



Borough of West Chester, Pennsylvania
West Chester Borough Council
Committee to Reestablish Rail Service to West Chester

Draft MEETING MINUTES

PURPOSE: Monthly Meeting of the Committee to Reestablish Rail Service to West Chester

LOCATION: West Chester Borough Hall, Room 232

DATE/TIME: Wednesday, August 13, 2025, at 7:00 PM

TEAMS LINK: [MEETING LINK](#)

Meeting ID: 243 349 623 894

Passcode: 7M594X

Dial in by phone +1 814-580-5758,,279105431#

1. Call to Order 7:05 PM

a. **Summary of the Meeting –**

The Committee approved the June meeting minutes, discussed progress on the SEPTA and Borough lease executed, and focused on planning initial funding phases. Key topics included the student/resident survey, coordination with DVRPC and TAC, updates on ridership studies, website and outreach planning, nonprofit (501(c)(3)/(c)(4)) status, and coordination with West Chester Railroad. Event-based outreach and prioritization of the Route 1 pedestrian bridge and platform as a Phase 1 project were also discussed.

2. Attendees

Attendee	Affiliation
Jason Levinn	RR Committee
Jordan Norley	RR Committee
Barbara Clarke	RR Committee
Craig Blizzard	RR Committee
Jim Sargent	RR Committee
Liz Young	RR Committee
Kim Bove - absent	RR Committee
Charlot Barker	RR Committee

3. Approval of Minutes
 - a. Reminder: Launch **Transcription** to record draft Meeting Minutes.
 - b. June 11, 2025, minutes reviewed and approved unanimously by the committee.
4. Business
 - a. Review of Open Action Items

#	Full Description	Due Date	Responsible Party	Comments
8	Confirm the WC-Wawa Rail Service is included in the Chester County Transportation Priority Projects (TPP) (Check with Borough Planning Department and County Commissioners)	6/15/2025	Norley	In process, follow up w/ county planner for deadline of borough priority projects
9	Confirm the WC-Wawa Rail Service is included in the 2025 PA State Rail Plan (Check with WC Borough Traffic Engineer)	5/30/2025	Norley	Confirm with Chris
20	Develop a template for a letter writing campaign	7/1/2025	Barker	
22	Continue to discuss ridership studies with DVRPC in concert with TAC	5/30/2025	Norley/Young	Brainstorm for RR questions to include
33	Refresh the West Chester Metro 5-Year Financial Plan to reflect current assumptions	7/31/2025	Levinn	Prepare Quarterly updates
35	Draft & circulate resident/student survey via Forms	6/10/2025	Barker	Template circulated by Charlotte; committee to provide feedback
37	Update Borough Council with communication preference & minutes link	6/1/2025	Norley	July, Oct, Jan, April BC updates by committee
38	Meet with WCRR on track-upgrade coordination	6/30/2025	Levinn	Reach out to Derek for project status.
39	Event outreach (Movie Nights, Growers Market, Hoopes Park)	8/31/2025	Clarke	outreach tables on sustainability and rail awareness.

- b. Funding Strategy
 - i. Discussion of multimodal trust fund and leveraging private match. Noted \$25M RCAP line item in PA State budget exists, but funds not yet allocated.
- c. Website / Communications
 - i. Site remains active via Squarespace. Jordan has access. Student intern support expected in Fall from WCU. Barbara and Liz to coordinate updates
- d. 501 (c) (3) Updates
 - i. Work ongoing to secure EIN and required organizational documents for bank account setup. Liz to coordinate with Kim for documentation required by bank. Local accountant support still needed
- e. Coordination with Borough Council and TAC
 - i. Rail must remain a central part of broader borough transportation planning.
- f. Phase 1 Project Focus
 - i. Committee agreed the Route 1 pedestrian bridge and platform should be prioritized as Phase 1 to demonstrate service connection potential. Meeting with Delaware County elected officials to be scheduled (Rep. Pielli coordinating).
- g. Next Meeting: Wednesday, September 10, 2025, at 7:00 PM (Room 232 and via Microsoft Teams)
- h. Adjourn -8:42 PM

Committee Membership

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| <ul style="list-style-type: none"> • Jason Levinn, Chair • Jim Sargent • Jordan Norley | <ul style="list-style-type: none"> • Craig Blizzard • John McGee • Charlot Barker | <ul style="list-style-type: none"> • Kim Bove • Liz Young • Barbara Clarke |
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