



Public Works Committee Meeting
June 9, 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. Public Hearing: June 17th at 6:30 PM: Chapter 104, titled “Vehicles and Traffic,” to prohibit parking on the north side of Wollerton Alley on Monday and Thursday from 2:00 am to 5:00 am; Section 104-33, titled “Parking Time Limited At Certain Locations” and to amend Section 104-47 titled, “Parking Meter Zones Established.”

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 report
B. Public Works
C. Wastewater
D. Parks & Recreation
E. Public Works Committee – Chair Report, workplan and issues raised at prior meetings

V. Old Business

- A. Approve May 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. Discuss Borough entrance signs installed by West Chester Exchange – Scott Sanders (attachment)
Issue: Discuss updating the signs installed at the Borough entrance points
- B. Presentation by Friends of Everhart Park for their proposed restoration of the gazebo in the park.
Issue: Restoration of the gazebo in Everhart Park
- C. Motion to approve COSTARS quote for relining of CMP culverton North Everhart Street
Issue: Culvert needs to be repaired. Will also appear on Finance agenda.
- D. Discuss public tree-related projects, priorities, and funding
Issue: Funding for tree-related activities
- E. Motion to approve the sale of the Wastewater F-250 vehicle on Municibid with the funds being deposited into the sewer fund.
Issue: sale of decommissioned Wastewater vehicle
- F. John O. Green Park project update
Issue: Updated cost summary and possible increase in funding needed. Will also appear on Finance Agenda.

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: June 3, 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.	This project is substantially complete. A punchlist has been drafted. RVE recommended payment #3 on 5/20/2026.
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.
2026 Storm Sewer Lining Project	This project is being funded through the flood mitigation grant. This project includes the lining of pipe at the following locations: South High Street, from Lacey Street to Dean Street; West Union Street, from Hickory Alley to S. New Street.	RVE is developing the bid package for this project.

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 May 26, 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. RVE is developing a construction estimate for road improvements on Adams and Neilds.

1.3.6 Growing Greener

This grant application is due 6/22. Green stormwater projects are eligible. The Borough is considering improvements near Bolmar & Miner. A call was held with the grant representative on 5/29.

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 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.
- Payment #3 was recommended on 5/20/2026.

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 the bid package. This project includes the lining of pipe at the following locations: South High Street, from Lacey Street to Dean Street; West Union Street, from Hickory Alley to S New Street

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. RVE made a submission to PennDOT on 5/15/2026.

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. RVE is developing a proposal for the design.

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.
- RVE testified at the conditional use hearing on 5/28/2026.

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 #1 to Borough staff 4/21/2026.

4.9 615/617 South Walnut

This application is proposing five (5) townhomes.

- RVE has received submission #1 on 5/3/2026.
- RVE sent review letter #1 on 5/26/26

Fleet Maintenance Work Orders

ID	Stop Date	Equipment	Total Cost	Notes
28587	5/13/2026	55-05	11.99	REPLACE HEADLAMP BULB SOCKET
28588	5/13/2026	55-12	49.95	SI T 8/32 F 11/B R 8/B STKR# AI602426364 5-27
28596	5/15/2026	44-51	67.77	REOLA CE HORNS
28597	5/15/2026	44-30	9.99	REPLACE HOSE SHUT OFF
28621	5/20/2026	44-25	134.06	REPLACE PLUGS AND WIRES. REPLACE A/F. INSTALL NEW GAS CAP.
28620	5/20/2026	01-24	138.86	REPLACE WHEEL CENTER CAP
28625	5/21/2026	01-18	264.86	REPAIR WIPER MOTOR CONNECTOR
28626	5/21/2026	01-17	0.00	LOF
28627	5/21/2026	01-18	0.00	LOF
28624	5/21/2026	44-51	119.77	REPLACE AIR SEAT SWITCH. REOLACE COOLANT FITTING AND COUPLERS.
28363	5/28/2026	01-12	0.00	Oil change, check fluids

Public Works Last Month Requests

Request ID	Entry Date	Close Date	Issue	Status	Street	Description
1643	5/1/2026	5/1/2026	Missed Trash	Closed	412 W UNION ST	trash missed
1644	5/4/2026	5/4/2026	Sewer Overflow	Closed	128 E CHESTNUT ST	Sewer Overflow
1646	5/5/2026	5/5/2026	Yard Waste Missed	Closed	313 N HIGH ST	Bundled branches missed for yard waste collection
1648	5/7/2026	5/18/2026	Stream/Creek Maintenance	Closed		See attached photo of debris and down tree collecting in creek at Cedar Alley
1649	5/12/2026	5/12/2026	Missed Trash	Closed	516 N DARLINGTON ST	missed trash
1650	5/12/2026	5/12/2026	Missed Trash	Closed	9 W LAFAYETTE ST	the entire 50 block of W Lafayette trash missed
1651	5/12/2026	5/12/2026	Missed Trash	Closed	308 W CHESTNUT ST	Entire block of trash not collected
1652	5/13/2026		Tree Maintenance	Open	203 W CHESTNUT ST	Prune lower branches from three columnar oaks on Darlington side out of sidewalk
1653	5/14/2026	5/14/2026	Missed Trash/Recycle	Closed	740 S MATLACK ST	1 trash can was not collected and 2 recycling cans missed
1654	5/14/2026	5/14/2026	Missed Trash/Recycle	Closed	500 W UNION ST	recycling and cardboard missed
1655	5/14/2026	5/20/2026	Litter	Closed		Claims raw trash laying in the middle of the street at College and Rosedale
1656	5/15/2026		Wires Down	Open	330 E GAY ST	Wires low and blocking their exit door. They don't know who is responsible for the wires and the police told them to contact PW.
1657	5/18/2026	5/20/2026	Traffic Signal	Closed		green light out on Gay Street side of traffic signal.
1658	5/18/2026		Sign	Open	87 W MINER ST	Flowbird sign obscured by tree limb
1659	5/19/2026	5/20/2026	Traffic Signal	Closed		Green element out on Chestnut at Church Street
1660	5/19/2026	5/19/2026	Tree Branches	Closed		low tree branch in left lane across from Truist Bank
1661	5/20/2026		Sign Down	Open		Road sign down at S Darlington and Juniper Alley
1662	5/20/2026		Sign	Open	500 W UNION ST	Only one sign is covered by trees. It is located in the middle of the block.
1663	5/21/2026		Tree Branches	Open		Large tree branch in front yard from street tree at corner of Sharpless and Bradford
1664	5/22/2026		Inlet Cleaning	Open		Claims the inlet lid is covered with mud and debris at the corner of S New and Dean Streets.

