



Public Safety & Quality of Life Committee Meeting  
**November 12, 2025 @ 6:00 PM**  
*This meeting is recorded for public record.*

**Committee Members:**

Lisa Dorsey, Chair  
Nicole Scimone  
Brian McGinnis

**Chief of Police West Chester Police Department:** Joshua Lee

**Director of Parks & Recreation:** Keith Kurowski

**Borough Manager:** Sean Metrick

**Fire Chief West Chester Fire Department:** Mark Scanlon

**Director of Operations Good Fellowship Ambulance Club:** Justin Robbins

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**Public Safety & Quality of Life Committee Meeting:**

I. Call to Order

II. Announcements

- A. The Borough will be collecting canned goods to benefit the West Chester Food Cupboard at Borough Hall during business hours. Please stop by to contribute. More information can be found on the Borough website.

III. 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.

IV. Reports

- A. Monthly WCFD Report – budget comments (attachment)  
B. Monthly WCPD Report – budget comments (attachment)  
C. Monthly GFAC Report – budget comments (attachment)

V. Old Business

- A. Motion to schedule a public hearing on December 17, 2025 to adopt the amendment to Chapter 80 – Peddling, Soliciting, Handbills (attachment)  
B. Approve October 2025 meeting minutes (attachment)  
C. Discuss Holidays and Special Events – planning and public safety approaches with WCU

VI. New Business

- A. Special Event Permit – Stanley's Dream – 5K Race; January 1, 2026 (Attachment)  
*Issue: Review Special Event Application*

VII. Other Business

VIII. Adjournment

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

Agendas are posted to [www.west-chester.com](http://www.west-chester.com) by noon 3 business days prior to the meeting.



# West Chester Fire Department

401 E GAY STREET

WEST CHESTER, PENNSYLVANIA 19380

TELEPHONE: 484-887-2817

## Monthly Report October 2025

### Incident Summary

Total Incidents for October:	172
West Chester Borough:	97
East Bradford Township:	10
West Goshen Township:	25
Birmingham Township:	4
Thornbury Township:	8
Westtown Township:	12
Mutual Aid Responses:	16
Total Time in Service:	58:16:30
Average Manpower:	7.1

Total Incidents for 2025:	1441
West Chester Borough:	660
East Bradford Township:	137
West Goshen Township:	268
Birmingham Township:	26
Thornbury Township:	68
Westtown Township:	133
Mutual Aid Responses:	149
Total Time in Service:	629:44:03
Average Manpower:	7.7

### Training/Activity Summary

October	
Total Training Hours:	1142:03
Total Activity Hours:	1057:30

2025	
Total Training Hours:	10388:18
Total Activity Hours:	8433:55

### Property Loss

October		
	Property	Contents
Pre Incident Value:	\$1,684,200.00	\$566,750.00
Estimated Loss:	\$12,400.00	\$17,800.00

2025		
	Property	Contents
Pre Incident Value:	\$35,064,437.00	\$31,232,500.00
Estimated Loss:	\$1,741,887.00	\$686,450.00

### Significant Incidents

- October 10 - House Fire / Granite Alley, West Chester Borough
- October 17 - Vehicle Fire / Mackenzie Drive, West Goshen Township
- October 18 - House Fire / E Gay Street, West Chester Borough
- October 26 - Vehicle Fire / Wilmington Pike, Westtown Township
- October 28 - House Fire / Darlington Drive, East Bradford Township



