



Finance & Revenue Committee Meeting  
**December 10, 2025 @ 5:30 PM**  
*This meeting is recorded for public record.*

**Committee Members:**

Brian McGinnis, Chair  
Nicole Scimone  
Bryan Travis

**Director of Finance & Revenue:** Barbara Lioni  
**Borough Manager:** Sean Metrick

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**Finance & Revenue 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.
  - B. Public Hearing: December 17, 2025 at 6:30 PM to revise the monthly sewer rates, effective February 1, 2026 (attachment)
- 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. Director's report on monthly financials (attachment)
  - B. Quarterly Report on Uniform and Non-Uniform Pensions
- V. Old Business
  - A. Approve November 2025 meeting minutes (attachment)
- VI. New Business
  - A. Funding Partnership Proposal with Good Fellowship Ambulance & EMS Training Institute (attachment)  
*Issue: Review three year agreement*
  - B. Motion to approve BS&A contract for accounting software (attachment)  
*Issue: Review and approve contract for new accounting software*

C. Motion to award the bid for the installation of the electrical substation equipment at Goose Creek (attachment)

*Issue: Review and award bid*

D. Motion to approve extension of sewer treatment agreement with East Bradford Township (attachment)

*Issue: Consider approving an extension*

E. Approve the following purchase orders:

1. BelforPropertyRestoration for \$89,930.63
2. Fire Line Equipment for \$15,399.78
3. Fire Line Equipment for \$75,638.17
4. GL Sayre Inc for \$11,551.46
5. Horgan Tree for \$24,500.00
6. Organizational Research and Development for \$15,000.00
7. Signal Service for \$55,403.38
8. Usalco for \$15,280.00
9. Usalco-GC for \$20,460.00
10. Butts Tickets for \$11,947.36
11. Bergey's for \$12,105.27

Issue: Review and recommend the approval of qualifying purchase orders

F. Approve 2026 Fee Schedule (attachment)

*Issue: Review and approve 2026 Borough fees*

VII. Other Business

VIII. Adjournment

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

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