Structure WW - New Street Pump Station - Wet Well	Clean	7/8/2026	pumped down and flushed out bottom with pump truck, pulled up floats and cleaned off	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - Worthington Street Pump Station	Troubleshoot	7/8/2026	looked over more of the wiring. redid a few neutrals and grounds for seal failure. light was out when we got there but was on Monday. not sure if it helped	0.00
Waste Water (Goose Creek)	WWTP Structure WW - College Avenue Pump Station - Wet Well	Clean	7/8/2026	pumped down, put ladder in and went down and cleaned rags, debris off of the power wires, flushed out bottom with pump truck	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7C	Scrub	7/8/2026	Scrubbed walls and weirs.	0.00
Waste Water (Goose Creek)	WWTP Structure WW - Worthington Street Pump Station - Wet Well	Clean	7/8/2026	pumped down and flushed out bottom with pump truck, pulled up floats and cleaned off	0.00
Waste Water (Goose Creek)	WWTP Pump GC-SBPUMP-PS3-1	Clean	7/9/2026	pulled check valve lid, nothing inside. ran tap in all holes to clean threads and made a new gasket then put back together	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7B	Scrub	7/10/2026	Scrubbed walls and weirs.	0.00
Waste Water (Goose Creek)	Facility Equipment GC - Landscaping Equipment - Tractor	Preventive Maintenance	7/10/2026	greased entire tractor	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8A	Pump Down	7/10/2026	Pumped down and cleaned contact tank/Parshall flume. Not a lot of solids.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7C	Scrub	7/10/2026	Scrubbed walls and weirs.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T13	Clean	7/10/2026	while draining tank to clean, the drain pipe clogged. flushed from both sides with hose seems to drain fine now	0.00
Waste Water (Goose Creek)	Facility Equipment GC - PAC tank 1	Fill Tank	7/14/2026	delpac delivered 1500gals	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7B	Scrub	7/14/2026	Scrubbed walls and weirs.	0.00
Waste Water (Goose Creek)	WWTP Screen GC-SCREEN-2	Ice	7/14/2026	cleaned out with ice	0.00
Waste Water (Goose Creek)	WWTP Screen GC-SCREEN-1	Ice	7/14/2026	ran ice thru to clean out	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Screen S-2	Ice	7/14/2026	ran ice thru to clean out	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Scrub	7/14/2026	scrubbed t4a	0.00
Waste Water (Goose Creek)	Facility Equipment GC - Landscaping Equipment - Zero Turn Mower	Preventive Maintenance	7/14/2026	new mower--- greased, cleaned deck and sharpened blades	0.00
Waste Water (Goose Creek)	Facility Equipment GC - PAC tank 2	Fill Tank	7/14/2026	delpac delivered 1500 gals	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Scrub	7/15/2026	scrubbed t4b	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T9A	Clean	7/15/2026	removed part of a old metal structure and a control box\conduit. had to disconnect the wiring and cut conduit, bolts. chipped concrete flush	0.00
Waste Water (Goose Creek)	WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Clean	7/15/2026	pumped out 4-5" of ground water, could see where some dirt has washed in around pump 1 pipe. will try some hydraulic cement around pipe	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-5	Replace	7/15/2026	replaced the drying/storage dowels that hold the glass CL2 \ SO2 residual vials when not in use. Old ones were deteriorating and flaking off in the samples	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7C	Scrub	7/15/2026	Scrubbed walls and weirs.	0.00
Waste Water (Goose Creek)	WWTP Facility GC-PS-1	Cleaning	7/15/2026	scraped grease off of pumps steps walls etc then hosed everything down	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	7/15/2026	hosed grease out of clarifier	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	7/16/2026	mowed plant/trimming	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Other	7/16/2026	trimmed apple trees and took branches to the dump	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - New Street Pump Station	Other	7/16/2026	(pump panel door) upper keyed cam lock was loose and just spinning, took apart and flattened metal washer. Reinstalled and adjusted latch, seems to work good now. On lower slotted cam lock the flush mount flange was broken. The inner panel had the same cam lock so I removed it from the inner panel and installed it on the outside door and will look for a replacement for the inner panel	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	7/16/2026	hosed grease out of clarifier	0.00
Waste Water (Goose Creek)	WWTP Structure GC - Soda Ash Solution Tank	Condition Aessment	7/17/2026	soda ash pump (a) tripped out the past 2 days. amps are ok assuming VFD will need replaced soon because of soda ash buildup inside it	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Structure GC-T11A	Pump Down	7/17/2026	Decanted to T-12 effluent trough.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7B	Scrub	7/17/2026	Scrubbed walls and weirs.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T13	Clean	7/21/2026	drained and cleaned rags\debris off ladder and mixer blades.. 4 buckets	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - New Street Pump Station	Install	7/21/2026	installed new thumb latch on inner pump panel door	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Clean	7/21/2026	disassembled worthington st. warrick control and cleaned\sanded down all the contactors, blew out with air and put back together.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T10A	Clean	7/23/2026	Drained tank and cleaned.	0.00
Waste Water (Goose Creek)	WWTP Valve GC - T-11 Drain Valve 2	Troubleshoot	7/24/2026	drain line from T-11 to T-13, dug up to inspect because T handle was not closing the valve. we thought the nut had broke of the valve shaft. after exposing the valve we found the worm gear shaft was loose in the housing. then some how we shut the valve so we couldnt fill T-13. had to grind the bolts off that held the worm gear in the housing to get that out. both bearings on the shaft were gone\ rusted away. then had to grind 2 of the 6 bolts holding the top plate on to expose the half moon gear. got that gear off and found more bearing parts. cleaned out what we could and put half moon gear back on and got it to move with a big pipe wrench opening the valve back up so now we can fill T-13 again. valve will need repairs or replaced once T-12 is operational... from ed, seal up valve as best we can and fill hole back in and we will address at a later date	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Hosing	7/24/2026	hosed out center and walls, weirs	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Hosing	7/24/2026	hosed out center and walls, weirs	0.00
Waste Water (Goose Creek)	WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Clean	7/24/2026	pumped out 4" of ground water	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T10B	Clean	7/24/2026	Drained tank and cleaned.	0.00
Waste Water (Goose Creek)	WWTP Mixer GC-MIXER-T3	Troubleshoot	7/28/2026	mixer was rocking back and forth, stopped it and cleaned off rags	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7C	Scrub	7/28/2026	Scrubbed walls and weirs.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Repair	7/28/2026	pumped out water and hosed down floor, cleaned out around pump # 1 pipe coming into valve chamber from pump and packed with hydraulic cement to see if that will stop ground water from seeping in.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T13	Cleaning	7/28/2026	drained to clean again and it was draining very slow. ended up flushing a clump of rags out from the T-13 drain line to the first manhole, then hosed out entire pit of grit then refilled	0.00
Waste Water (Goose Creek)	WWTP Pump Scum pit pump P-B	Replace Flexi-shaft	7/29/2026	bolt backed out of rotor end and screwed up flexi threads, bolt and adapter from rotor to flexi.. replaced end, bolt and flexi shaft and used blue loctite. let sit over night and turned on the next day, ran fine and back in auto.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7B	Scrub	7/29/2026	Scrubbed walls and weirs.	0.00
Waste Water (Goose Creek)	WWTP Structure GC - Structures T-12	Drain	7/29/2026	Drained accumulated rain water from bottom of tank using T-11 RAS pumps.	0.00
Waste Water (Goose Creek)	WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Repair	7/30/2026	added another layer of hydraulic cement around pump #1 pipe. first layer slowed down ground water a lot but not completely	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-3	Preventive Maintenance	7/31/2026	tried to fix a air leak in basement blower pipe joint, didn't work looking into buying replacement parts.. ordered a complete new expansion coupling from Victaulic. style231\231s non-restrained expansion coupling.. only used the new O-ring gaskets and the Sealing plate. doesn't sound like its leaking at all now with blower running.	0.00
Waste Water (Goose Creek)	WWTP Screen GC-SCREEN-1	Ice	7/31/2026	cleaned out with ice	0.00
Waste Water (Goose Creek)	WWTP Screen GC-SCREEN-2	Ice	7/31/2026	cleaned out with ice	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: Soda Ash Silo Eye Wash/ Shower. System checked for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: K1 Blower. Oil level checked. Belt checked for tension. Pressure relief valves lubricated. Air filter cleaned. Upper and lower swing are fittings greased. Hoist oil level checked. Hoist cable inspected for wear.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: Soda Ash Sensor. Sensor removed and cleaned. Reinstalled.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: Soda Ash room Eye wash and shower. System inspected for water pressure and leaks.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation final back up	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: Final Back Up Comp Sampler. Pump tubing inspected for punctures. Cleaned sample line, sensor and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Blower K-2	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: K2 Blower. Oil level checked. Belt tension checked. Lubricated pressure relief valves. Air filter cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: Bucket Elevator & Incline Screw Conveyor. Oil level in all reducers checked. All fittings greased. Chain checked for slack. Drive train checked for slack. Belt checked for tension and wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: Chlorine Analyzer & Pre/ Post Sample Pump. Grease cup removed and old grease replaced with polyrex blue grease. Reinstalled. Sample box checked for leaks or developing problems. Analyzer tubing cleaned. Drain lines cleaned and strainer cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Pak room eye wash and shower system	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: Pak Room Eye wash and shower. System inspected for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: Final Comp Sampler. Pump tubing inspected for punctures. Cleaned sample line, sensor and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: RBC B4. Hydraulic pump connected to RBC. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: Alum Silo Eye wash and shower. System inspected for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: T6B. Oil level in reducer checked. Lower housing oil level checked. Chain inspected for slack. Scraper arm checked for wear. Vents cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: Scum mixer. Super Bio Clean 510 Poured into pit and mixed for several minutes. Drained out through pumps 3 and 4.