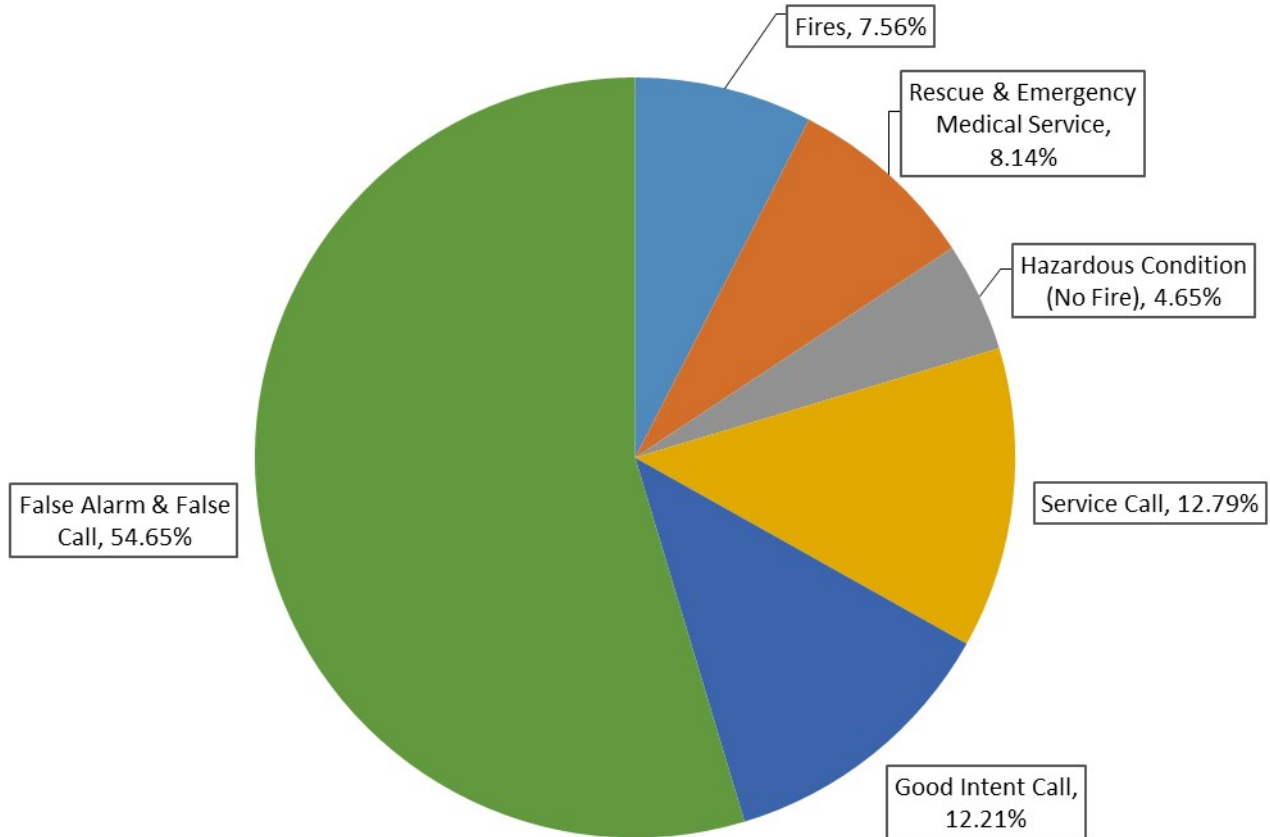
# West Chester Fire Department

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TELEPHONE: 484-887-2817

## Major Incident Types October 2025



Major Incident Type	# Incidents	% of Total
Fires	13	7.56%
Rescue & Emergency Medical Service	14	8.14%
Hazardous Condition (No Fire)	8	4.65%
Service Call	22	12.79%
Good Intent Call	21	12.21%
False Alarm & False Call	94	54.65%
<b>Total</b>	<b>172</b>	<b>100.00%</b>



