



Borough Council Meeting Voting Session
May 22, 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 Hearings @ 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.

II. Call to Order

III. Pledge of Allegiance

IV. Announcements

V. 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.

- A. Announce the purpose of the May 22, 2025 Executive Session
- B. Announce the Borough of West Chester Administrative Offices will be closed on Monday, May 26, 2025 for the Memorial Day Holiday

VI. Comments by the Borough Council and the Mayor

VII. Reports/Presentations

- A. Annual report by the West Chester Borough Planning Commission – Jim Cherry, Chair
- B. “Traditional Patterns of Building Homes in West Chester” - Thomas Dougherty, West Chester Borough Planning Commission
- C. Borough Manager’s Report

VIII. New Business

IX. Old Business

A. **A. Discussion**

1) Motion to appoint Borough Manager and member of Public Safety Committee of Borough Council to serve on 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*

2) Motion to approve contract for human resource consulting services *Issue: Discuss contract for human resource consulting services*

B. **B. Motion to approve the May 22, 2025 Conset Agenda:**

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

2. Motion to approve the 15-year sublease with 4-States Railway Service

Issue: Approve the 15-year sublease with 4-States Railway Service

3. 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

Issue: Approve amending the licensing requirements

4. Motion to modify monthly parking hours for daily parkers in the Borough

garages 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.

5. Motion to award bid for the Garage Membrane Project to CPS Construction Group in the amount of \$167,700 for the Bicentennial Garage, Third Level

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.

6. Motion to approve 2025-2027 Household Hazardous Waste program with the Chester County Solid Waste Authority.

Issue: Support the program and contribute estimated proportionate share for 3 years

7. Motion to deny bids for Gay St closure infrastructure

Issue: Consider options regarding bid for Gay Street closure infrastructure

8. 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

9. 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)

10. Motion to approve grant resolution for People, Parks, and Community Foundation for John O Green splash pad rehabilitation.

11. Motion to approve Budget Modification #4 for grant funding/expenses for hoses for the fire department.

Issue: Allocate grant revenue and related expenses for fire hoses

12. Motion to approve purchasing requests

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. Good Fellowship 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

13. 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

14. Motion to approve HARB Certificate of Appropriateness

1. 2025-15-39 E. Gay St-Install permanent protective barrier for curbside café seating

Issue: Consider a Motion to approve the April HARB Certificate of Appropriateness

X. Other Business

XI. Adjournment

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