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: T6A. Oil level in reducer checked. Lower housing oil checked. Chain inspected for slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	7/1/2026	Final Weekly Maintenance: DS3 Sampler. Pump tubing inspected for punctures. Cleaned sample line, sensor and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Facility TR-B-3	Preventive Maintenance	7/1/2026	Final Monthly Maintenance: B3 Heat Exchanger. Button head fitting lubricated on water valves. Oil in recirculation pumps. Lubricated exhaust fan and blower on top of heater. Fuel oil pumps checked for proper operation. Bell & Gossit booster recirculation pump lubricated with five drops of 3 in 1 oil.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: RBC C1. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: A4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: RBC A1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: RBC C4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: RBC B1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	7/1/2026	Primary Weekly Maintenance: Plant Generator. Oil level checked. Coolant level checked. Belt inspected to tension. Hose connections checked. Lights and gauges inspected for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	7/2/2026	Primary Weekly Maintenance. DS1 Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked proper operation of lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	7/2/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Moat pumped out as needed.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	7/2/2026	Primary Weekly Maintenance: DS1 Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	7/2/2026	Primary Weekly Maintenance: Raw Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Lights, heater, fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Pump P-3	Replace	7/7/2026	New Belts added to Pump 3 in Ps1.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	7/8/2026	Final Weekly Maintenance: Final Comp. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Check lights, fan, heater and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	7/8/2026	Final Weekly Maintenance: Soda Ash Silo Eye Wash. System Checked for water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	7/8/2026	Final weekly Maintenance: T6A. Oil level checked in reducer. Oil level checked in lower housing. Chain checked for slack. Scraper arm checked for wear. Vents cleaned.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	7/8/2026	Final Weekly Maintenance: Soda Ash Room Eye Wash. System Checked for water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation final back up	Preventive Maintenance	7/8/2026	Final Weekly Maintenance: Final Back Up Comp. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Check lights, fan, heater and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	7/8/2026	Primary Weekly Maintenance: Scum Mixer. Super Bio clean 510 poured into pit and mixed for several minutes. Drained out with pumps 3&4.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Pak room eye wash and shower system	Preventive Maintenance	7/8/2026	Primary Weekly Maintenance: Pak Room Eye Wash/ Shower. System checked for water pressure.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	7/8/2026	Final weekly Maintenance: T6B. Oil level checked in reducer. Oil level checked in lower housing. Chain checked for slack. Scraper arm checked for wear. Vents cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	7/8/2026	Final Weekly Maintenance: Chlorine Analyzer & Pre/Post sample pump. Grease cup removed for Pre/post pump and old grease removed. Replaced with polyrex blue grease. Reinstalled. Tubing for analyzer cleaned. Drain lines cleaned. Strainers cleaned.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	7/8/2026	Primary Weekly maintenance: RBC B4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	7/8/2026	Final Weekly Maintenance: DS3. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Check lights, fan, heater and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	7/8/2026	Primary Weekly Maintenance: Alum silo eye wash/ shower station. System checked for water pressure.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	7/8/2026	Primary Weekly maintenance: RBC A4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	7/8/2026	Primary Weekly maintenance: RBC A1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	7/8/2026	Primary Weekly maintenance: RBC C4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	7/8/2026	Primary Weekly Maintenance: Alum Sulfite tank. Moat pump out. Tank inspected for leaks.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	7/8/2026	Primary Weekly maintenance: RBC B1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	7/8/2026	Primary Weekly Maintenance: Plant generator. Oil level checked. Coolant level checked. Belt checked for tension. Hose connections checked. Gauges and lights checked.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	7/8/2026	Primary Weekly maintenance: RBC C1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate DS3-SLG	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: DS3 Sluice gates. Stems sprayed with dry molly and exercised up and down.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SI-G1	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: Sluice gate G1. Sprayed stem with dry molly and exercised valve open and closed.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: Soda Ash Compressors. Belts checked for tension and wear. Oil levels checked. Air filters checked. Both compressors ran for fifteen minutes to allow pressure to build up. Air system inspected for leaks while running. Condensation drained out and valves left open.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: Soda Ash Dust Collector. Filter bags inspected to damage. Bag connections checked for proper attachment. Dustpan removed and cleaned out.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SI-G3	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: Sluice gate G3. Stem sprayed with dry moly and exercised open and closed.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: T6B. Upper drive bearing greased with one shot of #2 grease. Lower worm bearings greased with two shots of #2 grease. Condensation/oil drained from micro switch housing.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: T6A. Greased upper drive bearing with one shot of #2 grease. Lower worm bearings greased with two shots of #2 grease. condensation/oil drained from micro switch housing.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SI-G 2	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: Sluice Gate G2. Stem sprayed with dry molly and exercised up and down.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: Inline Water Screens. Screens removed and cleaned. Reinstalled and water turn back on.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SI-G4	Preventive Maintenance	7/9/2026	Final Monthly Maintenance: Sluice gate G4. Stem sprayed with dry molly. Valve exercised open and closed.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Install	7/10/2026	New Soft Starter installed on RBC C4.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	7/10/2026	Primary Weekly Maintenance: DS1. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked proper operation of lights, heater, fan and refrigerator.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	7/10/2026	Primary Weekly Maintenance: K1&K2 Blowers. Oil levels checked. Belts checked for tension. Pressure relief valves checked. Air filters cleaned. Upper and lower swing arms fittings greased. Hoist oil level checked. Hoist cable checked for wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	7/10/2026	Primary Weekly Maintenance: DS2. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked proper operation of lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	7/10/2026	Primary Weekly Maintenance: Bucket Elevator & Incline Screw Conveyor. Oil level checked in all reducers. All fittings greased. Chain checked for slack. Drive chain checked for slack. Belt checked for tension and wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	7/10/2026	Primary Weekly Maintenance: Raw Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked proper operation of lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Facility TR-B-6	Preventive Maintenance	7/14/2026	Final Monthly Maintenance: Chlorine Detector. Small amount of HTH held near floor air intake sensor. Listened/ observed audible alarm and saw roof light flashing.	0.00
Waste Water (Taylor Run)	WWTP Valve V-62	Preventive Maintenance	7/14/2026	Final Monthly Maintenance: Digester Dezurik Valves. All valves sprayed with WD40 before and after exercising the valve. Put back to original position. Done to all Dezurik Valves.	0.00
Waste Water (Taylor Run)	Sewer Manhole SMH-0093	Clean	7/14/2026	Primary Monthly maintenance: Manholes. Trash pump used to remove and standing water in manholes. All manholes checked.	0.00
Waste Water (Taylor Run)	WWTP Valve V-33	Preventive Maintenance	7/14/2026	Final Monthly Maintenance: PS2 Dezurik Valves. Valve packing sprayed with WD40 before and after exercising the valves. Put back to original position. Done to all Dezurik valves in PS2.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: Alum Silo. System checked for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Pak room eye wash and shower system	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: Pak rom eye wash/ Shower. System checked for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: RBC B4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: Scum Mixer. Super bio clean 510 poured into mixer. Mixed for several minutes. Drained out with pumps 3 and 4.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	7/15/2026	Final Weekly Maintenance: T6A. Checked oil level in reducers. Checked oil level in lower housing. Checked chain for slack. Scraper arm inspected for wear. Vents cleaned.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	7/15/2026	Final Weekly Maintenance: T6B. Checked oil level in reducers. Checked oil level in lower housing. Checked chain for slack. Scraper arm inspected for wear. Vents cleaned.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	7/15/2026	Final Weekly Maintenance: Final Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation final back up	Preventive Maintenance	7/15/2026	Final Weekly Maintenance: Final Back Up Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	7/15/2026	Final Weekly Maintenance: DS3. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	7/15/2026	Final Weekly Maintenance: Soda ash silo Shower Station. System checked for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	7/15/2026	Final Weekly Maintenance: Soda ash Room Shower Station. System checked for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	7/15/2026	Final Weekly Maintenance: Chlorine Analyzer & Pre/Post Sample pump. Grease cup removed and old grease replaced with polyrex blue. Reinstalled. Sample box inspected for developing problems. Tubing on analyzer cleaned. Drain lines cleaned Strainers cleaned.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	7/15/2026	Primary Monthly Maintenance: Generator. Oil level checked. Coolant level checked. Belt tensions checked. All hoses and connections checked. Gauges and lights.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: RBC C4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: Alum Silo. Tank inspected for leaks. Moat drained as needed.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: Plant Generator. Oil level checked. Coolant level checked. Belt checked for tension. Hose connections checked. Gagues and lights checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: RBC A1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: RBC A4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: RBC B1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00

