



Public Works Committee Meeting
May 12, 2026 @ 5:30 PM
This meeting is recorded for public record.

Committee Members:

Bernie Flynn, Chair
Bryan Travis
Brian McGinnis

Director of Public Works: Donald Anderson

Wastewater Director: Sean Mitchell

Director of Parks & Recreation: Keith Kurowski

Borough Manager: Sean Metrick

Public Works Committee Meeting:

I. Call to Order

II. Announcements

- A. The West Chester Borough Administrative Offices will be closed on Monday, May 25th. Please note: trash, recycling and yard waste will be pushed back one day from your usual collection date.
- B. A Public Hearing will be held on May 20, 2026 at 6:30 PM for an amendment to Chapter 62, Garbage, Rubbish and Refuse

III. 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.

IV. Reports

- A. Engineer's report
- B. Public Works
- C. Wastewater
- D. Parks & Recreation
- E. Public Works Committee – Chair Report, work plan and issues raised at prior meetings

V. Old Business

- A. Approve April 2026 meeting minutes (attachment)

- B. Discuss progress on the consideration of a new Public Works building
Issue: Continue conversation on a new Public Works building

VI. New Business

- A. Motion to approve the sale of items from Wastewater with proceeds being deposited into the sewer fund.
Issue: Sell decommissioned equipment from Wastewater

VII. Other Business

VIII. 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.

MONTHLY ENGINEERING REPORT

TO: Sean Metrick, Borough Manager
FROM: Kelly Goff, PE, CFM, Consulting Engineer
RE: West Chester Borough
Monthly Engineering Report
DATE: May 7, 2026

The purpose of this memorandum is to provide a status update on engineering, planning, MS4 compliance, capital projects, and land development activities within West Chester Borough. A summary of high-priority projects is provided below. A detailed engineer’s report is included as Appendix A.

Project	Project Summary	Status Update
Gay Street Closure Project	Chester County Revitalization Grant-funded project providing removable barricades along the Gay Street Open-Air Market.	Substantial completion is anticipated in May 2026. A punchlist is being drafted. RVE recommended payment #2 5/6/2026.
Gay & High Improvements	Reconstruction of the Gay Street and High Street intersection, currently in poor condition.	RVE is developing construction and permit plans.
High Street Improvements	Streetscape improvements including trees, sidewalks, curbs, and lighting between Miner Street and Barnard Street.	RVE has completed the survey of this area.

Should you have any questions, please do not hesitate to contact me directly at (484) 843-3653.

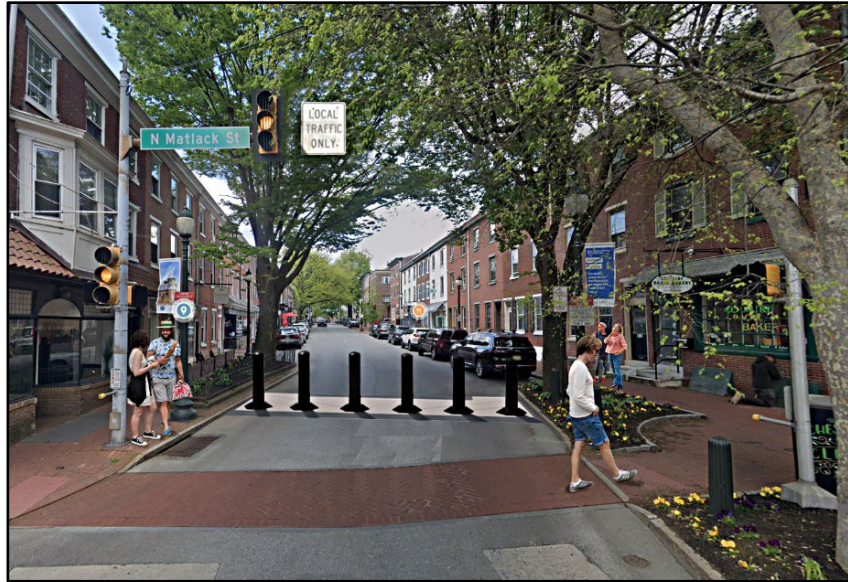


Figure 1 – Rendering of Gay Street Closure Project



Figure 2 – Outfall Inspections

Appendix A - Detailed Engineer's Report

1 GENERAL ENGINEERING & PLANNING SERVICES

1.1 Monthly Meetings

Monthly progress meetings are held with RVE and Borough staff to review the status of ongoing projects. The most recent meeting was held on March 24, at 1:00 PM.

1.2 Planning Services

1.2.1 Intersection Improvements

RVE continues to work with the Borough to identify and develop improvements at various intersections. The Borough's committee is compiling public feedback. Intersections considered include:

- Saint Agnes School Intersections (Hannum Ave. and New St.)
- E. Gay Street & Matlack Street
- N. Biddle Street & N. High Street
- E. Biddle Street & N. Penn Street
- N. Franklin Street & E. Marshall Street
- W. Ashbridge Street & Hoopes Park Lane
- W. Gay Street & N. New Street
- Gay Street & High Street (*construction plans in development*)
- Washington Street & High Street
- Chestnut Street & New Street (*Public Works obtaining striping maintenance quotes*)
- Price Street & Darlington Street (*improvements completed in 2025*)
- S. Brandywine Street & Price Street (*improvements completed in 2024*)
- Gay Street & Bradford Avenue (*improvements completed in 2025*)

1.3 Grant Funding Acquisition Services

RVE continues to coordinate with Borough staff to identify and pursue grant opportunities aligned with Borough priorities. A 2026 Grants Memorandum was submitted in January 2026. Grant opportunities are reviewed as updated information becomes available.

1.3.1 Priority Projects

The Borough and RVE are maintaining a list of priority projects that need grant funding. The Borough is interested in funding the following projects through grant programs.

- Gay & Matlack intersection improvements
- Darlington & Chestnut Parking Lot improvements
- Rain Garden Curb Bump-outs
- High Street Improvements Phase 2
- Gay Street Phase 2
- Goose Creek Interceptor Phase 2

- Cedar Alley Gabions
- Public Works Building

1.3.2 DCED Multimodal Transportation Fund

This grant application is due 7/31. Transportation improvements are eligible. No match is required.

1.3.3 DCED Flood Mitigation Program

This grant application is due 5/31. Flood control projects are eligible.

1.3.4 DCED Greenways Trails and Recreation Program

This grant application is due 5/31. Trails and Park projects are eligible.

1.3.5 DCED Watershed Restoration and Protection Program

This grant application is due 5/31. Green stormwater projects are eligible.

1.3.6 Growing Greener

This grant application is due 6/22. Green stormwater projects are eligible.

2 MS4 SERVICES

The Borough's MS4 Permit is required under the Clean Water Act and mandates the implementation of pollution-reduction practices for stormwater systems discharging to surface waters. RVE works with Borough staff to ensure regulatory compliance.

Bi-monthly coordination meetings are held. The most recent meeting occurred on 5/4/2026.

2.1 Annual Report

The annual report was submitted on 9/22/2025.

2.2 PRP and TMDL Addenda (Goose Creek)

Pollution Reduction Plans (PRP) and Total Maximum Daily Load (TMDL) Plans are required to reduce pollutants entering impaired waterways through BMP implementation. Certain BMPs in the original plans were deemed infeasible; therefore, addenda were prepared and submitted to PADEP on December 29, 2025.

A joint site visit with Borough staff to evaluate potential BMP locations occurred on March 6, 2026.

2.3 BMP Inspections

BMP inspection needs are currently under internal review by Borough staff.

2.4 Outfall Inspections

RVE is completed outfall inspections and sampling per PADEP requirements.

2.5 PRP Addenda (Brandywine Creek, Blackhorse, Run, Plum Run, Taylor Run)

The PRP is a mandatory component of Pennsylvania's MS4 permit program, designed to reduce sediment and pollutant discharges into impaired waterways through BMPs. Some BMPs listed in the original plan are not feasible. An addendum will be developed to include additional BMPs.

Borough staff is compiling plans of previously implemented BMPs.

3 CAPITAL PROJECTS (PLANNING, DESIGN, BIDDING & CONSTRUCTION)

3.1 Gay Street Closure

The Gay Street Closure Project is a project funded by the Chester County Revitalization Grant that will result in removable barricades along the Gay Street open air market.

- The Borough Council voted on 8/28/2025 to issue a notice of intent to award the Base Bid, Alternate 1, Alternate 5, and Alternate 6.
- A preconstruction meeting was held on 9/30/2025.
- A Notice to Proceed was issued on 10/2/2025.
- The project is nearing substantial completion. A punchlist is being developed.
- Change Order #1, #2, #3 were recommended to the Borough.
- Payment #2 was recommended on 5/6/2026.

3.2 Storm infrastructure Lining project

This project proposed to rehabilitate several stormwater pipes by adding a liner. This project is being funded by the flood mitigation grant.

- A field visit was conducted on 3/24/26 to review the existing conditions.
- RVE is compiling a proposal for Borough staff.

3.3 Gay & High Street Intersection Improvements

This project includes the reconstruction of the intersection of Gay & High. RVE is developing construction and permit plans. The Borough would like to have stamped asphalt for the crosswalks and intersection. Asphalt for the intersection will be an alternate bid item.

3.4 High Street Improvements (Miner to Barnard)

RVE worked with Borough staff to acquire the DCED MTF grant. This project includes sidewalk, curb, landscaping and lighting improvements. RVE has performed the survey.

3.5 Linden & High Bus Shelter

RVE has submitted the HOP application in April 2026.

4 SUBDIVISION & LAND DEVELOPMENT REVIEWS

4.2 330 Market (PCWBP002)

The applicant is proposing to construct a 185 unit apartment building with 215 parking spaces.

- RVE received the first submission on 5/3/2023. RVE is reviewing this submission.
- A second review letter was issued on 8/18/2023.
- RVE attended the Planning Commission meeting on 8/29/2023 in order to address concerns from the public.
- RVE issued a 3rd review letter on 1/9/24.
- RVE issued a 4th Review letter on 2/23/24.

4.3 611 E Nields (PCWBP003)

The project proposes to construct two separate industrial warehouse buildings totaling 523,653 square feet at 611 East Nields Street within the Industrial (ID) zoning district. This application has preliminary land development approval.

- RVE issued a review letter #1 on 2/27/24.
- RVE issued a review letter #2 on 5/9/24.
- RVE issued a review letter #3 on 6/27/25.

4.4 250 East Market (PCWBP005)

The applicant is proposing to construct a four-story apartment building with 221 units and 230 parking spaces.

- RVE issued review letter #1 on 8/17/2024.
- RVE issued review letter #2 on 10/01/2024.
- RVE issued review letter #3 on 7/14/2025.

