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Borough Council Meeting
November 19, 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

Borough Council Meeting:

I. Call to Order

II. Pledge of Allegiance

III. Announcements:

A. Announce purpose of October 15, 2024 Executive Session

B. Announce the Public Hearings scheduled for November 20, 2024 @ 6:30 PM

1. Short Term Rental – Chapters 112 and Chapter 66
2. Adoption of the 2025 Budget

Amendments and Notices can be found on our website: <https://west-chester.com/790/Monthly-Borough-Government-Meetings>

C. Announce vacancies for Borough of West Chester Boards/Commissions/Committees:

1. Historic Architectural Review Board - 1
2. Human Relations -1
3. Civil Service Commission -1
4. Library Board - 1
5. Committee to Reestablish Rail Service to West Chester – 4
6. Sustainability Advisory Ad-Hoc Committee - 1
7. Recreation Commission - 1
8. Transportation Advisory Committee – 5 to 7

Full descriptions can be found on our website: <https://www.west-chester.com/CivicAlerts.aspx?AID=575>

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. Property and Casualty/ Workers Comp Quotes for Insurance – Isaac Thomas
- B. West Chester Public Library, Annual Report – Maggie Stanton, Director (attachment)

VI. Old Business:

- A. Approve October 15th and 16th, 2024 Borough Council meeting minutes

VII. New Business:

A. *Approve the reappointment of the following Board/Committee/Commission members:*

Historic Architectural Review Board (HARB)	<i>Philip Yocum</i>
Planning Commission	<i>Matthew Clapp</i>
Zoning Hearing Board	<i>Michael Pastino</i>
West Chester Library Board	<i>Christopher Hazley Mary Brooks Andrea Moore</i>
Recreation Commission	<i>Jen O'Brien Chantale Fieldhouse</i>
BID Authority Board	<i>Tyrone Taylor</i>
Sustainability Advisory Committee	<i>Abbey Cadden Barbara Clarke</i>
Community Campus Committee	<i>Marty Nebel - 2W Caleb Wolfram - 4W Kane Bender</i>
Pension Committee	<i>Jeff Kitchen</i>

B. Smart Growth:

1. Motion to approve final Land Development Plan for 250 E. Market Street (attachments)
Issue: Review and recommend approval

No Committee Recommendation 2-0

2. Direct Solicitor to schedule a public hearing on January 15, 2025 amending Chapter 97, SALDO; and, Chapter 112, Zoning relative to “Height of Building” (attachment)
Issue: Council directed the Planning Commission to recommend a change to Building Height regulations in Chapter 97 and Chapter 112

Committee Recommendation 2-0

3. Motion to approve HARB applications (attachment)
a. 2024-29- 313 N. High St/Detached Garage-Revised Plan
b. 2024-41- 2 W. Gay St/Sign
c. 2024-42- 28 W. Market St/Exterior Stair Replacement
d. 2024-43-388 Heston Alley/Carriage House Renovation
Issue: Review and recommend approval of the October HARB applications

Committee Recommendation: 2-0 to approve HARB applications a, b, c and d

C. Administration, Communication & Technology:

1. Motion to direct the Solicitor to amend the Transportation Advisory Committee Ordinance and schedule a public hearing on December 18, 2024 (attachment)

Issue: Discuss amending the Ordinance to include liaison membership, Borough resident majority membership

Committee Recommendation 3-0

D. Parking Committee:

1. Motion to approve resolution amending parking permit area “D” (attachment)

Issue: Changes to residential parking permit to all for one non-residential parking permit for an employee at a law firm. No guest passes will be given. If property use or owner changes, resolution should be modified to remove permission. Mr. Motel, owner of 330 N High St, may seek permission via petition signatures from all property owners on High St. block. If approved, entire area will become D permit parking and 3-hour parking restrictions will be removed.