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Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	7/15/2026	Primary Weekly Maintenance: RBC C1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	7/16/2026	Primary Weekly Maintenance: Bucket Elevator & Incline Screw Conveyor. Oil Level in reducers checked. Greased all fittings. Chain checked for slack. Drive train checked for slack. Belt Checked for tension and wear.	0.00
Waste Water (Taylor Run)	WWTP Facility TR-B-1	Preventive Maintenance	7/16/2026	Primary Monthly Maintenance: Portable Gas Meters. Meters calibrated when due. Put back on charger.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	7/16/2026	Primary Monthly Maintenance: Pressure Regulators & Inline Water Screens. Screens taken out and cleaned. Reinstalled and water turned back on.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	7/16/2026	Primary Weekly Maintenance: K1 & K2 Blower. Oil levels checked in both blowers. Belts checked for tension. Pressure relief valves. Air filters cleaned. Fittings greased. Upper and lower swing arm fittings. Hoist oil level checked. Hoist cable checked for wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	7/16/2026	Primary Weekly Maintenance: Raw Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked for proper operation lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	7/16/2026	Primary Weekly Maintenance: DS1. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked for proper operation lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	7/16/2026	Primary Weekly Maintenance: DS1. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked for proper operation lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	7/22/2026	Final Weekly Maintenance: T6A. Oil level checked in reducer. Oil level checked in lower housing. Chain inspected to slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	7/22/2026	Final Weekly Maintenance: DS3 Sampler. Checked pump tubing for punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation final back up	Preventive Maintenance	7/22/2026	Final Weekly Maintenance: Final back up comp. Pump tubing inspected for punctures. Sensor, sample line, and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	7/22/2026	Final Weekly Maintenance: Final Comp sampler. Pump tubing inspected for puncture. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	7/22/2026	Final Weekly Maintenance: T6B. Oil level checked in reducer. Lower housing oil level checked. Chain checked for slack. Scraper arm inspected for wear. Vent cleaned.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	7/22/2026	Primary Weekly Maintenance: RBC B-4 Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	7/22/2026	Final Weekly maintenance: Soda Ash Room Shower. System tested for pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	7/22/2026	Final Weekly Maintenance: Soda Ash silo Shower. System inspected for water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	7/22/2026	Primary Weekly Maintenance: RBC A-1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	7/22/2026	Primary Weekly Maintenance: RBC C-1 Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	7/22/2026	Primary Weekly maintenance: RBC A-4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	7/22/2026	Primary Weekly Maintenance: RBC C-4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	7/22/2026	Primary Weekly Maintenance: RBC B-1. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A3	Install	7/23/2026	RBC A3 Radial arm reassembled. Reinstalled polyethylene media and hold down bars. A3 put back into operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	7/23/2026	Final Weekly Maintenance: Chlorine Analyzer & Pre/post sample pumps. Grease cup removed and cleaned out. Replaced with polyrex blue grease and reinstalled. Sample box inspected for problems. Tubing cleaned, drain line cleaned. Strainers cleaned.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: K1 Blower. Oil level checked. Belt checked for tension. Pressure relief valves lubricated. Air filters cleaned. Upper and lower swing arm greased. Hoist oil level checked. Hoist cable checked for wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	7/23/2026	Primary Weekly maintenance: DS1 Sampler. Pump tubing inspected for punctures. Cleaned sample line, sensor and torpedo. Lights, heater, fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: Alum Silo eye wash. System checked for water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	7/23/2026	Primary Weekly maintenance: DS2. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked proper operation of lights, heater, fan and refrigerator.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: Raw Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Blower K-2	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: K2 Blower. Oil level checked. Belt checked for tension. Pressure relief valves checked. Air filter cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: Bucket Elevator & incline Screw Conveyor. Oil level in all reducers checked. Fittings greased. Chain checked for slack. Checked drive train chain for slack. Belt checked for tension and wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Pak room eye wash and shower system	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: Pak Room Shower. System checked for water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: Scum Mixer. Super Bio Clean 510 poured into scum pit and mixed for several minutes. Drained out through pumps 3 and 4.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: Generator. Oil level checked. Coolant level checked in radiator. Belt checked for tension. Hose connections checked. Lights and gauges checked.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	7/23/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Moat pumped out as needed.	0.00
Waste Water (Taylor Run)	WWTP Screen F-1	Preventive Maintenance	7/24/2026	Primary Monthly maintenance: Lakeside Rotomat Fine Screens. One at a time selector switches placed on hand. Screens placed in forward position. Rotation checked. Selector placed in reverse and checked for free movement. Board placed under the ultrasonic level controllers to simulate high flows. Wye strainers cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	7/24/2026	Primary Weekly Maintenance: Bucket Elevator and Incline screw conveyor. Oil level in reducers checked. All fittings greased. Chain checked for slack. Drive train checked for slack. Belt tension and wear checked.	0.00
Waste Water (Taylor Run)	WWTP Screen F-2	Preventive Maintenance	7/24/2026	Primary Monthly maintenance: Lakeside Rotomat Fine Screens. One at a time selector switches placed on hand. Screens placed in forward position. Rotation checked. Selector placed in reverse and checked for free movement. Board placed under the ultrasonic level controllers to simulate high flows. Wye strainers cleaned.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	7/24/2026	Primary weekly maintenance: Plant Generator. Oil level checked. Coolant level checked in radiator. Belt checked for tension. Checked hose connections. Gauges and lights checked for proper operation.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-C2	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC C2 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C3	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC C3 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC C4 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C5	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC C5 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C6	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC C6 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C7	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC C7 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B5	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC B5 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC B4 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B3	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC B3 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B2	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC B2 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-A6	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC A6 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A5	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC A5 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC A4 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC B1 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A3	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC A3 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A2	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC A2 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC A1 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A7	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC A7 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B6	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC B6 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC C1 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-B7	Lubricate	7/28/2026	Primary 3 Month Maintenance: RBC B7 Lubrication. Oil checked in reducer. Pump two and a half minutes with compressor and greased pump bearing. Greased both front and rear pillow black bearings while unit was rotating.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	7/29/2026	Final Weekly Maintenance: DS3 Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, fan, heater and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: Raw Sampler. Pump tubing inspected for punctures. Cleaned sample line, sensor and torpedo. Lights, heater, fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: DS1. Pump tubing inspected for punctures. Cleaned sample line, sensor and torpedo. Lights, heater, fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: DS2. Pump tubing inspected for punctures. Cleaned sample line, sensor and torpedo. Lights, heater, fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: Alum Silo Eye wash/ Shower. System checked for water supply and leaks.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Pak room eye wash and shower system	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: Pak Room Eye wash and shower. System checked for water pressure and leaks.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	7/29/2026	Primary Weekly maintenance: Scum mixer. Super Bio Clean 510 poured into scum pit and mixed for several minutes. Drained out with pumps 3 and 4.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	7/29/2026	Primary Weekly maintenance: RBC B4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	7/29/2026	Final Weekly Maintenance: T6A. Oil level checked in reducer. Lower housing oil level checked. Chain checked for slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	7/29/2026	Final Weekly Maintenance: T6B. Oil level checked in reducer. Lower swing arm oil level checked. Chain inspected to slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	7/29/2026	Final Weekly Maintenance: Final Comp sampler. Pump tubing inspected to punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation final back up	Preventive Maintenance	7/29/2026	Final Weekly Maintenance: Final Back up Sampler. Pump tubing inspected to punctures. Cleaned sample line, sensor, and torpedo. Checked lights, fan, heater and refrigerator for proper operation.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	7/29/2026	Final Weekly Maintenance: Soda Ash Silo shower. System inspected for water supply and leaks.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	7/29/2026	Final Weekly Maintenance: Soda Ash Room Shower System. Shower and eye wash inspected for water supply and leaks.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	7/29/2026	Final Weekly Maintenance: Chlorine Analyzer & Pre/ Post sample pump. Grease cup removed and old grease replaced with fresh polyrex blue grease. Sample box inspected for issues. Analyzer tubing cleaned. Drain lines cleaned. Strainers cleaned.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	7/29/2026	Primary Weekly maintenance: K1 Blower. Oil level checked. Belt checked for tension. Lubricated pressure relief valves. Air filter clean. Upper and Lower Swing arm fittings greased. Oil level on hoist checked. Hoist cable inspected to wear.	0.00
Waste Water (Taylor Run)	WWTP Blower K-2	Preventive Maintenance	7/29/2026	Primary Weekly maintenance: K2 Blower. Oil level checked. Belt checked for tension. Lubricated pressure relief valves. Air filter clean.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance. RBC B1. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage tank. Moat pumped out.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: RBC C4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	7/29/2026	Primary Weekly maintenance: RBC C1. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: RBC A4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	7/29/2026	Primary Weekly Maintenance: RBC A1. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SIG-DS2A	Preventive Maintenance	7/30/2026	Primary Monthly Maintenance: Sluice gates. Stem sprayed with dry moly and exercised up and down. Set back to original position.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate DS1-SLG	Preventive Maintenance	7/30/2026	Primary Monthly Maintenance: Sluice gates. Stem sprayed with dry moly and exercised up and down. Set back to original position.	0.00
Waste Water (Taylor Run)	WWTP Yard Hydrant B5-YH	Preventive Maintenance	7/30/2026	Primary Monthly Maintenance: Yard Hydrants. All valves opened or closed. Worm gears on handle lubricated. Done to all Yard hydrants on the plant.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Sluice Gate SLG-AIR T3	Preventive Maintenance	7/30/2026	Primary Monthly Maintenance: Sluice gates. Stem sprayed with dry moly and exercised up and down. Set back to original position.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SLG-AIR T	Preventive Maintenance	7/30/2026	Primary Monthly Maintenance: Sluice gates. Stem sprayed with dry moly and exercised up and down. Set back to original position.	0.00
Waste Water (Taylor Run)	WWTP Valve V-10	Preventive Maintenance	7/30/2026	Primary Monthly Maintenance: Dezurich Valves. Valve packing sprayed with WD40 before and after exercising the valve. Set back to original position. Done to all Dezurich Valves.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SLG-AIR T2	Preventive Maintenance	7/30/2026	Primary Monthly Maintenance: Sluice gates. Stem sprayed with dry moly and exercised up and down. Set back to original position.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SLG-DS2C	Preventive Maintenance	7/30/2026	Primary Monthly Maintenance: Sluice gates. Stem sprayed with dry moly and exercised up and down. Set back to original position.	0.00

