



Public Works Committee Meeting
June 10, 2025 @ 6:30 PM
This meeting is recorded for public record.

Committee Members:

Bernie Flynn, Chair
Sheila Vaccaro
Bryan Travis

Director of Public Works: Donald Edwards
Assistant Director Public Works: Donald Anderson
Wastewater Director: Sean Mitchell
Director of Parks & Recreation: Keith Kurowski
Borough Manager: Sean Metrick

Public Works Committee Meeting:

- I. Call to Order
- II. Announcements
- III. Reports
 - A. Engineer's Report
 - B. Public Works Report
 - C. Wastewater Report
 - D. Parks & Recreation Report
- IV. Old Business
 - A. Approve May 2025 meeting minutes
 - B. Discuss Gay St closure rebid
 - C. Discuss progress on the new Public Works building
- V. New Business
 - A. 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
- VI. Other Business
- VII. Adjournment

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Borough of West Chester

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Borough Council

Patrick McCoy, President
Nicole Scimone, Vice President
Bernie Flynn
Lisa Dorsey
Brian McGinnis
Sheila Vaccaro
Bryan Travis

Mayor

Lillian L. DeBaptiste

Borough Manager

Sean Metrick

June 2, 2025

Public Works Department Monthly Report

The following activities occurred during the reporting period:

1. Finalized the contract documents for the 2025 Paving Project.
2. Completed paving of the High Street Parking Lot Paving Project.
3. Planted new trees along Market Street.
4. Received updated proposals for the Goose Creek drainage study.
5. Working with Aqua for the replacement of about 390 lead water services in the Borough.
6. Working on plan to reline brick storm sewers that may be at the end of their useful lives.
7. Finalized the contract documents for the Bicentennial Garage, Level 3, Membrane Project for the Parking Department.
8. Prepared a draft infiltration/inflow (I/I) abatement plan. Discussed flow metering. Will begin cleaning and televising sanitary sewers soon to identify sources of I/I.
9. Began televising storm sewers where we historically found high levels of fecal coliform. Looking for potential illicit discharges.
10. Responded to a major flooding event.
11. Received a new recycling truck.
12. Ordered a litter truck body, which should be finished in about one month.
13. Discussed a plan to eliminate a bottleneck on Cedar Alley near Franklin Street along with re-opening the road.
14. Discussed plans for a Public Works Building.
15. Ordered new Big Bellies to replace old, unsightly Big Bellies.
16. Working with PECO and its Harmony 5 – Substation project that includes setting utility poles in multiple locations in the Borough.

17. Assisted with various capital improvement projects. Working with PennDOT on the South High Street project from Rosedale to Miner Streets. The rain gardens project at Public Works is substantially complete.
18. Assisted with land development and subdivision projects.
19. Cartegraph work order system is operational. Addressing concerns with Cartegraph's reporting functions.
20. Performed all routine work for trash/recycling, fleet maintenance, building maintenance, road maintenance and stormwater facilities maintenance.
21. Responded to service requests from residents, business owners and internal Borough departments such as Parking, Police, Fire and Parks.

Sincerely,

Donald T. Edwards
Public Works Director

Goose Creek Plant
351 Snyder Ave.
West Chester, PA 19382
(610) 696-2320

Ed Jamieson
Superintendent



Sean Mitchell
Wastewater Director

WASTEWATER DEPARTMENT

June 2025 Wastewater Department Report

Goose Creek

All 3 & 4" suction hoses were tested and repaired if needed, new clamps and/or couplings installed by employees.

Tore down a scum pit pump to replace the rotor, stator and flexi-shaft. Pump back on-line.

Pulled pump #2 of plant lift station due to failure. Found visual damage to wiring in cap cord housing. Sent pump to Deckman Electric for evaluation.

Avg. Monthly Flow: 0.886 MGD

Taylor Run

Replaced a block bearing on A-3 of the RBC's.

Had new threaded nipples welded on the vacuum trailer and replaced all the suction valves.

Drained, cleaned and repaired the bucket elevator system that was damaged from the recent flash floods.

Four of our employees received forklift training for the first time and have been certified to operate it. Recertification is every three years.

