



Borough Council Meeting Work Session
September 16, 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

Borough Council Meeting:

I. Call to Order

II. Pledge of Allegiance

III. Announcements

A. Announce Public Hearing: September 17, 2025 @ 6:30 PM

An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, amending the Code of the Borough of West Chester, Chapter 66, titled "Housing and Property Maintenance" to amend Section 66-2 titled "amendments, additions and deletions", by amending Section R which adopted a new Chapter 10, Section 1000.1 "purpose/legislative findings" and Section 1008.e(3) to increase the points for violations of Chapter 73 noise and Chapter 84 nuisance.

IV. Comments

Comments, suggestions, petitions by residents, taxpayers and visitors in attendance regarding items that are not on the agenda. Please be advised there is a 5-minute time limit which is at the discretion of the Council President and/or Chair.

V. Reports/Presentations

A. Budget Presentation, 2026 - Borough Manager

VI. Old Business

A. Motion to approve the August 19, 20, 28 - 2025 Borough Council meeting minutes

VII. New Business

A. Administration, Communication & Technology

- 1) Motion to schedule a public hearing on October 15, 2025 @ 6:30PM regarding Comcast's past performance under its current franchise agreement
Issue: Schedule a public hearing regarding cable franchise renewal for West Chester Borough
- 2) Motion to schedule a Public Hearing on October 15, 2025 @ 6:30PM to amend certain regulations in Subsection 3-38.T - Community Campus Committee (attachment)
Issue: Review amendment
- 3) Motion to schedule a public hearing on October 15, 2025 @ 6:30PM regarding the WCBID Agreement.
Issue: Schedule a public hearing regarding the WCBIDA.

B. Parking Committee

- 1) Motion to approve Special Events parking policy (attachment)
Issue: Approve policy to administer fees for special events in garages and lots that occur in town center.
Committee Recommendation: 3-0

C. Public Works Committee

- 1) Motion to approve intergovernmental agreement with West Goshen Township for maintenance of roads. (attachment)
Issue: Review agreement for road maintenance
Committee Recommendation: 3-0
- 2) Motion to approve the sale of four (4) decommissioned police vehicles
Issue: Approve the sale of the vehicles.
Committee Recommendation: 3-0

D. Finance & Revenue Committee

- 1) Motion to approve purchasing requests (attachment):
 - i. CDW-Barracuda Firewall Renewals - \$11,034.72
 - ii. Hewlett Packard - Lease Servers (3 of 5) - \$15,816.76
 - iii. Munibilling SPF Software – 2026 - \$20,181.00
 - iv. Platelogiq – \$11,200.00
 - v. Battavio - \$18,584.04
 - vi. Univar Soda Ash September 2025 – 16,268.16
 - vii. Usalco 57 - \$15,280.00
 - viii. William S Malany and Sons - Chestnut Garage EV Charging - \$11,770.00

Issue: Approve monthly purchase orders over \$10,000

Committee Recommendation: 3-0

- 2) Motion to approve the 2026 Minimum Municipal Obligation prepared by Acrisure for

police, non-uniform and defined contribution plans (attachment)

Issue: Approve the Minimum Municipal Obligation

Committee Recommendation: 3-0

E. Public Safety

- 1) Motion to approve resolution for a mutual aid agreement with WCRERT (attachment)

Issue: Approve Mutual Aid Agreement

Committee Recommendation: 3-0

- 2) Motion to approve the request from GFAC to allow temporary sign installation on Borough properties (attachment)

Issue: Review request from GFAC to allow signs on Borough properties for fundraising purposes

Committee Recommendation: 3-0

F. Smart Growth

- 1) Motion to direct Solicitor to schedule a public hearing on November 19, 2025 to amend Chapter 112-602 Zoning, referencing curbs and streets (attachment)

Issue: Schedule a public hearing to amend Chapter 112-602 Zoning, referencing curbs and streets

Committee Recommendation: 3-0

- 2) Motion to direct Solicitor to prepare a zoning amendment to the *build to line* (attachment)

Issue: Discuss recommendation from the Planning Commission

Committee Recommendation: 3-0

- 3) Motion directing the Solicitor to attend Zoning Hearing Board (attachment)

Motion to send Solicitor to the Zoning Hearing to oppose 1032- 436 N. Church St:

Decrease allowable side yard and rear yard setback

Committee Recommendation 3-0

Motion for no Solicitor attendance at the Zoning Hearing 1033-210-214 W.

Washington St: Exceed allowable building coverage

Committee Recommendation 3-0

- 4) Motion to approve HARB applications (attachment)

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

1. 2025-27: 18 S. Church St-Replace porch roof

2. 2025-28: 20 N. Matlack St-Replace mural

Committee Recommendation: 3-0

- 5) Motion to appoint Aaron Flook as the Zoning Officer.

Committee Recommendation: 3-0

- 6) Motion to grant the request from the Public Arts Commission to release the Call to Art for the mural/s on the 200 block of East Gay Street

No Committee recommendation

VIII. Other Business

- A. Motion to schedule a Public Hearing on October 15, 2025 at 6:30 PM to enact an Ordinance reauthorizing the West Chester Business Improvement District five-year Final Plan.

IX. Adjournment

Visit www.west-chester.com for access to all attachments.

Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.