Request ID	Entry Date	Close Date	Issue	Status	Street	Description
1665	5/22/2026		Grass/Weeds	Open	425 S MATLACK ST	weeds encroaching over PW fenceline onto his property and he is requesting we cut everything back
1666	5/26/2026		Building Maintenance	Open	401 E GAY ST	Toilet in ladies room clogged at the lobby bathroom
1667	5/27/2026		Traffic Signal	Open		Pedestrian Call buttons not working at multiple locations: SW corner of High and Gay, Matlack and Chestnut SE corner.
1668	5/27/2026		Street Issue	Open		Claims trench sunk in and needs mor cold patch
1669	5/27/2026		Sign	Open	50 W WASHINGTON ST	no parking 8-11am on Tuesday was completely covered by a tree
1670	5/27/2026		Parking Meters	Open		EMERGENCY - HANDICAP SPACE MISSING METER
1671	5/27/2026	5/27/2026	Tree Branches	Closed	135 W MARKET ST	tree branch fell and on sidewalk
1672	5/27/2026		Missed Trash	Open	202 N PENN ST	trash missed
1673	5/28/2026		Weeds	Open		Caller claims there is poison ivy and weeds all along the inside perimeter of the fence line inside the pickleball and tennis courts
1674	5/28/2026		Park Maintenance	Open		Tennis court net is broken and needs to be repaired. Possible missing piece for the crank. Net is at the court. Tennis clinics are active now. Please prioritize.

Work Detail (Work Order 28638)

Work Summary

Description: REPAIR
Status: IN PROGRESS
Notes:

Cost Summary

Total Cost: \$733.82

Labor	\$30.85
Equipment	\$0.00
Materials	\$0.00
Other	\$702.97

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Accident Repair	5/19/2026	30.85	0.00	702.97	733.82
		\$30.85	\$0.00	\$702.97	\$733.82

Employee	Title	Hours
Kevin Garris	Driver/Operator PW	1.00

Equipment Details

Equipment Item	Rate	Hours	Total
Maintenance	\$34.59	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$199.95
	\$367.24
	\$120.78
	\$687.97

Work Detail (Work Order 28638)

Work Detail (Work Order 28638)

Work Detail (Work Order 28592)

Work Summary

Description: WIPER BLADES

Status: IN PROGRESS

Notes:

Cost Summary

Total Cost: \$46.77

Labor	\$0.00
Equipment	\$15.29
Materials	\$0.00
Other	\$31.48

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Replace	5/6/2026	0.00	0.00	31.48	46.77
		\$0.00	\$0.00	\$31.48	\$46.77

Employee	Title	Hours
Kevin Garris	Driver/Operator PW	

Equipment Details

Equipment Item	Rate	Hours	Total
Supervisor take home vehicle	\$15.29	1.00	\$15.29
			\$15.29

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$31.48
	\$31.48

Work Detail (Work Order 28592)

Work Detail (Work Order 28593)

Work Summary

Description: COOLANT LEAK REPAIR

Status: IN PROGRESS

Notes:

vehicle sent to dealer to repair coolant leak

Cost Summary

Total Cost: \$2911.13

Labor	\$0.00
Equipment	\$0.00
Materials	\$0.00
Other	\$2,911.13

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Repair	5/1/2026	0.00	0.00	2911.13	2911.13
		\$0.00	\$0.00	\$2,911.13	\$2,911.13

Employee	Title	Hours
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Equipment Details

Equipment Item	Rate	Hours	Total
Patrol Vehicle	\$19.19	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$2,911.13
	\$2,911.13

Work Detail (Work Order 28593)

Work Detail (Work Order 28637)

Work Summary

Description: REPAIR
Status: IN PROGRESS
Notes:
REPAIRS

Cost Summary

Total Cost: \$119.77

Labor	\$0.00
Equipment	\$0.00
Materials	\$0.00
Other	\$119.77

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Repair	5/15/2026	0.00	0.00	119.77	119.77
		\$0.00	\$0.00	\$119.77	\$119.77

Employee	Title	Hours
Kevin Garris	Driver/Operator PW	

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
	\$119.77
	\$119.77

Work Detail (Work Order 28637)

Work Detail (Work Order 28594)

Work Summary

Description: DEALER REPAIRED COOLANT LEAK

Status: IN PROGRESS

Notes:

Cost Summary

Total Cost: \$3010.88

Labor	\$0.00
Equipment	\$0.00
Materials	\$0.00
Other	\$3,010.88

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Repair	5/6/2026	0.00	0.00	3010.88	3010.88
		\$0.00	\$0.00	\$3,010.88	\$3,010.88

Employee	Title	Hours
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Equipment Details

Equipment Item	Rate	Hours	Total
Patrol Vehicle	\$19.19	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$3,010.88
	\$3,010.88

Work Detail (Work Order 28594)

Work Detail (Work Order 28639)

Work Summary

Description: REPLACE HEAD LIGHT

Status: IN PROGRESS

Notes:

Cost Summary

Total Cost: \$11.99

Labor	\$0.00
Equipment	\$0.00
Materials	\$0.00
Other	\$11.99

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Replace	5/13/2026	0.00	0.00	11.99	11.99
		\$0.00	\$0.00	\$11.99	\$11.99

Employee	Title	Hours
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Equipment Details

Equipment Item	Rate	Hours	Total
Parking Enforcement - LPR	\$0.70	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$11.99
	\$11.99

Work Detail (Work Order 28639)

Work Detail (Work Order 44-17)

Work Summary

Status: IN PROGRESS

Notes:

Cost Summary

Total Cost: \$702.97

Labor	\$0.00
Equipment	\$0.00
Materials	\$0.00
Other	\$702.97

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Accident Repair	5/18/2026	0.00	0.00	702.97	702.97
		\$0.00	\$0.00	\$702.97	\$702.97

Employee	Title	Hours
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Equipment Details

Equipment Item	Rate	Hours	Total
Patrol Vehicle	\$19.19	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$702.97
	\$702.97

Work Detail (Work Order 44-17)

Work Detail (Work Order 28680)

Work Summary

Description: GENERAL MAINT.

Status: IN PROGRESS

Notes:

Cost Summary

Total Cost: \$0.00

Labor	\$0.00
Equipment	\$0.00
Materials	\$0.00
Other	\$0.00

Task Details

Activity	Completed	Labor Cost	Material Cost	Other Cost	Total Cost
Maintain	5/27/2026	0.00	0.00	0.00	0.00
		\$0.00	\$0.00	\$0.00	\$0.00

Employee	Title	Hours
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Equipment Details

Equipment Item	Rate	Hours	Total
Supervisor take home vehicle	\$15.29	0.00	\$0.00
			\$0.00

Material Details

Material	Quantity	Unit	Price Per Unit	Total
				\$0.00

Miscellaneous Details

Notes	Cost
	\$0.00
	\$0.00

Work Detail (Work Order 28680)

Public Works Report
June 9, 2026

Facilities

West Chester Public Library

- No Issues

New Public Works Facility

- Site visit to West Whiteland

Streets

- We enhanced the crosswalk at the intersection of New and Chestnut Streets. The signs have been installed.
- The bollard work on Gay Street is finished, and the punch list has been submitted to the contractor.
- We continue to water the newly planted trees.
- We are waiting for the contract to be returned for the 2026 Paving Project.
- The sinkhole on Magnolia and Sharon Alley is being inspected by the utility companies. Verizon has a duct bank underneath that is being reviewed.
- PECO permit received and approved for the new gas main project on E Chestnut, E Washington, and N Adams Streets for \$23,000.
- Kuharchik will be submitting a quote to repair the non-operational Opticom devices.

Parks and landscapes

- We are working with the Park Friends Group to address their landscaping concerns.