4.5 210-214 W. Washington Street (PCWBP006)

The applicant is proposing to construct 8 single-family attached homes on three parcels along West Washington Street within the Neighborhood Conservation District (NC-2) zoning district. The site is bounded by West Washington Street to the west, Patton Alley to the east, and Birdseye Alley to the south. The proposed subdivision plans to demolish the existing automotive repair building and consolidate the three parcels. Each home will have a 1-car garage and share a common driveway.

- RVE submitted review letter #1 to the Borough staff on 11/07/2024.
- RVE submitted review letter #2 to Borough staff on 1/30/2025.
- RVE submitted review letter #3 to Borough staff on 5/21/2025.
- RVE submitted review letter #4 to Borough staff on 12/4/2025.
- RVE submitted review letter #5 to Borough staff on 4/7/2026.

4.6 700 S High Street (PCWBP007)

The applicant is proposing improvements to the university.

- RVE sent a review letter to Borough staff on 7/3/2025.

4.7 410 High Street, Application #3

This application is proposing a set of townhomes at the old Burger King site. The application has not been submitted to RVE at the time of this report.

- RVE submitted review letter #14 to Borough staff 4/21/2026.

4.9 615/617 South Walnut (Coming Soon)

This application is proposing five (5) townhomes.

- RVE has received submission #1 on 5/3/2026. RVE is reviewing.

Fleet Maintenance Work Orders

ID	Stop Date	Equipment	Total Cost	Notes
28482	4/1/2026	44-23	0.00	ENTERPRISE LOF. FRED BEANS
28468	4/1/2026	44-83	105.33	REPLACE BATTERY AND ELECTRIC FUEL PUMP
28467	4/1/2026	55-04	0.00	SI. T 3/32 F 9/B R 9/B STKR# A16 02426352 4-27
28465	4/1/2026	01-26	481.00	ACCIDENT DAMAGE
28481	4/2/2026	55-04	70.00	REPLACE TWO TIRES
28469	4/2/2026	44-51	28.96	REPLACE LOW AIR PRESSURE SENSOR
28500	4/2/2026	SQ52	0.00	SI. T 10/32 F 6/B R 7/B STKR# A16 02426353 4-27
28483	4/2/2026	44-51	28.96	REPLACE LOW PRESSURE SWITCH
28480	4/2/2026	44-26	891.67	REPLACE SENSOR 1 NOX MODULE
28499	4/7/2026		0.00	LOF
28486	4/7/2026	44-40	467.11	LOF.
28489	4/7/2026	44-17	90.00	CTTING EDGE BRACKET REPAIR. NATHAN DAVID. INV# 1427
28487	4/7/2026	44-22	305.00	REPLACE CHAIN HOLDERS ON TAILGATE. NATHAN DAVID. INV# 1427.
28488	4/7/2026	44-10	90.00	CUTTING EDGE BRACKET REPAIRS. NATHAN DAVID. INV# 1427
28497	4/9/2026	44-26	590.45	REPLACE NCX SENSOR
28496	4/9/2026	01-23	62.72	REPLACETIRE SENSOR
28494	4/9/2026	44-31	102.23	TP OFF HYDRALIC FLUID TANK
28493	4/9/2026	01-27	165.00	REPLACE HEATER HOSES FOR COOLANT LEAK
28498	4/9/2026	01-16	0.00	LOF
28495	4/9/2026	44-83	93.99	REPLACE ELCTRIC FUEL PUMP
28505	4/10/2026	44-30	49.35	REPLACE TANK DRAIN
28513	4/14/2026	44-83	40.47	REPLACE STARTER SOLENOID
28512	4/14/2026	44-26	7.16	HAVE NEW KEY CUT
28515	4/14/2026	44-09	51.95	SI T 9/32 F 7/B R 3/B STKR# A16 02426355 4-27

ID	Stop Date	Equipment	Total Cost	Notes
28514	4/14/2026	08-04	49.95	SI. T 6/32 F 7/B R 9/B STKR# A16 02426354 4-27

Work Detail (Work Order 28542)

Work Summary

Description: REPAIR
Status: IN PROGRESS
Notes:
filters changed as per monthly maint.

Cost Summary

Total Cost: \$281.41
Labor \$61.70
Equipment \$0.00
Materials \$0.00
Other \$219.71

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Maintain	4/9/2026	61.70	0.00	219.71	281.41
		\$61.70	\$0.00	\$219.71	\$281.41

Employee	Title	Hours
Kevin Garris	Driver/Operator PW	2.00

Equipment Details

Equipment Item	Rate	Hours	Total
Hook Lift	\$43.00	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$219.71
	\$219.71

Work Detail (Work Order 28542)

Work Detail (Work Order 28545)

Work Summary

Description: ISSUE WITH BRAKES

Status: IN PROGRESS

Notes:

repaired a short in the brake light wiring, replaced a switch for the parking brakes, replaced the air chamber on left front drive wheel, adjusted the brakes and lubed the chassis.

Cost Summary

Total Cost: \$1156.55

Labor	\$0.00
Equipment	\$0.00
Materials	\$0.00
Other	\$1,156.55

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Repair	4/20/2026	0.00	0.00	1156.55	1156.55
		\$0.00	\$0.00	\$1,156.55	\$1,156.55

Employee	Title	Hours
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Equipment Details

Equipment Item	Rate	Hours	Total
Trash Truck	\$69.44	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$1,156.55
	\$1,156.55

Work Detail (Work Order 28545)

Public Works Last Month Requests

Request ID	Entry Date	Close Date	Issue	Status	Street	Description
1597	4/1/2026		Sign	Open	100 N CHURCH ST	RE-INSTALL THE HANDICAP SIGN
1599	4/7/2026	4/7/2026	Missed Trash	Closed	233 E MARKET ST	claims complaint and his trash missed.
1600	4/7/2026	4/8/2026	Missed Trash	Closed	227 W WASHINGTON ST	Trash missed, please collect.
1601	4/7/2026	4/7/2026	Missed Trash	Closed	718 HILLSIDE DR	Bulk item not collected. A vacuum cleaner needs to be picked up.
1602	4/8/2026		Sign Removal	Open	400 E MARKET ST	Old signpost sticking up out of sidewalk and is a tripping hazard at the corner of Adams and Market in front of bank.
1603	4/9/2026		Traffic Signal	Open		Caller claims the traffic signal is not cycling properly and traffic is backed up.
1605	4/13/2026		Missed Trash/Recycle	Open	406 W CHESTNUT ST	recycling missed
1607	4/13/2026		Sinkhole	Open		Sink hole forming near telephone pole
1608	4/14/2026		Sign	Open	700 S WALNUT ST	Between the signs has fallen
1609	4/14/2026		Yard Waste Missed	Open	37 W GAY ST	Bundles of sticks in the rear of the property in Prescott Alley. Not collected two weeks in a row.
1610	4/14/2026		Tree Branches	Open	415 S HIGH ST	Truck hit a branch and it is ripped away from tree and dangling. Please cut limb.
1611	4/14/2026		Yard Waste Missed	Open	118 W CHESTNUT ST	Yard Waste missed. Please collect
1612	4/14/2026		Missed Trash	Open	505 N WALNUT ST	Trash missed
1613	4/15/2026		Missed Trash	Open	202 N PENN ST	Trash missed, please collect
1615	4/16/2026	4/15/2026	Graffiti	Closed		Please paint over the offensive graffiti on concrete barrier at S Franklin/Linden next to the creek.
1616	4/16/2026		Missed Trash	Open	216 W MINER ST	trash missed
1617	4/16/2026		Missed Trash	Open	310 PRICE ST	Trash missed
1619	4/17/2026		Park Maintenance	Open		Trash overflowing and trash blowing around in both Phase 1 and Phase 2 at John O Green Park
1620	4/20/2026		Sign Down	Open		No Parking Between Signs sign down by the batting cage at Rustin Park
1621	4/20/2026		Sign Down	Open		Stop Sign down
1622	4/20/2026		Missed Trash	Open	221 N NEW ST	Trash missed - cans on W Washington side of property

Request ID	Entry Date	Close Date	Issue	Status	Street	Description
1623	4/20/2026		Tree Branches	Open	520 W MARKET ST	Large tree branch is down near baseball backstop. Large Branches dangling in tree. Please assess
1624	4/20/2026		Inlet Cleaning	Open	132 N PENN ST	full of debris
1627	4/21/2026		Missed Trash	Open		Trash missed
1628	4/21/2026		Garage Issue	Open	14 E CHESTNUT ST	Water Pump is leaking at Chestnut Street Garage. See attached photos
1629	4/22/2026		Missed Trash	Open	225 N WALNUT ST	missed trash
1630	4/22/2026		Missed Trash	Open	111 E MINER ST	missed trash
1631	4/22/2026		Yard Waste Missed	Open	122 LINDEN ST	missed yard waste bags
1632	4/23/2026		Street Issue	Open		Litter and brush overgrowth at Barnard Street Bridge.
1633	4/23/2026		Wires Down	Open		Complaint about wires dangling from pole at S Franklin and E Nields
1635	4/23/2026		Sign Down	Open		all of the No Smoking in Park signs have gone missing
1637	4/24/2026		Sign	Open	126 W MINER ST	Stop sign in the alley in the rear of 126 W Miner Street has been damaged.
1638	4/27/2026		Sign Down	Open		Stop sign and on sidewalk.
1639	4/27/2026		Missed Trash	Open	408 W CHESTNUT ST	Trash missed
1641	4/28/2026	4/28/2026	Playground Maintenance	Closed		swings chewed up by dog and need to be replaced to eliminate the hazard
1642	4/29/2026	4/29/2026	Missed Leaf Pickup	Closed	28 S HIGH ST	recycling missed

ATT 1 (1-4)