Pump Stations Monthly Tasks

Asset	Activity	Completed	Notes
WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Pump Down	7/6/2026	pumped out ground water. approx, 6-8"
WWTP Structure WW - New Street Pump Station - Wet Well	Clean	7/8/2026	pumped down and flushed out bottom with pump truck, pulled up floats and cleaned off
WWTP Structure WW - Miner Street Pump Station - Wet Well	Clean	7/8/2026	pumped down, put ladder in and went down and cleaned rags, debris off of the power wires, flushed out bottom with pump truck
Wastewater Treatment Plant PS - Worthington Street Pump Station	Troubleshoot	7/8/2026	looked over more of the wiring. redid a few neutrals and grounds for seal failure. light was out when we got there but was on Monday. not sure if it helped
WWTP Structure WW - College Avenue Pump Station - Wet Well	Clean	7/8/2026	pumped down, put ladder in and went down and cleaned rags, debris off of the power wires, flushed out bottom with pump truck
WWTP Structure WW - Worthington Street Pump Station - Wet Well	Clean	7/8/2026	pumped down and flushed out bottom with pump truck, pulled up floats and cleaned off
WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Clean	7/15/2026	pumped out 4-5" of ground water, could see where some dirt has washed in around pump 1 pipe. will try some hydraulic cement around pipe
Wastewater Treatment Plant PS - New Street Pump Station	Other	7/16/2026	(pump panel door) upper keyed cam lock was loose and just spinning, took apart and flattened metal washer. Reinstalled and adjusted latch, seems to work good now. On lower slotted cam lock the flush mount flange was broken. The inner panel had the same cam lock so I removed it from the inner panel and installed it on the outside door and will look for a replacement for the inner panel
Wastewater Treatment Plant PS - New Street Pump Station	Install	7/21/2026	installed new thumb latch on inner pump panel door
WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Clean	7/24/2026	pumped out 4" of ground water
WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Repair	7/28/2026	pumped out water and hosed down floor, cleaned out around pump # 1 pipe coming into valve chamber from pump and packed with hydraulic cement to see if that will stop ground water from seeping in.
WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Repair	7/30/2026	added another layer of hydraulic cement around pump #1 pipe. first layer slowed down ground water a lot but not completely

Park Notes and Projects July 2026

Projects can be Capital, grant funded, Rec Fee in Lieu of, or General.

Hoopes Park

Hoopes Park Playground renovation project

- Project is in the preliminary concept phase using information gathered from the group that met in Aug. (FOHP, Parks and Rec, Playground designer, and engineering)
 - Our playground designer met with the Parks and Rec department to start laying out conceptual designs.
 - We are looking into “inclusive play” designs for this playground renovation.
 - Inclusive play takes ADA to another level and incorporates elements of play for hearing/vision impaired along with sensory sensitive ideas.
 - We will be applying for a DCED GTRP grant (up to \$250,000.00 with a 15% local match) in support of this project
 - Grant deadline was May 31st, 2026
 - We have had positive feedback from DCED regarding our grant application although no official award has been made.
 - We have applied for a Chester County Preservation Partnership Program (PPP) grant up to \$100,000.00 with a 75% local match:
 - Unfortunately, we were not awarded this grant from the county.
 - We applied for the same grant for two different park projects and this one was not awarded.

Marshall Square Park – The Franklin St. sidewalk project (approved by Council in 2025).

- This project is funded and led by the FOMSP with support from the Borough.
- This project is nearly complete as of the writing of this report.
 - Thank you to the FOMSP for undertaking this project.

Everhart Park – Gazebo restoration project (FOEP)

- Timeline is TBD but they are shooting for a fall phase one completion

Mosteller Park – No projects at current time

Fugget Park – No projects at current time

Horace Pippin Park – New Playground has been installed (90%)

- We still need to add the ADA pathway from Everhart St. to the playground.

Kathy McBratnie Park - No projects at current time

Greenfield Park – No projects at current time

Veteran's Memorial Park – The Friends of Veteran's Park are looking to make some minor improvements to the equipment at the park.

- New bench/table
- Add musical play elements
- Trash can refurbish
- New benches

Barclay Park - No projects at current time

Bayard Rustin Park – No projects at current time

John O Green Park –

Fall zone project 2026 and beyond

- The total cost of the “waterplay” features (Phase 1 Noth) comes to \$165,408.35
- As the project was overbudget and underfunded (due to an under assumption in the “rec fee in lieu of fund” the Borough used funding from other capital projects that were under budget to make up the difference.
- We have applied for a Pennsylvania Department of Conservation and Natural Resources Community Conservation Partnership Program (C2P2) grant up to \$250,000.00 for the John O. Green Park playground project Phase 2 with a 50% local match.
 - a. Phase 2 is the remainder of the north side park excluding the splash pad.
 - b. Grant application deadline 4.30.26
- We have applied for a Chester County Preservation Partnership Program (PPP) grant up to \$100,000.00 with a 75% local match:
 - i. These grants can be used as matching funds/local match for the DCNR and DCED grants.
 - ii. Grant application deadline was 4.30.26
- I am pleased to announce that we have been awarded \$100,00.00 for this project from the ChesCo PPP.
- While this funding is for Phase 2, work on Phase one has begun.
 - o Thank you to WCPW for starting the demolition work in preparation for the equipment to be delivered and installed in the fall.



Camps, classes, and bus trips

Ryan Michael, Program Coordinator, is continually working on our list of programming for Spring/Summer/Fall 2026.

We have transitioned to our new software and need more time to input/upload data.

* In 2026 the Parks and Recreation Department will be utilizing new recreation software.

Civic Plus has replaced Myrec.com

Civic Rec report as attachment to report.

Upcoming Events both **Borough** sponsored and **Non-Borough** and **Gay St. “Activation Zones”**

8.6.26 Theater in the park at Marshall Square Park

8.7.26 Salsa Dancing night on Gay St. (near Jack’s Corner)

- Friends of WCPR

8.13.26 Concert in the Park at Everhart Park

8.21.26 Marvel Magic Movie Night at Hoopes Park

9.12.26 Up on the Roof Fundraiser – Chestnut St. Garage

- Downtown West Chester

9.12.26 Children’s Fair on Gay St.

9.20.26 West Chester Restaurant Festival

West Chester Area Council of Governments – America 250 Celebration 8.2.26

- More info and pictures to come next month.

o The event, while weather hampered, was a success.

