



Borough Council Meeting Voting Session
October 15, 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. Public Hearings

- A. Public Hearing regarding Comcast's past performance under its current franchise agreement
- B. Public Hearing to amend certain regulations in Subsection 3-38.T - Community Campus Committee
- C. Public Hearing to enact an Ordinance reauthorizing the West Chester Business Improvement District five-year Final Plan.

II. Call to Order of the Borough Council Meeting

III. Pledge of Allegiance

IV. Announcements

- A. Employee acknowledgment for years of service to the Borough of West Chester:
James Baker, 25 years - Street Department
Tracy Gordon, 25 years - Police - Dispatch
Chad Cook, 15 years - Police - Dispatch

V. 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.

VI. Comments by the Borough Council and the Mayor

VII. Reports/Presentations

VIII. New Business

IX. Old Business - Discussion

- A. Motion to adopt the preliminary budget and schedule a hearing for November 19 at 630 PM (attachment)
- B. Discuss special event procedures for discounted fees (attachment)
Issue: Continue discussion on definition and process of public events
- C. Motion to amend the Parking Policy for special event/s parking in Borough parking garages to include a 50% split of parking fees with the applicant (attachment)
Issue: Consider reinstating previously approved revenue sharing with event holders.
- D. Motion to approve employee separation agreement

X. Old Business - Consent

- A. Motion to approve the September 16th and 17th 2025 Borough Council Meeting Minutes
- B. Motion to approve a Resolution for participation in the Pennsylvania Audubon Society Bird Town Program (attachment)
Issue: Review and consider Resolution to commit to ecological initiatives and be recognized as a Bird Town Pennsylvania community
- C. Motion to approve contract with Butts Ticket Systems/ParkMobile for on-street parking and lot payment services. (attachment)
Issue: Provide alternative app for payment and redundancy and future planning on the streets and in the lots of the Borough.
- D. Motion to approve contract with Butts Ticket Systems/ParkMobile for garage reservation and parking services. (attachment)
Issue: Provide alternative app for payment and redundancy and future planning for reservations and mobile payment in Borough-owned garages.
- E. Motion to approve lease for West Chester United Methodist Church at High Street Lot (attachment)
Issue: Extend hours to 9:00 PM Monday through Thursday, and include a two-year renewal with a 90 day termination clause.
- F. Motion to approve trash/recycling contract with Blosenski for trash/recycling services for retail spaces at Bicentennial Garage. (attachment)
Issue: Trash and recycling contract needed for three retail spaces at Bicentennial Garage. This money is to be billed back to the tenants, per the leases.
- G. Motion to approve purchasing requests (attachment):
 - 1. All Event Party Rentals for \$12,185.45
 - 2. Butts Tickets for \$40,000.00
 - 3. USALCO for \$15,280.00
 - 4. Cody for \$18,536.57

5. Horgan Tree Experts for \$10,720

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

- H. Motion to revise Chapter 80 pertaining to background checks for solicitation permits - 80-3; and prior approval for fixed locations - 80-10 (attachment)

Issue: Discuss background check process and procedures; and approval of items in a fixed location

- I. Motion to approve the Special Events Application for the Veterans Day Parade (attachment)

Issue: Review and consider Special Events Application

- J. Motion to approve Resolution for Final Land Development 210-214 W, Washington St, Axel Properties (attachment)

Issue: Approval of new eight townhouse community in the NC-2 Zoning District

- K. Motion for no Solicitor attendance at the Zoning Hearing (attachment):

740 S. Matlack St-Zoning relief from required parking curbing in alley

Committee Recommendation 3-0 for no Solicitor attendance

Issue: Review ZHB Appeal and determine solicitor attendance

- L. Motion to approve HARB applications (attachment)

2025-29: 225 E. Market St-Sign

2025-30: 220 W. Gay St-Revised Sign

2025-31: 16 S. Church St-Sign

Issue: Review HARB applications and approve Certificates of Appropriateness

- M. Motion to schedule a Public Hearing on November 19, 2025 to amend Chapter 112 – 309.B Revise dimensional requirements in the TC Zoning District (attachment)

Issue: Reformatting existing dimensional information

- N. Motion to schedule a Public Hearing on November 19, 2025 to amend Zoning Code to add Unified Residential Development Use Zoning; and, amend relative definitions, (attachment)

Issue: Permission for Zoning Amendment to be sent to Chester County Planning Commission to add definitions for “Alley” and “Unified Residential Development”

XI. Other Business

XII. 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.