Our lab tech William Decker gave a plant tour to Cub Scout pack 110, den 4 of West Chester. Approximately 15 scouts participated in the tour along with family members.

Avg. Monthly Flow: 0.815 MGD

Pumping Stations

Monthly cleaning and inspections were performed at all four pumping stations. Crews pumped down, hosed out wet wells and bar screen chambers and adjusted floats where needed.

Maintenance crews are looking into an electrical issue when the emergency generator kicks on during an outage.

May 22 Rainstorm

On May 22, the Taylor Run Plant recorded 2.5” of rain in approximately 40-45 minutes, the Goose Creek plant 2”. Both plants experienced heavy influent flows during that time and for a short time after causing Wet Weather Sanitary Sewer Overflows (SSO’s), both plants reported the SSO’s to the PADEP.

The Goose Creek Plant was able to minimize the SSO amount by running a 6” trash pump, transferring sewage to an empty aeration tank. Both plants also experienced power interruptions during the storm. Employees also responded to high flow alarm at the Miner St. and a power outage at the Worthington St. pumping stations.

Remnants of the SSO’s were cleaned up at the plants and reports were filed along with follow-up inspections by a PADEP inspector.

GC Lawn to Meadow Picture



Park Notes and Projects May 2025

Projects can be Capital, grant funded, Rec Fee in Lieu of, or General.

Hoopes Park

Hoopes Park Racquet Center Rehabilitation Project

- Status update
 - We are behind schedule as Mother Nature has not been very cooperative over the last month
 - The courts are ready for the sport court to be applied on top of the asphalt, but we need a few consecutive days of favorable weather to accomplish this.
 - The installers (as of 6.3.24) have applied the initial coat of sport court and are reassembling this week to apply the second.
 - The last coat, the color coat, installation is TBD



Marshall Square Park – Projects on the horizon with the FOMSP

- Civil War Memorial area upgrade to historic layout – 2025
 - Was approved by Council at their March meeting

Everhart Park- No project at current time

Mosteller Park – No projects at current time

Fugget Park – No projects at current time

Horace Pippin Park – Design work has begun on replacement of playground equipment

- Meeting was held with several residents to discuss potential options on 4.24.25
- Concepts has also been vetted through the Recreation Commission

- The concept/apparatus for the new playground is:
 - o “Mesa Verde” by HAGS 8102028 - BM Wood Posts/Wood Panels - \$43,888.87 – Costars = \$40,810 delivered + \$14,280 (35%) for installation = \$55,090 estimated.
 - [UniPlay Mesa Verde | HAGS](#)
 - o This is a budgeted item and we will, most likely, use SourceWell for procurement

Kathy McBratnie Park - No projects at current

Greenfield Park – ordered 16 tons of infield mix for the ballfield

Veteran’s Memorial Park - No projects at current time

Barclay Park - No projects at current time

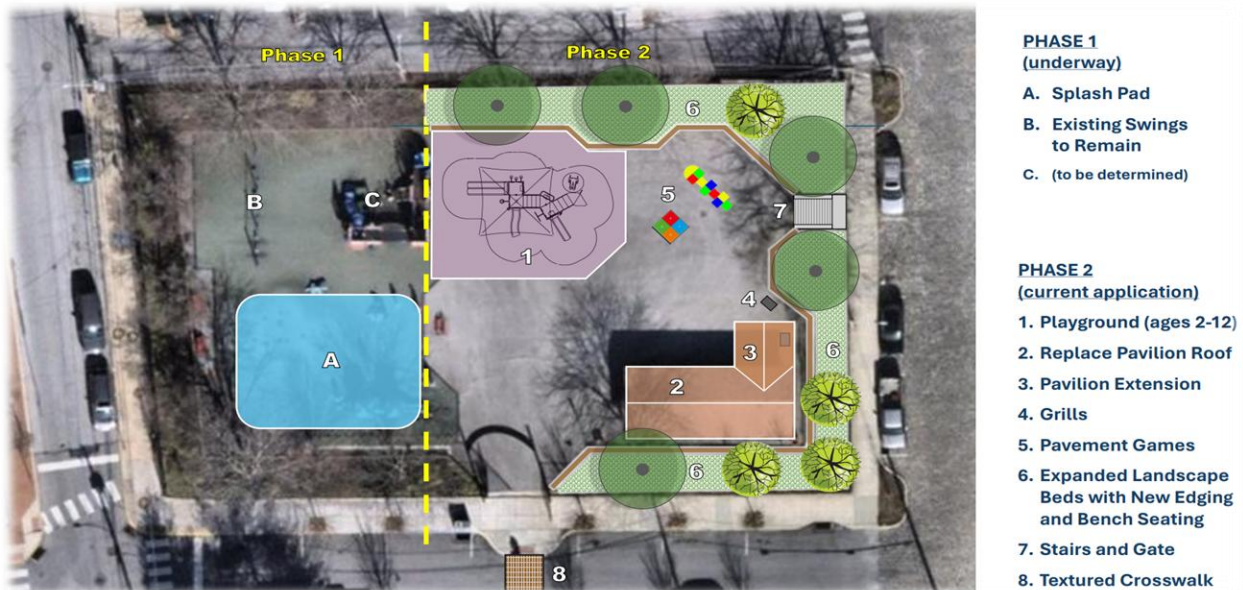
Bayard Rustin Park – We will be relining the basketball courts to add portable pickleball courts (similar to what we had at Hoopes Park). Trying to utilize the park space we have to incorporate as many activities as possible.