Gay Street Bollards

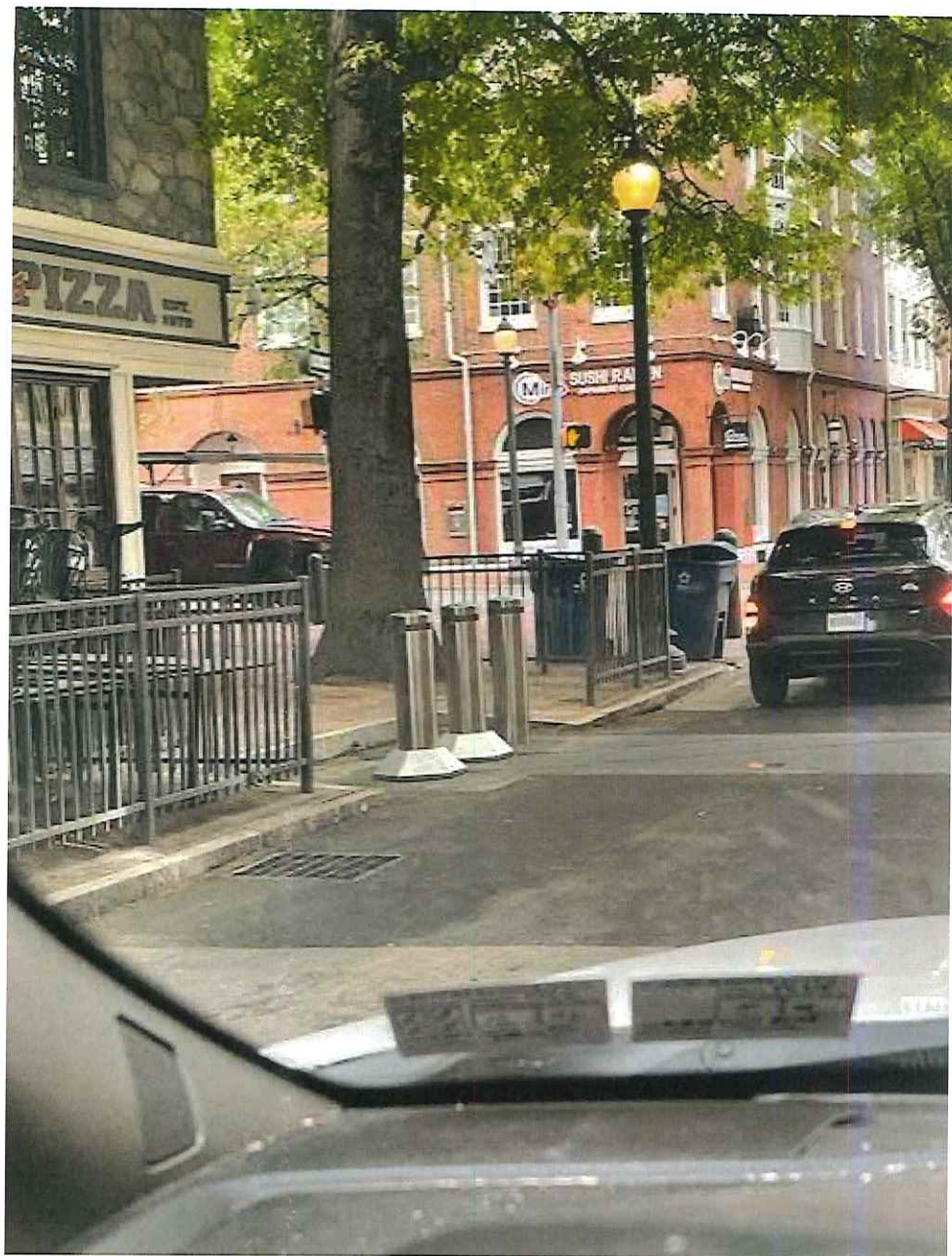
From Don Anderson <DAnderson@west-chester.com>

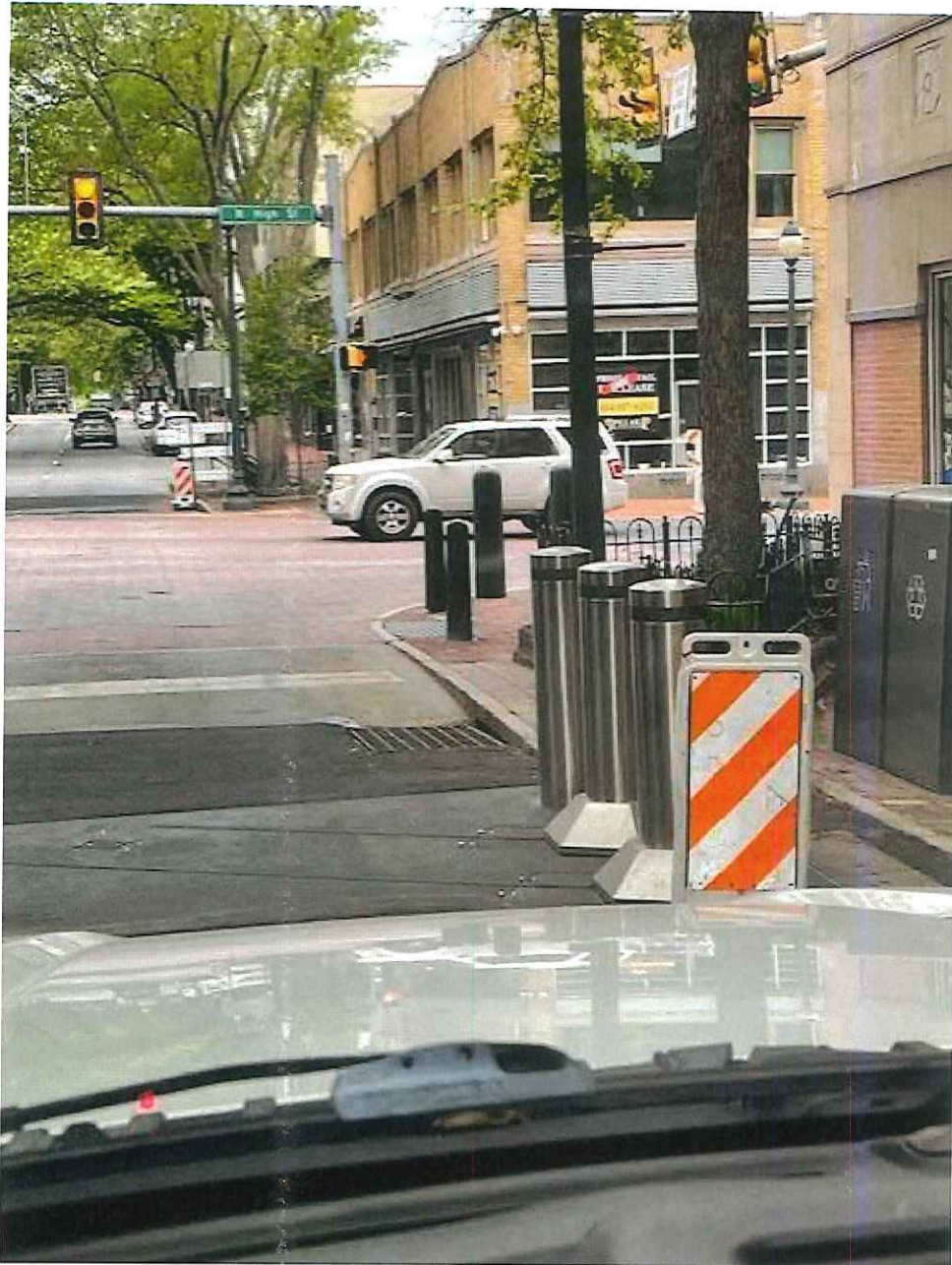
Date Wed 5/6/2026 11:09 AM

To Don Anderson <DAnderson@west-chester.com>









Don Anderson, Public Works Director
Borough of West Chester
Danderson@west-chester.com
610-696-5282 Office
484-459-6193 Cell

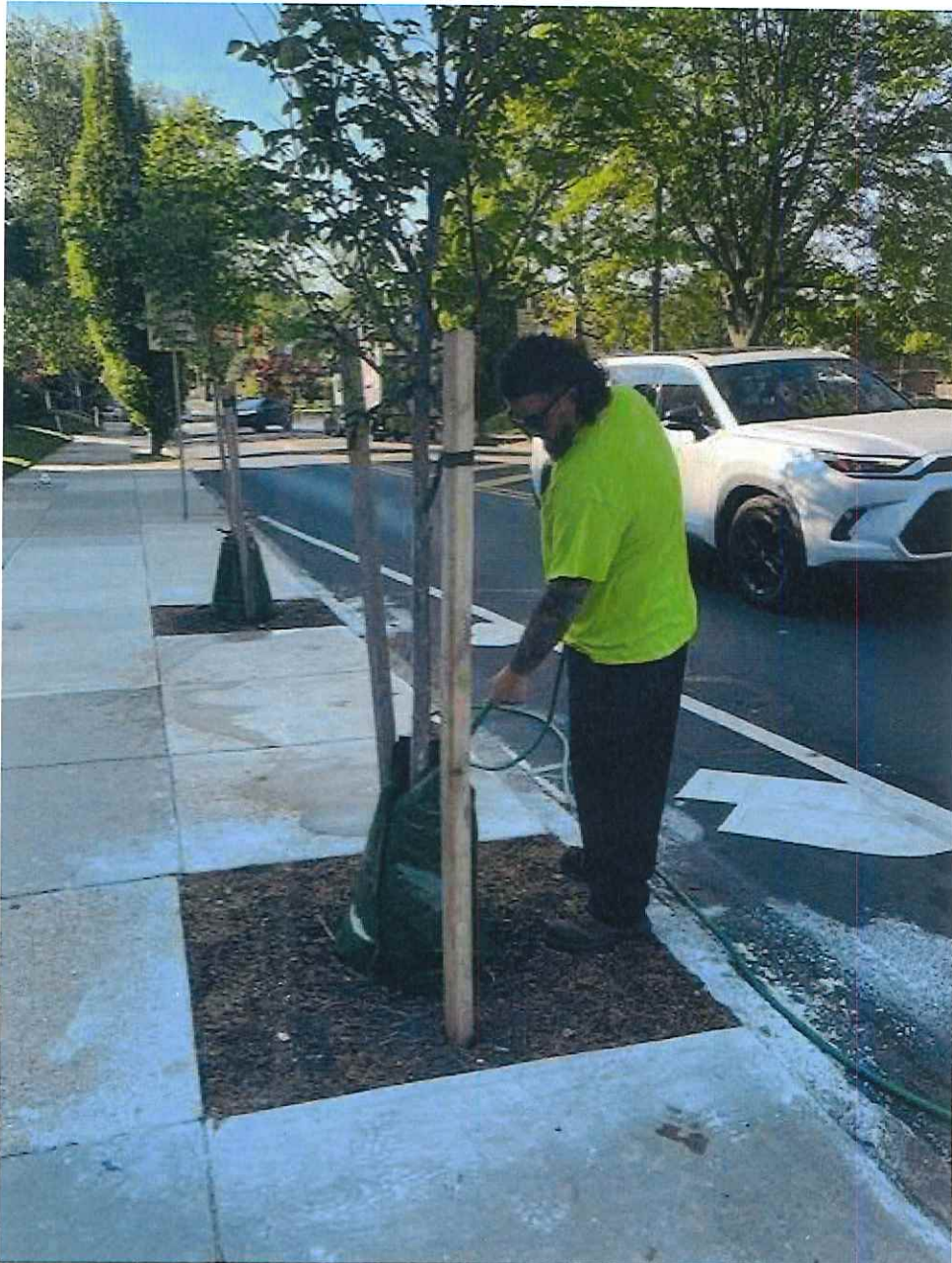
ATT 2 (1-2)

