

A G E N D A

Borough Council Worksession Meeting

December 20, 2022 @ 6:30 PM

Michael Stefano, President	Member, 4 th Ward	Term Expires: 12/31/23
Lisa Dorsey, Vice President	Member, 7 th Ward	Term Expires: 12/31/25
Patrick McCoy	Member, 1 st Ward	Term Expires: 12/31/25
Nick Allen	Member, 2 nd Ward	Term Expires: 12/31/23
Brian McGinnis	Member, 3 rd Ward	Term Expires: 12/31/25
Sheila Vaccaro	Member, 5 th Ward	Term Expires: 12/31/25
Bernie Flynn	Member, 6 th Ward	Term Expires: 12/31/23

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

Borough Council Meeting:

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda
- 4) Presentation from Traffic Planning & Design, Inc.
Gay Street/Open Air Market Summary of the Long-Term Plan study for the closure of Gay Street
- 5) Discuss the leasing option renewal with SEPTA, and the sublease option with the West Chester Railroad Company
- 6) Boards/Commission/Committee Interviews:

<i>Applicant</i>	<i>Board/Commission/Committee</i>	<i>Term Limit</i>
Paul Vartan Sookiasian <i>Westtown Township</i>	Historic Commission	3 years
John Fisher	Parks and Recreation Commission	3 years
Matthew Clapp	Planning Commission	4 years
Abbey Cadden	Sustainability Advisory Ad-Hoc Committee	2 years
Lisa Bryan	West Chester Library Board of Directors	3 years
Linda Graham <i>East Bradford Township Resident</i>	West Chester Library Board of Directors	3 years
Kelly Dungee <i>East Bradford Township Resident</i>	West Chester Library Board of Directors	3 years

- 7) Reappoint Tom Gorman to the Uniform and Non-Uniform Pensions Committee

- 8) Consider reappointing the following members to the Reestablish Rail Service to West Chester Committee

John McGee	Reestablish Rail Service to WC	3 Year
Jordan Norley	Reestablish Rail Service to WC	3 Year
Craig Blizzard	Reestablish Rail Service to WC	3 Year

➤ **ACT Committee:**

- 9) Approve the 2023 meeting schedule (*Attachment*)

Committee Recommendation 2-0

➤ **Public Works Committee:**

- 10) Approve the following bids; and, enter into an agreement with the applicable contractors: (*Attachments*)

- a) Approve the 2023 Street and Traffic Signs Bid (attachment)
Garden State Highway Products
- b) Approve the 2023 Materials Bid (attachment)
New Enterprise Stone & Lime Company and Glasgow Inc
- c) Approve the 2023 Contractor Emergency Services Bid (attachment)
DiRocco Brothers
- d) Approve the 2023 Rain Gardens Maintenance Bid (attachment)
ArcheWild
- e) Approve the 2023 Shade Tree Planting Bid (attachment)
ArcheWild
- f) Approve the 2023 Traffic Signal Maintenance Bid (attachment)
Signal Service
- g) Approve the 2023 Custodial Services Bid (attachment)
Golden, Inc.

Committee Recommendation 2-0

- 11) Consider the 2023 Shade Tree Maintenance Bid (*Attachment*)

Committee Recommendation 2-0

➤ **Parking Committee:**

- 12) Approve proposed parking benefit for fire and ambulance personnel (*Attachment*)

Committee Recommendation 2-0

➤ **Public Safety, Events & Quality of Life Committee:**

- 13) Enter into a five-year contract with the West Chester Area School District for a School Resource Officer (*Attachment*)

Committee Recommendation 2-0

- 14) Enter into a three-year contract with Good Fellowship Ambulance Company for EMS services (*Attachment*)

Committee Recommendation 2-0

➤ **Smart Growth Committee:**

- 15) Approve the draft amendment to Chapter 112, “Zoning” Section 112-702.A(1) – Sign Regulations (off-premise Municipal signs) (*Attachment*)