- While the big grant finale of a drone show was postponed due to Mother Nature, the committee is working on a makeup date.
 - Reminder that this event was organized by six municipalities and the makeup location of the drone show may not take place in Borough pending finances and schedules.
- The West Chester Area Council of Governments has received generous grant awards, sponsorships, and donations from several entities in support of this event:

Grant awards from the Chester County Community Foundation

- Dare to Declare - \$2,500.00
- Let Freedom Ring - \$5,000.00

Roosevelt Level Sponsors

- Firsttrust Bank
- Pennoni
- Buckley, Brion, McGuire, and Morris LLP

In-Kind Sponsors

- McGovern Inc.
- Chesterbrook Academy
- Mini of West Chester
- Treemendous

Donors

- Chester County Planning Commission



For a full listing of Parks and Recreation events for 2026, please go to our website here:
<https://west-chester.com/370/Events>

PROS Plan Implementation

Concepts/Plans/Projects relating to the Six Big Moves

- *Parks for all/Sustaining what we love*
 - John O Green Splash Pad renovations/upgrades
 - This project comes with complications due to the PA DEP covenant that is on this parcel, but we have a plan in place to have the new splash pad operational this summer.

- Will have submitted a grant app to DCNR and ChesCo in support of this project to support phase two of the project, which is everything else in the north side park minus the splash pad.
- Parks for all/Sustaining what we love
 - Hoopes Park playground renovations
 - Concepts are still be worked out
 - With the considerable amount of tree removals at the park we are reconsidering our options on the layout/design
 - We have submitted grant apps to DCED and ChesCo in support of this project.
- *Go West Chester/Investing in our community*
 - Turks Head Trail feasibility study
 - We've had informative and fact-finding conversations with SEPTA, Turks Head Trail advocacy group, ChesCo Planning Commission, Delaware Valley Regional Planning Commission, and DelCo Planning Commission
 - The Borough will be submitting a TCDI Grant through the Delaware Valley Regional Planning Commission
 - This grant has no match and no fiscal responsibility from the Borough.
 - If awarded, DVRPC oversees the selection of our consultants and handles are invoicing/payments.
 - Minimum grant award is \$100k.
 - Unfortunately, the Borough was not awarded this grant.
 - Received feedback that our application was very strong, but they received 3x more applications than they could fund, and only six municipalities are being awarded funding across the Delaware valley. About 25% of the funding is going to projects in the City of Philadelphia.
 - We are looking into other grant funding to support a feasibility study for the "Turks Head Trail" within the Borough's limits
 - The Parks and Recreation Dept. will be applying for the Chester County Planning Commission's [Open Space Accelerator Mini-Grant Program](#).
 - This grant would support a feasibility study for a Turks Head Trail solely within the confines of the Borough, but with potential trail heads leading to other municipalities for future connections.

- Grant is for \$10,000.00 with an equal match for a total plan cost of around \$20,000.00

Run On 08/05/2026 10:35 AM

Run By Keith P Kurowski

From 07/01/2026 12:00 AM

To 07/31/2026 11:59 PM

Transactions by Category and Activity

Category: Brandywine School Wizard Camp

Activity: Wizard Camp Wizard Camp- ages 6-15

	Total
	\$420.00
	\$35.00
	\$455.00
Totals for Category: Brandywine School Wizard Camp	
	\$455.00

Category: Equipment Rentals

Activity: Cooking Equipment Electric Hook Up (LIMITED)

	Total
	\$50.00
	\$50.00
Totals for Category: Equipment Rentals	
	\$50.00

Category: Just Tennis

Activity: Adult Tennis Clinics Experienced Adult Clinic - Tuesday Evenings

	Total
	\$10.00
	\$120.00
	\$120.00
	\$10.00
	\$260.00

Activity: Adult Tennis Clinics Experienced Adult Clinic - Wednesday Evenings

	Total
	\$10.00
	\$120.00
	\$130.00

Activity: Adult Tennis Clinics Fundamental Adult Clinic - Monday Morning

	Total
	\$120.00
	\$120.00

	\$10.00
	\$250.00
Totals for Category: Just Tennis	
	\$640.00

Category: Just Tennis- Youth

Activity: Junior Tennis Summer Camp Junior Camp - ages 11-17

	Total
	(\$102.00)
	(\$8.00)
	(\$110.00)
Totals for Category: Just Tennis- Youth	
	(\$110.00)

Category: Skyhawk Sports

Activity: Beginner Golf Camp Golf Camp 2

	Total
	\$200.00
	\$17.00
	\$217.00

Activity: Golf Fall 1 Beginner Golf

	Total
	\$175.00
	\$175.00

Activity: Multisports Tots Summer 1 MultiSports

	Total
	(\$105.00)
	(\$9.00)
	(\$105.00)
	(\$9.00)
	(\$9.00)
	(\$105.00)
	(\$342.00)

Activity: Volleyball Camp Volleyball Camp 12-15 age

	Total
	(\$185.00)
	(\$16.00)
	(\$185.00)
	(\$386.00)

Totals for Category: Skyhawk Sports	
	(\$336.00)

Category: Skyhawks Sports Camp

Activity: Beginner Golf Camp Golf Camp 2

Total
\$200.00
\$17.00
\$217.00

Activity: Volleyball Camp Volleyball Camp 12-15 age

Total
(\$185.00)
(\$16.00)
(\$185.00)
(\$386.00)

Totals for Category: Skyhawks Sports Camp

(\$169.00)

Category: Soccer Shots

Activity: Classic Class Classic - Sundays

Total
\$174.00
\$188.00
\$0.00
\$174.00
\$14.00
\$174.00
\$14.00
\$738.00

Activity: Classic Class Classic- Mondays

Total
\$130.00
\$130.00
\$10.00
\$270.00

Activity: Mini Class Mini- Mondays

Total
\$130.00
\$0.00
\$130.00

Activity: Mini Class Mini- Sundays

Total

	\$174.00
	\$14.00
	\$174.00
	\$14.00
	\$174.00
	\$14.00
	\$14.00
	\$174.00
	\$14.00
	\$174.00
	\$14.00
	\$174.00
	\$14.00
	\$174.00
	\$1,128.00
Totals for Category: Soccer Shots	
	\$2,266.00

Category: Universal Rackets

Activity: Summer 1 Pickleball Sunday Beginners

	Total
	(\$201.00)
	(\$17.00)
	(\$218.00)

Activity: Summer 2 Pickleball Wednesday Beginner/Intermediate

	Total
	\$17.00
	\$201.00
	\$17.00
	\$201.00
	\$17.00
	\$201.00
	\$654.00

Activity: Summer 2 Pickleball Wednesday Intermediate PLus

	Total
	\$201.00
	\$201.00

Totals for Category: Universal Rackets	
	\$637.00

Category: Universal Rackets- Youth

Activity: Summer 2 Junior Pickleball Friday Junior level 1

	Total
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	\$125.00
	\$10.00
	\$135.00
Totals for Category: Universal Rackets- Youth	
	\$135.00

Category: West Chester Restaurant and Food Truck Festival NO

Activity: Crafters, NON-crafters, NON-profit vendors Crafter Application

	Total
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00

Activity: Crafters, NON-crafters, NON-profit vendors NON-Crafter Application

	Total
	\$0.00
	\$0.00
	\$0.00
	\$0.00

Activity: Crafters, NON-crafters, NON-profit vendors NON-Profit Application

	Total
	\$115.00
	\$115.00
	\$115.00
	\$345.00

Activity: Food Vendors 2nd Space - Food Truck / Food Vendor

	Total
	\$195.00
	\$195.00
	\$195.00
	\$585.00

Activity: Food Vendors Food Truck / Food Vendor

	Total
	\$285.00
	\$285.00
	\$285.00
	\$285.00
	\$195.00

	\$285.00
	\$285.00
	\$285.00
	\$0.00
	\$2,190.00
Totals for Category: West Chester Restaurant and Food Truck Festival NO	
	\$3,120.00
Totals for Transactions by Category and Activity	
	\$6,688.00

Public Works Committee

Date: **July 7, 2026 @ 5:30 PM**

Committee Members Present: Bernie Flynn – 6th Ward (Chair)
Bryan Travis – 2nd Ward
Brian McGinnis – 3rd Ward

Department Heads Present:
Don Anderson, Director Public Works
Sean Mitchell, Wastewater Director
Ramsey Reiner, Assistant Borough Manager
Keith Kurowski, Director Parks & Recreation

Borough Manager: Sean Metrick

1. Call to Order - meeting was called to order at 5:30 PM
2. Announcements
 - The meeting format is changing. All reports are uploaded to the meeting webpage for review. Council members will ask any questions they have to the Department Heads. It will be the responsibility of the committee chair to
3. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda.
 - Darrell Cook, S. Walnut Street, asked if the hearing was for the 200 block of Wollerton Street and Mr. Flynn said yes, directly behind the Justice Center garage.
4. Departmental Reports
 - a) Traffic & Engineering Reports
 - Mr. Flynn stated for RVE, that the Gay Street Closure Project punch list is wrapping up. Studies are being performed for the Gay and High Streets intersection. Also, work is being performed on the sewer system with culvert repairs, and the lining project will be starting soon. Mr. Travis asked what the comments were from PennDOT and Ms. Goff started so far, they have requested a detour plan. We will be submitting the responses in the next week or two. Darrell Cook, S. Walnut Street, asked if anything was being done with the bump outs on High Street that are preventing the water from going down the drain. Mr. Flynn stated that the Public Works Director will look into this and report back.