Watering trees

From Don Anderson <DAnderson@west-chester.com>

Date Wed 5/6/2026 8:21 AM

To Don Anderson <DAnderson@west-chester.com>





Don Anderson, Public Works Director
Borough of West Chester
Danderson@west-chester.com
610-696-5282 Office
484-459-6193 Cell

ATT 4 (1)

Sinkhole Sharon Alley & Magnolia Street

From Don Anderson <DAnderson@west-chester.com>

Date Wed 5/6/2026 8:26 AM

To Don Anderson <DAnderson@west-chester.com>



Don Anderson, Public Works Director
Borough of West Chester
DAnderson@west-chester.com

ATT 5 (1)

Opticoms

From Don Anderson <DAnderson@west-chester.com>

Date Wed 5/6/2026 8:24 AM

To Don Anderson <DAnderson@west-chester.com>



Don Anderson, Public Works Director
Borough of West Chester
DAnderson@west-chester.com

ATT 6 (3)

Restoring fall zone

From Don Anderson <DAnderson@west-chester.com>

Date Wed 5/6/2026 8:23 AM

To Don Anderson <DAnderson@west-chester.com>







Don Anderson, Public Works Director
Borough of West Chester
Danderson@west-chester.com
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ATT 7 (2)





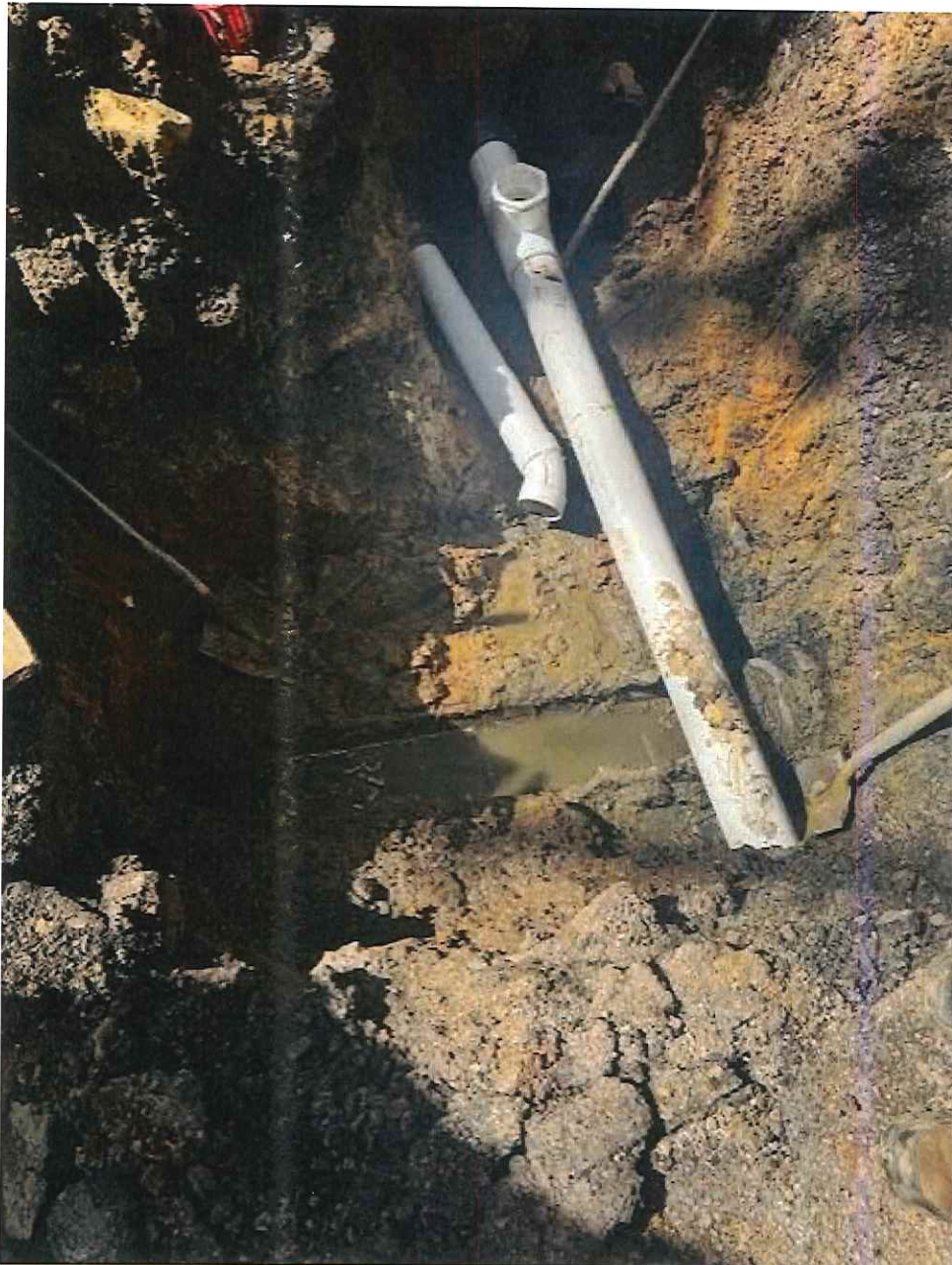
ATT. 8 (1-3)

Pearl Alley

From Don Anderson <DAnderson@west-chester.com>

Date Wed 5/6/2026 8:28 AM

To Don Anderson <DAnderson@west-chester.com>







Don Anderson, Public Works Director
Borough of West Chester
Danderson@west-chester.com
610-696-5282 Office
484-459-6193 Cell

Park Notes and Projects April 2026

Projects can be Capital, grant funded, Rec Fee in Lieu of, or General.

Hoopes Park

Hoopes Park Playground renovation project

- Project is in the preliminary concept phase using information gathered from the group that met in Aug. (FOHP, Parks and Rec, Playground designer, and engineering)
 - o Our playground designer met with the Parks and Rec department to start laying out conceptual designs.
 - We are looking into “inclusive play” designs for this playground renovation.
 - Inclusive play takes ADA to another level and incorporates elements of play for hearing/vision impaired along with sensory sensitive ideas.
 - o We will be applying for a DCED GTRP grant (up to \$250,000.00 with a 15% local match) in support of this project
 - Grant deadline was May 31st, 2026
 - o We have applied for a Chester County Preservation Partnership Program (PPP) grant up to \$100,000.00 with a 75% local match:
 - These grants can be used as matching funds/local match for the DCNR and DCED grants.
 - Grant application deadline 4.30.26

Marshall Square Park – The Franklin St. sidewalk project (approved by Council in 2025) will get under way with permitting and pre construction meeting in the near future.

- This project is funded and headed by the FOMSP with support from the Borough.

Everhart Park – Gazebo restoration project (FOEP)

- Timeline is TBD

Mosteller Park – No projects at current time

Fugget Park – No projects at current time

Horace Pippin Park – New Playground has been installed (90%)

- We still need to add the ADA pathway from Everhart St. to the playground.

Kathy McBratnie Park - No projects at current time

Greenfield Park – No projects at current time

Veteran’s Memorial Park - No projects at current time

Barclay Park - No projects at current time

Bayard Rustin Park – No projects at current time

John O Green Park –

Fall zone project 2025 and beyond

- The Friends of West Chester Parks and Recreation about a donation towards this project’s shortfall.

- A memo was sent from the FOWCPR to members of council, the Borough Mgr., outlining questions and concerns. (Attached).

- We are have applied for a 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.

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

 - b. Grant application deadline 4.30.26

- We have applied for a Chester County Preservation Partnership Program (PPP) grant up to \$100,000.00 with a 75% local match:

 - i. These grants can be used as matching funds/local match for the DCNR and DCED grants.

 - ii. Grant application deadline was 4.30.26



There were only two park rental (non-Parks and Recreation related) in March.

Camps, classes, and bus trips

Ryan Michael, Program Coordinator, is continually working on our list of programming for Spring/Summer/Fall 2026.

Program Sales Report for 01/01/2026 -
04/30/2026

Program Name	Res Count	Non-Res Count	Total Count	Res Total	Non-Res Total	Totals
43rd Annual THMF Non-Food Vendor Application	6	52	58	\$575.00	\$5,025.00	\$5,600.00
45th Annual West Chester Restaurant & Food Truck Festival Application	5	56	61	\$610.00	\$7,640.00	\$8,250.00
Brandywine School - Wizard Camp	4	8	12	\$1,680.00	\$3,640.00	\$5,320.00
Just Tennis with Justin DePietropaolo	8	34	42	\$906.00	\$4,180.00	\$5,086.00
Parent and their Princess Party	1	16	17	\$20.00	\$300.00	\$320.00
Pickleball - Universal Rackets	1	31	32	\$201.00	\$4,765.00	\$4,966.00
Reflex Sports	8	16	24	\$1,200.00	\$2,470.00	\$3,670.00
Skyhawk Multisport Tots	0	6	6	\$0.00	\$420.00	\$420.00
Skyhawks Baseball	7	12	19	\$650.00	\$1,120.00	\$1,770.00
Skyhawks Golf	4	18	22	\$300.00	\$2,592.00	\$2,892.00
Skyhawks Volleyball	0	2	2	\$0.00	\$280.00	\$280.00
Soccer Shots	9	28	37	\$1,218.00	\$4,489.00	\$5,707.00
Zumba in the Park	2	7	9	\$178.00	\$987.00	\$1,165.00
Totals	55	296	351	\$7,538.00	\$37,908.00	\$45,446.00

*NOTE: The Parks and Recreation Dept., along with the IT Department, have been looking into other Recreation Software applications that may be better suited for our programing and events participants.

** In 2026 the Parks and Recreation Department will be utilizing new recreation software.

Civic Plus will replace Myrec.com.

- The Borough currently uses Civic Plus to handle our website and with this transition we hope to help make our recreation platform more integrated for use by the public.
- There will be overlapping time from when we move from our old system to our new system
 - o Plan to go live with our new system end of May/beginning of June 2026

Upcoming Events both **Borough** sponsored and **Non-Borough** and **Gay St. “Activation Zones”**

5.14.26 Helping Hands Amazing Race

5.15.26 Virtual Golf Event

5.16.26 Porchfest

5.28.26 Hoopes Park Concert

5.30.26 Penn Fusion 5k

6.6.26 Citizen’s March for Life

6.12.26 World Cup Watch Party

6.7.26 43rd Annual Turks Head Music Festival

6.21.26 World Music Day

West Chester Area Council of Governments – America 250 Celebration 8.2.26

- Update on what has been discussed to date
- The WCACOG America 250 Committee has been awarded two grants from the Chester County Community Foundation in support of our efforts to bring a great event to West Chester.
 - o Dare to Declare grant - \$2,500
 - Kickoff of the event with a special reading of the Declaration of Independence.
 - o Let Freedom Ring - \$5,000
 - Supports the event as a whole
- The committee has decided that each municipality will select one member of our community to read the Declaration of Independence at the event.
 - o Seven municipalities = Seven readers
 - o Each municipality will have a “Call for Readers/Volunteers” to aid in the selection process.