Committee Recommendation 2-0

2. Discuss parking plan for the Hotel Indigo in the Chestnut Street Garage (attachment)

Issue: Hotel Indigo is requesting 25 signs to be placed on the second floor of the Chestnut Street Garage, along with wayfinding signage, at a rate of \$125 per month per space. They are also confirming use of 30 unsigned spaces at a rate of \$60 per day. This will be reviewed in six months to determine costs are appropriate.

Committee Recommendation 2-0 for further discussion

3. Motion to approve draft Ordinance 104-45 and Resolution, handicap parking, and schedule a public hearing for December 18, 2024. (attachment)

Issue: Changes to handicap parking regulations and policy. This also includes modification and removal of other special parking zones (loading zones, public safety parking, etc.).

Committee Recommendation 2-0

4. Motion to award the RFP for West Chester Borough garage management to Colonial Parking

Issue: Recommendation for garage management services

Committee Recommendation 2-0

5. Motion to approve special event parking fee locations

Issue: Suggest adding on-street parking and surface lots to special event parking zones.

Committee Recommendation 2-0

E. Public Works Committee:

1. Motion to approve submitting draft Goose Creek PRP and TMDL to PA DEP for approval (attachment)

Issue: Submit draft to PA DEP for review and approval of Goose Creek PRP and TMDL plan

Committee Recommendation: 3-0

2. Motion to approve Taylor Run Stream Restoration Bid (attachment)

Issue: Approve annual bid

Committee Recommendation: 3-0

3. Motion to approve 2025 Tree Planting Bid (attachment)

Issue: Approve annual bid

Committee Recommendation: 3-0

4. Motion to approve 2025 Tree Maintenance Bid (attachment)

Issue: Approve annual bid

Committee Recommendation: 3-0

5. Motion to approve 2025 Custodial Services Bid (attachment)

Issue: Approve annual bid

Committee Recommendation: 3-0

6. Motion to approve 2025 Traffic Signal Maintenance Bid (attachment)

Issue: Approve annual bid

Committee Recommendation: 3-0

7. Motion to approve 2025 Street Signage Bid (attachment)

Issue: Approve annual bid

Committee Recommendation: 3-0

8. Motion to approve 2025 Landscaping Bid (attachment)

Issue: Approve annual bid

Committee Recommendation for further discussion

9. Motion to reject 2025 Materials Bid (attachment)

Issue: Reject annual bid

Committee Recommendation: 3-0

10. Motion to approve 2025 Rain Garden Maintenance Bid attachment)

Issue: Approve annual bid

Committee Recommendation: 3-0

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

1. Motion to approve 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

No Committee Recommendation 2-0

2. Motion to approve Special Events Permit: *Stanleys Dream Run (attachment)*
Issue: Approval annual event

Committee Recommendation 2-0

G. Finance & Revenue Committee:

1. Approve grant resolution DCED Local Share Account Fund (attachment)
Issue: Approve a Resolution authorizing application to the 2024 DCED Local Share Account Fund (Statewide) Program for the West Chester Fire Department

Committee Recommendation: 3-0
2. Approve the filing of writs of execution and listing for sheriff's sale and free and clear sale by Portnoff for unpaid property tax, sewer and stream protection fees
Issue: Discuss filing writs of execution and listing for sheriff sale of unpaid property taxes, sewer and stream protection fees

Committee Recommendation: 3-0

3. Motion to approve purchasing requests:
 - a. Hewlett Packard Financial Services for \$14,984.84 (attachment)
 - b. Abel Recon Storm Sewer Relining Project near Hoopes Park \$196,000 (attachment)
 - c. PlateLogiq for \$11,200.00 (attachment)
 - d. Munibilling- 2025 Stream Protection billing for \$18,014.40 (attachment)
 - e. Munibilling- 2025 Real Estate Tax billing for \$17,100.00 (attachment)
 - f. Fire Line for \$99,191.76 (attachment)*Issue:* Approve monthly purchase orders exceeding \$10,000

Committee Recommendation: 3-0

VIII. Other Business:

IX. Adjournment