



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

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, December 10, 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** 7:02 PM
 - a. The meeting was called to order with committee members and members of the public present. A quorum was reached and the October and November 2025 meeting minutes were approved and authorized for submission to the Borough.
2. **Summary of the Meeting** –The Committee reviewed major developments including:
 - a. Inclusion of WC–Wawa Rail Service in the Chester County Transportation Priority Plan
 - b. Grant strategy and engineering requirements for the Wawa pedestrian bridge
 - c. Ridership data and transit limitations
 - d. Community survey outreach and coordination
 - e. 501(c)(3) nonprofit development
 - f. Transportation Advisory Committee (TAC) updates
 - g. Committee transitions

3. **Attendees**

Attendee	Affiliation
Jason Levinn	RR Committee
Craig Blizzard -phone	RR Committee
Liz Young	RR Committee
Jordan Norley-phone	RR Committee
Jim Sargent	RR Committee
Steve Laarkamp	Member of the Public

Alden Richie	Member of the Public
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4. Business

a. Review of Open Action Items

#	Full Description	Due Date	Responsible Party	Comments
8	Confirm WC–Wawa rail inclusion in County Transportation Priority Plan with CCPC Executive Director Matthew Edmond	Completed	Levinn	Jason met with CCPC and confirmed the project now appears on County transit map.
20	Develop a template for a letter writing campaign to all major stakeholders	11/30/2025	Barker	Template under review; minimal feedback received; recirculate for comment
22	Coordinate ridership updates with DVRPC	11/15/2025	Norley	Closed out.
35	Student/Resident Transit Surveys	2/2/2026	Barker	Westtown & WCU surveys underway
43	Meet with Sen. Kane's staff to discuss applying for state grants for the pedestrian bridge. Identify engineering firms for bridge design funding	11/30/2026	Bove/ Levinn	Priority item—requires follow-up; staff contact offered to assist with grant application
45	Quarterly Briefing to Borough Council	1/14/2026	Levinn	Plan to cancel and shift focus to April presentation for Annual Report
46	Project Presentations to Media Borough and Middletown Township	2/28/2026	Laarkamp	Provide run through of standard presentation
47	501(c)(3) organizational development	1/14/2026	Young	Leadership, banking, accounting to be established
48	Borough Financial Contributions Summary (2018 and 2021 studies)	2/15/2026	Levinn	Council requested a summary of Borough financial contributions over the years. Compile available figures related to 2018 and

				2021 studies.
49	Turks Head Trail (THT) Reciprocal Letters of Support	2/15/2026	Barker	Develop RRC letter of support and review THT letter to RRC

b. Chester County & State Planning Update

- i. The Committee confirmed that the WC–Wawa Rail Extension is officially listed in the 2025 Chester County Transportation Priority Plan (TPP) and Transportation Infrastructure Inventory (TII) and is now visible on County and upcoming State transportation maps. This marks a major milestone for the project.
- ii. Discussions confirmed that DVRPC will not update the ridership study due to cost constraints; the Committee will continue using conservative estimates within the Five-Year Plan.

c. Bridge & Grant Strategy

- i. The Committee discussed grant pathways for the Wawa pedestrian bridge, including the need to fully fund engineering before applying for state grants.
- ii. Design-build was determined to be incompatible with current state grant requirements; a traditional engineering-first model will be pursued.

d. University & Community Outreach

- i. Westtown School survey returned approximately 15 responses.
- ii. WCU survey distribution is being coordinated through the Sustainability Council.
- iii. Committee will explore survey outreach to localized County employees.

e. Transportation Advisory Committee (TAC) Update

- i. Liz Young reported TAC progress including:
 - a. Borough-wide transportation survey now active
 - b. Pop-up outreach at local events
 - c. Sidewalk connectivity mapping
 - d. Ongoing discussions on cycling safety, trails, and EV charging

f. Nonprofit Development (501c3)

- i. The Committee reviewed next steps for nonprofit development including establishing leadership, financial systems, and organizational capacity to support fundraising and grant administration.

g. Committee Leadership Transition

- i. Jordan Norley announced he will formally step down from the Committee while remaining an active advisor.

- ii. The Committee expressed appreciation for his leadership and continued involvement.

5. New Business

- a. Council requested a summary of Borough financial contributions over the years. The Committee will compile available figures related to 2018 (PennDOT) and 2021 (Chesco VPP) studies.

6. **Next Meeting:** Wednesday, January 14, 2026, at 7:00 PM (Room 232 and via Microsoft Teams)

7. **Adjourn** -7:36 PM

Committee Membership

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| • Jason Levinn, Chair | • Craig Blizzard | • Kim Bove |
| • Jim Sargent | • John McGee | • Liz Young |
| • Jordan Norley | • Charlot Barker | • Barbara Clarke |
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