

A G E N D A
Public Hearing/Borough Council Meeting
December 20, 2023 @ 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

Public Hearings:

- 1) An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, to adopt the real estate tax rate effective January 1, 2024.
- 2) An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, amending the code of the Borough of West Chester, Chapter 89, titled, "Sewers", section 89-11(b) to revise the monthly sewer rates effective February 1, 2024.

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) Comments by the Borough Council and the Mayor
- 5) Presentation of *Life Saving Award* to: Officer Stu Smith, Officer Ken Massey, Officer Zach Turner
- 6) Presentation of Citation of service to Borough Council President Michael Stefano, Councilperson Nick Allen, and Fire Chief Steve Perna by Mayor DeBaptiste
- 7) Swearing in of Fire Chief Mark Scanlan and Assistant Fire Chief Greg Witmer
- 8) DISCUSSION:

A) Motion to approve appointments to Boards/Commissions/Committees:

Applicant	Board/Commission/Committee
Cathy Wilson	Civil Service Commission
Heath Hedderick	Civil Service Commission

Margaret “Peggy” Tayloe	Civil Service Commission or Human Relations
Matt Hazley - nonresident	Historic Architectural Review Board
Dan Ritchie	Historic Architectural Review Board & Tree Commission
Bruce Glennon – non resident	Historical Commission or Historical Architectural Review Board
Chris Knepp – non resident	Sustainability
John Nolen	Tree Commission
Jan Yeomans – non resident	West Chester Library Board

9) CONSENT:

- A. Motion to approve the Mayor’s appointment of Joshua Lee to West Chester Borough Chief of Police
- B. Motion to approve the employment agreement of West Chester Borough Manager, Sean Metrick
- C. Motion to approve the 2024 Borough Council and Boards/Commissions/Committee Meetings Schedule
- D. Motion to approve 2024 Shade Tree Planting Bid with DECS (*attachment*)
- E. Motion to approve 2024 Shade Tree Maintenance Bid with Horgan Tree Experts (*attachment*)
- F. Motion to approve 2024 Rain Garden Maintenance Bid with Archewild (*attachment*)
- G. Motion to approve 2024 Traffic Signals Maintenance Bid with Signal Service (*attachment*)
- H. Motion to approve the 2024-2026 Contract with Hough Associates for Act 101 Reporting and 904 Grant Submission (*attachment*)
- I. Motion to adopt a Resolution to approve the Traffic Signal Maintenance Agreement with PennDOT (*attachments*)
- J. Motion to adopt a Resolution to approve the PennDot Winter Agreement with the Borough of West Chester (*attachment*)
- K. Motion to approve a Resolution regarding the location of school bus stops (*attachment*)
- L. Authorize Solicitor attendance at Zoning Hearing Board for application #1007-255 Dean St. Applicant seeks a variance from Section 112-307.B of the West Chester Zoning Code to allow for a reduction in the median lot size per dwelling unit to allow for two dwelling units and Section 112-603.A seeking relief from minimum off-street parking requirements. (*attachment*)
- M. Motion to schedule a Public Hearing on February 21, 2024 to amend Chapter 97 and Chapter 112 related to electric vehicles and electric vehicle charging stations (*attachment*)
- N. Motion to approve a Resolution approving the Preliminary Land Development plan for 410 S. High Street to include requested waivers, and all conditions outlined in the approved Resolution (*attachment*)

O. Motion to approve November 2023 HARB Certificates of Appropriateness applications “b, c and d”; and, deny application “a” (*attachment*)

a) 2023-40: 119 N. High St/Meradia Holdings, LLC
Proposed work: Double Hung Windows Replacement at High St/Prescott Alley-
con’t Recommendation: The Board recommends Denial of a Certificate of
Appropriateness for Application 2023-40 for the following reasons:

1. The existing window condition is not sufficiently deteriorated to justify replacement.
2. The windows proposed for removal are on the building’s two primary street facades.
3. The current application is based on aluminum clad wood windows.

b) 2023-42: 39 S. High St/Chris Knight
Proposed work: Front Door Replacement
Recommendation: The Board recommends Approval of a Certificate of
Appropriateness for Application 2023-42 as submitted.

c) 2023-43: 22 N. Darlington St/Roses Little Donuts
Proposed work: Vinyl Decals on the Front and Both Side of Front Window
Recommendation: The Board recommends Approval of a Certificate of
Appropriateness for Application 2023-43 as submitted; with the clarification
that the storefront glass will be clear, not opaque.

d) 2023-44: 225-227 N. Church St/221-227 N. Church St, LLC
Proposed work: Replace Porch Roof
Recommendation: The Board recommends Approval of a Certificate of
Appropriateness for Application 2023-44 as submitted; with the following
conditions.

1. The porch roof pole gutter design will be retained and refurbished as required.
2. The wood porch ceiling/roof decking will be repaired in kind with matching materials

P. Motion to adopt a Resolution to approve the Intermunicipal Fire Services Agreement (*attachment*)

Q. Motion to approve the following Purchasing Approvals:

- i. Approve \$11,200 to Plate Logiq (*attachment*)
- ii. Approve \$24,200 to USALCO (*attachment*)
- iii. Approve \$11,700 to MuniBilling (*attachment*)
- iv. Approve \$453,073.50 to Premier Concrete (*attachment*)
- v. Approve \$17,500 to Arche Wild (*attachment*)
- vi. Approve \$60,683.35 to PayLocity (*attachment*)

R. Motion to approve final payment of \$34,504.53 for Downingtown Pike/Bradford Plaza Grant funded Automatic Red Light Enforcement – ARPA and East Bradford Township joint project (*attachment*)

- S. Motion to approve the SPCA service agreement with changes to the monthly fee verbiage in the agreement (*attachment*)
- T. Motion to approve reallocation of ARPA funds in the amount of \$27,000 for the 401 East Gay Street Municipal Roof Replacement project.
- U. Motion to approve the November 14 and 15, 2023 Borough Council Meeting Minutes
- V. Motion to approve the amendment to the United Methodist Church Agreement with the condition that the agreement be approved by December 31, 2023 (*attachment*)

10) Other Business:

Adjournment

NOTE:

1) January 2, 2024 @ 6:30 PM

West Chester Borough Council Reorganization Meeting:

