



Borough Council Meeting Work Session
March 17, 2026 @ 6:30 PM
This meeting is recorded for public record.

Nicole Scimone, President	Member, 4th Ward	Term Expires: 12/31/27
Bernie Flynn, Vice President	Member, 6th Ward	Term Expires: 12/31/27
Bryan Travis	Member, 2nd Ward	Term Expires: 12/31/27
Brian McGinnis	Member, 3rd Ward	Term Expires: 12/31/29
Stephen Marvin	Member, 5th Ward	Term Expires: 12/31/29
Lisa Kearns	Member, 7th Ward	Term Expires: 12/31/29
Jerome Szczepaniak	Member, 1st Ward	Term Expires: 12/31/29

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

Borough Council Meeting:

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements
 - A. Public Hearing: March 18, 2026 @ 6:30 PM
An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, to require Borough Council approval prior to any participation by the West Chester Police Department in Immigration Enforcement authority under Section 287(g) of the Immigration and Nationality Act
 - B. Conditional Use Hearing: March 23, 2026 @ 6:30 PM
To consider and possibly approve the conditional use application filed by West Chester University of the State System of Higher Education (“Applicant”). Applicant seeks conditional use approval pursuant to Section 112-314 of the Borough’s Zoning Ordinance for approval of the University Campus Plan which is dated January 2025 and prepared by Ewing Cole. The University Campus Plan is a master plan for proposed development of property owned by the University located in the Borough of West Chester and zoned Planned University Campus District. -
 - C. “West Chester Borough Council Listening Session / Townhall, Wednesday, March 18, 2026, 12:30 PM- 1:00 PM, at the West Chester Area Senior Center, 530 E. Union St., West Chester, PA 19382. All are welcome.”
 - D. SEPTA Community Open House - Present changes coming to the SEPTA bus routes in the neighborhood
April 2, 2026 5:00 PM - 7:00 PM -Room #232 Borough Hall

- E. Recognition of Employee Anniversaries:
Ken Massey 5 years

IV. 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.

V. Reports/Presentations

- A. West Chester Borough Planning Commission Annual Report (attachment)
Presented by: James Cherry / Matt Clapp
- B. Borough Manager's Report

VI. Old Business

- A. Approve February 17th and 18th Borough Council Meetings Minutes

VII. New Business

- A. Interviews: Committees and Commissions

Civil Service Commission	Christian Dubbs
Tree Commission	Michele DiCaprio
West Chester Community Campus (Business Owner; Student Housing Permit Holder)	Christopher Feryo <i>Business Owner</i>
West Chester Community Campus (Business Owner; Student Housing Permit Holder)	Orazio Nastase <i>Student Housing Permit Holder</i>
West Chester Community Campus (Business Owner; Student Housing Permit Holder)	Fran Orobono <i>Student Housing Permit Holder</i>

- B. Public Works Committee

- 1) Motion to approve Downtown West Chester and West Chester Borough partnership – tree wells and planting proposal. (attachment)
Issue: review proposal for new tree wells in business district, funded by the BID

Committee Recommendation: 3-0

- 2) Motion to direct Solicitor to prepare an amendment to Chapter 62 Garbage, Rubbish and Refuse tote quantities
Issue: Discuss amendments to the Ordinance

Committee Recommendation: 3-0

- 3) Motion to approve Friends of Marshall Square Park (FOMSP) request to install a lockable, frost proof yard hydrant adjacent to the Lafayette Street steps. (Attachment)
Issue: The Friends have requested the installation of this hydrant to enable them to keep up with watering of plants/flowers/trees within the park as the current water source is on the opposite side of the park, near the fountain/restrooms. FOMSP to pay for install. (Recommended for approval by Recreation Commission pending AQUA meeting pit installation costs)

Committee Recommendation: 3-0

C. Public Safety

- 1) Motion to adopt an amendment to Chapter 80 – Peddling, Soliciting, Handbills; and, schedule a Public Hearing on April 15, 2026 @ 6:30 PM (attachment)
Issue: Review amendments to Chapter 80