- We have rec’d two quotes for the relining of the basketball courts
 - o Home Court Advantage **3,191.00**
 - o Path Pro \$4,034.00
 - After consideration, we are going to line these courts in-house with PW

John O Green Park –

Fall zone project 2025 and beyond

- We have been working on two grants to revitalize JOG Park.
 - DCED – Greenways, Trails, and Recreation Program grant; submitted 5/30/2025
 - With assistance from Pennoni, the Borough submitted a grant for \$250,000.00 (max amount)
 - Borough match for this \$297,531.00 project would be \$47k or roughly 16% (and 15% is the minimum match)
 - This “concept” includes new playground equipment, expanded pavilion, more seating, new grilling area, and games area.
 - Awards for this grant are not expected until Q1 2026



- People, Parks, and Community Foundation (a subsidy of the PA Recreation and Parks Society)- Submitted 5.30.25
 - o The Borough submitted the application for this grant, max amount, \$30,000.00 with no match from the Borough
 - This grant/project aligns with our already budgeted item of replacing the JOG splash pad with updated mechanicals, apparatus, and fall zone.
 - Project cost, with grant funding, \$116,000.00
 - Award for the grant is Sept. 2025 and our project will start/end fall 2025



Park Usages/Rentals

May Park Rentals

Start Date ? 
 End Date 
 By Date Type 

Reservation Overview Report from 05/01/2025 to 05/31/2025

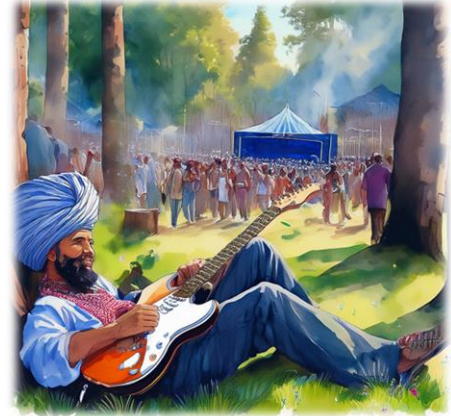
Facility	Reservations	Hours
Everhart Park	4	12:00
Green Field Park	8	75:00
Hoopes Park	4	21:00
Marshall Square Park	2	4:00
Totals	18	112:00

Events

- May 16th Movie Night at Marshall Square Park – How to Train Your Dragon
 - o Showtime is at dusk *CANCELLED DUE TO WEATHER*
- May 29th Concert at Hoopes Park – Joe Kenny Band
 - o 630-830pm *POSTPONED DUE TO WEATHER*
 - New date is Thursday July 17th, same park, same times

Upcoming Events

- June 8th 42nd Annual Turks Head Music Festival at Everhart Park (2025 design below)
 - o 12-7pm
- June 14th Mini Golf on Gay St.
 - o 12-4pm
- June 26th Concert at Everhart Park – band TBD
 - o 630-830pm
- June 27th Virtual Golf on Gay St. (near post office)
 - o 4-8pm
- June 29th Skate and Break on Gay St. (near SideBar)
 - o 12-4pm



Camps, classes, and bus trips

Ryan Michael, Program Coordinator, is continually working on our list of programming for Spring/Summer/Fall 2025.