For a full listing of Parks and Recreation events for 2026, please go to our website here:

<https://west-chester.com/370/Events>

PROS Plan Implementation

Concepts/Plans/Projects relating to the Six Big Moves

- *Parks for all/Sustaining what we love*
 - o John O Green Splash Pad renovations/upgrades
 - This project comes with complications due to the PA DEP covenant that is on this parcel, but we have a plan in place to have the new splash pad operational this summer.
 - Will be submitting a grant app to DCNR in support of this project to support phase two of the project, which is everything else in the north side park minus the splash pad.
- Parks for all/Sustaining what we love
 - o Hoopes Park playground renovations
 - Concepts are still be worked out
 - With the considerable amount of tree removals at the park we are reconsidering our options on the layout/design

- Will be submitting grant apps to DCED in support of this project.
- *Go West Chester/Investing in our community*
 - Turks Head Trail feasibility study
 - We've had informative and fact-finding conversations with SEPTA, Turks Head Trail advocacy group, ChesCo Planning Commission, Delaware Valley Regional Planning Commission, and DelCo Planning Commission
 - The Borough will be submitting a TCDI Grant through the Delaware Valley Regional Planning Commission
 - This grant has no match and no fiscal responsibility from the Borough.
 - If awarded, DVRPC oversees the selection of our consultants and handles are invoicing/payments.
 - Minimum grant award is \$100k.

Public Works
May 12, 2026

Facilities

West Chester Public Library

- Elevator issues have been resolved

New Public Works Facility

- Site visits are currently being scheduled

Streets

- We enhanced the crosswalk at the intersection of New and Chestnut Streets. We are waiting for the crosswalk signs that are on backorder
- The bollard work on Gay Street is finished, and the entire length of Gay Street is open. (Attachment 1)
- Trees are being watered (Attachment 2)
- We finalized the 2026 Pavement Paving Project, and Pennoni put it out to bid in Penn Bid (Attachment 3)
- We discovered a sinkhole on Magnolia and Sharon Alley (Attachment 4)
- PECO and AQUA projects will add to the streets being paved in 2026
- Kuharchik started checking our Opticom's to ensure they are functioning properly (Attachment 5)

Parks and landscapes

- We are replenishing the fall zone material at Kathy McBratnie Park. (Attachment 6)

Sanitary/Storm Sewers

- We assisted RVE with identifying upcoming relining projects of our old brick storm sewer mains this year.
- We repaired an inlet in front of the Bicentennial Garage. (Attachment 7)
- We were contacted for an SSO in Pearl Alley, and a larger issue was discovered. (Attachment 8)

Trash and Recycling

- Chapter 62 violations. A public meeting is scheduled for this month.

Vehicles/Fleet

- We are adding the entire fleet in Cartegraph, which includes VINs and new and sold vehicles

Cartograph reports

- Reports are in the agenda packet for your review (attachment)

Administration

- Actively recruiting for summer helper open positions.

Other

- Brubacher is installing a water main on South Church Street from W Market to University Ave starting May 18th



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Borough Council

Nicole Scimone, President
Bernie Flynn, Vice President
Jerome Szczepaniak
Bryan Travis
Brian McGinnis
Steve Marvin
Lisa Kearns

Mayor

Lillian L. DeBaptiste

Borough Manager

Sean Metrick

May 2026 Wastewater Department Report

Goose Creek

Upon quarterly lubrication PM, T6A mixer was diagnosed with two bad bearings and a chipped-up gear shaft. The mixer was removed from service, quotes are in process for repair or replacement.

Crews dropped, cleaned, and inspected T3-B aeration tank. The aeration stones were cleaned, 35 gaskets and securing bolts were tightened or replaced if broke. The tank was placed back on-line in less than 24 hours.

As reported last month, the plant's large thickener clarifier drive failed. A large crack in the housing and internal bearing damage was found in the drive. During last quote inspection, the contractor found a critical structural crack on one mount and a deteriorated tab on another which could cause a catastrophic failure in the future. I will be presenting an Estimate to the Finance Committee tomorrow night as an emergency replacement of the clarifier drive and repair of the mounts at the cost of \$345,200.00 through a COSTARS company.

Taylor Run

Employees found a damaged gear reducer on RBC unit C4. Crews removed, inspected and replaced housing unit and gear before placing unit back on-line.

Crews dropped, cleaned and inspected T7-B clarifier. Solids were hosed out, tank filled and placed back on-line.

Pumping Stations

Monthly cleaning and inspections were performed at all four pumping stations. Crews pumped down, hosed out wet wells and bar screen chambers and adjusted floats where needed.

The College Ave. pump station had a wireless network installed at the station. The network will be used for future flow monitoring, pump and wetwell level information, and security. The Miner St. station will be next for the network install.

Capital Projects

The Goose Creek electrical substation project is 90% complete. The temporary power service (generator, transfer switch and transformer) has been disconnected and removed from site. The breakers have been set and tested to each building in the plant, and entire unit was placed on-line. Eaton has a small punch list of issues the contractor found to fix, and the contractor is waiting on the automatic transfer switch for the plants control building and the new fence to arrive for installation and completion of project.

The Maple Alley project: The Responsible Contractors Determination has been completed by Pennoni and signed by Sean Metrick. The contract award letter has been sent, we are waiting for all documents (bonds, insurance, and signed contract) to be returned. We will be scheduling a pre-construction meeting for mid-May, look for mobilization in late June, construction in July, and completion of phase one early August.

Both College Ave. and New St. pump station back-up pumps have arrived, and invoices coded for payment closing this project.

The sluice gates replacement project is underway; the gate frame has been picked up and will be installed soon.

Taylor Run driveway replacement will be bid this month and presented to council for award at the June meetings.