Sanitary/Storm Sewers

- No Issues

Trash and recycling

- Chapter 62 violations – we are addressing the properties in violation

Vehicles/fleet

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

Cartegraph 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 started May 18th

Memorandum

TO: Don Anderson, Public Works

FROM: Nate Cline, PE, Borough Engineer

DATE: June 4, 2026

SUBJECT: **Road Program**
PennDOT Prequalification of Bidders

As discussed, the low bidder (T. Schiefer Contractors, Inc.) provided a PennDOT pre-qualification certificate as part of their bid however, upon our review, this contractor is only prequalified as a subcontractor and not prime contractor. The PennDOT pre-qualification specifications require the contractor to be pre-qualified as a prime contractor. We have been in contact with PennDOT and they have confirmed that they cannot waive this requirement.

Below is a summary of results from the May 19th bid opening. After discussion with the Borough Solicitor, it was confirmed that the Borough can select the second low bidder and award the contract to Long's Asphalt at their base bid of \$243,587.35. We have confirmed Long's Asphalt is pre-qualified as a prime contractor.

Contractor	Base Bid	Alternate 1	Base Bid Plus Alternate
T. Schiefer Contractors, Inc.	\$ 233,993.20	\$ 22,204.40	\$ 256,197.60
Long's Asphalt	\$ 243,587.35	\$ 25,988.00	\$ 269,575.35
Marino Corporation	\$ 244,196.60	\$ 32,247.40	\$ 276,444.00
Glasgow Inc.	\$ 260,954.62	\$ 24,808.84	\$ 285,763.46

If you agree, we recommend a motion be made at the next meeting to rescind the award to T. Schiefer Contractors and award to Long's Asphalt at the total base bid amount of \$243,587.35, contingent upon their execution of the Contract and supply of the required Bonds and Insurance.

We will contact both T. Schiefer Contractors and Long's Asphalt to notify them of the change in award.

If you have any questions please contact me.



Borough of West Chester
401 East Gay St West Chester PA 19380
www.west-chester.com
(610)-692-7574

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

June 2026 Wastewater Department Report

Goose Creek

The digester gate frames have been test fitted, new anchor bolts drilled and set, and gates fit with bottom seals. Crews are waiting for sealant to arrive any day for final installation.

The headworks entry door was removed to fix from repeated wind damage. The door was cleaned and retrofitted with a plate to strengthen it during storms.

The soda ash silo base was cleaned out and inspected. The auger drive and chains lubricated along with diversion gates and motors. The soda ash slurry tank had the level sensors changed out for longer pumping times.

Taylor Run

Crews tore down and inspected the back-up motors for the RBC units. One motor needed the bearings replaced.

The P-11 wetwell pump had a new shaft, impeller, bearings, and seals installed on it. The pump was tested and placed back on-line.

One RBC reducer concrete pad and hold down frame was repaired and placed back in service.

Pumping Stations

The Miner St. 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.

A tree fell in Everhart Park at the pumping station causing severe damage to the areas utility poles, there was no physical damage to the station, but the pumping station has no emergency call-out system now. We are working with Verizon to get some sort of phone system back in the station. Crew removed graffiti from the generator and control box and replaced the battery in the generator.

College Ave. pump station had to have its fiber optic line repaired by Verizon; the emergency call-out system is back in operation.

The New St. pump station had its check valves inspected and cleaned out. Crews are looking into sporadic issues with the station's generator.

Capital Projects

The Goose Creek electrical substation project is 95% complete. The fence has been installed around the unit. The automatic transfer switch has been delivered and installed. We are waiting on a few punch list items from the vendor to complete the project.

The Maple Alley project: The Notice to proceed was issued, there was a preconstruction meeting held on Wednesday May 27 with the contractor, Pennoni representatives, myself and Don Anderson. I met with parking to go over the logistics of staging in Greene field parking lot and temporary parking permits for any resident affected by the project for the duration of the project. The contractor has a tentative start date of either Monday June 29 or July 6 and ending pipe work before August 14.

Taylor Run driveway replacement bid has been pushed back to a later date.





Wastewater Tasks

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)					
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - Miner St Pumping Station	Clean	5/1/2026	cleaned graffiti off of 3 sides of generator and lower control panel, replace lock on bar screen hatch	0.00
Waste Water (Goose Creek)	WWTP Electrical Generator GC - PS1 - Generator	Install	5/1/2026	installed new battery	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Other	5/1/2026	hung (under surveillance) signs next to all exterior gates	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T5B	Mechanical Troubleshooting	5/4/2026	worked on trying to open gate to bypass T-6 no luck!	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	5/5/2026	WEEDEATER 2nd stage	0.00
Waste Water (Goose Creek)	WWTP Valve CV1-B4	Preventive Maintenance	5/5/2026	tightened packing nut	0.00
Waste Water (Goose Creek)	WWTP Valve CV4	Preventive Maintenance	5/5/2026	tightened packing nut	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7A	Scrub	5/6/2026	scrubbed tanks A & B	0.00
Waste Water (Goose Creek)	WWTP Electrical Generator WW - New Street Pump Station - Generator	Preventive Maintenance	5/6/2026	checked fluids and ran for 40mins	0.00
Waste Water (Goose Creek)	WWTP Screen S-2	Ice	5/7/2026	ran ice thru to clean out	0.00
Waste Water (Goose Creek)	WWTP Screen GC-SCREEN-1	Ice	5/7/2026	ran ice thru and pulled up to flush grit out of trough	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Clean	5/7/2026	washed down diffusers from T-3 that were sitting in sulfuric acid to clean the stones	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8A	Hosing	5/7/2026	scrubbed and cleaned contact tank	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Valve CV3-B4	Cleaning	5/7/2026	removed lid and checked for debris, not bad at all	0.00
Waste Water (Goose Creek)	WWTP Valve CV4-B4	Clean	5/7/2026	removed lid and checked for debris, not bad at all	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	5/8/2026	Cut grass and weedeater	0.00
Waste Water (Goose Creek)	WWTP Structure WW - New Street Pump Station - Valve Chamber	Cleaning	5/8/2026	pumped down wet well, isolated each check valve and removed the lids. Removed all rags and debris built up around flapper and hinge pin. fair amount of rags, 1/3 of a bucket full per side	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7C	Scrub	5/8/2026	Scrubbed tank C	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-1	Cleaning	5/10/2026	cleaned B1	0.00
Waste Water (Goose Creek)	WWTP Electrical Generator GC - PS1 - Generator	Replace	5/11/2026	weekly test run is not working, replaced 9v battery and reset program for weekly testing, killed power to PS-1 to simulate power loss to see if generator will kick on in a emergency and it did.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T11A	Condition Assessment	5/12/2026	test fit new sluice gate frame, little bigger than old one. have to drill in new anchors on one side and 2 new ones on the other side. gate will be 2" offset from opening	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-4	Fill Day Hopper	5/12/2026	filled both hoppers/ soda ash	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T11A	Pump Down	5/12/2026	Staged 3" trash pump to prepare for decanting after tank has settled overnight.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Hosing	5/12/2026	Hosed T-4B walls & weirs.	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Cleaning	5/12/2026	Public Works unloaded vac truck in front of dumpster room. Hosed down vac truck & drain pad then loaded remaining larger stone/grit into dumpster.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7A	Hosing	5/12/2026	Hosed tanks A&B	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	5/12/2026	Hosed grease out of T-2B center column. Not as much as T-2A but had to remove some rags as well.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Hosing	5/12/2026	Hosed T-4A walls & weirs.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	5/12/2026	Hosed grease out of T-2A center column. Good amount present, but hosed out readily enough.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	5/13/2026	Hosed T-2B weirs & walls. Also removed some more grease from center column.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T11A	Pump Down	5/13/2026	Transferred from T-11A to T-11B to help balance loading of tanks. Tank did not settle enough overnight for usual decanting.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7A	Scrub	5/13/2026	Scrubbed tanks A&B	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	5/13/2026	Hosed additional grease from center and hosed off build up on inside of baffle.	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	5/14/2026	weedeater used on fence	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-4	Repair	5/14/2026	fixed broken pvc in pax system	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	5/14/2026	weed eated fence and buildings	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8A	Clean	5/14/2026	hosed and cleaned contact tank	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Install	5/14/2026	hung camara at MINOR St.	0.00
Waste Water (Goose Creek)	Facility Equipment Day Hopper 2	Fill Tank	5/14/2026	filled with soda ash	0.00
Waste Water (Goose Creek)	Facility Equipment GC - PAC tank 1	Replace	5/14/2026	replaced both fill valves and a T fitting added a new take apart union, one valve was dripping and nut was broke while tightening, no way to fix had to replace everything	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	5/14/2026	zero turn and weedeater	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	Facility Equipment Day Hopper 1	Fill Tank	5/14/2026	filled with soda ash	0.00
Waste Water (Goose Creek)	WWTP Facility Miner Street Pump Station Yard	Install	5/15/2026	hung up video tapping sign	0.00
Waste Water (Goose Creek)	Facility Equipment GC-SO2-1Ton	Replace	5/15/2026	new tank came swapped them out and hooked up new tank	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	5/15/2026	mowed plant	0.00
Waste Water (Goose Creek)	WWTP Facility College Ave Pump Station Yard	Install	5/15/2026	hung up video tapping sign	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T13	Cleaning	5/15/2026	cleaned ALL rags off blade and steps	0.00
Waste Water (Goose Creek)	Facility Equipment GC-CL2-1ton	Install	5/18/2026	new tank delivered and hooked up\turned on	0.00
Waste Water (Goose Creek)	Facility Equipment Day Hopper 2	Soda Ash Inspection	5/19/2026	day hopper was clogged with soda ash. Cleaned out and cleaned up mess	0.00
Waste Water (Goose Creek)	WWTP Electrical Generator WW - Miner Street Pump Station - Generator	Mechanical Troubleshooting	5/19/2026	alarm was beeping for a low battery volt. checked battery volts with meter and it was 13.8v which is in range\ reset alarm and will keep an eye on it	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Hosing	5/19/2026	Hosed walls, weirs, and arm.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7B	Pressure Wash	5/19/2026	pressure washed tank	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	5/19/2026	Hosed grease from T-2B center column.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Mechanical Troubleshooting	5/19/2026	Adjusted chain on scum scraper to raise level in water.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T5B	Pump Down	5/19/2026	Set up 3" trash pump to transfer mixed liquor from T-5B to T-3A/B on Wednesday 5-20.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Structure GC-T4A	Hosing	5/19/2026	Hosed walls, weirs, and arm.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7C	Pressure Wash	5/19/2026	pressure washed tank	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8B	Drain	5/20/2026	drained and pressure washed	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2A	Hosing	5/20/2026	Hosed weirs and walls as well as grease from center column.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7A	Scrub	5/20/2026	scrubbed	0.00
Waste Water (Goose Creek)	WWTP Electrical Generator WW - Miner Street Pump Station - Generator	Troubleshoot	5/20/2026	beeping again for low volts, checked again with meter and still 13.8v. ran generator and went to 14v, screen is showing 13.5. will call generator company	0.00
Waste Water (Goose Creek)	WWTP Structure GC-PF1	Scrub	5/20/2026	scrubbed	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T5B	Pump Down	5/20/2026	Pumped ~9000 gallons from T-5B to T-3A (8:40 - 9:40), and ~9000 gallons from T-5B to T-3B (1:15 - 2:15). Broke lines down for night.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8B	Fill Tank	5/20/2026	re filled after cleaning	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T2B	Hosing	5/20/2026	Hosed walls and weirs.	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - College Avenue Pump Station	Troubleshoot	5/20/2026	callout box didnt call Wednesday morning for generator check, went out to pump station and callout box was actively calling out and generator had run. determined something is wrong with Verizon box. sean will contact verizon	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8A	Fill	5/20/2026	re filled after cleaning	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8A	Drain	5/20/2026	drained and pressure washed	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-4	Cleaning	5/21/2026	House cleaning, bathroom, mopped PAC room & MCC room, Cleaned Soda Ash room	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Structure WW - Miner Street Pump Station - Valve Chamber	Clean	5/21/2026	pumped out 6-8" of ground water.	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-2	Repair	5/26/2026	removed one of the doors on the roto-matt room to see if we can repair the fiberglass around the hinges. routed out bad area of door and replaced opening with a chunk of 2x4 then mixed and poured resin around wood. covered over wood/resin with aluminum plates on both sides of door attached with resin and through bolted	0.00
Waste Water (Goose Creek)	WWTP Electrical Generator WW - Miner Street Pump Station - Generator	Install	5/26/2026	installed new battery	0.00
Waste Water (Goose Creek)	WWTP Pump WW - Worthington Street Pump Station - Pump 1	Condition Assessment	5/26/2026	called out for seal failure tues. night. went to station and checked, amps were normal, removed relay for seal so it wont call out every hour. pulling pump next Wednesday to replace	0.00
Waste Water (Goose Creek)	WWTP Facility GC - Structures - Maintenance Shop	Install	5/26/2026	setup new sump pump with fittings\hose off of old one	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - Miner St Pumping Station	Troubleshoot	5/27/2026	generator was running test but didnt call out. found phone wire was damaged. must of happen yesterday while they were repairing lines from Sundays tree damage\fall call being put in for repair ticket	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - College Avenue Pump Station	Mowing	5/27/2026	weed wacked inside fence and blew off	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant PS - Worthington Street Pump Station	Mowing	5/27/2026	had to weedwack\blow off inside fence since JHL hasnt done it all season so far. it was knee high.	0.00
Waste Water (Goose Creek)	WWTP Electrical Generator WW - Miner Street Pump Station - Generator	Preventive Maintenance	5/27/2026	topped off with fuel since it ran all day sunday	0.00
Waste Water (Goose Creek)	Facility Equipment GC-VEHICLE-1 stakebody	Preventive Maintenance	5/28/2026	greased crane and replaced O ring on hydro fluid cap. still needs to be topped of with ATF	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T7A	Hosing	5/28/2026	Hosed T-7 A after Test Class	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	5/29/2026	weed wacked second stage tanks and buildings	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T8A	Cleaning	5/29/2026	drained and cleaned contact tank and Par. Flume	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Goose Creek)	WWTP Facility GC-B-4	Fill Day Hopper	5/29/2026	filled soda ash	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-1	Troubleshoot	5/30/2026	Water was constantly flowing from water heater pressure relief valve. Worked valve for a bit and it stopped, probably caused by sediment stuck in valve or valve wear.	0.00
Waste Water (Goose Creek)	WWTP Structure GC - Soda Ash Solution Tank	Troubleshoot	5/30/2026	Soda ash tank pumped down but did not refill, mixer relay kicked on mixers intermittently. Suspect wire from tank to newly reinstalled 36" rod as it had become twisted during removal of previously installed 18" rod. Ran new wire from rod connection to panel. Seems okay for now, will check once more when soda ash tank is run down on Sunday. Added 10 minutes to timer as well.	0.00
Waste Water (Goose Creek)	WWTP Structure GC-S-1	Cleaning	5/30/2026	cleaned up tools and floor in silo	0.00
Waste Water (Goose Creek)	Wastewater Treatment Plant GC	Mowing	5/31/2026	weed wacked missed spots and hill behind T-12	0.00
Waste Water (Goose Creek)	WWTP Structure GC-T4B	Scrub	5/31/2026	Scrubbed walls and weirs, came off easy enough.	0.00
Waste Water (Goose Creek)	WWTP Facility GC-B-1	Cleaning	5/31/2026	cleaned break room bathroom and took out trash	0.00