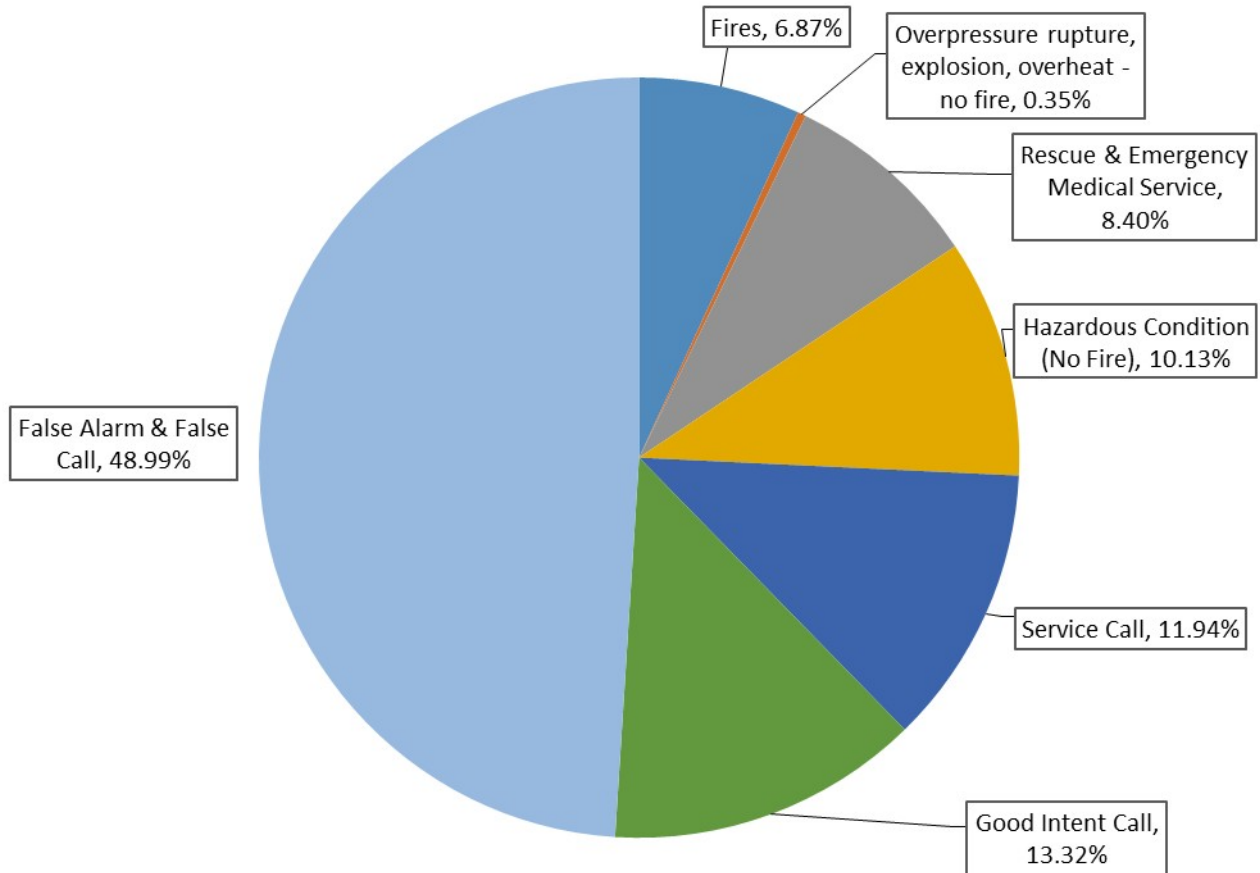
# West Chester Fire Department

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## Major Incident Types 2025



Major Incident Type	# Incidents	% of Total
Fires	99	6.87%
Overpressure rupture, explosion, overheating - no fire	5	0.35%
Rescue & Emergency Medical Service	121	8.40%
Hazardous Condition (No Fire)	146	10.13%
Service Call	172	11.94%
Good Intent Call	192	13.32%
False Alarm & False Call	706	48.99%
<b>Total</b>	<b>1441</b>	<b>100.00%</b>