Wastewater Tasks

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Screen GC-SCREEN-1	Ice	4/1/2026	ran ice thru rotamat to clean out grease	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Scrub	4/1/2026	scrubbed t4b	0.00
Waste Water (Goose Creek)	WWTP Screen S-2	Ice	4/1/2026	ran ice thru rotamat to clean out grease	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T3A	Drain	4/1/2026	drained about a foot to make room for seeding	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T5B	Fill	4/1/2026	set up 3 inch trash pump to seed t3a from t5b	0.00
Waste Water (Goose Creek)	Facility Equipment Day Hopper 2	Repair	4/1/2026	replaced small glass fuse for corkscrew	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-3	1st Stage Change Over	4/1/2026	first stage change over complete	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Preventive Maintenance	4/2/2026	moved and remounted work bench to floor, re-routed electric to bench and replaced outlets with new ones.	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Other	4/2/2026	pulled fiberoptic cable out of B-1 back 2 manholes and moved to a different cable chase underground. then pulled back into B-1	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-3	Preventive Maintenance	4/2/2026	tried to fix a air leak in basement blower pipe joint, didnt work looking into buying replacement parts	0.00
Waste Water (Goose Creek)	WWTP Pump Scum pit pump P-A	Replace	4/6/2026	replaced love-joy spider between motor and ger reducer	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T3A	Fill Tank	4/6/2026	pumped 7,000-9,000 gals from T-5A up to T-3A	0.00
Waste Water (Goose Creek)	WWTP Mixer GC-MIXER-T3	Mechanical Troubleshooting	4/6/2026	saw mixer was rocking back and fourth, used a tank brush to pull rags off the mixer blades seems ok now.	0.00
Waste Water (Goose Creek)	WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Pump Down	4/7/2026	pumped ground water out 8" hosed grease off sensors	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	4/7/2026	cut grass in plant	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Preventive Maintenance	4/7/2026	made new storage shelves inside man door.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Clean	4/8/2026	cleaned sprays	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Preventive Maintenance	4/8/2026	transferred 55gals of oil from barrel to holding tank on shelf	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Other	4/8/2026	sucked water out of manhole in front of b3 for electricians	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	4/8/2026	eddie weed wacked first stage buildings and tanks	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Clean	4/8/2026	cleaned sprays	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Mechanical Troubleshooting	4/9/2026	FS100 trimmer still not running right, pulled carb off and cleaned everything, pushed wire thru jets and then ran and adjusted carb. seems ok now, may need a coil	0.00
Waste Water (Goose Creek)	WWTP Mixer GC - Contact Tank - Mixer 2	Oil Change	4/9/2026	spring oil change\grease 150w oil everything else looked ok	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	4/9/2026	Hosed out center filled with grease and outer wall, weirs	0.00
Waste Water (Goose Creek)	WWTP Mixer GC T6 B Mixer	Oil Change	4/9/2026	spring oil change\grease 150w oil everything else looked ok	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Scrub	4/9/2026	scrubbed t4a	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - Worthington Street Pump Station	Troubleshoot	4/9/2026	met taylor run out at station just to double check amps on pump #2. a little higher than normal but ok.	0.00
Waste Water (Goose Creek)	WWTP Mixer GC - Contact Tank - Mixer 1	Oil Change	4/9/2026	spring oil change\grease 150w oil everything else looked ok	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	4/9/2026	weed eated the outside of the fence in first stage	0.00
Waste Water (Goose Creek)	WWTP Mixer GC T6 A Mixer	Oil Change	4/9/2026	spring oil change, found upper\lower bearings are gone on shaft, pinion \ring gears are chewed up. off line for now	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Cleaning	4/9/2026	cleaned out mcgoverns dump line	0.00
Waste Water (Goose Creek)	WWTP Mixer GC-MIXER-T13	Oil Change	4/9/2026	spring oil change and grease. pinion\ring gear still bad but running	0.00
Waste Water (Goose Creek)	WWTP Screen S-1	Oil Change	4/10/2026	spring oil change	0.00
Waste Water (Goose Creek)	Drive GC-CLARIDRIVE-7A	Oil Change	4/10/2026	spring oil change and grease,	0.00
Waste Water (Goose Creek)	WWTP Blower GC-RB-2 Roots blower B	Oil Change	4/10/2026	spring oil change and grease, air filter	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	4/10/2026	hosed grease out	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Hosing	4/10/2026	hosed out rag room and cleaned up rags in front of building	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	Drive GC-CLARIDRIVE-7B	Oil Change	4/10/2026	spring oil change and grease, little water in lower drive	0.00
Waste Water (Goose Creek)	Drive GC-CLARIDRIVE-7C	Oil Change	4/10/2026	spring oil change and grease, little water in lower drive	0.00
Waste Water (Goose Creek)	WWTP Screen S-2	Oil Change	4/10/2026	spring oil change	0.00
Waste Water (Goose Creek)	WWTP Blower GC-RB-A roots blower A	Oil Change	4/10/2026	spring oil change and grease, air filter	0.00
Waste Water (Goose Creek)	WWTP Mixer GC-MIXER-SB3	Oil Change	4/10/2026	spring oil change and grease	0.00
Waste Water (Goose Creek)	WWTP Structure GC - B3 - Scum Pit	Pump Down	4/11/2026	pumped down and hosed out grease and rags	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-3	Cleaning	4/11/2026	cleaned b3 bathroom and took out trash	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-1	Cleaning	4/11/2026	cleaned b1 and took out trash	0.00
Waste Water (Goose Creek)	Drive GC-CLARIDRIVE-4A	Oil Change	4/13/2026	spring oil change and grease	0.00
Waste Water (Goose Creek)	WWTP Structure GC-S-1	Fill Tank	4/13/2026	went to Taylor run plant and picked up (6) 5 gallon buckets of soda ash and brought back to plant since we are out. added to soda ash tank throughout the day	0.00
Waste Water (Goose Creek)	Drive GC-CLARIDRIVE-4B	Oil Change	4/13/2026	spring oil change and grease	0.00
Waste Water (Goose Creek)	Drive GC-CLARIDRIVE-2B	Oil Change	4/13/2026	spring oil change and grease, water in lower drive 1/4 gal.	0.00
Waste Water (Goose Creek)	Drive GC-CLARIDRIVE-2A	Oil Change	4/13/2026	spring oil change and grease,	0.00
Waste Water (Goose Creek)	WWTP Structure GC - PS2 - Scum Pit	Hosing	4/14/2026	hosed walls and pumped down till it was all grease left	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Hosing	4/14/2026	hosed tank, arm, scum beach	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Hosing	4/14/2026	hosed tank, arm, scum beach	0.00
Waste Water (Goose Creek)	WWTP Mixer GC T6 A Mixer	Retire	4/14/2026	removed mixer from T-6 and brought into shop. disassembled mixer to see how bad damage was, not repairable!	0.00
Waste Water (Goose Creek)	WWTP Structure GC - Structures - SB1	Hosing	4/14/2026	hosed out grease on both sides	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	4/15/2026	hosed out center grease and walls, weirs	0.00
Waste Water (Goose Creek)	WWTP Facility GC-PS-3	Clean	4/15/2026	pumped down and hosed off floats, walls and pumps. didnt look to bad	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Clean	4/15/2026	organized T-6 mixer parts on a pallet and moved over to B-4 to store for now	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	4/16/2026	weed wacked T-2s and 1st stage buildings, and T-11/12	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	4/16/2026	hosed out center walls and weirs	0.00
Waste Water (Goose Creek)	WWTP Yard Hydrant GC - Hydrants - T-5 West	Replace	4/16/2026	the brackets that connect the hydrant handle to the valve rusted away. removed old brackets. had to custom fab new ones out of scrap metal we had in shop. then reinstalled new ones ,seems to work fine now	0.00
Waste Water (Goose Creek)	WWTP Compressor GC - Shop - Compressor	Oil Change	4/16/2026	spring oil change, blew out air filter	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	4/17/2026	mowed some of 1st stage and outside fence\ hills	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Hosing	4/17/2026	hosed out rag room and hosed ground in front of building and cleaned up rags on ground	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Cleaning	4/17/2026	took off sprayers and cleaned	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Cleaning	4/17/2026	Took off sprayers and cleaned	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Hosing	4/21/2026	hosed out rag room	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Hosing	4/21/2026	hosed tank arm and scum beach	0.00
Waste Water (Goose Creek)	Drive GC-CLARIDRIVE-7A	Install	4/21/2026	rubber dust\weather shield around lower drive was falling off. had to climb under the drive and reattach around drive and secure back on with band clamp	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Hosing	4/21/2026	hosed tank arm and scum beach	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	4/21/2026	hosed off tank and arm	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	4/22/2026	hosed grease out center and hosed walls and weirs	0.00
Waste Water (Goose Creek)	WWTP Pump Sub.P-4	Clean	4/22/2026	cleaned rags\debris off of check valve flapper, not to bad	0.00
Waste Water (Goose Creek)	WWTP Pump Sub.P-1	Clean	4/22/2026	cleaned rags\debris off of check valve flapper, decent amount of rags	0.00
Waste Water (Goose Creek)	WWTP Facility GC-PS-1	Cleaning	4/22/2026	scraped grease off walls, pumps, steps, floats, wires then hosed everything down and pumped down	0.00
Waste Water (Goose Creek)	WWTP Pump Sub.P-3	Clean	4/22/2026	cleaned rags\debris off of check valve flapper, decent amount of rags	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Pump Sub.P-2	Clean	4/22/2026	cleaned rags\debris off of check valve flapper, not to bad, tightened packing nuts for flapper shaft 1 turn it had a slight drip	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	4/23/2026	hosed center GREASE ... walls/ weirs	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	4/24/2026	mowed plant and blew off sidewalks	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8A	Cleaning	4/24/2026	Helping John clean Contact tank	0.00
Waste Water (Goose Creek)	WWTP Structure GC-S-1	Fill	4/27/2026	went to Taylor run plant and picked up (6) 5 gallon buckets of soda ash and brought back to plant since we are out. added to soda ash tank throughout the day	0.00
Waste Water (Goose Creek)	WWTP Structure GC - Structures - SB1	Repair	4/27/2026	reattached one of the threaded rod covers for the sluice gate	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T3B	Drain	4/28/2026	drained tank to look at\fix diffusers	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Repair	4/28/2026	repaired ends on 3 sections of 3" suction hose, trimmed ends and installed new clamps	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T3B	Repair	4/28/2026	cleaned or replaced bad diffuser stones, gaskets and bolts in all 3 zones	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Scrub	4/30/2026		0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Other	4/30/2026	weed wacked swell by front gate	0.00
Waste Water (Goose Creek)	WWTP Screen S-2	Ice	4/30/2026		0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Scrub	4/30/2026		0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	4/30/2026	cleaned grease out of scum beach, hosed center, weirs and walls	0.00
Waste Water (Goose Creek)	WWTP Mixer GC-MIXER-SA2	Electrical Troubleshooting	4/30/2026	wasnt working, reset breaker and tightened wire connections	0.00
Waste Water (Goose Creek)	WWTP Screen GC-SCREEN-1	Ice	4/30/2026		0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	4/1/2026	Primary Weekly Maintenance: Plant generator. Oil level checked. Coolant level checked. Belt Checked for tension. Checked hose connections. Gauges and lights checked.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	4/1/2026	Primary Weekly Maintenance: RBC B1. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	4/1/2026	Primary Weekly Maintenance: RBC C4. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	4/1/2026	Primary Weekly Maintenance: RBC A1. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	4/1/2026	Primary Weekly Maintenance: RBC A4. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	4/1/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Tank pumped out. Storage tank inspected for leaks.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	4/1/2026	Primary Weekly Maintenance: RBC C1. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	4/1/2026	Final Weekly Maintenance: Soda Ash Solution Tank. Soda Ash Sensor removed and cleaned. Reinstalled.	0.00
Waste Water (Taylor Run)	WWTP Pump P-1	Install	4/2/2026	New Belts were installed on P-1 sludge pump.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Replace	4/3/2026	Removed gears form reducer for repairs. Replaced broken gear housing and removed old broken gears. Replaced with good used gears.	0.00
Waste Water (Taylor Run)	WWTP Facility TR-B-5	Clean	4/5/2026	B5 was swept, mopped and trash taken out.	0.00
Waste Water (Taylor Run)	WWTP Facility TR-B-1	Clean	4/5/2026	B1 was swept, mopped and trash taken out.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: RBC C4. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Moat pumped out. Storage tank inspected for leaks.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: RBC C1. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: Plant generator. Oil level checked. Coolant level checked. Belt Checked for tension. Checked hose connections. Gauges and lights checked.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: RBC A4. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Blower K-2	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: K2 Blower. Oil level checked. Belt checked for tension. Pressure relief valve lubricated. Air filters cleaned.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	4/8/2026	Final Weekly Maintenance: Soda Ash Room Shower station. System checked for leaks, water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	4/8/2026	Final Weekly Maintenance: DS3 Sampler. Pump tubing inspected for punctures. Sensor, Sample line and torpedo cleaned. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	4/8/2026	Final Weekly Maintenance: T6-B. Oil level in reducer checked. Lower housing oil level checked. Chain checked for slack. Scraper arm inspected for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	4/8/2026	Final Weekly Maintenance: Soda Ash Silo Shower station. System checked for leaks, water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: DS1 Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Lights, heater, refrigerator and fan checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: RBC B4. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: Bucket Elevator & Incline Screw Conveyor. Oil level checked in all reducers. All fittings greased. Chain inspected for slack. Drive train checked for slack. Belt checked for tension and wear.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: K1 Blower. Oil level checked. Belt checked for tension. pressure relief valve lubricated. Air filter cleaned. Fittings greased. Upper and Lower swing arm fittings greased. Hoist oil level checked and hoist cable inspected for wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: DS2 Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Heater, fan, refrigerator and lights inspected for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	4/8/2026	Final Weekly Maintenance: T6-A. Oil level checked in reducer. Oil level checked in lower housing. Checked chain for slack. Scraper arm inspected for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: Raw Comp Sampler. Pump tubing inspected for punctures. Sensor, Sample line and torpedo cleaned. Lights, heater, fan and refrigerator inspected for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation final back up	Preventive Maintenance	4/8/2026	Final Weekly Maintenance: Final Back up Comp. Pump tubing inspected for punctures. Sensor, Sample line and torpedo cleaned. Checked for proper operation of lights, fan, heater and refrigerator.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: Scum Mixer. Super Bio Clean 510 poured into pit and mixed for several minutes. Pumped out with pumps 3 and 4.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-FS-2	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: Plant Generator. Checked oil level. Checked coolant level in sight glass on radiator. Belt checked for tension. Hose checked for proper connection. Gauges and lights checked.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	4/8/2026	Final Weekly Maintenance: Chlorine Analyzer & Pre/ Post Sample Pump. Grease cup taken off, cleaned out and refilled with fresh polyrex blue grease, reinstalled. Sample box checked for leaks or problems. Tubing on analyzer cleaned. Drain lines cleaned. Strainer cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: Soda Ash Silo Shower Station. Eye wash and Shower system inspected for water pressure, supply and leaks.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	4/8/2026	Primary Weekly Maintenance: Soda Ash Room Shower Station. Eye wash station and shower station inspected for leaks, water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	4/8/2026	Final Weekly Maintenance: Final Comp Sampler. Pump tubing inspected for punctures. Cleaned sensor, Sample line and Torpedo. Lights, heater, fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	4/10/2026	Primary Weekly Maintenance: RBC A1. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	4/10/2026	Primary Weekly Maintenance: RBC B1. Hydraulic Pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure T-7B	Clean	4/10/2026	T-7B dropped and hosed out. Refilled and put back into service.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: RBC C-4. Hydraulic pump attached to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: A-1. Hydraulic pump attached to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: Plant generator. Oil level checked. Coolant level checked. Belt Checked for tension. Checked hose connections. Gauges and lights checked.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: RBC B-1. Hydraulic pump attached to RBC and weighed. Weight recorded in maintenance book.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: Scum Mixer. Super Bio Clean 510 poured into mixer and mixed for several minutes. Pumped out with pumps 3 and 4.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: RBC C-1. Hydraulic pumped attached to RBC and weighed. Weighted recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Moat pumped out. Tank checked for leaks.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: RBC A-4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: Aluminum Sulfite Tank Eye wash. Tested for water pressure and water supply. Tank inspected for leaks.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	4/15/2026	Primary Weekly Maintenance: RBC B-4. Hydraulic pump attached to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	Wastewater Treatment Plant TR	Mowing	4/16/2026	Grass mowed	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	4/16/2026	Primary Weekly Maintenance: Raw Sigma Sampler. Pump tubing inspected for punctures. Cleaned sensor, Sample line and torpedo. Checked for proper operation of lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	4/16/2026	Primary Weekly Maintenance: DS1 Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	4/16/2026	Primary Weekly Maintenance: DS1 Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked proper operation of lights, fan, heater and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	4/21/2026	Primary Weekly Maintenance: Raw Sigma Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Lights, heater, fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	4/21/2026	Primary Weekly Maintenance: DS2 Sampler. Pump tubing inspected for punctures. Cleaned sensor, Sample line and torpedo. Checked lights, fan, heater and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	4/21/2026	Primary Weekly Maintenance: DS1 Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: Plant Generator. Oil level checked. Coolant level checked in sight glass on radiator. Belt tension checked. Checked hose connections. Checked gauges and lights.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: RBC C-1. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: RBC C-4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: RBC B-1. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: RBC A-4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: RBC A-1. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: Aluminum Sulfite Tank Moat. Moat pumped out.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	4/22/2026	Final Weekly Maintenance: Chlorine Analyzer & pre/ Post sample pump. Grease cup removed and old grease replaced with fresh grease. Reinstalled. Sample box checked for leaks. Cleaned tubing on analyzer. Cleaned strainer.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	4/22/2026	Final Weekly Maintenance: T-6A. Oil level checked in reducers. Oil level checked in lower housing. Chain checked for slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	4/22/2026	Final Weekly Maintenance: T-6B. Oil level checked in reducers. Oil level checked in lower housing. Chain checked for slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Pak room eye wash and shower system	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: Pak Room Eye/Shower station. System checked for leaks, water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: RBC B-4. Hydraulic pump connected to RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	4/22/2026	Final Weekly Maintenance: Final Comp Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, fan heater and refrigerator for proper operation.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: Scum Mixer. Super Bio Clean 510 poured into scum pit and mixed for several minutes. Pumped out with P3 and P4.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	4/22/2026	Final Weekly Maintenance: Soda Ash Room Shower System. Check system for water pressure, leaks and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation final back up	Preventive Maintenance	4/22/2026	Final Weekly Maintenance: Final Comp backup Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, fan heater and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	4/22/2026	Final Weekly Maintenance: DS3. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Checked lights, fan heater and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	4/22/2026	Primary Weekly Maintenance: Aluminum Silo Shower/ Eye station. System checked for leaks. Water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	4/22/2026	Final Weekly Maintenance: Soda Ash Silo Shower Station. Check system for water pressure, leaks and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	4/29/2026	Primary Weekly Maintenance: Bucket Elevator & Incline Screw Conveyor. Checked oil level in all reducers. All Fittings greased. Chain checked for slack. Drive train checked for slack. Belt checked for tension and wear.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	4/29/2026	Primary Weekly Maintenance: K1 & K2 blowers. Oil level checked. Belts checked for tension. Pressure relief valves checked. Air filters cleaned. Fittings greased. Upper and lower swing arm fittings greased. Oil level in hoist checked as well as hoist cable checked for wear.	0.00