Waste Water (Taylor Run)					
Waste Water (Taylor Run)	WWTP Pump P-11	Install	5/5/2026	Installed new rotating assembly in P-11 wet well pump.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: Plant Generator. Checked oil level. Coolant in radiator checked. Belt checked for tension. Checked hose connections. Gages and lights checked.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: RBC A-4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: RBC C-1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Moat pump out as needed.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: RBC B-1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: RBC A-1. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: RBC C-4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	5/6/2026	Final Weekly Maintenance: Soda Ash Solution Tank. Sensor removed and cleaned. Reinstalled and put back into service.	0.00
Waste Water (Taylor Run)	WWTP Pump P-1	Replace	5/6/2026	Changed out motor on P-1 grinder.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: Bucket Elevator & Incline Screw Conveyor. Oil level checked in reducer. All fittings greased. Chain checked for slack. Drive train checked for slack. Belt tension checked for wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	5/6/2026	Final Weekly Maintenance: Chlorine Analyzer & Pre/Post sample pump. Grease cup removed and old grease replaced with fresh blue polyrex. reinstalled. Sample box checked for leaks. Tubing on analyzer cleaned. Drain line cleaned. strainer cleaned.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: K1 and K2 Blower. Oil levels checked. Belt tension checked. Pressure relief valves lubricated. Air filters cleaned. Upper and lower swing arms greased. Hoist oil level checked. Hoist cable inspected for wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: Raw Sampler. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Lights, fan, heater and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	5/6/2026	Plant Generator Monthly. Oil level checked. Coolant level checked. Belt inspected for tension. All hose connections checked. Lights and gauges checked.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: RBC B-4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: DS1. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Lights, fan, heater and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: DS2. Pump tubing inspected for punctures. Cleaned sensor, sample line and torpedo. Lights, fan, heater and refrigerator checked for proper operation.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	5/6/2026	Primary Weekly Maintenance: Scum Mixer. Super Bio Clean 510 poured into pit and mixed for several minutes. Pumped out through p 3 and 4.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	5/6/2026	Final Weekly Maintenance: Soda Ash Room Shower. System checked for leaks, water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	5/6/2026	Final Weekly Maintenance: Soda Ash Silo Shower. System checked for leaks, water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	5/7/2026	Final Weekly Maintenance: DS3 Sampler. Checked pump tubing 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 final back up	Preventive Maintenance	5/7/2026	Final Weekly Maintenance: Final Comp Sampler. Pump tubing replaced. Sensor, Sample line and torpedo cleaned. Lights, Heater, Fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	5/7/2026	Final Weekly Maintenance: T6B. Oil in reducer checked. Oil in lower housing checked. Chain checked for slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	5/7/2026	Final Weekly Maintenance: Final Back up. Pump tubing inspected for punctures. Cleaned sensor, Sample line and torpedo. Checked lights, fan, heater and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	5/7/2026	Final Weekly Maintenance: T-6A. Oil level in reducer checked. oil level in lower housing checked. Chain checked for slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Moat pumped out.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: Plant Generator. Oil level checked. Coolant level checked in radiator. Belt checked for tension. Hose connections checked. Gagues and lights checked.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: RBC C1. Hydraulic pump connected for RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: RBC C4. Hydraulic pump connected for RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: RBC A1. Hydraulic pump connected for RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: RBC B1. Hydraulic pump connected for RBC and weighed. Weight recorded into maintenance book.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: RBC A4. Hydraulic pump connected for RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash eye wash shower	Preventive Maintenance	5/13/2026	Final Weekly Maintenance: Soda Ash Room Eye wash and shower. System tested for water pressure, supply and checked for leaks.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: K1 Blower. Oil level checked. Belt checked for tension. Pressure relief valves lubricated. Air filter cleaned. Upper and lower swing arm greased. Hoist oil level and hoist cable checked for wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Pak room eye wash and shower system	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: Pak Room Shower System. System checked for leaks. Checked for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	5/13/2026	Final Weekly Maintenance: Soda Ash Silo System. Shower and eye wash tested for water pressure, supply and checked for leaks.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS2 sampler	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: DS3. Pump tubing inspected for punctures. Cleaned sensor, Sample line, torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	5/13/2026	Final Weekly Maintenance: T6A. Oil level in reducer checked. Oil level in lower housing checked. Chain checked for slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	5/13/2026	Final Weekly maintenance: Chlorine Analyzer & Pre/ Post Sample pump. Grease cup- Removed from pump and taken to shop. Old grease removed and replaced with fresh polyrex blue grease. Reinstalled. Sample box checked for leaks. tubing on analyzer cleaned. Drain lines cleaned. Strainer cleaned.	0.00
Waste Water (Taylor Run)	WWTP Facility TR-B-3	Preventive Maintenance	5/13/2026	Heat exchanger. lubricated button head fitting on water valves. Oil in recirculating pumps checked. Exhaust fan and blower on top of heater lubricated. fuel oil pumps checked for proper operation. Bell & Gossit booster lubricated with 3 in 1 oil.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SI-G 2	Preventive Maintenance	5/13/2026	All sluice gates in final sprayed with dry molly and exercised open/close.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Ds3 sampler	Preventive Maintenance	5/13/2026	Final Weekly Maintenance: DS3. Pump tubing inspected for punctures. Cleaned sensor, Sample line and torpedo. Checked proper operation of lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation DS1 sampler	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: DS1 Sampler. Pump tubing inspected for punctures. Cleaned sensor, Sample line, torpedo. Checked lights, heater, fan and refrigerator for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: Raw Sampler. Pump tubing inspected for punctures. Cleaned sensor, Sample line, 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 Instrumentation Final Comp	Preventive Maintenance	5/13/2026	Final Weekly Maintenance: Final Comp Sampler. Pump tubing inspected for punctures. Sensor, Sample line and torpedo cleaned. Lights, Heater, fan and refrigerator checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank Shower. System checked for leaks. Checked for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Blower K-2	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: K2 Blower. Oil level checked. Belt checked for tension. Pressure relief valves lubricated. Air filter cleaned	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	5/13/2026	Soda Ash dust collector. Filter bags checked for damage. bag connections checked for proper attachment. Dustpan removed and cleaned.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	5/13/2026	Final Weekly Maintenance: T6B. Oil level in reducer checked. Oil level in lower housing checked. Chain checked for slack. Scraper arm checked for wear. Vent cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	5/13/2026	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 RBC RBC-B4	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: RBC B4. Hydraulic pump connected for RBC and weighed. Weight recorded into maintenance book.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation final back up	Preventive Maintenance	5/13/2026	Final Weekly Maintenance: Final Back Up Comp Sampler. Pump tubing checked for punctures. Cleaned sensor, sample line and torpedo. Checked proper operation of lights, heater, fan and refrigerator.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	5/13/2026	Soda Ash Compressors. Belts checked for wear. Oil levels checked. Filters checked. Both run in auto to build up pressure. checked for leaks.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	5/13/2026	Primary Weekly Maintenance: Bucket elevator & Incline Screw Conveyor. Oil level in all reducers checked. All fittings greased. Chain checked for slack. Drive train checked for slack. Belt tension checked.	0.00
Waste Water (Taylor Run)	WWTP Yard Hydrant Grit YH	Preventive Maintenance	5/14/2026	All primary yard hydrants exercise open or closed.	0.00
Waste Water (Taylor Run)	WWTP Sluice Gate SLG-AIR T	Preventive Maintenance	5/14/2026	Primary Sluice gates. All gates in Primary lubricated and exercised up and down.	0.00
Waste Water (Taylor Run)	WWTP Valve V-19	Preventive Maintenance	5/14/2026	All primary dezurich valves sprayed with wd40 before and after being exercised.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Troubleshoot	5/16/2026	It was discovered on Saturday that our bucket elevator became clogged. We discovered where the clog was and removed it. Put bucket back into service.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP RBC RBC-B1	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: RBC B1. Hydraulic pump connected to RBC and weighed.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A4	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: RBC A4. Hydraulic pump connected to RBC and weighed.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C4	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: RBC C4. Hydraulic pump connected to RBC and weighed.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-C1	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: RBC C1. Hydraulic pump connected to RBC and weighed.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Moat pumped out.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-A1	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: RBC A1. Hydraulic pump connected to RBC and weighed.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: Plant Generator. Checked oil level. Checked coolant. Checked belt tensions. Checked hose connections. Checked gauges and lights.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: Eye Wash and Shower Stations. Systems checked for water pressure and supply.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	5/20/2026	Final Weekly Maintenance: T6A&T6B. Oil levels checked. Oil levels in lower housing checked. Chains checked for slack. Scrapers arms checked for wear. Vents cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: Bucket Evaluator and incline screw conveyor. Oil level checked in reducers. All fittings greased. Chain checked for slack. Drive chain checked for slack. Belt checked for tension.	0.00
Waste Water (Taylor Run)	WWTP Structure 4	Preventive Maintenance	5/20/2026	Final inline water screens. All screens removed and cleaned. reinstalled.	0.00
Waste Water (Taylor Run)	WWTP RBC RBC-B4	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: RBC B4. Hydraulic pump connected to RBC and weighed.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: K1&K2 blower. Oil levels checked. Belts checked for tension. Lubricated pressure relief valves. Cleaned air filters. Upper and lower swing arms greased. Hoist oil level checked. Hoist cable checked.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	5/20/2026	Final Weekly Maintenance: Grease cup removed and old grease taken out and replaced with fresh grease. Tubing on analyzer cleaned. Drain lines cleaned. Strainer cleaned.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6A	Preventive Maintenance	5/20/2026	T6A & T6B Clarifier Gear Reducers. Upper drive bearing greased with one shot of #2 grease. Lower worm bearing greased with two shots of #2 grease. Condensation drained from micro switch housing.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: Scum Mixer. Super Bio Clean 510 poured into pit and mixed for several minutes and drained out.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	5/20/2026	Final Weekly Maintenance: Final, Back Up Final and DS3 Samplers. Pump tubing inspected for punctures. Cleaned sample lines, Sensors and torpedoes. Checked proper operation of lights, heaters, fans and refrigerators.	0.00
Waste Water (Taylor Run)	WWTP Facility TR-B-6	Preventive Maintenance	5/20/2026	Chlorine detector. Small amount of HTH placed near air intake sensor. Observed alarm on roof going off, as well as audible alarm in room going off.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	5/20/2026	Primary Weekly Maintenance: Sigma Samplers. Raw, DS1 and DS2 all hoses inspected for punctures. Cleaned sensors, Sample lines and torpedoes. Checked proper operation of lights, heaters, fans and refrigerators.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	5/20/2026	Final Weekly Maintenance: Showers and Eye Wash Stations. Systems checked for water Supply and Pressure.	0.00
Waste Water (Taylor Run)	WWTP Valve V-99	Preventive Maintenance	5/21/2026	All dezurik valves in final area sprayed with WD40 and exercised open/close.	0.00
Waste Water (Taylor Run)	WWTP Electrical Generator GEN-2	Preventive Maintenance	5/27/2026	Primary Weekly Maintenance: Plant Generator. Oil levels checked. Checked coolant level in radiator. Belt tensions checked. Hose connections checked. Lights and gauges checked.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	5/27/2026	Primary Weekly Maintenance: Aluminum Sulfite Storage Tank. Moat pump out with portable trash pump.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-RBC-TC	Replace	5/27/2026	Changed out bearings on back up RBC motor.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation I-5	Preventive Maintenance	5/27/2026	Final Weekly Maintenance: Chlorine Analyzer & Pre/Post sample pump. Grease cup removed and old grease replaced with fresh polyrex blue grease. tubing on analyzer cleaned. Drain line cleaned. Strainers cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Alum silo eye wash/ shower	Preventive Maintenance	5/27/2026	Primary Weekly Maintenance: B-5 Eyewash & Showers. System checked for water supply and pressure.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-T-6B	Preventive Maintenance	5/27/2026	Final Weekly Maintenance: T6A&T6B. Oil levels in reducers checked. Oil levels in lower housing checked. Chain checked for slack. Scraper arms checked for wear. Vents cleaned.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	5/27/2026	Primary Weekly Maintenance: Bucket Elevator & Incline Screw Conveyor. Oil levels checked in reducers. All fittings greased. Chain checked for slack. Drive chain checked for slack. Belts checked for tension and wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Final Comp	Preventive Maintenance	5/27/2026	Final Weekly Maintenance: Final, back up Final and DS3 Samplers. Pump tubing inspected for punctures. Cleaned sensors, sample lines and torpedoes. Checked Lights, heater, fans and refrigerators for proper operation.	0.00