This meeting is being audio recorded for the public record.

b) Public Works

- Mr. Flynn said the Public Works has notified the committee of how much money they have collected YTD for bulk trash and permits. They are working on elevator repairs at the garages. Also, Eagle Contracting is finishing up repairing the sink hole at E. Niels and S. Adams Streets. We are waiting for the report from the engineers on what occurred. Various contractors are working in the borough: Brubacher, Kehoe, and Danella installing new gas and new water lines. All of the tasks are listed on the Cartegraph reports which are on the meeting management center on the webpage. Mr. McGinnis said thank you for the due diligence on the sinkhole repair and on the downed tree that closed W. Union Street. Mr. McGinnis asked for an update on the utility paving. Mr. Anderson said he didn't have an update, but the contractor did state they would begin restoration in July. As for the 202 Paving Project, we believe this will occur around Labor Day. Mr. McGinnis asked about the road buckling on Bradford Avenue and on E. Gay Street near the DK Diner. Mr. Anderson said he reached to PennDOT and is waiting to hear back from them.
- Lisa Kearns, W. Biddle Street, wanted to thank Public Works for the crosswalk improvements at Chestnut and New Streets. Her constituents have reached out about the northbound lane on High Street at Market Street. Vehicles are not following the signs in the right turn lane and almost colliding with vehicles going straight. She wanted an update from an email she sent earlier to Public Works. Mr. Flynn said we can start a conversation with PennDOT for more signage and maybe even painting on the road. Mr. Anderson said he reached out to Ms. Goff at RVE said she thinks they need to conduct a field study during peak hours. We would need to coordinate any concepts with PennDOT. Ms. Goff said she sent Administration a fee for review earlier today for this work.
- Wastewater
 - Mr. Flynn highlighted the Goose Creek substation is 99% complete, just a few more punch list items. The supplies for the Maple Alley Project have been delivered. The project is slated to start in the next week. Residents in the area affected by the work and private trash haulers have been notified of the alley closures and construction. The Taylor Run Driveway restoration bids will be ready for the August 2026 meeting.
- Parks and Recreation
 - Mr. Flynn highlighted that John O'Green Park water play features bids came in at \$165,408. The project is over budget so the recreation in lieu fund and we will also be using some capital project funds to cover the shortfall. Minor clean-up in all of the other parks. Upcoming events include: concert at Marshall Square Park, movie night at Barclay Park, concert at John O'Green, Mt. Carmel block party and the 250 celebration. As funding becomes available, more of the Pros Plan will be implemented.

This meeting is being audio recorded for the public record.

- Public Works Chair Report
 - Mr. Flynn stated he has nothing to report.

5. Old Business

- a) Approve the June 2026 meeting minutes
 - Approve 3 - 0
- b) Discuss the progress of the new Public Works building
 - Issue: Continue conversation on a new Public Works Building*
 - Mr. Metrick stated they have two more visits scheduled in July.

6. New Business

- a) Motion to approve resolution to amend the fee schedule to increase the cost of the recycling bins from \$15 to \$17
 - Issue: the borough is not covering the cost to produce the bins at \$16.05*
 - Mr. Flynn stated we need to cover the cost to produce the bins.
 - Approve 3 - 0
- b) Motion to approve the NexGen renewal contract for providing general maintenance and emergency work for the heating and air conditioning systems (attachments)
 - Issue: NexGen is a specialized vendor for maintenance of the heating and air conditioning units at Borough Hall, Public Works, Bicentennial Garage, Library and the Wastewater plants.*
 - Mr. Flynn explained they are a specialized vendor the borough has been using. Mr. Travis and Mr. Flynn asked how much the increase was for this proposed contract. Mr. Anderson said roughly \$100 more a month.
 - Motion to Approve 3 – 0
- c) Discuss the elevator repair quotes for Chestnut Street Garage (attachments)
 - Issue: Repair the counterweight sheaves in the elevator*
 - Mr. Flynn explained the counterweight sheaves need to be repaired at the Chestnut Street Garage. The total price is \$15,580 to repair and install the new counterweights, etc. by Code Elevator.
 - Motion to Approve 3 - 0

Adjourn – 5:53 PM

Kathy Brooks

From: Stephen Vogelman Jr. <Vogelman@codeelevator.com>
Sent: Tuesday, July 28, 2026 4:27 PM
To: Kathy Brooks
Subject: Code Elevator Rates Library - Borough of West Chester

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon,

This email is to confirm that the hourly billing rates currently provided to the Borough of West Chester will also be extended to the West Chester Library, located at 415 N. Church Street, West Chester, PA 19380.

The hourly billing rates for work performed outside the scope of the contract are as follows:

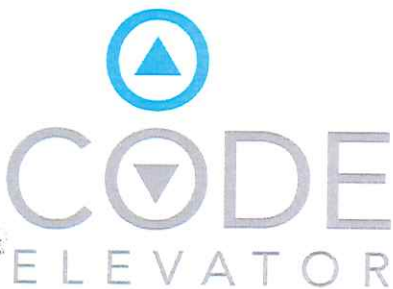
Rate Type	Mechanic	Helper	Team
Regular	\$315.00	\$252.00	\$567.00
Premium (1.7x)	\$535.50	N/A	N/A
Premium (0.7x)	\$220.50	N/A	N/A
Overtime (2.0x)	\$630.00	\$504.00	\$1,155.00

These rates will apply to all work performed outside the scope of the contract for the West Chester Library.

If you have any questions or concerns, please feel free to give me a call.

Thank you, and we appreciate the opportunity to continue serving your facilities.

Best regards,



Stephen Vogelman Jr. |Vice President

a: Code Elevator | 420 Feheley Drive, Suite B | King of Prussia, PA 19406

e: vogelman@codeelevator.com

m: 267.535.0863

w: <https://codeelevator.com/>

From: Kathy Brooks <KBrooks@west-chester.com>

Sent: Tuesday, July 28, 2026 9:17 AM

To: Stephen Vogelman Jr. <Vogelman@codeelevators.com>

Subject: Library - Borough of West Chester

Steve

Nice speaking with you. Thank you for sending over an email confirming the rates would apply to the library as well.

Have a great day!

Kathy Brooks 
Borough of West Chester
Public Works Department
610-696-5282

AMENDMENT #1: POST PHASE 1

**POLICY FOR ALLOCATION OF SEWER CAPACITY AND CONNECTION TO
THE GOOSE CREEK RESTRICTED COLLECTION AREA**

- A. **Establishment of Policy.** The Borough of West Chester (the “Borough”) shall allocate available capacity in the Goose Creek Restricted Collection System in accordance with the policy set forth herein. This policy shall be administered by the Borough Wastewater Director with assistance from the Borough Engineer.
- B. **Adherence to the Borough of West Chester Connection Management Plan.** The Borough shall adhere to the Borough of West Chester Connection Management Plan (the “CMP”) and Corrective Action Plan (the “CAP”) as approved by the Pennsylvania Department of Environmental Protection (“PADEP”). In addition to the specific projects listed by specific property address in the CMP, The Borough shall not permit more than ~~20~~36 additional equivalent dwelling units (“EDUs”) of “Miscellaneous” connections (the “Miscellaneous Permitted EDUs”) to the Restricted Collection System until the Phase ~~24~~ improvements and upgrades which are described in detail in the CAP have been completed and DEP issues written notice to the Borough that it may permit additional connections to the Restricted Collection System. “Miscellaneous” connections are connections that are not listed by specific property address in the CMP. For purposes of this policy, one

(1) EDU equals Two Hundred Thirty-Nine (239) gallons per day of wastewater.