Pump Stations Monthly Tasks

Asset	Activity	Completed	Notes
WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Pump Down	4/7/2026	pumped ground water out 8" hosed grease off sensors
Wastewater Treatment Plant PS - Worthington Street Pump Station	Troubleshoot	4/9/2026	met taylor run out at station just to double check amps on pump #2. a little higher than normal but ok.

Park Notes and Projects April 2026

Projects can be Capital, grant funded, Rec Fee in Lieu of, or General.

Hoopes Park

Hoopes Park Playground renovation project

- Project is in the preliminary concept phase using information gathered from the group that met in Aug. (FOHP, Parks and Rec, Playground designer, and engineering)
 - o Our playground designer met with the Parks and Rec department to start laying out conceptual designs.
 - We are looking into “inclusive play” designs for this playground renovation.
 - Inclusive play takes ADA to another level and incorporates elements of play for hearing/vision impaired along with sensory sensitive ideas.
 - o We will be applying for a DCED GTRP grant (up to \$250,000.00 with a 15% local match) in support of this project
 - Grant deadline was May 31st, 2026
 - o We have applied for a Chester County Preservation Partnership Program (PPP) grant up to \$100,000.00 with a 75% local match:
 - These grants can be used as matching funds/local match for the DCNR and DCED grants.
 - Grant application deadline 4.30.26

Marshall Square Park – The Franklin St. sidewalk project (approved by Council in 2025) will get under way with permitting and pre construction meeting in the near future.

- This project is funded and headed by the FOMSP with support from the Borough.

Everhart Park – Gazebo restoration project (FOEP)

- Timeline is TBD

Mosteller Park – No projects at current time

Fugget Park – No projects at current time

Horace Pippin Park – New Playground has been installed (90%)

- We still need to add the ADA pathway from Everhart St. to the playground.

Kathy McBratnie Park - No projects at current time

Greenfield Park – No projects at current time

Veteran’s Memorial Park - No projects at current time

Barclay Park - No projects at current time

Bayard Rustin Park – No projects at current time

John O Green Park –

Fall zone project 2025 and beyond

- The Friends of West Chester Parks and Recreation about a donation towards this project’s shortfall.

- A memo was sent from the FOWCPR to members of council, the Borough Mgr., outlining questions and concerns. (Attached).

- We are have applied for a 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.

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

 - b. Grant application deadline 4.30.26

- We have applied for a Chester County Preservation Partnership Program (PPP) grant up to \$100,000.00 with a 75% local match:

 - i. These grants can be used as matching funds/local match for the DCNR and DCED grants.

 - ii. Grant application deadline was 4.30.26



There were only two park rental (non-Parks and Recreation related) in March.

Camps, classes, and bus trips

Ryan Michael, Program Coordinator, is continually working on our list of programming for Spring/Summer/Fall 2026.

Program Sales Report for 01/01/2026 -
04/30/2026

Program Name	Res Count	Non-Res Count	Total Count	Res Total	Non-Res Total	Totals
43rd Annual THMF Non-Food Vendor Application	6	52	58	\$575.00	\$5,025.00	\$5,600.00
45th Annual West Chester Restaurant & Food Truck Festival Application	5	56	61	\$610.00	\$7,640.00	\$8,250.00
Brandywine School - Wizard Camp	4	8	12	\$1,680.00	\$3,640.00	\$5,320.00
Just Tennis with Justin DePietropaolo	8	34	42	\$906.00	\$4,180.00	\$5,086.00
Parent and their Princess Party	1	16	17	\$20.00	\$300.00	\$320.00
Pickleball - Universal Rackets	1	31	32	\$201.00	\$4,765.00	\$4,966.00
Reflex Sports	8	16	24	\$1,200.00	\$2,470.00	\$3,670.00
Skyhawk Multisport Tots	0	6	6	\$0.00	\$420.00	\$420.00
Skyhawks Baseball	7	12	19	\$650.00	\$1,120.00	\$1,770.00
Skyhawks Golf	4	18	22	\$300.00	\$2,592.00	\$2,892.00
Skyhawks Volleyball	0	2	2	\$0.00	\$280.00	\$280.00
Soccer Shots	9	28	37	\$1,218.00	\$4,489.00	\$5,707.00
Zumba in the Park	2	7	9	\$178.00	\$987.00	\$1,165.00
Totals	55	296	351	\$7,538.00	\$37,908.00	\$45,446.00

*NOTE: The Parks and Recreation Dept., along with the IT Department, have been looking into other Recreation Software applications that may be better suited for our programing and events participants.

** In 2026 the Parks and Recreation Department will be utilizing new recreation software.

Civic Plus will replace Myrec.com.

- The Borough currently uses Civic Plus to handle our website and with this transition we hope to help make our recreation platform more integrated for use by the public.
- There will be overlapping time from when we move from our old system to our new system
 - o Plan to go live with our new system end of May/beginning of June 2026

Upcoming Events both **Borough** sponsored and **Non-Borough** and **Gay St. “Activation Zones”**

5.14.26 Helping Hands Amazing Race

5.15.26 Virtual Golf Event

5.16.26 Porchfest

5.28.26 Hoopes Park Concert

5.30.26 Penn Fusion 5k

6.6.26 Citizen’s March for Life

6.12.26 World Cup Watch Party

6.7.26 43rd Annual Turks Head Music Festival

6.21.26 World Music Day

West Chester Area Council of Governments – America 250 Celebration 8.2.26

- Update on what has been discussed to date
- The WCACOG America 250 Committee has been awarded two grants from the Chester County Community Foundation in support of our efforts to bring a great event to West Chester.
 - o Dare to Declare grant - \$2,500
 - Kickoff of the event with a special reading of the Declaration of Independence.
 - o Let Freedom Ring - \$5,000
 - Supports the event as a whole
- The committee has decided that each municipality will select one member of our community to read the Declaration of Independence at the event.
 - o Seven municipalities = Seven readers
 - o Each municipality will have a “Call for Readers/Volunteers” to aid in the selection process.

