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A G E N D A

Borough Council Meeting

October 15, 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 October 16, 2024 Public Hearing at 6:30 PM

An Ordinance of the borough of West Chester, Chester County, Pennsylvania, amending Chapter 3, titled "Administrative Code" of the Code of the Borough of West Chester, specifically Section 3-38, titled "Advisory Committees and Commissions" to add a new section 3-38.U to establish the Transportation Advisory Committee (TAC).

B. Announce the Short-Term Rental Ordinance Public Hearing, Chapters 112, Zoning Code; and, Chapter 66, Property Maintenance Code, scheduled for November 20, 2024 at 6:30 PM

C. Announce vacancies for the West Chester Borough Boards/Commissions/Committees
(Details listed on the Borough Website)

- Historic Architectural Review Board
- Human Relations
- Civil Service Commission
- Library Board
- Committee to Reestablish Rail Service to West Chester
- Sustainability Advisory Ad-Hoc Committee
- Recreation Commission

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 and Presentations:

A. 2025 preliminary budget and capital plan

VI. Old Business:

- A. Approve the September 17 and 18, 2024 Borough Council Meeting Minutes

VII. New Business from Borough Council October Committee Meetings; and, other New Business

- A. Motion to approve 2025 preliminary budget and capital plan (attachment)

B. Administration, Communication & Technology:

- 1) Discuss Healthcare Services RFP and Motion to recommend proposal for 2025.

Issue: Results of the Request for Proposal

Committee Recommendation 3-0 for further discussion with full Borough Council

C. Parking Committee:

- 1) Motion to approve amending County of Chester Lease for Lot #6 to allow 20 parking spaces to have extending hours until 7:00 PM

Issue: The County is requesting extending hours for 20 parking spaces for employees working extended business hours

Committee Recommendation 3-0

- 2) Motion to direct Solicitor to prepare an amendment to Ordinance 104-45 to update handicapped parking (attachment)

Issue: Consideration to add requested spaces and to remove spaces no longer in use to the ordinance and to modify policy.

Committee Recommendation 3-0

- 3) Motion to approve Small Business Weekend free metered parking petition. (attachment)

Issue: Consider request from John O'Brien, ED of Downtown West Chester, to waive parking fees for the on-street parking, lots and garages for Small Business Weekend (11/29-11/30).

Committee Recommendation 3-0

D. Public Works Committee:

- 1) Motion to seek approval from PADEP to approve a Borough of West Chester Sewer Planning Module policy for minor improvements in Goose Creek Wastewater Collection Tributary (attachment)

Issue: Borough needs a policy to be able to approve small additions.

Committee Recommendation 3-0

- 2) Motion to approve amended environmental covenant 205 Lacey St (attachment)
Issue: PADEP requires an updated covenant as part of pending stormwater project approved by Council

Committee Recommendation 3-0

- 3) Motion to approve a 24-month extension of Electronic-Waste hauling agreement with EcoReworld (attachment)
Issue: Approve a new agreement to haul and dispose of Borough generated electronic waste

Committee Recommendation 3-0

- 4) Motion to approve a bid in the amount of \$243,090.21 for the Hoopes Park Racquet Center
Issue: Approve a construction bid for rehab of the tennis courts.

Committee Recommendation 3-0

- 5) Motion to approve Resolutions to add roads to Liquid Fuels inventory. (attachment)
Issue: Approve the addition of roads to Liquid Fuels.

Committee Recommendation 3-0

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

- 1) Motion to approve 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: 3-0

- 2) Motion to approve special event application – Brian’s Run (attachment)
Issue: Approve the application for this annual event

Committee Recommendation: 3-0

F. Smart Growth:

- 1) Motion to approve preliminary/final plan for lot consolidation, 211 Dean St (attachments)
Issue: Applicant has proposed a minor lot consolidation and WCPC has recommended approval

Committee Recommendation: 3-0

- 2) Motion to approve HARB applications (attachment) **1.** 2024-37- 10 W. Barnard St/Sign; **2.** 2024-38- 9 N. High St/Screening; **3.** 2024-40- 51 Patton Alley/Revised addition plan
Issue: Approve September 2024 HARB applications/COAs

Committee Recommendation: 3-0

- 3) Discuss Planning Commission recommendation for front yard setbacks and streetscape standards and proposed changes to Chapter 112 Zoning. (attachments)

Issue: Discuss the Planning Commission recommendation

Committee Recommendation: 3-0

G. Finance & Revenue Committee:

- 1) Motion to transfer funds from Capital Operating Reserve Fund to General Fund for health care refund - \$149,509. (attachment)

Issue: The Borough began budgeting revenue item for health care refund on a five-year average of \$275,000. Total refund for 2023 experience was \$125,491.

Committee Recommendation: 3-0

- 2) Motion to approve purchasing requests:
 - a. USALCO for \$12,540.00 (attachment)
 - b. T2 Systems for \$62,420 (attachment)
 - c. 10-8 Emergency Vehicle Service for \$23,980.76 (attachment)
 - d. 10-8 Emergency Vehicle Service for \$19,731.21 (attachment)
 - e. All Event Party Rentals for \$13,375.60 (attachment)
 - f. Dynamix Agitators Inc for \$13,687.00 (attachment)

Issue: Review purchasing requests

Committee Recommendation: 3-0

- 3) Motion to approve purchase order for fire engine manufacture by Glick Fire Equipment Company, Inc in the amount of \$1,388,417 (attachment)

Issue: Approve purchase order in accordance with five year multi-municipal contract and capital plan

No Committee Recommendation

VIII. Other Business:

IX. Adjournment