May 2025 myrec.com report

Program Sales Report for 05/01/2025 - 05/31/2025

Program Name	Res Count	Non-Res Count	Total Count	Res Total	Non-Res Total	Totals
42nd Annual THMF Non-Food Vendor Application	1	14	15	\$75.00	\$1,400.00	\$1,475.00
44th Annual Chester County Restaurant & Food Truck Festival Application	0	12	12	\$0.00	\$2,320.00	\$2,320.00
Brandywine School of Wizardry	1	1	2	\$437.50	\$437.50	\$875.00
Just Tennis with Justin DePietropaolo	6	13	19	\$670.00	\$1,465.00	\$2,135.00
Pickleball - Univeral Rackets & Tyler Stroyek	0	7	7	\$0.00	\$1,470.00	\$1,470.00
Skateboarding 101	4	11	15	\$0.00	\$0.00	\$0.00
Skyhawks Sports	0	37	37	\$0.00	\$2,760.00	\$2,760.00
Totals	12	95	107	\$1,182.50	\$9,852.50	\$11,035.00

PROS Plan Steering Committee

- JMT/Toole Recreation Planning, along with the WC Parks and Recreation Dept. has developed DRAFT scenarios and approaches for many of our parks, and parks system as a whole.

- Once we have the draft-final, it will be reviewed by the Steering Committee before review by Council.
 - We hope to have a draft plan presented to Council in the July-ish timeframe.
- We invite all council members and the mayor to share the link with their constituents.
- [West Chester Borough Parks & Recreation Survey](#)

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Public Works Committee

Date: May 13, 2025 @ 6:30 PM

Committee Members Present: Bernie Flynn – 6th Ward (Chair)
 Bryan Travis – 2nd Ward
 Sheila Vaccaro – 5th Ward – absent
 Patrick McCoy – 1st Ward

Department Heads Present:
Don Edwards, Director Public Works
Don Anderson, Asst. Director Public Works
Will Williams, Sustainability Director - absent
Sean Mitchell, Wastewater Director
Keith Kurowski, Director Parks & Recreation

Borough Manager: Sean Metrick

1. Call to Order - meeting was called to order at 7:10 PM
2. Announcements
 - A. Public Hearing to amend Chapter 62 – Garbage, Rubbish and Refuse on Wednesday, May 22, 2025 at 630PM, Borough Hall
3. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda.
 - none
3. Departmental Reports
 - a) Traffic & Engineering Reports
 - no report this month
 - b) Public Works
 - Mr. Edwards, Public Works Director, discussed the upcoming paving project. Also, he explained the pre-emptive lights are malfunctioning and we opened the bids for the Bi-Centennial Garage level 3 membrane project. Mr. Flynn explained we are repairing the lighting since it is not functioning properly. Mr. Flynn asked if we could put signs on the cones during the paving project to better alert the residents. Mr. Edwards said we send notices to the residents but will also put cones and signs out.

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c) Wastewater

- Sean Mitchell, Director of Wastewater, stated that the main line coming into Goose Creek was jetted removing large amounts of grit and debris. Preventive maintenance was performed on all of the lawn mowing equipment. Oil changes were performed on eight clarifier units, five mixers and blowers, and four compressors. The employees discovered a leaking pipe behind the sludge dewatering building. During excavation the hole expanded, and we had a small overflow. We had a contractor replace the section of pipe and we notified the PADEP of the cleanup. The plant also had its annual PADEP inspection with no violations. The average daily flow at Goose Creek was 1.020 mgd.
- Taylor Run employees drained units and pumped out snails, cleaned and inspected all the seals and put back on-line. All nozzles and spray hoses were replaced. The average daily flow was 0.761 mgd. At the pump stations all monthly cleaning and inspections were performed as well as hosing out wet wells and screen chambers.
- The capital projects electrical substation specs for installation of the equipment purchased should to out to bid n July/August with the hopes of Council approval in September. The sludge pumps are ordered. The Maple Alley project design is 80% completed. We are still waiting on the PADEP response for the connection management plan. Mr. Flynn asked how the meadow at Goose Creek was coming along. Mr. Mitchell said that they are using photos from the Goose Creek site on their promotional pieces because of how many black-eyed Susan's grew last year. It has increased the deer population too. Mr. Flynn asked to have the photo forwarded.