For a full listing of Parks and Recreation events for 2026, please go to our website here:

<https://west-chester.com/370/Events>

PROS Plan Implementation

Concepts/Plans/Projects relating to the Six Big Moves

- *Parks for all/Sustaining what we love*
 - o John O Green Splash Pad renovations/upgrades
 - This project comes with complications due to the PA DEP covenant that is on this parcel, but we have a plan in place to have the new splash pad operational this summer.
 - Will be submitting a grant app to DCNR in support of this project to support phase two of the project, which is everything else in the north side park minus the splash pad.
- Parks for all/Sustaining what we love
 - o Hoopes Park playground renovations
 - Concepts are still be worked out
 - With the considerable amount of tree removals at the park we are reconsidering our options on the layout/design

- Will be submitting grant apps to DCED in support of this project.
- *Go West Chester/Investing in our community*
 - Turks Head Trail feasibility study
 - We've had informative and fact-finding conversations with SEPTA, Turks Head Trail advocacy group, ChesCo Planning Commission, Delaware Valley Regional Planning Commission, and DelCo Planning Commission
 - The Borough will be submitting a TCDI Grant through the Delaware Valley Regional Planning Commission
 - This grant has no match and no fiscal responsibility from the Borough.
 - If awarded, DVRPC oversees the selection of our consultants and handles are invoicing/payments.
 - Minimum grant award is \$100k.

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Public Works Committee

Date: April 7, 2026 @ 5:30 PM

Committee Members Present: Bernie Flynn – 6th Ward (Chair)
Bryan Travis – 2nd Ward
Brian McGinnis – 3rd Ward

Department Heads Present:
Don Anderson, Director Public Works
Sean Mitchell, Wastewater Director
Ramsey Reiner, Assistant Borough Manager
Keith Kurowski, Director Parks & Recreation

Borough Manager: Sean Metrick

1. Call to Order - meeting was called to order at 5:30 PM
2. Announcements
 - none
3. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda.
 - none
4. Departmental Reports
 - a) Traffic & Engineering Reports
 - Kelly Goff, RVE, stated that for the gay Street Project the work has started beyond the curblineline. I wanted to alert you to a change order request that came in during excavation. There were multiple spots where the storm water pipe underneath had deteriorated, so the recommendation was to replace during construction. The change order amount is \$41,657.36. Under the MS4 we will start the outfall inspections in the next week or two. We are in the process of developing the construction and permit plans for the High and Gay Street intersection project. There is a S. High Street streetscape project between Miner and Barnard that will include trees, lighting, sidewalks, etc.
 - Mr. Travis inquired about how to get the clogged storm inlets cleaned to which Ms. Goff said Don Anderson would have to answer. Mr. Flynn asked if we had the money in the budget for the change order request. Ms. Goff said that in order for the CMP

This meeting is being audio recorded for the public record. corrugated metal pipe on Gays Street at the four corners at High Street and at Matlack Street was needed. Mr. Metrick stated its \$46,000 and in the threshold for approval so he signed it. We needed to replace it before the bollards were installed. Mr. Flynn asked if it was covered by the grant. Mr. Metrick said we have two grants and they don't cover the entire project. There is \$125,000 contingency in the budget and Ms. Goff said there is a \$100,000 contingency allowance. If the change order gets over \$170,000 we will run by council before it gets approved.

b) Public Works

- Don Anderson, Director, stated the library elevator circuit boards have been replaced and they are operational. We have been touring neighboring public works facilities since we are working towards a new public works building. The crosswalk signs are on back order, so we will install them once they are delivered. Spring tree planting has started so we will add tree watering to our weekly tasks. The 2026 paving project will be ready for bid by the end of the month. The wood carpet at Horace Phippen Park new playground has been installed. We have been working with RVE because we will have relining project starting soon. Mr. Anderson stated he didn't know where we were with Chapter 62 enforcement and Mr. Flynn stated we are scheduling a public hearing. Mr. Anderson said once that is approved, we will start sending letters of violation.
- Kyle Elliott started a year ago and worked really hard and he just passed his CDL test. Mr. Travis asked how we check the stormwater/sewer system, so it doesn't clog the street inlets. Mr. Anderson stated that Public Works clears the tops of the inlets of debris and we check to see if they are clogged. We use the vacuum and Jetter truck to flush out debris. Mr. Travis asked if he could report issues through the portal and Mr. Anderson said yes and we will address immediately. Lisa Kearns, W Biddle Street, are we running into issues with trees for the Gay Street Closing project and asked if any need to be removed and if that was budgeted. Ms. Goff said they are investigating two tree issues. Mr. Flynn stated they cut the roots of the tree at 151 W Gay and it now needs to be removed. The owner of Saloon 151 has requested a cherry tree and that information has been passed onto Will Williams.
- Wastewater
 - Sean Mitchell, Wastewater Director, said crews at Goose Creek found a small leak which turned into replacing 100 feet of galvanized pipe. The soda ash system was totally cleaned out and inspected. We started road repairs from damage caused by the weather and plowing this winter. The thickener tank clarifier drive failed. The cost to replace it is \$280,418.75 through a co-stars company. It is on the Finance agenda for tomorrow night, but we are going to table and try to get a better price. At Taylor Run the quarterly PM and lubricants were checked on all RBC units in the

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plant. The C-train was drained and inspected and all of snails were removed before being placed back online. The crew repaired a faulty check valve on P-13 and discovered the impeller clogged. They disassembled, cleaned and put it back in service. Taylor Run had its final PA Laboratory Accreditation stating everything is up-to-date and the audit is closed.

- The pump stations had their monthly cleaning and inspections. College Avenue had a new level control system installed. It is less expensive than what we currently have and it is more reliable. We are looking to replace the float systems at two other pump stations with the same device.
- The Goose Creek Substation capital project is underway. The old equipment has been removed, and the new equipment has been staged. The wiring and final testing of the low voltage switch gear is tentatively scheduled for a few weeks from today. We found out last night there was a change order, the throat from the low voltage transformer was offset by 24 inches. By using conduit and wires we can correct the issue. The total for the change order is \$32,967.47 and it is under 10% of the total bid so we are still under budget with money left over in the contingency fund. Everything else is up to date. Mr. Mitchell explained the photos he had displayed showing the substation. He said they are hoping that the job will be completed in the next 4 weeks. Mr. Flynn asked why there wasn't a roof to protect it from the elements. Mr. Mitchell explained that the units are updated and there is a slanted roof on each unit. They have heaters inside to reduce condensation since they are outside units.
- The Maple Alley Project had the WQM permit submitted to the PADEP. We held a pre-bid meeting and three contractors attended. We opened the bids on March 30th and six contractors submitted bids. They are reviewing and finalizing the paperwork for the low bidder JA & Bradley Construction out of Allentown PA for a total of \$596,859. The six bids ranged from \$596k to \$893k which is below what we budgeted. Mike Ellis from Pennoni will be at the Finance meeting tomorrow night to make a presentation and he will go over the RCO and paperwork. I went to the CASE Meeting in Ward 4 last week to give the residents more information and answer any questions. We will give residents more information when we have a better timeline of dates. The College Avenue Pump Station was just delivered, and we are waiting for delivery of the New Street pump. We are testing out WIFI at College Avenue and then two pump stations. It will enable us to have WIFI, security cameras and monitoring of the stations. The Taylor Run driveway replacement is slated 2Q-3Q this year. Mr. Flynn said documents for tomorrow might include everything and Mr. Mitchell said we can award with the RCO but we will still need the bond. He stated Pennoni is pulling everything together for tomorrow's meeting.

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- Parks and Recreation
 - Keith Kurowski, Parks & Recreation Director, stated that the weather cooperated and they had a successful Easter Egg hunt outside for the first time in three years. While it was cold outside approximately 500 people attended. The Borough is hosting an America 250 event in August. Each municipality is going to have a member read a portion of the Declaration of Independence. The Chester County Community foundation gave a footprint of what they want everyone to do. There will be some social media posts with details for people to get involved. We will have an area where Borough residents can submit a video clip of them reading and they will be reviewed. We just had a walk through at Hoopes Park and there are a significant number of Ash trees that need to be removed. We went around to different parks and started labeling them. Between Hoopes and Everhart Parks there are 50 trees slated for removal. We are becoming more proactive with the Friends of the Parks groups. We will be doing Spring and Fall walk throughs. This will help with our planning improvements. On May 15th we will have our third annual virtual golf competition on Gay Street from 4PM – 8PM. For capital projects, we are still working on the John O’Green splash pad. Mr. Flynn asked if we could sell the Ash trees and Mr. Kurowski said the arborist informed us, we could not.
- Public Works Chair Report
 - Mr. Flynn explained the environment covenant at John O’Green Park. It was actually the site where electricity and gas were produced for the electric company. Therefore, by-products leached into the soil, so it took a lot of contaminants including arsenic. It actually provided all of the electric for the Borough until 1929. Nothing new to report on the new public works building.

5. Old Business

- a) Approve the March 2026 meeting minutes
 - Approve 3 - 0
- b) Motion to schedule public hearing for Chapter 62 Garbage, Rubbish and Refuse for May 20, 2026, at 630PM in Borough Council Chambers (attachment)
Issue: schedule a public hearing for the amendment
 - The amendment was modified to address the recycling totes. For every two trash cans the property is permitted one recycling tote. Mr. Metrick asked to change the wording to say minimum capacity of dumpster to two cubic yards. George Nebel from S. Walnut Street asked to say up to 96 gallons for the tote to be clearer and he was told they don’t make them smaller.
 - Approve 3 - 0

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c) Discuss the progress of the new Public Works building

Issue: Continue conversation on a new Public Works Building

- Mr. Metrick stated we have more field visits scheduled and are looking at financing. He also said they are looking to have a feasibility study drafted by the end of the Summer.

6. New Business

a) Motion to approve the weaver Mulch agreement

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

- Approve 3 – 0

b -d) Motion to adopt the resolution for PA Department of Conservation and Natural Resources Community Conservation Partnership program grant \$250,000 for John O'Green Park. Grant for Hoopes Park playground and Chester County Preservation Partnership. The economic development authority and the Chester County Preservation Partnership program.

- Mr. Kurowski explained they are applying for two state grants and a local grant with the hope that it will cover 70% of the project. We are applying for a DCEED grant and a county grant to maximize our costs for Hoopes Park inclusive playground upgrade. Working with Faith on the Spectrum for inclusivity for people with special needs. Mr. Fynn asked about reporting the wells status at John O'Green to the DEP. Mr. Kurowski stated he is working with Pennoni on that information. Mr. Flynn asked who was doing the grants. Mr. Kurowski stated he is working on the vast majority of the grants with support from Pennoni. Mr. Flynn thanked him for working on the grants.

- Approve 3- 0

Adjourn – 6:15 PM