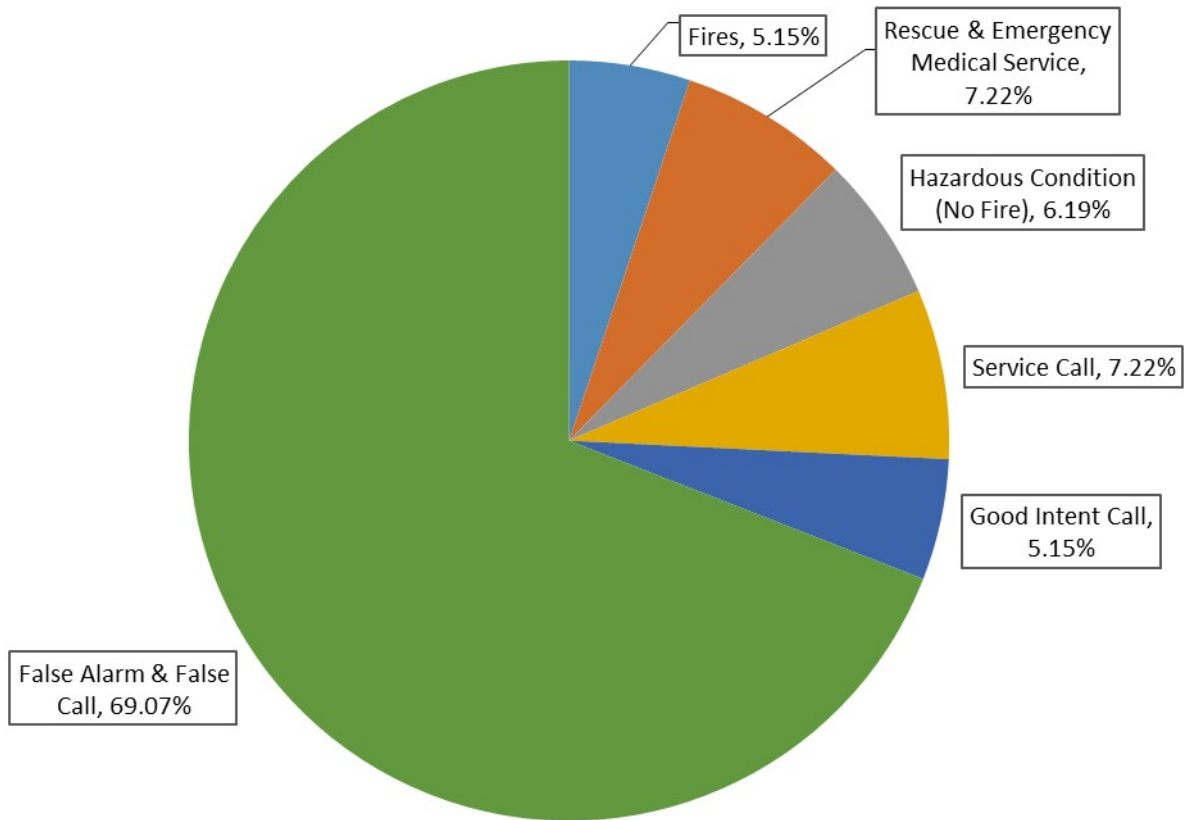
# West Chester Fire Department

401 E GAY STREET

WEST CHESTER, PENNSYLVANIA 19380

TELEPHONE: 484-887-2817

## Major Incident Types October - West Chester Borough



Major Incident Type	# Incidents	% of Total
Fires	5	5.15%
Rescue & Emergency Medical Service	7	7.22%
Hazardous Condition (No Fire)	6	6.19%
Service Call	7	7.22%
Good Intent Call	5	5.15%
False Alarm & False Call	67	69.07%
<b>Total</b>	<b>97</b>	<b>100.00%</b>