C. **Allocation and Connection of Miscellaneous Permitted EDUs.** The Borough shall allocate and reserve the Miscellaneous Permitted EDUs as follows:

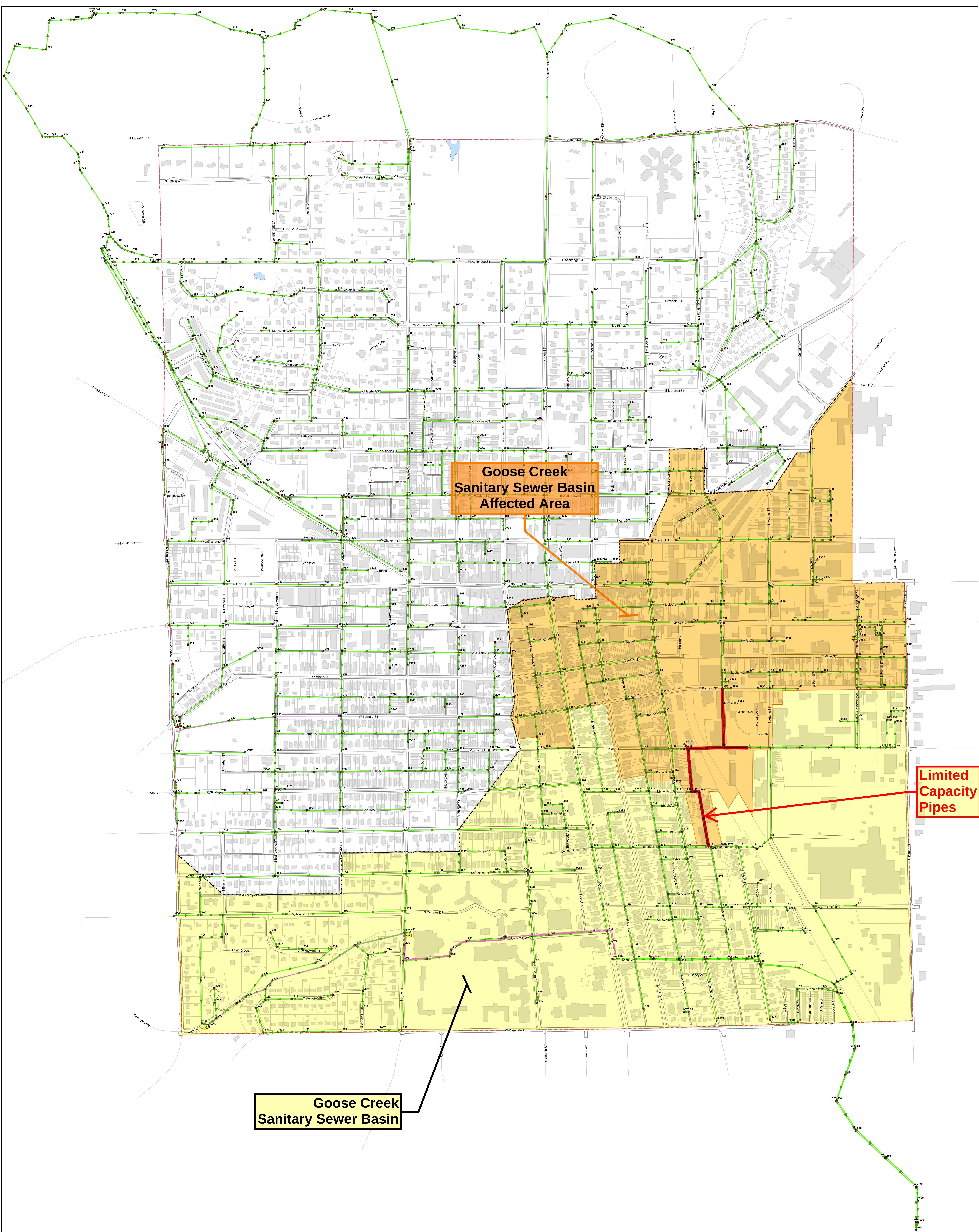
- 1) Capacity reservation is authorized only for parcels which have filed with the Borough as of the effective date of the Council Resolution adopting this Policy, a building permit application, sketch plan submission, or a preliminary subdivision and land development application (the "Pending Application"). The parcels which have a Pending Application are herein referred to as "Eligible Parcels."
- 2) The total capacity reservation available cumulatively for all Eligible Parcels is ~~twenty-three~~ twenty-three (2036) EDUs.
- 3) An owner of an Eligible Parcel may request reservation of up to ~~3~~ 5 EDUs by written request to the Borough sent by certified mail, return receipt requested, to Sean Mitchell, Wastewater Director, Borough of West Chester, 401 E. Gay Street, West Chester, PA 19380. Additional EDU requests beyond 5 EDUs may be evaluated on a case-by-case basis at the discretion of the Borough.
- 4) The number of EDUs requested shall be limited by the development proposed in the Pending Application, ~~but in no~~

~~event more than 3 EDUs~~. By way of example, if the Pending Application is for one (1) single-family dwelling, the number of EDUs which may be reserved shall be limited to one (1).

- 5) The reservation request shall be made only by the owner of the Eligible Parcel and shall include the name of the owner of the Eligible Parcel, the postal address and UPI Number of the Eligible Parcel, the number of EDUs requested, and a certified check for payment of the applicable tapping fees for all of the requested EDUs. Tapping fees shall be calculated and paid in accordance with Section 89-1.1.G of the Borough Code as may be amended from time to time. Incomplete applications will not be accepted and will be returned to the owner.
- 6) Complete requests for reservation of capacity in accordance with the Policy shall be processed in the order received by the Borough Wastewater Director based on the time and date of receipt of the certified mail request. Capacity will be reserved for complete applications on the date of receipt (the "Reservation Date").
- 7) In order to extend the reservation beyond one (1) year from the Reservation Date, the owner of the Eligible Parcel must begin paying sewer rental rates for each EDU reserved in accordance with and in the amount required by Section 89-11.B of the Borough Code as may be amended from time to

time. Failure to timely pay the required sewer rental rates will result in an automatic cancellation of the reservation. In the event of cancellation of the reservation for nonpayment, the Owner shall not be entitled to a refund of the tapping fee or any sewer rental payments paid for the reserved capacity.

- 8) An owner of reserved capacity may relinquish some or all of the reserved capacity by written request to the Borough sent by certified mail, return receipt requested, to Sean Mitchell, Wastewater Director, Borough of West Chester, 401 E. Gay Street, West Chester, PA 19380. In the event of voluntary relinquishment, the amount of the tapping fee paid for the reservation of each EDU relinquished shall be refunded by the Borough to the Owner. Any sewer rental payments paid for the reserved capacity shall not be refunded by the Borough to the Owner.
- 9) The reserved capacity shall be reserved for the Eligible Parcel only and shall not be sold, conveyed, or transferred by the Owner to any individual or entity.



Goose Creek
Sanitary Sewer Basin
Affected Area

Limited
Capacity
Pipes

Goose Creek
Sanitary Sewer Basin

EXHIBIT 5
PHASE 1 PIPE UPGRADES
GOOSE CREEK BASIN AFFECTED AREA

Connections Management Plan (CMP) - PAGE 1 - INFORMATION

This CMP has been prepared in conjunction with a Corrective Action Plan, in accordance with the requirements of PA Regulations at Title 25, Chapter 94, regarding Wasteload Management.

The purpose of the CMP is to establish a certain limit on the volume of flow that may be accepted for connection to the overloaded sewer system. A dated version of the CMP will only be valid if it is approved by DEP in writing.

Connections management is required for overloaded sewer systems. It is separate from the Planning Module review process. Projects that are identified in the various pages of this CMP may or may not have Planning Module approval. Planning Modules that have not been approved at the time an overload is determined may be considered for approval only if the current valid version of the CMP includes a sufficient volume of approved flow to accommodate the project.

All projects identified in the CMP shall be understood to be in one of three categories according to their status in the Planning process. The categories are: 1) projects with Planning approved or waived; 2) projects with Planning Module under review; and 3) future projects. "Future projects" are all those for which a Planning Module has not been submitted as of the date the CMP was prepared.

Flow volumes are customarily quantified as Equivalent Dwelling Units (EDUs). Volumes listed in the CMP may be assigned to development projects, or they may be indicated as "miscellaneous" connections. "Miscellaneous" flows approved in the CMP can be assigned to a project at a later time.

It is expected that the CMP may be revised from time to time by the permittee and submitted to DEP for review. A revised, dated version of the CMP will only be valid if it is approved by DEP in writing.

Worksheet 2 ("Planning Assigned") and Worksheet 3 ("Future Projects") of this CMP may identify projects that cannot be accommodated by the number of EDUs shown as Approved by DEP. The permittee shall decide which projects will be allocated the flow from the quantity of EDUs that are approved. The CMP should be revised when EDUs are being assigned to a project and a planning module is submitted to DEP. The CMP should be revised again when the Planning Module has been approved by DEP.

The SUMMARY page of this CMP will show the amount of flow currently approved by DEP for connection to the system.