d) Parks and Recreation

- Keith Kurowski, Parks & Recreation Director, highlighted that last month the Easter egg hunt had to be moved indoors, and they had over 400 people attend and over 6,000 eggs were distributed. This year they had a sensory sensitive element for special needs individuals to have a calmer setting. The Hoopes Park Raquet Rehabilitation is moving along, but mother nature hasn't been cooperating. We need three consecutive days of nice weather for the courts to cure. Hopefully the pickle ball courts will be ready in the beginning of June. The upcoming events will keep us busy through June with movie nights, concerts, mini golf on Gay Street, etc. We partnered with West Goshen and upgraded our movie projector and also paid the copyright fees to enable us to show the movies to the public. The 42nd Turks Head Festival is being held on June 8th. We received over 100 band submissions. It is a large event that is well attended and historically has been a great time. All of the programs are being vetted by the Recreation Commission and their recommendation are forwarded to committee and council. Mr. Flynn asked in the library boards have been changed at Hoopes Park. Mr. Kurowski said they were changed in April 2025.

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4. Old Business

a) Approve April 2025 meeting minutes

- Approve 3 – 0

b) Discuss the Public Works Building and Facilities

- Mr. Metrick provided the committee with a summary sheet of the research that was performed recently. He thanked Ms. Dana DiDomenico for digging through the archives to gather this information. The sheet shows what was done from 2007 through 2018 and the various attempts over the years. He feels confident that the Public Works team can determine the operational needs in terms of space and functions. Mr. Edwards stated they had a meeting last week and determined that it was best to keep the current site location for the new building. It has a couple of advantages because it would save time looking for a location and we wouldn't have to acquire land. It will save money because we will be reusing the site. If we have the support to move forward, we should look into financing and in the building design in the 2026 budget. Mr. Travis asked what are the main reasons for the new building, if not space? Mr. Edwards stated it is the condition of the building. The HVAC, roof, etc. and it would be throwing good money after bad due to the overall condition of the building.
- Mr. Travis mentioned it is right in the middle of a neighborhood and Mr. Edwards stated that the design will fit in the neighborhood. Mr. McCoy asked if there was any idea of the budget because he is seeing originally \$3 million and the last numbers \$10 million. Mr. Edwards thinks the cost will be around \$12 million. Mr. McCoy asked if there was any room at the Wastewater sites. Mr. Edwards stated not really and if it was decided not to build at the current site, Snyder Avenue is an option but not one he would recommend. Mr. Edwards feels the current location has some dead space that could be utilized. Mr. McCoy asked where operations would be during the construction and Mr. Edwards stated they would need to be temporarily relocated. Mr. Travis asked if we used a different location, could the land be used for development other than a parking lot or is it contaminated. Mr. Edwards explained the land is contaminated and restricted from residential buildings. It would involve a major expense to remediate. Mr. Flynn asked if there would be issues with the DEP with rebuilding on site. Mr. Edwards stated we would be limited to how much we could excavate. We also hope to reuse some plumbing because the objective is to do as little excavation as possible.
- Mr. Flynn asked if the footprint of the building would be the same and Mr. Edwards said yes. Mr. Metrick stated the lot is non-conforming and if we go off-site, it will take more time and more money. Mr. Flynn stated he was happy we were moving forward with the replacing the building and asked what was needed from the committee. Mr. Edwards stated nothing right

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now, except approval to get quotes from an architectural firm.

Mr. Metrick stated we are going to look at other municipalities that have public Works facilities on small lots. We don't have the same needs as someone like West Goshen, so we want to look around at Lower Merion, Havertown, etc. Mr. Edwards stated we have kicked the proverbial can down the road enough, so I am looking forward to putting the budget together and coming up with timelines for the proposals from architects.