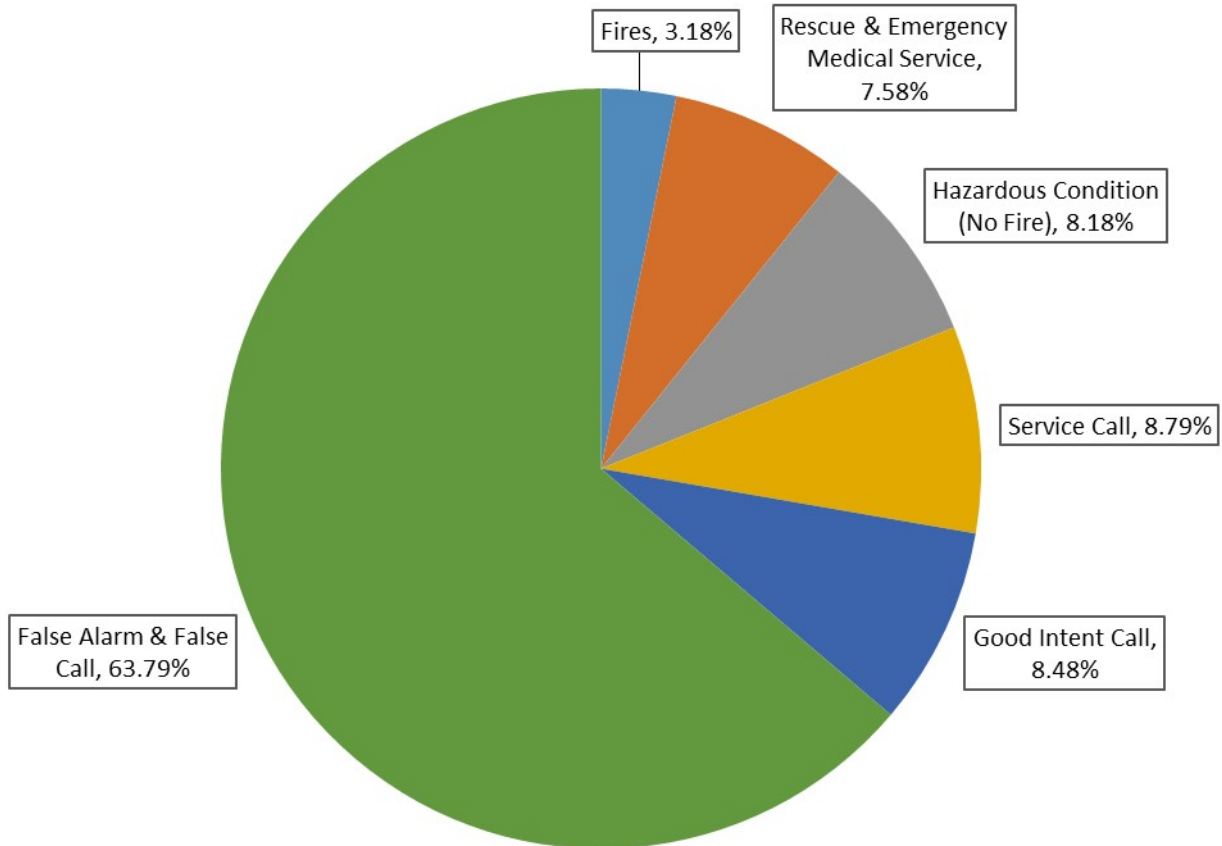
# West Chester Fire Department

401 E GAY STREET

WEST CHESTER, PENNSYLVANIA 19380

TELEPHONE: 484-887-2817

## Major Incident Types 2025 - West Chester Borough



Major Incident Type	# Incidents	% of Total
Fires	21	3.18%
Rescue & Emergency Medical Service	50	7.58%
Hazardous Condition (No Fire)	54	8.18%
Service Call	58	8.79%
Good Intent Call	56	8.48%
False Alarm & False Call	421	63.79%
<b>Total</b>	<b>660</b>	<b>100.00%</b>

# WCPD Monthly Report

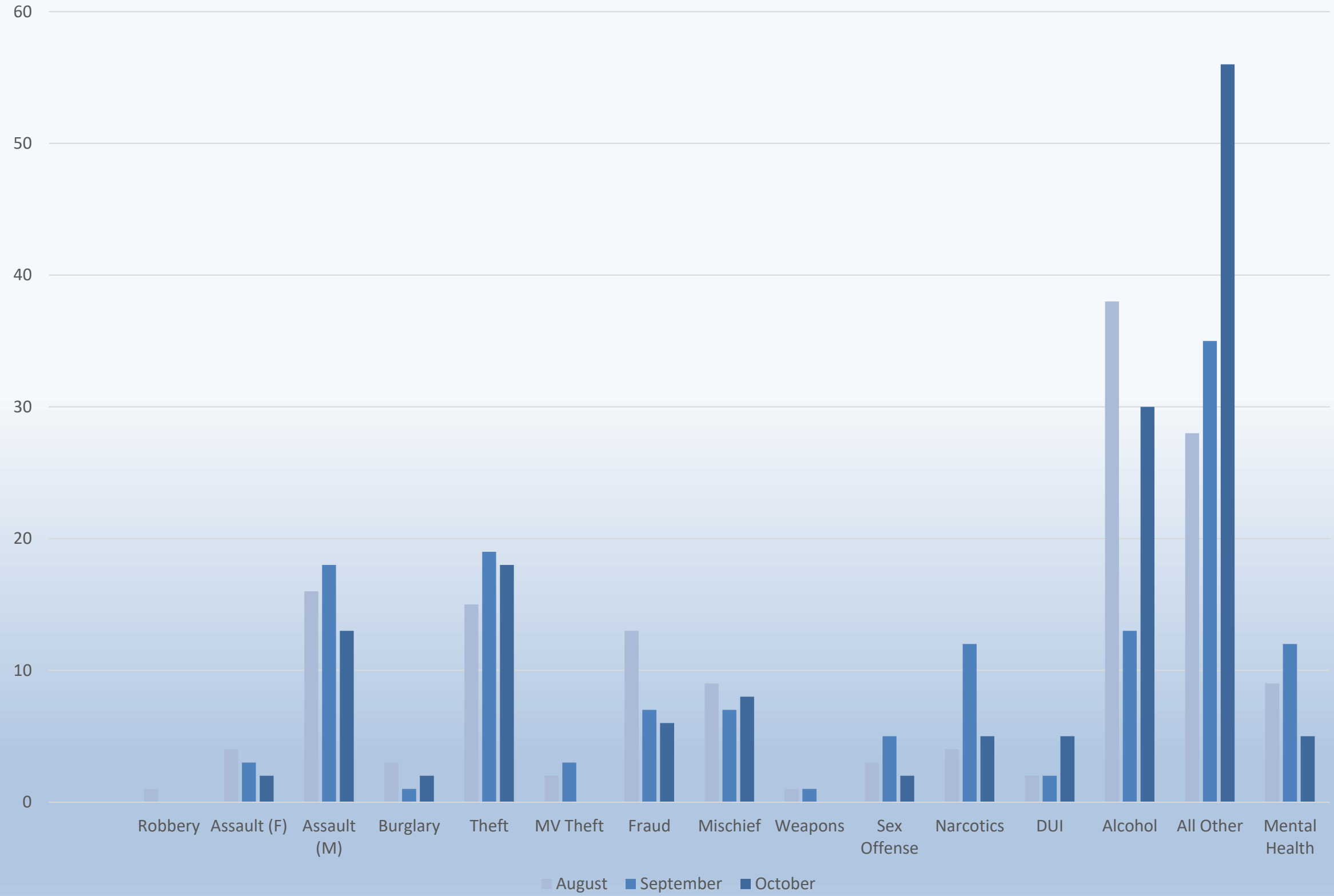
## October 2025

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# Calls for Service Reported: October 2025