Department	Asset	Activity	Date Completed	Notes	Total Cost
Waste Water (Taylor Run)	WWTP Instrumentation 557	Preventive Maintenance	5/27/2026	Primary Weekly maintenance: Raw, DS1 and DS2 Samplers. Pump tubing inspected for punctures. Cleaned Sensors, Sample lines and torpedoes. Lights, heaters, fans and refrigerators checked for proper operation.	0.00
Waste Water (Taylor Run)	WWTP Blower K-1	Preventive Maintenance	5/27/2026	Primary Weekly Maintenance: K1&K2 Blowers. Oil levels checked. Belts Checked. Pressure relief valves lubricated. Air filters cleaned. Upper and Lower swing arm fittings greased. Hoist oil level checked. Hoist cable checked for wear.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation soda ash silo shower	Preventive Maintenance	5/27/2026	Final Weekly Maintenance: Shower and Eyewash station. Systems checked for water supply and leaks.	0.00
Waste Water (Taylor Run)	WWTP Structure TR-LA	Preventive Maintenance	5/27/2026	Primary Weekly Maintenance: RBCs A1, A4, B1, B4, C1 and C4. Hydraulic pump connected to RBC and weighed. Weight recorded in maintenance book.	0.00
Waste Water (Taylor Run)	Sewer Manhole SMH-0093	Clean	5/28/2026	All manholes pumped out as needed.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation 558	Preventive Maintenance	5/28/2026	Rotomat Fine Screens. Monthly maintenance completed on both fine screens.	0.00
Waste Water (Taylor Run)	WWTP Instrumentation Primary Scum Mixer	Preventive Maintenance	5/28/2026	Primary Weekly Maintenance: Scum Pit. Super Bio Clean 510 poured into pit and mixed for several minutes. Drained out with pumps 3 and 4.	0.00
Waste Water (Taylor Run)	WWTP Screen F-2	Preventive Maintenance	5/28/2026	Primary Monthly Maintenance: Rotomat Fine Screens. Screens cleaned out.	0.00