- Mayor DeBaptiste thanked Mr. Edwards for the report. It has been backed away from it for too many years and the costs keep going up. She agreed that the space is not being utilized properly, and we need to move forward. The building doesn't have heat in several areas, so she is happy to see this project gaining traction. Mr. Flynn stated solar might be a good option.

5. New Business

- Motion to approve the 2025-2027 Household Hazardous Waste program with the Chester County Solid Waste Authority. (attachment)
 - Mr. Edwards explained it is a county run program, and the Borough pays residents can go to any of the events to dispose of hazardous waste.
 - Approve 3 – 0
- Motion to approve grant resolution for DCED: Greenways, Trails, and Recreation (GTRP) in support of future John O Green Park Projects. (attachment)
 - Mr. Kurowski explained we are applying for grants to improve the basketball courts and for more play equipment. Mr. Flynn asked whatever happened to the idea of permanent bathrooms instead of the port-o-potty. Mr. Edwards said a concept was discussed, but there was no movement.
 - Approve applying for grant 3 – 0
- Motion to approve grant resolution for People, Parks, and Community Foundation for John O Green splash pad rehabilitation (attachment)
 - Mr. Kurowski explained this is budgeted and we applied for the grant to refurbish the splash pad in John O Green. Mayor DeBaptiste asked if they were going to speak with the neighbors about the plans and Mr. Kurowski said yes.
 - Approve 3 – 0
- Discuss Awarding bid for Gay Street Closure (attachment)
 - Mr. Flynn explained that the Gay Street closure project was put out for bid two times and it is significantly higher than originally thought. The recommendation after the team meeting is to reject all bids and ask RVE Engineering to come up with an alternate type of plan. Mr. Metrick said he was at the BID meeting and explained we were looking at new ideas. BID requested that the work be performed during 1st quarter of 2026. Mr. Metrick explained we wouldn't want to go much later because we have

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grant money that we need to spend by the end of 2026. Mr. McCoy asked if we could increase the budget to get the project done. Mr. Edwards said the original cost was \$975,000 and the price increased. The materials have increased to \$800,000, so we are looking at other bollards and public works would do the installations. This would eliminate the jersey barriers we currently use. Mr. Edwards said it checks all the boxes, but RVE needs to do more research and design. Mr. Flynn stated we are not redesigning, just reevaluating.

- Discuss solutions for conflict between street trees and sidewalk maintenance.
 - Mr. McCoy said residents have had problems with sidewalk maintenance and trees. We have two competing missions: one to preserve the tree canopy and the other is to make sure there are no tripping hazards on the sidewalk. Because we live in an old town with brick sidewalks and large trees, there are obviously going to be conflicts. If the property owner receives a notice of violation from Building & Housing to fix the hazard and they have to go to the Tree Commission and the arborist for permission to remove. Mr. McCoy feels the arborists' responsiveness has been poor and more importantly, how do we prevent this from being a headache for residents. Mr. Edwards and Mr. Metrick and I met and discussed how we are going to do our best to work with the residents. We will deal with these on a case-by-case basis and there will be some narrow walkways. Mr. Travis asked if this solution was a result of the most current issue. Mr. McCoy explained the tree trunk was pushing up the bricks and the solution was to make a slight mound around the roots. The property owner was not thrilled, but the tree was healthy and the sidewalk couldn't be moved due to a wrought iron fence abutting the sidewalk. Mr. McCoy was dismayed it took so long to resolve from the notice of violation. Mr. Edwards explained that an RFP went out for a consulting arborist, and it is being reviewed at the June Tree Commission meeting.

6. Other Business

- Lisa Kearns, W. Biddle Street, said thank you bringing up the tree issue because in my neighborhood we lost a beautiful tree because the sidewalk was pushed so high the tree had to unfortunately be removed. Is there anything we can do about construction notifications? The signs are posted but they don't show up to do the work. How do we better control what they are doing? Mr. Flynn stated it is difficult because the contractors go to the parking department to reserve certain sections of the street, and they pay a fee. The police try not to tow and will attempt to contact the property owner. Most of the contractors try and schedule the work around street cleaning and trash.

Adjourn – 8:13 PM