# Noise in October:

**53 complaints**

**9 Citations**



## 2025 WCU Homecoming / Parents Weekend

- 10 noise complaints w/ 3 citations (2024: 8/0)
- 15 Alcohol Offenses (2024: 11)
- 3 Open Containers (2024: 6)
- 3 Assaults (2024: 4)
- 2 Public Urination (2024: 3)

# Get in Touch:

For more information



[PoliceChief@west-chester.com](mailto:PoliceChief@west-chester.com)



401 East Gay Street, West Chester,  
PA 19380



+610.436.1323



[www.west-chester.com](http://www.west-chester.com)

ORDINANCE NO. \_\_\_\_ - 2025

BOROUGH OF WEST CHESTER

CHESTER COUNTY, PENNSYLVANIA

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF WEST CHESTER, CHAPTER 80 TITLED, "PEDDLING AND SOLICITING; HANDBILLS AND POSTERS", SPECIFICALLY TO AMEND ARTICLE I TITLED "PEDDLING AND SOLICITING", SECTION 80-2.A AND SECTION 80-2.B TO AMEND CERTAIN APPLICATION REQUIREMENTS; SECTION 80-3 TO REQUIRE AN APPLICANT TO SUBMIT A FEDERAL CRIMINAL HISTORY RECORD AND TO CHANGE THE NUMBER OF DAYS FOR THE MANAGER TO ISSUE A SOLICITATION PERMIT; SECTION 80-4 TO ADD A NEW PARAGRAPH (H) TO REQUIRE AN APPLICANT TO MAINTAIN VEHICLE REGISTRATION, LIABILITY COVERAGE AND A DRIVER'S LICENSE CURRENT DURING THE LICENSE PERIOD; AND SECTION 80-10 TO REQUIRE THE PROPERTY OWNER AND BOROUGH'S APPROVAL TO SOLICIT FROM A FIXED LOCATION.

BE IT ENACTED AND ORDAINED, and it is hereby enacted by the authority of the Council of the Borough of West Chester that Chapter 80 of the Code of the Borough of West Chester, titled, "Peddling and Soliciting; Handbills and Posters", shall be amended as follows:

**SECTION 1.** Section 80-2.A and B titled, "Application requirements", shall be amended as follows:

**§ 80-2. Application requirements.**

- A. Any person desiring to directly or indirectly sell services, goods, wares, merchandise, magazines, periodicals, books, or other personal property by canvassing or soliciting, or solicit or canvass for contributions in the Borough, shall submit a written application to the Borough Manager on a form to be furnished by the Borough, accompanied by one photograph taken within six months prior to the date of application.
- B. The applicant shall state in such written application his/her name; sex; home and business address and telephone number; the name, address, telephone number and Pennsylvania sales tax identification number of the business, employer or organization, if any, for which he/she desires to undertake the activities which require this registration; the category of goods to be sold; a food vendor's license number for Chester County, if applicable; the length of time he/she wishes to engage in this work, including days of the week and hours; the

make and model of vehicle, if any, he/she will use, its registration number, his/her driver's license number; a certificate of automobile liability coverage; a statement as to whether he/she has ever been convicted of a felony, misdemeanor or a crime of any kind and the jurisdiction in which such offense occurred.

**SECTION 2.** Section 80-3 titled, "Investigation of application; issuance of license", shall be amended as follows:

**§ 80-3. Investigation of application; issuance of license.**

- A. The applicant shall provide a report of federal criminal history record information with their application. For the FBI record check, the applicant shall submit a full set of fingerprints to the Pennsylvania State Police, or its authorized agent, to be submitted to the Federal Bureau of Investigation for the purpose of verifying the identity of the applicant and obtaining a current record of any criminal arrests and convictions. FBI criminal background checks completed within 365 days of application will be accepted.
- B. For approved applicants, the Borough Manager will issue a license, to which the applicant's photograph will be affixed, to the applicant within 14 days from the filing of a fully completed application.

**SECTION 3.** Section 80-4 titled, "Standards of conduct", shall be amended by adding a new subparagraph (H) as follows:

**§ 80-4. Standards of conduct.**

- H. He/she shall keep vehicle registration, liability coverage and driver's license, if applicable, current during the license period.

**SECTION 4.** Section 80-10 titled, "Prior approval required for fixed location", shall be amended as follows:

**§ 80-10. Prior approval required for fixed location.**

Any person licensed under this article or exempt under § 80-7 or 80-8 hereof shall not occupy any fixed location upon any private property, street or alley of the Borough for the purpose of engaging in the business aforesaid, with or without any stand or counter, except with the prior approval of the property owner and the Borough. Notwithstanding any such prior approval, the Borough police, Borough Manager or their authorized designee may require any such licensee to abandon any location which is hazardous to traffic or passersby or which otherwise significantly obstructs the movement of traffic or passersby or otherwise upon the request of the owner of any location on which such person is situate.