Park Notes and Projects May 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 2026 and beyond

- The Friends of West Chester Parks and Recreation about a donation towards this project's shortfall (up to \$15k)

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

 - The installation estimate was finally received and it was significantly higher than expected

 - mainly due to the cost of steel reinforced concrete pad that will be installed in place of the poured in place rubber that is currently in place.

- We 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



Camps, classes, and bus trips

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

We are transitioning to our new software and need more time to input/upload data.

July report will reflect May and June GL and programming AR.

*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 programming 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”

6.6.26 Citizen March for Life – The Power Place

6.7.26 43rd Annual Turks Head Music Festival

6.12.26 World Cup Watch Party

6.18.26 Marshall Square Park Concert – Friends of Marshall Square Park

6.21.26 World Music Day

7.9.26 Clydesdale Parade – Downtown West Chester

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 have submitted a grant app to DCNR and ChesCo 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
 - o We have submitted grant apps to DCED and ChesCo in support of this project.

- *Go West Chester/Investing in our community*
 - o 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.

This meeting is being audio recorded for the public record.

Public Works Committee

Date: May 12, 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
 - The Administrative Offices will be closed on Monday, May 25th for Memorial Day. Please note trash, recycling and yard waste will be delayed one day.
 - A Public Hearing will be held on May 20, 2026, at 6:30PM for the amendment to Chapter 62 Garbage, Rubbish and Refuse.
3. Comments, suggestions, petitions by residents in attendance regarding items not on the agenda.
 - Darryl Cook, S. Walnut Street, asked how much it costs to close down Gay Street. Mr. Flynn stated he would get back to Mr. Cook with an answer.
4. Departmental Reports
 - a) Traffic & Engineering Reports
 - Kelly Goff, RVE, stated that for the Gay Street Closure Project for the open-air market is substantially complete. We are working on the punch list items for the contractor. We are working with PennDOT on the construction plans and permitting plans for the Gay and High Street intersection improvement project which includes the reconstruction of the intersection. Mr. Flynn asked about the snow removal and the plows hitting the fiberglass pads. Ms. Goff stated she will defer to Mr. Anderson since he has consulted with the Matador manufacturer.

This meeting is being audio recorded for the public record.

b) Public Works

- Don Anderson, Director, stated they met with the manufacturer of the bollards, and you cannot plow over the fiberglass. The plow needs to be lifted six inches, and someone will need to shovel or use a gas operated broom. Mr. Flynn stated we have a propensity for putting down excess salt and he asked if that would gum up the slide rails inside the platform. Mr. Anderson stated we are going to have to come up with a plan after each snowstorm to clean them out.
- We have been watering the trees for the past few weeks, and we will keep filling the gator bags. A sink hole developed in Sharon Alley at Magnolia Street. We need to camera because of the infrastructure underneath. The crew replaced the EWF (engineered wood fiber) at Kathy McBratnie Park that had sunk over the winter months. An in-house repair was made to the collapsed catch basin in front of the Bicentennial Garage. Mr. Flynn asked about the 2026 paving project and Mr. Anderson explained that it went out to bid last week. Mr. McGinnis asked about the utility paving on Union and Market Streets and Bradford Avenue. Mr. Anderson stated he would forward the schedule once he received from the contractor.
- Wastewater
 - Sean Mitchell, Wastewater Director, said crews at Goose Creek found a mixer with two bad bearings and a chipped gear shaft. We are waiting for the quote to decide if we will repair or replace. The crew dropped and cleaned the T3-B aeration tank. They tightened or replaced bolts and gaskets and placed back on-line. The large thickener clarifier failed, and we will be discussing the co-stars quote at the Finance Meeting tomorrow at a cost of \$345,200. Over at Taylor Run they found a damaged gear reducer and they replaced it internally. Tanks were dropped, cleaned and placed back in service.
 - At the College Avenue pump station, the crew installed a wireless network system, so we now have networking to monitor the flow, wet well levels and for security. We will install it at the Miner Street Pump Station next.
 - The Goose Creek Electrical Substation capital project is 90% complete. The temporary power service has been disconnected and removed. The breakers have been set up and the unit is on-line. Eaton has a punch list to fix. The contractor is waiting for the automatic transfer switch and the new fence to arrive so it can be installed and completion of the project. For the Maple Alley Project the responsible contractor has been accepted and signed by Mr. Metrick.

This meeting is being audio recorded for the public record.

We are waiting for the contract to be returned. Pre-construction meeting will be in a couple of weeks, mobilize in June and construction in July with a projected completion date of August. We will deliver letters to residents once all of the dates are finalized.

- The College Avenue and New Street pump stations back-up pumps have arrived. The sluice gate project is underway and lastly, the Taylor Run driveway replacement is going to bid shortly to be presented to Council in June for approval.

- Parks and Recreation
 - Keith Kurowski, Parks & Recreation Director, stated they submitted three (3) grants Two were with the County and one with the DCNR to support John O'Green Park phase 2 project. I want to thank Megan Todaro from Pennoni for her assistance with the submissions. There is an attachment which lists our program sales, and it is broken out by residents and non-residents. We will be doing a lot of work in the parks in the next few weeks. A number of trees have been condemned because of the Emerald Ash Borer. We will have eight trees in Everhart Park removed and approximately 40 trees in Hoopes Park removed. The Turks Head Festival is on June 7th. We are working with the Friends of Everhart Park and will be moving the food trucks from inside the park to Union Street. Mr. Travis asked if Union Street would be closed and Mr. Kurowski said yes, but emergency vehicles would be allowed access. Mr. Flynn stated that Sue Bayne was questioning if the bat boxes were working and if we needed to install more. Mr. Kuroski stated that as far as he knows they are working and we have not received any requests for additional boxes.
 - Mr. Flynn stated that the John O'Green covenant requires the Borough to submit a report to the EPA. Mr. Kurowski stated he has never submitted a report and to his knowledge has ever been requested. Mr. Flynn stated that according to the covenant it doesn't get requested, we are required to send it in. Mr. Flynn said we need to get with Administration and figure out what we need to send them yearly.

