



Borough Council Meeting Work Session
May 21, 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 the purpose of the May 6, 2025 Executive Session
 - B. Announce the May 22, 2025 Public Hearings at 6:30 PM:
 1. Amend the Code of the Borough of West Chester, Chapter 62, titled “garbage, rubbish and refuse,” to amend section 62-1 to add definitions of “dwelling unit” and “tote”; section 62-3 to amend certain disposal regulations that apply to public and private collection; section 62-4 to amend certain public collection regulations; section 62-8 to amend certain private collection regulations; section 62-9 to reference totes, trash cans and dumpsters; section 62-11 to revise the regulations for dumpsters and section 62-12 to require containers used for recycling to be stored in the same locations as totes and dumpsters.
 2. Amend the Code of the Borough of West Chester, Chapter 97 titled “subdivision and land development” to amend section 97-8, titled “terms defined” to add a definition of “borough historic architect” and to amend section 97-13 to add a new subsection 97-13.a(4)(e) to require review by the borough historic architect for preliminary subdivision and land development plans that propose buildings or structures with heights permitted in the ho-60 or ho-75 height option overlay districts.

IV. Comments

Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda. Please be advised that all public comment has a 5-minute time limit.

V. Reports/Presentations

VI. Old Business

- A. Motion to approve the April 15 and 16, 2025 Borough Council Meetings Minutes

VII. New Business

A. Administration, Communication & Technology

- 1) Motion to approve the 15-year sublease with 4-States Railway Service
Committee Recommendation 3-0
- 2) Motion to approve draft amendments for Chapter 54, Chapter 72 and Chapter 82 relative to license requirements for Electric, Mechanical and Plumbing contractors who perform work in the Borough of West Chester and schedule a public hearing for June 18, 2025
Committee Recommendation 3-0

B. Parking Committee

- 1) Consideration of motion to modify monthly parking hours for daily parkers from 6am-9pm to 6am-6pm.
Issue: Monthly parking for daytime hours extend far into the evening and should be closer to work hours. Anyone needing extra time in the Borough can use the 24/7 rate.
Committee Recommendation 3-0
- 2) Consideration of motion to award bid for Garage Membrane Project to CPS Construction Group.
Issue: Bid for garage membrane at Bicentennial Garage to CPS Construction Group in the amount of \$167,700. Capital budget amount is \$285,000 carried over from 2024.
Committee Recommendation 3-0

C. Public Works Committee

- 1) Motion to approve 2025-2027 Household Hazardous Waste program with the Chester County Solid Waste Authority
Committee Recommendation 3-0
- 2) Motion to approve grant resolution for DCED: Greenways, Trails, and Recreation (GTRP) in support of future John O Green Park Projects (attachment)
Issue: The Borough will be applying for the max award of \$250,000.00 with a match of \$37,500.00.
(Grant is 85% funded by DCED ACT 13 and 15% locally)
Committee Recommendation 3-0

- 3) Motion to approve grant resolution for People, Parks, and Community Foundation for John O Green splash pad rehabilitation.
Issue: The Borough will be applying for the max award of \$30,000.00 with no match required.
Committee Recommendation 3-0

- 4) Motion to deny bid for Gay St closure infrastructure
Issue: Consider awarding bid for Gay Street closure infrastructure
Committee Recommendation 3-0

D. Finance & Revenue Committee

- 1) Motion to approve grant resolution for DCED Flood Mitigation Program
Issue: Resolution for grant application for West Chester Brick Storm Sewer Rehabilitation - Phase 2 Project
Committee Recommendation 3-0
- 2) Motion to approve grant resolution for DCED: Greenways, Trails, and Recreation (GTRP) in support of future John O Green Park Projects
Issue: The Borough will be applying for the max award of \$250,000.00 (Grant is 85% funded by DCED ACT 13 and at least 15% locally)
Committee Recommendation 3-0
- 3) Motion to approve grant resolution for People, Parks, and Community Foundation for John O Green splash pad rehabilitation.
Issue: The Borough will be applying for the max award of \$30,000.00 with no match required.
Committee Recommendation 3-0
- 4) Motion to approve Budget Modification #4 for grant funding/expenses for hoses for fire department (attachment) *Issue: Allocate grant revenue and related expenses for fire hoses*
Committee Recommendation 3-0

- 5) Motion to approve purchasing requests (attachment):

1. Big Belly Solar for \$11,976.00
2. Munibilling for \$18,014.40
3. Univar for \$12,709.50
4. USALCO for \$12,835.20
5. WatchKeep for \$17,950.26
6. Goodfellowship Club of Chester County for \$86,763.21
7. MES for \$29,968.75

Issue: Review and recommend the approval of purchase orders exceeding \$10,000

E. Public Safety

- 1) Motion to appoint Borough Manager; and, discuss the nomination of a member of the Public Safety Committee, to the Good Fellowship Ambulance Company Municipal Advisory Board. *Issue: Approve appointment of Borough Manager and nominate a member of the Public Safety Committee to the Good Fellowship Ambulance Company*

*Municipal Advisory Board
Committee Recommendation 3-0*

2)

1. Motion to approve special events applications

1. Downtown West Chester – “Up on the Roof” fundraiser 9.13.25

2. Downtown West Chester – “Turkey Trot 5k” 11.27.25

*Issue: Review and approve special events applications
Committee Recommendation 3-0*

F. Smart Growth

1) **HARB Applications**

2025-15-39 E. Gay St-Protective barrier for curbside café seating

*Issue: Consider a Motion to approve the April HARB Certificate of
Appropriateness Committee Recommendation 3-0*

VIII. Other Business

A. Motion to approve contract for human resource consulting services

Issue: Discuss contract for human resource consulting services

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.