



Borough Council Meeting Voting Session  
**June 18, 2025 @ 6:30 PM**  
*This meeting is recorded for public record.*

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

**Mayor:** Lillian L. DeBaptiste

**Borough Manager:** Sean Metrick

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**Borough Council Meeting:**

I. Public Hearing @ 6:30 PM

- A. An Ordinance amending the Code of the Borough of West Chester, Chapter 54, titled Electrical Standards, Chapter 72, titled Mechanical Standards, and Chapter 82, titled Plumbing, by amending the licensing requirements for electrical contractors, mechanical contractors, and plumbing contractors performing work in the Borough of West Chester.

II. Call to Order

III. Pledge of Allegiance

IV. Announcements

- A. The Borough Administrative offices will be closed on Thursday, June 19th in honor of Juneteenth.
- B. Vacancies on the Borough of West Chester Planning Commission and Transportation Advisory Committee. Please see the following link for further information:  
<https://westchester.com/DocumentCenter/View/29687/Boards-and-Commissions-Vacancies--PC-andTAC>

V. Comments

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.

VI. Comments by the Borough Council and the Mayor

- A. Citation of Appreciation to former Rail Restoration Committee Members – Presented

by Mayor Lillian DeBaptiste

- Jo Ann Kelton
- Thomas R Hickey

## VII. Reports/Presentations

- A. West Chester Community Campus Committee, Academic Year Report to Council Dr. Julie Dietrich – West Chester University

## VIII. New Business

## IX. Old Business - Discussion

- A. Motion to approve letter of support to Safe Harbor of Chester County for their proposed building project (attachment) *Issue: Provide requested letter of support for grant funding opportunities*
- B. Motion to schedule a Public Hearing, July 16 @ 6:30 PM, to approve the five-year business plan with the West Chester Business Improvement District.  
*Committee Recommendation 3-0*
- C. Motion to approve Flash Express Pay Parking agreement  
*Issue: Flash will provide one year of free payment enhancement technology for both Borough garages to allow registered parkers easy in and out access at all Flash locations.*  
*Committee Recommendation 3-0*
- D. Motion to temporarily amend memorandum of understanding with Hotel Indigo for overage of allotted monthly parkers in the amount of \$7 per day per car.  
*Issue: Amend MOU in the amount of \$7 per day per car for overages temporarily; and revisit costs when additional data is collected*  
*Committee Recommendation 3-0*
- E. Motion to approve updated resolution for Brandywine Valley Wayfinding Project  
*Issue: Resolution required for project*  
*Committee Recommendation 3-0*
- F. Motion to approve Resolution regarding handicapped parking spaces  
a) 708 S. Adams Street- add  
b) 108 S. Adams Street- add  
*Issue: Add Handicapped parking spaces to indicated properties*  
*Committee Recommendation 3-0*
- G. Motion to approve sales of items on Municibid. There are two salt spreaders, three decommissioned Ford Explorers and a decommissioned PW truck (44-16).  
*Issue: Items over \$500 in value require Council approval for sale*  
*Committee Recommendation 3-0*
- H. Motion to reallocate capital project budget expenses for Parks and Recreation 2025 – Horace Pippin Park and John O Green Park  
*Issue: Costs are being adjusted due to pricing changes*

*Committee Recommendation 3-0*

I. Motion to approve purchasing requests

- a. Eagle Point Gun for \$18,000.00
- b. Marshall Square Park repairs for \$18,980.32
- c. Adorama for \$21,136.35
- d. Motorola for \$18,750.00
- e. USALCO for \$12,835.20
- f. T2 Systems for \$15,402.00

*Issue: Review and recommend the approval of purchase orders exceeding \$10,000*

*Committee Recommendation 3-0*

J. Motion to approve candidates submitted by the Mayor to Borough Council for hire as police officers.

*Issue: Borough Council approval required for candidates for hire and promotion in Police Department.*

*No Committee Recommendation*

K. Motion to approve special events applications

- a. St Agnes Feast of the Assumption, August 10, 2025.
- b. Mount Carmel COGIC, partnering with the Mayor's, Office Block Party, July 19, 2025

*Issue: Review and approve special events applications*

*Committee Recommendation 3-0*

L. Motion to approve HARB Certificates of Appropriateness

*Issue: Consider a Motion to approve the May HARB Certificate of Appropriateness*

- a. 2025-10-17 N. High St-Sign
- b. 2025-16 202 W. Gay St-Convert door to retail window
- c. 2025-17-235 E. Market St-Sign

*Committee Recommendation 3-0*

M. Motion to approve Resolution for final subdivision plans for minor lot line change at 401 W Washington St., Elks Club *Committee Recommendation 3-0*

N. Approve request from the BID to appoint Deborah Mack to fill a vacancy on the BID Board of Directors

O. Discuss appointing Pennoni as alternate zoning officer; and, to manage all Land Development/Subdivision applications *Issue: Approve alternate zoning officer to manage Land Development/Subdivision applications*

P. Discuss Solicitor attendance at the Zoning Hearing for 400 North Penn Street, Change of Use application

*Item: Discuss need for Solicitor attendance at the June 23, 2025 Hearing*

X. Other Business

XI. Adjournment

Visit [www.west-chester.com](http://www.west-chester.com) for access to all attachments.

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