Committee Recommendation 2-0

- 16) Approve the November 2022 HARB Certificates of Appropriateness (*Attachment*)

a. 2022-35: 122 S. High St- Karen Greenlee
Proposed work: Sign

Recommendation: *The Board recommends a Certificate of Appropriateness for Application 2022-35 as documented with the following conditions; 1) if all potential tenants are not yet identified, the sign slot should be left BLANK rather than literally saying “AVAILABLE”; 2) the owner will store the existing sign for potential reuse in the future, as it may be original to the building; 2) the anchors will be mounted into the mortar joints if smaller than the mortar joints, or if larger, into the center of the face bricks.*

b. 2022-36 111 N. High St-Melrose Enterprises
Proposed work: Repair brick, brick mortar and sealants

Recommendation: *The Board recommends a Certificate of Appropriateness for Application 2022-36 as submitted with the following conditions; 1) the rosettes (medallions?) will be repaired / restored rather than being replaced, 2) the “new” limestone stringcourse (first floor detail) will be replaced in kind or reinstalled appropriately (not removed all together), 3) all spot pointing will match original mortar, 4) all parapet copings are to remain (or if necessary, replaced in kind) and appropriately fastened to the parapet wall with no change to the dimension or exterior detail of the parapet walls at the full perimeter of the building , 5) all brick replacements are to match dimension , color and texture of existing, 6) no new aluminum wrapping or capping is to be installed, 7) any joint sealant installed will match the adjacent mortar color.*

Committee Recommendation 2-0

➤ **Finance & Revenue Committee:**

- 17) Approve the Resolutions for pending grant applications:
1) Goose Creek WWTP Electrical Substation Upgrade & Modernization; 2) Goose Creek Green Stormwater Infrastructure; and, 3) Taylor Run Stream Restoration (*Attachment*)

Committee Recommendation 2-0

- 18) Authorize the Borough Manager to execute an electric purchasing agreement (*Attachment*)

Committee Recommendation 2-0

- 19) Authorize the Borough Manager to execute a contract with Payserv Payroll Solutions for nonuniform and uniform pension plans

Committee Recommendation 2-0

- 20) Approve the adoption of a revised investment policy statement for nonuniform and uniform pension plans (*Attachment*)

Committee Recommendation 2-0

- 21) Consider approving a Resolution to transfer funds from the Capital Reserve Fund to the General Fund with the intent of a payback date of June 1, 2023 (*Attachment*)

Committee Recommendation 2-0

22) **Other Business:**

- a) Approve the November 15 and 16, 2022 Borough Council Meeting Minutes
- b) Announce the reason for the December 20, 2022 and December 21, 2022 Executive Sessions

Adjournment

NOTE: Public Hearing: December 21, 2022 @ 6:30 PM

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 15 OF THE WEST CHESTER BOROUGH CODE, TITLED “LIENS AND CLAIMS, MUNICIPAL”, SPECIFICALLY SECTION 15-1, TITLED “ADDED FEES” IN ITS ENTIRETY; AND PROVIDING SEVERABILITY, REPEALER AND EFFECTIVE DATE PROVISIONS.

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF WEST CHESTER, SPECIFICALLY CHAPTER 104, TITLED “VEHICLES AND TRAFFIC,” SECTION 104-29 TO PROHIBIT PARKING ON THE EAST SIDE OF S. ADAMS STREET FROM THE INTERSECTION WITH EAST NIELDS STREET FOR A DISTANCE OF APPROXIMATELY 1,115 FEET.

How to Engage in Public Comment During a Borough Council or Committee Meeting

Public Comment is heard at three different points during Borough Council meetings:

- **BEFORE CONSIDERATION OF ITEMS ON THE AGENDA** - The public is permitted to make public comment on any matter not on the agenda. You will have three minutes to make your statement, unless the President or Chair has announced otherwise, so please come prepared.
- **BEFORE ACTION** on a motion or an agenda item. Public Comment at this stage is limited to the item under discussion. As above, please keep your comments to three minutes.
- **AFTER ACTION ON ALL AGENDA ITEMS HAVE BEEN ACTED.** Public Comment is open to any legitimate item of business that can be considered by Council or the Committee. Again, please keep your comments brief.

How to make a comment:

- The President or Chair will announce an opportunity for public comment, either on a specific issue or generally, depending on where we are in the agenda (see above).
- After you are recognized by the President or Chair, come to the microphone, and state your name and address for the record.
- You may then make your comment or ask your question. As noted above, you will have three minutes to make your statement, unless the President or Chair has announced otherwise.