**SECTION 5. SEVERABILITY.** If any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality,

illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts hereof. It is hereby declared as the intent of Council of the Borough of West Chester that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included therein.

**SECTION 6. REPEALER.** All Ordinances or parts of Ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

**SECTION 7. EFFECTIVE DATE.** This Ordinance shall become effective upon enactment as provided by law.

ENACTED AND ORDAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

ATTEST:

**COUNCIL FOR THE BOROUGH  
OF WEST CHESTER**

\_\_\_\_\_  
Sean Metrick, Secretary

By: \_\_\_\_\_  
Patrick McCoy, President

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
Lillian L. DeBaptiste, Mayor

## MEETING MINUTES

### Public Safety & Quality of Life Committee of Borough Council

Date: Wednesday, October 8, 2025 @ 6:00 PM

Committee Members: Lisa Dorsey, Chair  
Nicole Scimone  
Brian McGinnis

Staff & Representatives: Joshua Lee, Chief - West Chester Police Department  
Keith Kurowski, Director of Parks & Recreation  
Sean Metrick, Borough Manager  
Mark Scanlon, Fire Chief West Chester Fire Department  
Justin Robbins, Director of Operations Good Fellowship Ambulance Club

- I. Call to Order - by Chair Lisa Dorsey at 6:01pm
- II. Announcements - None
- III. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda. *(Please be advised that all public comments have a 5-minute time limit.)*

Lisa Kerns, West Biddle Street, would like an update on the safety issues at the intersection of N. New and W. Chestnut Streets and West Washington Street and Veit Alley near Veteran's Park. Public Works Interim Public Works Director mentioned at the Public Works Committee meeting that Chestnut Street is now a state road, so they are working on getting an answer. The committee hopes to have an answer at the work session meeting on October 14<sup>th</sup>.

#### IV. Reports - (Attachments)

##### A. Monthly WCFD Report – budget comments

Assistant Chief Justin McClure reports there was an uptick in calls for September, which they usually see when WCU students return. The current call volume for 2025 is about 30 calls behind where WCFD was in 2024. In September there was a propane leak at the CC History Center. The WCFD no longer has the rented ladder truck. It was 40 years old, and the repairs were too costly. There were two capital projects in 2025 for the WCFD, a boat and an ATV. It is expected that the boat purchase will be completed in 2025. The department physically has the ATV, but the trailer/skid that carries the water and pump will need to be extended into 2026. Budget; The WCFD is going into year three of a five-year contract with five surrounding municipalities (Birmingham, Westtown, East Bradford, Thornbury and West Goshen). There is a 3% increase in budget that was included in the contract and there are no capital projects in 2026. No comments from committee. Lisa Kerns reminds everyone that it is Fire Prevention Month and thanks the department for keeping everyone safe.

##### B. Monthly WCPD Report – budget comments

Chief Josh Lee shares that the department had an awards ceremony and recognized several officers. Two of the officers in the photo Chief Lee shared are Sgt. Hammond and Cpl. Hill, who came under fire in April of 2025 on South Church Street. They were presented with the Combat Cross Award by Mayor DeBaptiste. Chief Lee gives the monthly report. There have been two to three vehicle thefts each month in the last several months. Most, they learned, are from the same actors and the investigation continues. Just a reminder to lock your car and remove the keys from the vehicle. Next month there will be a report on the details of homecoming weekend. There were 50 complaints of noise, 9 of which had citations issued to residences. They have been forwarded to the Codes office for action. Budget questions will be brought to the Work Session.

