



Borough Council Meeting Work Session  
**April 14, 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

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**Borough Council Meeting:**

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcements
  - A. Borough Council Worksession for May will be held Monday May 18, 2026 at 630 PM in Borough Council chambers
  - B. The West Chester University Conditional Use Hearing is continued to April 27, 2026 at 6:00 PM in Borough Council Chambers
  - C. Effective May, 2026 the Finance Committee meetings will begin at 5:30 PM and the Smart Growth Committee meetings will begin at 6:00 PM
  - D. On Sunday, April 19<sup>th</sup>, Mayor DeBaptiste is partnering with West Chester University to host the 2026 West Chester Community Cleanup from noon-2:00pm. Sign up through our website to cleanup your favorite block, park, or neighborhood. Let's work together to keep our borough beautiful!
- 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. Rail Restoration Committee - Annual/Quarterly Report, Jason Levinn, Chair

B. West Chester Railroad Report - Derek Slifer

C. Borough Manager Report

VI. Old Business

A. Approve the March 17 and 18, 2026 Borough Council Meeting Minutes

VII. New Business

A. Public Works Committee

1) Motion to schedule public hearing for Chapter 62 Garbage, Rubbish and Refuse, May 20, 2026 at 630 PM Borough Council chambers. (attachment)

*Issue: Schedule a Public Hearing for the amendment*

*Committee Recommendation: 3-0*

2) Motion to approve the Weaver Mulch lease agreement (attachment)

*Issue: Weaver Mulch leases the Snyder Avenue location in lieu of payment they mulch our yard waste and provide us with mulch.*

*Committee Recommendation: 3-0*

3) Motion to adopt resolution for Pennsylvania Department of Conservation and Natural Resources Community Conservation Partnership Program(C2P2) grant up to \$250,000.00 for the John O. Green Park playground project Phase 2 with a 50% local match. (attachment)

1. Phase 2 is the remainder of the north side park excluding the splash pad.(attachment)

2. Grant application deadline 4.30.26

*Committee Recommendation: 3-0*

4) Motion to adopt a resolution for the Pennsylvania Department of Economic Development Greenways, Trails, and Recreation Program (GTRP) grant for the Hoopes Park playground redevelopment project up to \$250,000.00 with a 15% local match. (attachment)

1. This is a complete overhaul of the playground at Hoopes Park with inclusive play being of high priority.

2. Grant application deadline 5.31.26

*Committee Recommendation: 3-0*

5) Motion to adopt two resolutions for the Chester County Preservation Partnership Program (PPP) grant up to \$100,000.00 with a 75% local match: (attachment)

1. One grant application will be in support of the John O. Green Park playground project

2. One grant application will be in support of the Hoopes Park playground redevelopment project.
3. These grants can be used as matching funds/local match the DCNR and DCED grants.
4. Grant application deadline 4.30.26

*Committee Recommendation: 3-0*

#### B. Public Safety

- 1) Motion to approve weekend closure of Gay Street for summer open air market - May 1, 2026 through September 28, 2026  
*Issue: Approve the weekend closure of Gay Street*

*Committee Recommendation 3-0*

- 2) Motion to direct the Solicitor to draft an Ordinance on the use of vape shops in residential neighborhoods in proximity to parks, schools, and bus stops in the residential zoning districts.  
*Issue: Discuss the impact of the retail use of vape shops in residential neighborhoods*

*Committee Recommendation: 3-0*

- 3) Special Event Applications (SEAs) (attachments)
  - i. West Chester Green Team - Porchfest 2026 - May 16 2026
  - ii. Friends of Marshall Square Park - Summer Concert Series: June 18, July 9, July 30, August 20  
*Issue: Approve Special Event Permits*

*Committee Recommendation: 3-0*

#### C. Parking Committee

- 1) Motion to approve request from FOP to waive parking fees for posting on Church St between Chestnut and Patton Alley, and the Chestnut St lot on May 14th from 4:30pm until 10 pm for memorial for fallen officers. (attachment)  
*Issue: Annual FOP special event, requesting free parking for memorial service.*

*Committee Recommendation: 3-0*

- 2) Motion to direct solicitor to prepare changes to Chapter 104 ordinance: Parking meter zones established. (104-47), Time limited at locations (104-33); and, schedule a Public Hearing on May 20, 2026 (attachment)  
*Issue: There are several items regarding timed parking that need to be updated based on Council's approval at March meetings.*

*Committee Recommendation: 2-1*

#### D. Smart Growth

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

- 2026-06: 27 S. Darlington St-HVAC mechanical equipment
- 2026-07: 129 E. Gay St-Front door repair-side window replacement

*Committee Recommendation: 2-0 to approve both Certificates of Appropriateness*

- 2) Motion to approve the request from the Historical Commission to approve a \$5,000 proposal from Springhouse Films to conduct an Oral History Project-Chris Lang, Oral History Coordinator (attachment)  
*Issue: Approve the Oral History project as the request of the Historic Commission*

*Committee Recommendation: 2-0*

#### E. Finance & Revenue Committee

- 1) Motion to approve establishing a revolving loan fund for building improvements (attachment)  
*Issue: Use proceeds from Keystone grant to lend funds for community development projects to improve buildings, housing units, and infrastructure*

*Committee Recommendation: 3-0*

- 2) Discuss awarding the bid for Maple Alley conveyance upgrade to Joao & Bradley Construction Co., Inc. for \$596,859.00  
*Issue: Award bid for Maple Alley upgrade*

*Committee Recommendation for further discussion: 3-0*

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

1. McDonald Uniforms for \$40,000.00
2. WildLawn- Rain Garden Maintenance for \$20,336.00
3. Treemendous-Shade Tree Maintenance for \$90,000.00
4. McGovern Environmental for \$980,000.00
5. DSC Solutions for \$39,500.00
6. CDW - Collective Non-Capital Purchases in 2026 for \$103,000.

*Issue: Review and recommend the approval of qualifying purchase orders*

*Committee Recommendation: 3-0*

#### F. Administration, Communication & Technology

- 1) Motion to approve policy for Council remote meeting attendance (attachment)  
*Issue: Policy for remote attendance at work session, business, and committee meetings*

*Committee Recommendation: 2-0*

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

*Issue: Policy for Council/staff communication, agenda management, and Sunshine laws*

*Committee Recommendation: 2-0*

- 3) Motion to approve the annual lease with the West Chester Food Cooperative (attachment)

*Issue: Approve annual lease in Lot #10*

*Committee Recommendation: 2-0*

- 4) Motion to approve annual lease with West Chester Growers Association (attachment)

*Issue: Approve annual lease in Lot #10*

*Committee Recommendation: 2-0*

- 5) Motion to approve authorizing Borough Manager to execute an energy supply contract at a value less than PECO's Price to Compare (PTC) (attachment).

*Issue: The Borough's energy supply contract expires December 31, 2026.*

*Committee Recommendation: 2-0*

#### VIII. Other Business

- A. Motion to appoint Borough Manager, and an alternate, as voting delegates to the Pennsylvania Association of Boroughs (attachment)

- B. Motion to approve the 2026 Open Air Market Rules (attachment)

#### IX. Adjournment

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

Agendas are posted to [www.west-chester.com](http://www.west-chester.com) by noon 3 business days prior to the meeting.