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A G E N D A

**Borough Council Meeting
August 20, 2024 @ 6:30 PM**

Patrick McCoy, President	Member, 1 st Ward	Term Expires: 12/31/25
Nicole Scimone, Vice President	Member, 4 th Ward	Term Expires: 12/31/27
Bryan Travis	Member, 2 nd Ward	Term Expires: 12/31/27
Brian McGinnis	Member, 3 rd Ward	Term Expires: 12/31/25
Sheila Vaccaro	Member, 5 th Ward	Term Expires: 12/31/25
Bernie Flynn	Member, 6 th Ward	Term Expires: 12/31/27
Lisa Dorsey	Member, 7 th Ward	Term Expires: 12/31/25

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

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- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements:
- A. Announce the August 21, 2024 Public Hearing at 5:30 PM
Chapter 112 Zoning and Chapter 66 – Short Term Rentals
- B. Announce the purpose of the Executive Session scheduled for August 21, 2024
- IV. Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda *(Please be advised that all public comment has a 5-minute time limit.)*
- V. Reports/Presentations:
- A. West Chester Community Campus Spring Semester Report to Borough Council
Dr. Julie Dietrich, Mr. Don Braceland
- B. 5 North Adams Street Zoning matter: Brian Nagel, Esquire
- VI. Old Business:
- A. Approve the July 16 and 17, 2024 Borough Council Meeting Minutes
- VII. New Business from Borough Council August Committee Meetings; and, other New Business
- A. Administration, Communication & Technology:
1. Motion to amend open records request policy
Issue: Borough Solicitor requested amendments to the West Chester Borough Open Records Policy (attachment)
Committee Recommendation: 3-0

2. Direct the Solicitor to prepare a draft Ordinance to create a West Chester Borough Transportation Committee
Issue: Create a committee to discuss multi-transportation methods
Committee Recommendation: 3-0
- B. Parking Committee:
 1. Motion to approve lease with D Town Associates for three parking spots in Lot #10 until leases expire
Issue: Borough previously allowed use of parking spaces for D Town Associates and would like to consider making the lot fully transient for public use.
Committee Recommendation: 3-0
 2. Motion to schedule a Public Hearing for September 18, 2024 for amendment to Chapter 104-67 Vehicles and Traffic (attachment)
Issue: Update current ordinance to reflect changes in meter types and enforcement hours for all Borough-owned lots.
Committee Recommendation: 3-0
 3. Motion to approve Chester County Lease for Gay Street Lot (Lot #6) (attachment)
Issue: Discuss possible renewal of lease with County of Chester for 79 spaces at the Gay Street Lot at the current market rate of \$95 per space. (The current lease is \$60 per space).
Committee Recommendation: 3-0
- C. Public Works Committee:
 1. Discuss private trash and recycling collection in Chapter 62 – toters vs. dumpsters
Issue: Complaints about multiple toters at properties and no screening. (attachment)
Committee Recommendation: 3-0
 2. Motion to approve leasing of five vehicles beginning 2025 (attachments)
Issue: Approve leasing additional vehicles
Committee Recommendation: 3-0
 3. Motion to approve amendment to NexGen HVAC maintenance agreement (attachment)
Issue: to have all Borough buildings utilizing the same vendor for HVAC maintenance. This will add Taylor Run which was excluded from the current agreement.
Committee Recommendation: 3-0
- D. Public Safety, Events & Quality of Life Committee:
 1. Motion to approve Special Event Applications (Attachments)
 - a. Unite for HER 5k
 - b. Fiorenza's Chili Cook Off, with the inclusion of a beer/wine garden
 - c. Oktoberfest Bierhaul Townhouse, with the inclusion of a beer/wine garden**Issue:** Review Special Events Applications
Committee Recommendation: 3-0

2. Motion to direct Civil Service Commission to prepare a certified list of eligible candidates for appointment as police offers; and, certify that list to the Mayor
Issue: approve the process of filling personnel vacancies in Police Department
Committee Recommendation: 3-0

E. Smart Growth:

1. Motion to direct the Solicitor to draft amendments to Chapter 112- Zoning and Chapter 97 – Subdivision and Land Development Ordinances, Preliminary Subdivision Submissions and Definitions– Building Height (attachment)
Issue: Council directed the Planning Commission to recommend a change to building height regulations.
Committee Recommendation: 3-0

F. Finance & Revenue Committee:

1. Motion to approve Defined Contribution 401 (a) plan amendment (attachment)
Issue: Correct one of the Auditor General findings by removing loan provisions in the Defined Contribution plan.
Committee Recommendation: 3-0
2. Motion to sponsor the West Chester Downtown Foundation Preservation Awards (attachment)
Issue: Annual request for sponsorship
Committee Recommendation: 3-0
3. Motion to approve purchasing requests (attachment):
 - a. Delaware Environmental Construction Services for \$26,115.00 (attachment)
 - b. Horgan Tree Experts for \$10,280.00 (attachment)
 - c. Univar Solutions for \$13,155.25 (attachment)
 - d. USALCO for \$12,540.00 (attachment)
 - e. Enterprise leasing schedule additions 2025 (attachment)**Issue:** Approval of purchases pursuant to the Borough Purchasing Policy
Committee Recommendation: 3-0

VIII. Other Business:

IX. Adjournment