Permittee / Facility Owner	West Chester Borough
Facility	Goose Creek Sanitary Sewer Collection System
Name of contact for the Permittee/Facility Owner	Sean Mitchell, Wastewater Director
Date of the PREVIOUS APPROVED version of the CMP	N/A
Date of THIS VERSION of the CMP	12/17/2024

CMP Summary and three Worksheet pages should be attached

Connections Management Plan (CMP) - CMP SUMMARY

Permittee / Facility Owner	West Chester Borough
Facility	Goose Creek Sanitary Sewer Collection System
Date the CMP was prepared	12/17/2024

Permittees may use the table on this page to show the amount of flow they are proposing for connection to the overloaded sewer system. DEP reserves to itself the right to approve an amount of flow that is less than the total amount proposed by the permittee, or to decline to approve new flow, pending the submission of an acceptable demonstration by the permittee that they are making progress on corrective action.

from the three Worksheets	Total # EDUs	# connections completed to date	EDUs included in the CMP
Connections from planning modules approved by DEP	0	0	0
Connections from projects with Planning assigned but module not approved	219		219
Connections from future projects	498		498
Un-allocated "miscellaneous" connection credit in the CMP			0

Date of the PREVIOUS APPROVED CMP	N/A
# EDUs approved by DEP in the PREVIOUS APPROVED CMP	N/A
# EDUs proposed by the permittee to be added to the CMP	717
# EDUs APPROVED BY DEP to be added to the CMP (The number in this space will be determined by DEP)	717
# EDUs APPROVED BY DEP for inclusion in this CMP (Previously-approved flow plus new approved flow)	717

Average Daily Flow is related to EDU according to the following rate:	One EDU equals	239	gallons per day per EDU
Equivalent flow approved to be added to the sewer system [Equivalent flow = (EDUs approved in this CMP) * (rate in gpd/EDU)]		171,363	gallons per day

Connections Management Plan (CMP) - Worksheet 1 - Projects with Planning Approved

Permittee / Facility Owner	West Chester Borough
Facility	Goose Creek Sanitary Sewer Collection System
Date the CMP was prepared	12/17/2024

Projects with Planning Modules Approved by DEP, or Planning is waived

DEP Code #	Date Planning determination approved by DEP	Project Name	Municipality	Total # EDUs Proposed	# EDUs Included in CMP	# connections completed to date
TOTAL				0	0	0

Connections Management Plan (CMP - Worksheet 2 - Projects with Planning Assigned, but Planning Module not yet approved

Permittee / Facility Owner	<i>West Chester Borough</i>
Facility	<i>Goose Creek Sanitary Sewer Collection System</i>
Date the CMP was prepared	<i>12/17/2024</i>

Projects with Planning Assigned by DEP

DEP Code #	Project Name	Municipality	Total # EDUs Proposed	# EDUs Included in CMP	Required Improvements
1-15003-470-3J	250 East Market Street	West Chester Borough	219	219	Phase 1
TOTAL			219	219	

Connections Management Plan (CMP) - Worksheet 3 - FUTURE PROJECTS

Permittee / Facility Owner	<i>West Chester Borough</i>
Facility	<i>Goose Creek Sanitary Sewer Collection System</i>
Date the CMP was prepared	<i>12/17/2024</i>

Future Projects

Estimated Date the Planning Module will be submitted to DEP	Project Name	Municipality	Total # EDUs Proposed	# EDUs Included in CMP	Required Improvements
2025	27 South High Street - Steve's Steaks (4 EDUs - 1 Existing EDUs = 3 New EDUs)	West Chester Borough	3	3	None
2025	34 South High Street - Restaurant (2 EDUs - 1 Existing EDU = 1 New EDU)	West Chester Borough	1	1	None
2025	Miscellaneous	West Chester Borough	20	20	None
2025	410 South High Street	West Chester Borough	125	125	Phase 1
2026	Miscellaneous	West Chester Borough	20	20	Phase 1
2026	The Michaels Organization - North Adams Street Project	West Chester Borough	329	329	Phase 2 & 3
TOTAL			498	498	

Connections Management Plan (CMP) - PAGE 1 - INFORMATION

This CMP has been prepared in conjunction with a Corrective Action Plan, in accordance with the requirements of PA Regulations at Title 25, Chapter 94, regarding Wasteload Management.

The purpose of the CMP is to establish a certain limit on the volume of flow that may be accepted for connection to the overloaded sewer system. A dated version of the CMP will only be valid if it is approved by DEP in writing.

Connections management is required for overloaded sewer systems. It is separate from the Planning Module review process. Projects that are identified in the various pages of this CMP may or may not have Planning Module approval. Planning Modules that have not been approved at the time an overload is determined may be considered for approval only if the current valid version of the CMP includes a sufficient volume of approved flow to accommodate the project.

All projects identified in the CMP shall be understood to be in one of three categories according to their status in the Planning process. The categories are: 1) projects with Planning approved or waived; 2) projects with Planning Module under review; and 3) future projects. "Future projects" are all those for which a Planning Module has not been submitted as of the date the CMP was prepared.

Flow volumes are customarily quantified as Equivalent Dwelling Units (EDUs). Volumes listed in the CMP may be assigned to development projects, or they may be indicated as "miscellaneous" connections. "Miscellaneous" flows approved in the CMP can be assigned to a project at a later time.

It is expected that the CMP may be revised from time to time by the permittee and submitted to DEP for review. A revised, dated version of the CMP will only be valid if it is approved by DEP in writing.

Worksheet 2 ("Planning Assigned") and Worksheet 3 ("Future Projects") of this CMP may identify projects that cannot be accommodated by the number of EDUs shown as Approved by DEP. The permittee shall decide which projects will be allocated the flow from the quantity of EDUs that are approved. The CMP should be revised when EDUs are being assigned to a project and a planning module is submitted to DEP. The CMP should be revised again when the Planning Module has been approved by DEP.

The SUMMARY page of this CMP will show the amount of flow currently approved by DEP for connection to the system.

Permittee / Facility Owner	West Chester Borough
Facility	Goose Creek Sanitary Sewer Collection System
Name of contact for the Permittee/Facility Owner	Sean Mitchell, Wastewater Director
Date of the PREVIOUS APPROVED version of the CMP	12/17/2024
Date of THIS VERSION of the CMP	7/31/2026

CMP Summary and three Worksheet pages should be attached

Connections Management Plan (CMP) - CMP SUMMARY

Permittee / Facility Owner	West Chester Borough
Facility	Goose Creek Sanitary Sewer Collection System
Date the CMP was prepared	7/31/2026

Permittees may use the table on this page to show the amount of flow they are proposing for connection to the overloaded sewer system. DEP reserves to itself the right to approve an amount of flow that is less than the total amount proposed by the permittee, or to decline to approve new flow, pending the submission of an acceptable demonstration by the permittee that they are making progress on corrective action.

from the three Worksheets	Total # EDUs	# connections completed to date	EDUs included in the CMP
Connections from planning modules approved by DEP	220	0	220
Connections from projects with Planning assigned but module not approved	7		7
Connections from future projects	490		490
Un-allocated "miscellaneous" connection credit in the CMP			0

Date of the PREVIOUS APPROVED CMP	10/14/2025
# EDUs approved by DEP in the PREVIOUS APPROVED CMP	717
# EDUs proposed by the permittee to be added to the CMP	28
# EDUs APPROVED BY DEP to be added to the CMP (The number in this space will be determined by DEP)	28
# EDUs APPROVED BY DEP for inclusion in this CMP (Previously-approved flow plus new approved flow)	745

Average Daily Flow is related to EDU according to the following rate:	One EDU equals	239	gallons per day per EDU
Equivalent flow approved to be added to the sewer system [Equivalent flow = (EDUs approved in this CMP) * (rate in gpd/EDU)]		178,055	gallons per day

Connections Management Plan (CMP) - Worksheet 1 - Projects with Planning Approved

Permittee / Facility Owner	West Chester Borough
Facility	Goose Creek Sanitary Sewer Collection System
Date the CMP was prepared	7/31/2026

Projects with Planning Modules Approved by DEP, or Planning is waived

DEP Code #	Date Planning determination approved by DEP	Project Name	Municipality	Total # EDUs Proposed	# EDUs Included in CMP	# connections completed to date
1-15003-470-3J	10/14/2025	250 East Market Street - Apartment Building	West Chester Borough	219	219	0
1-15003-491-X	12/19/2025	340 East Barnard Street - One New Dwelling	West Chester Borough	1	1	0
TOTAL				220	220	0

Connections Management Plan (CMP - Worksheet 2 - Projects with Planning Assigned, but Planning Module not yet approved)

Permittee / Facility Owner	West Chester Borough
Facility	Goose Creek Sanitary Sewer Collection System
Date the CMP was prepared	7/31/2026

Projects with Planning Assigned by DEP

DEP Code #	Project Name	Municipality	Total # EDUs Proposed	# EDUs Included in CMP	Required Improvements
1-15003-498-3J	2 West Market Street - The Foundation Restaurant	West Chester Borough	6	6	Phase 1 (Complete)
1-15003-493-3J	27 East Miner Street - One New Dwelling	West Chester Borough	1	1	Phase 1 (Complete)
TOTAL			7	7	

Connections Management Plan (CMP) - Worksheet 3 - FUTURE PROJECTS

Permittee / Facility Owner	<i>West Chester Borough</i>
Facility	<i>Goose Creek Sanitary Sewer Collection System</i>
Date the CMP was prepared	<i>7/31/2026</i>

Future Projects

Estimated Date the Planning Module will be submitted to DEP	Project Name	Municipality	Total # EDUs Proposed	# EDUs Included in CMP	Required Improvements
2026	410 South High Street - Residential Development	West Chester Borough	125	125	Phase 1 (Complete)
2026-2027	Miscellaneous	West Chester Borough	36	36	Phase 1 (Complete)
2027	The Michaels Organization - North Adams Street Project	West Chester Borough	329	329	Phases 2 & 3
TOTAL			490	490	