##### C. Monthly GFAC Report – budget comments

Justin Robbins, Director of Operations, reports that GFAC responded to 768 calls in September with 180 of those in the Borough. There is a little uptick of weekend and sick calls all over the call area, but call volume is lower in the borough than last year. Chaz Brogan reviews 2026 budget and will go into further detail at the Work Session. August 2024 through July 2025 breakdown is given for the committee to review. 12-month borough call breakdown shows Haven and WCU are #2 and #3 in call volume after homes/apartments. Nicole asks if GFAC has asked for support from the entities. There has been discussion, but WCB named GFAC as the ALS and BLS provider, so the cost goes to the Borough. Chief Brogan suggests that the borough go to the entities to ask for assistance, with support from GFAC. She mentions that leadership has changed at WCU and they may be more open to discussions. Brian McGinnis states that WCU needs to come to the table. Bernie Flynn, West Miner Street, states that he spoke with the Assistant Borough Manager, Ramsey Reiner, and recommends that the borough have meetings with the top 5 users individually to see if there is a way to work together to lower the borough costs. Lisa Dorsey states this topic will be brought to the next meeting of the WCU/WCB officials for discussion. Mayor DeBaptiste comments that she agrees with the others that WCU has been open to discussion and has assisted with Homecoming costs for police coverage. She also would like council to have conversations with all the entities who need services of GFAC. Chief Lee states how grateful the police department is for having GFAC here. And how important it is for the council to make sure that 2026 and beyond the partnership with GFAC continues. He gives accolades to GFAC for the high-quality service they provide and how lucky we are to have them in our town, compared to other townships. Chief Lee also agrees to attend any meetings to discuss GFAC services.

V. Old Business

- A. Approve September 2025 meeting minutes (attachment) APPROVED 3-0

VI. New Business

- A. Motion to revise Chapter 80-3 pertaining to background checks for solicitor 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.*

Chief Lee states that regulations have changed, that the police are not authorized to provide background checks for solicitor permits. There are private vendors to do this, and we would like the ordinance to state this. Also, to edit the Chapter 80-10 to include the “homeowner and borough”. Approval needs to come from the property owner and the borough.

VII. Other Business

Keith Kurowski, Director of Parks and Recreation, brings the application of the Veterans Day Parade. They accidentally did not submit application for the parade on November 9<sup>th</sup>. Police, Public Works, and Recreation all approve of annual event. Approved to go to work session. 3-0

VIII. Adjournment

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Agendas are posted to [www.west-chester.com](http://www.west-chester.com) by noon 3 business days prior to the meeting.

OFFICE USE ONLY - NOT TO BE COMPLETED BY THE APPLICANT

Date Application Received: 10/20/25

Date Payment(s) Received: 250.00 cash fee

YES N/A

Completed and Signed Application

Date of event/Event time/Set up/Breakdown

11/1/2024 12-3p / 10a - 12p / 2-3p

Map of the Event or Location of the Event

List of Streets to be Closed for the Event

N/A

List of Borough Services requested - to be reviewed by West Chester Borough

WC PD

Non-refundable application fee - may be cash, check, or money order

online

Applicant's Certificate of Insurance

West Chester Police Department Fees - required for runs

List of Food Vendors with Chester County Health Department Licenses

List of Sub-Contractors with Certificates of Insurance

Proof of public transportation approval if public streets are to be closed

Proof of notification to Good Fellowship Ambulance - required for runs

still outstanding as of 11/6/25

Pennsylvania Liquor Control Board Permit if alcohol is to be served

Approved by Pubic Works

YES  NO

Date: \_\_\_\_\_

Approved by Parking Department

YES  NO

Date: \_\_\_\_\_

Approved by Parks and Recreation

YES  NO

Date: KAM 11/6/25

Approved by Police Department

YES  NO

Date: \_\_\_\_\_

Approved by Borough Council

YES  NO

Date: \_\_\_\_\_

Notes:

Chester County Community Foundation is The applicant



# West Chester Police Department

## AGREEMENT FOR POLICE SERVICES

401 EAST GAY STREET

WEST CHESTER, PA 19380

TELEPHONE: 610-696-2700

*Chris Daly*  
Lieutenant

*Josh Lee*  
Chief of Police  
*Jeffrey Dltz*  
Lieutenant

*James Gorman*  
Lieutenant

In order to process your request for police coverage at your event, please complete the information that is listed below. Once this form is complete, please submit it to:

West Chester Police Department  
Attention: Staci King  
401 East Gay Street  
West Chester, PA 19380

Please note that all fees must be received no later than 5 days prior to the event. All police fees for runs and races must be submitted at the time of application. Should you have questions, please call 610-436-1323.

Event Name: Stanleys Dream 18<sup>th</sup> Annual 5K Run/Walk

Event Date: 01/01/2026 Start Time: 12pm End Time: 3pm

Name of Organization Hosting Event: Chester County Community Foundation

Person Responsible for Payment of Fee: Paige Marsden

Address of Person Responsible for Fee: 28 W Market St, West Chester, PA

Phone Number of Person Responsible: [REDACTED]

Number of Police Officers Requested: 2

I, Paige Marsden certify that I am requesting police coverage for the event listed above and that I am authorized to do so on behalf of the organization. I am aware that police coverage for this event is invoiced at \$129.00 per officer, per hour, with a 3 hour minimum for all events. Events that take place on holidays are billed at double time rate.

Signature

11/3/2025

Date

