

This meeting is being audio recorded for public record

A G E N D A

Borough Council Meeting

September 17, 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

-
- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements:
- A. Announce the September 18, 2024 Public Hearings at 6:30 PM
1. Chapter 104, titled “Vehicles and Traffic,” specifically to amend Section 104-67, titled “Parking time limits, charges and hours of operation for various parking lots.
 2. Chapter 97 titled “Subdivision and Land Development” to amend Section 97-8 to add definitions for “parking, guest/visitor” and “parking, stacked”; and Section 97-28.b to amend the regulations for stacked parking, and Chapter 112, titled “Zoning” Section 122-202 to add definitions for “parking, guest/visitor” and “parking, stacked” and Section 112-603.a and b to amend off-street parking space requirements for certain uses.
- 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:
- VI. Old Business:
- A. Approve the August 20 and 21, 2024 Borough Council Meeting Minutes
- VII. New Business from Borough Council September Committee Meetings; and, other New Business
- A. Administration, Communication & Technology:
1. Schedule an October 16, 2024 Public Hearing to adopt a West Chester Borough Transportation Committee (attachment)
Issue: Create a Committee of Borough Council relative to transportation matters
- Committee Recommendation: 2-0

2. Motion to discuss amendments to Borough Council Rules and Procedures (attachment)
Issue: Amendments to Council Meeting procedures to include portions of ACT65 and Roberts Rules

Committee Recommendation: 2-0

B. Parking Committee:

1. Motion to reject bids for Bicentennial Garage surface treatment (attachment)
Issue: A large price variance between the lowest and second bidders, and the concern that the lowest bidder may have made an incorrect assumption about the construction methods involved. It has been recommended that the project be rebid.

Committee Recommendation: 2-0

C. Public Works Committee:

1. Motion to direct the Solicitor to prepare an amendment to Chapter 62 to include verbiage and regulations related to trash toters.
Issue: Amend Sections, 62-1 “Definitions”; 62-8 “Private Collection Regulations”; and, 62-11, “Dumpster Regulations” to include the word “Toters”

Committee Recommendation: 2-0

2. Motion to approve a Resolution to the Sewer Planning Module for 250 E. Market St (attachment)
Issue: the Sewer Planning Module requires approval from Borough Council prior to sending to PADEP

Committee Recommendation: 2-0

D. Public Safety, Events & Quality of Life Committee:

1. Motion to approve Domestic Violence Center of Chester County October Purple Ribbon Campaign (Attachment)
Issue: Approval hanging purple ribbons for Domestic Violence Awareness Month

Committee Recommendation: 3-0

2. Discuss the amended rules and regulations of the Civil Service Commission (attachment)
Issue: West Chester Civil Service Commission reviewed and approved changes to rules and regulations that require adoption by Borough Council

Committee Recommendation for further discussion: 3-0

E. Smart Growth:

1. Discuss edits made to the Short Term Rental, Chapter 112 Zoning Amendment; and, Chapter 66, Property Maintenance Code (attachment)
Issue: Amend Chapter 112, Zoning Code for Short Term rental use

Committee Recommendation: 3-0

2. Motion to approve a Resolution for 410 S High St Preliminary plan (attachment)
Issue: Applicant filed a second land development application for 139 multifamily units and 175 parking spaces.

Committee Recommendation: 3-0

3. Motion to direct the Solicitor to attend Zoning Hearing on behalf of the Borough – 5 North Adams (attachment)
Issue: The applicant requests special exception and variance relief for development in the floodplain.

Committee Recommendation: 3-0

4. Motion to approve HARB applications (attachment):
 1. 2024-21- 20 N. Darlington St/Brick Repointing
 2. 2024-26-158 W. Gay St/Sign
 3. 2024-28-100 E. Gay St/Sign
 4. 2024-29-313 N. High St/Detached garage
 5. 2024-30-10 W. Market St/Sign and entablature
 6. 2024-31-39 E. Gay St/Signs
 7. 2024-32-14 N. Church St/Sign
 8. 2024-33-202 N. Church St/Sign
 9. 2024-34-124 E. Market St/Awning
 10. 2024-35-138 W. Market St/Window replacement

Issue: Approve August applications

Committee Recommendation: 3-0

5. Motion to direct the Planning Commission to review Borough Ordinances as they pertain to building owner-occupied dwellings
Issue: Planning Commission to review current Ordinances encouraging permanent residency versus rental properties

Committee Recommendation: 3-0

F. Finance & Revenue Committee:

1. Discuss Special Events fee calculation (attachment)
Issue: The Borough charges fees for special events that require Public Works and Police overtime services and equipment. It also refunds a portion of those fees through a special event parking fee for certain large events in the Town Center.

Committee Recommendation: 3-0

2. Discuss waiving the special event fees for the Chili Cook Off
Issue: Fiorenza's Food for Friends is requesting a reduction of special event fees.

Committee Recommendation for further discussion: 3-0

3. Motion to sell Ford Focus – Building and Housing vehicle
Issue: Auto is no longer viable

Committee Recommendation: 3-0

4. Motion to approve 2025 Minimum Municipal Obligation calculation for the Uniform and Non-Uniform pension plans (attachment)

Issue: Pension Obligation

Committee Recommendation: 3-0

5. Motion to approve purchasing requests (attachment):

- 1) USALCO for \$12,540.00 (attachment)

- 2) Darlington Equipment Company for \$46,995.00 (attachment)

- 3) Darlington Equipment Company for \$22,475.00 (attachment)

- 4) Watch Keep for \$17,259.85 (attachment)

Issue: Approval of month permits in accordance with the Purchasing Policy

Committee Recommendation: 3-0

VIII. Other Business:

IX. Adjournment