- Public Works Chair Report
 - Mr. Flynn stated he had no report this month.

This meeting is being audio recorded for the public record.

5. Old Business

- a) Approve the April 2026 meeting minutes
 - Approve 3 - 0
- b) Discuss the progress of the new Public Works building
 - Issue: Continue conversation on a new Public Works Building*
 - Mr. Metrick stated we are visiting West Whiteland at the end of this week. We anticipate having the framework for feasibility study drafted by the end of the Summer.

6. 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*
 - Mr. Mitchell stated they have two items they would like to sell on Municibid. They have a lawnmower and a double disc pump. Mr. Flynn asked if he knew the value of the items. Mr. Mitchell said he had no idea, but we should get some money for the pump.
 - Approve 3 – 0

Adjourn – 5:56 PM

PAVING
LAWNS
MAY 15











A photograph of a stream restoration project. The stream is bordered by a stone wall on the right and a grassy bank on the left. The water is clear and reflects the sky. In the background, there are trees and a building.

Taylor Run Stream Restoration

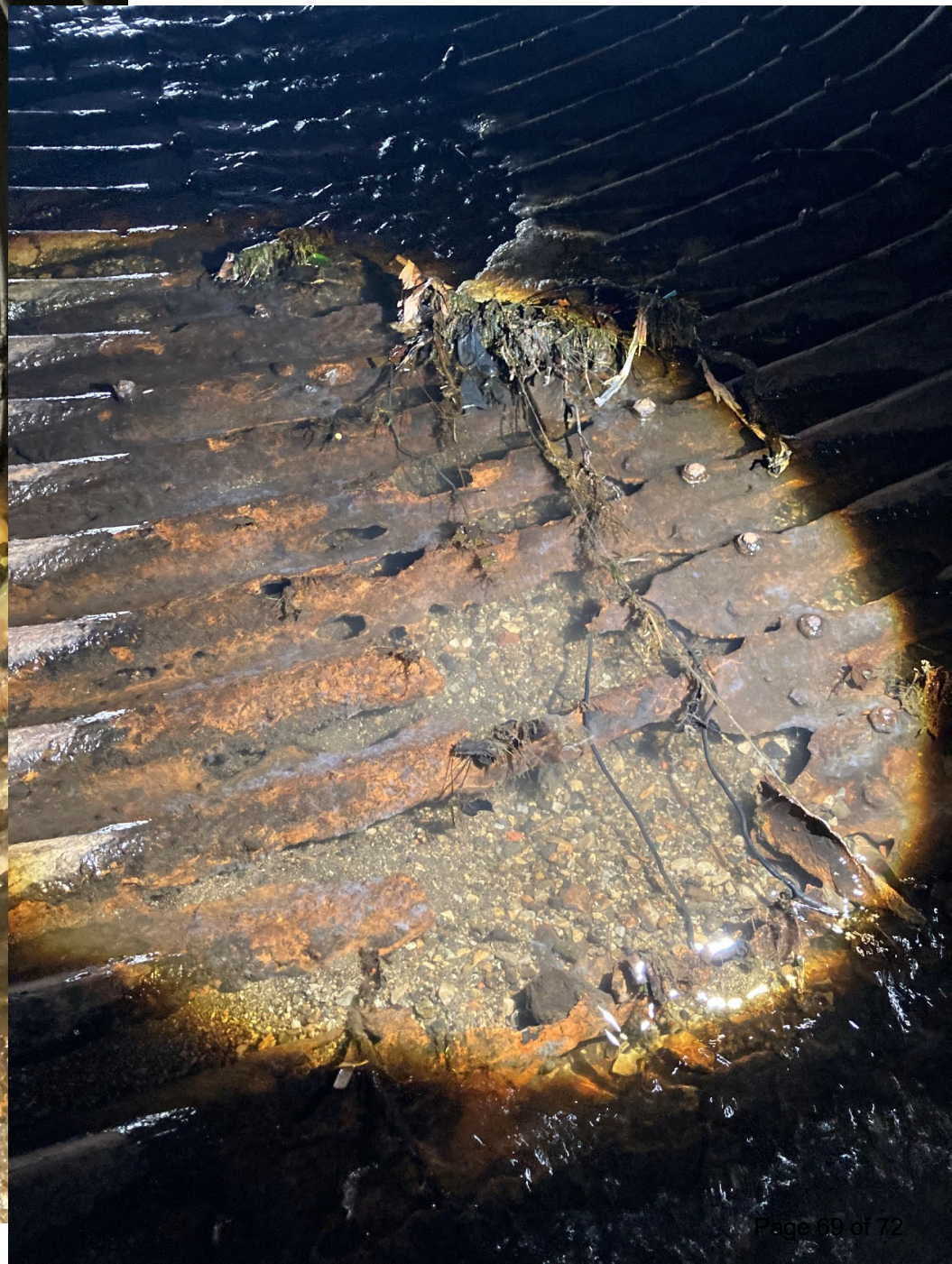
- **Construction Sep 2025 – May 2026**
- **\$266,013 construction costs**
- **\$49,130 design/bid/permit/construction management**
- **Outstanding costs <\$10,000**
- **Estimated Final Costs \$325,143**
- **Remaining *ARPA* grant funds: \$233,987**





Taylor Run Site







Taylor Run Site





Taylor Run/N. Everhart Culvert Repair

- Remaining *ARPA* grant funds: \$233,987
- Culvert rehabilitation: \$198,000 – COSTARS quote from Abel Recon
- Grant Match 25%
- Net costs to West Chester Borough: \$49,500

Caveat: Must obtain DEP permit AND complete work by September 30, 2026

BOROUGH OF WEST CHESTER

Finance Department Use Only
Purchase Order Number



PURCHASE ORDER REQUEST

TO: Sean Metrick, Borough Manager

FROM: Will Williams, Sustainability Director

SUB: PURCHASE ORDER REQUEST

DATE: 6/5/2026

IT IS REQUESTED THAT A PURCHASE ORDER BE ISSUED TO:

Vendor Abel Recon

Contact Howad Myers, GM

Address PO Box 476
Mountville, PA 17554

Phone (717) 285-3103

Email info@abelrecon.com

Fax

Justification

COSTARS quote for Taylor Run culvert rehabilitation on N. Everhart Street, by Abel Recon
\$400,000 in relining work budgeted in 2026 SPF CIP
Grant-eligible under Taylor Run stream project grants, closing out 3Q 2026

TOTAL AMOUNT TO BE PAID:	\$ 198,000.00
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Reference (select one) Quote SOW SA State Contract