Committee Recommendation: 3-0 for further discussion

- 2) Motion to approve Special Event Applications (SEAs) (attachments)

1. Easter Egg Hunt (Borough Event), March 28th
2. EmpowerU Uprising 5k (race only) April 18th
3. Helping Hands Amazing Race May 14th
4. Citizen's March for Life June 6th
5. World Music Day (WCBID) June 21st
6. Turkey Trot 5k (WCBID) November 26th

Issue: Approve Special Events Permits

Committee Recommendation: 3-0

D. Parking Committee

- 1) Motion to approve extension of free parking time on-street for Gallery Walks 2026, John O'Brien, ED of Downtown West Chester. (attachment)

Committee Recommendation: 3-0 for further discussion

- 2) Motion to approve free parking time on-street for 2026 Small Business Weekend, John O'Brien, ED of Downtown West Chester. (attachment)

Issue: Approve free parking on-street and in lots on November 27th and 28th, 2026 for Small Business Weekend.

Committee Recommendation: 3-0 for further discussion

- 3) Motion to approve free parking for the America 250 Special Event on August 2nd, 2026

Issue: Consideration of allowing for free parking for the America 250 Drone Show and festival on August 2nd.

Committee Recommendation: 3-0 for further discussion

- 4) Motion to approve changes to Chapter 104: Parking meter zones established. (104-47) (attachment)

Issue: There are time limits established within the Borough parking areas that need to be reviewed and updated.

Committee Recommendation: 3-0

E. Smart Growth

- 1) Motion to approve HARB applications (attachment)

Issue: Consider a Motion to approve the January HARB Certificate of Appropriateness (attachment)

2026-05: 6 W. Market St-Roof replacement

Committee Recommendation: 2-0

- 2) Consider directing the Solicitor to prepare a draft Data Center Ordinance (attachment)

Issue: Consider directing Solicitor to prepare an Ordinance relative to Data Centers

Committee Recommendation 2-0

F. Finance & Revenue Committee

- 1) Motion to approve Budget Modification #2026-2 for salt purchases (attachment)

Issue: Additional purchases for salt and snow removal for Winter exceeded budget

Committee Recommendation: 3-0

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

1. All Seasons Landscaping for \$54,600.00
2. Brandywine Valley SPCA for \$15,000.00
3. Butts Tickets for \$36,180.00
4. USALCO-Taylor Run for \$15,280.00
5. USALCO-Goose Creek for \$10,230.00
6. Chemical Equipment for \$33,677.10
7. Colonial Parking for \$48,475.00
8. Mowery for \$17,400.00

Issue: Review and recommend the approval of qualifying purchase orders

Committee Recommendation: 3-0

G. Administration, Communication & Technology

- 1) Motion to approve rules regarding remote meeting attendance for Borough Council (attachment)

Issue: Discuss remote virtual attendance for Council Members

Committee Recommendation: 2-1

- 2) Motion to approve staff and Council communication and agenda management

guidelines (attachment)

Issue: Discuss staff and Council communication, and agenda management

Committee Recommendation 3-0 for further discussion

- 3) Motion to approve posting a copy of a Borough Organizational Chart on the Borough website (attachment)

Issue: Amend to Borough Organizational Chart and post on the website

Committee Recommendation: 3-0

VIII. Other Business

- A. Discuss directing the Solicitor to create an amendment to the zoning ordinance to regulate, and create setbacks for vape shops, from other vape shops, schools, bus stops or parks; and, to make amendments to the zoning ordinance to improve protection from light pollution in residential neighborhoods.

No Committee Recommendation

- B. Motion to award bid to USALCO in the amount of \$279,298.60 for Aluminum Chloride Hydroxide Sulfate (attachment)
- C. Motion to consider bid award of soda ash at a unit price of \$504.95/ton for a total amount of \$201,980.00 for a two-year contract (attachment)

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.