

AGENDA
Borough Council Meeting
Worksession
June 19 @ 7:00 PM
Spellman Council Chambers
829 Paoli Pike
West Chester, PA 19380

Borough Council Members:

Diane C. LeBold, President	President, 2 nd Ward	Term Expires: 2020
Michael Galey, Esquire	Vice President, 3 rd Ward	Term Expires: 2022
William J. Scott, Esquire	Member, 1 st Ward	Term Expires: 2022
Michael Stefano	Member, 4 th Ward	Term Expires: 2020
Donald Braceland	Member, 5 th Ward	Term Expires: 2022
Bernie Flynn	Member, 6 th Ward	Term Expires: 2020
Denise Polk, Ph.D.	Member, 7 th Ward	Term Expires: 2022

Mayor: Dianne Herrin

Borough Manager: Michael A. Perrone, CBO

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Comments, suggestions, petitions by residents in attendance regarding items not on the agenda
- 4) Discuss the liquor license application for 7-9 North Church Street
- 5) Presentation by Bikram Chadha, 1st Quarter Pension Investment Review - *PFM*
- 6) Presentation by Jonathan Ebersole, Senior Accounting Manager - *Benecon*
- 7) Presentation by Tom Barbine, Stream Protection Program Review/Update

Public Works Committee

- 8) Approve entering into a contract with Bartlett Tree Experts for Shade Tree Maintenance/Arborist duties in accordance with attached contract (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 9) Approve Green Infrastructure Project Change Order #2 for Total Site Development, Inc. for total construction cost of \$8,770.50 (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

Parking Committee

- 10) Approve the addition of two (2) one (1) hour parking spaces for users of Kathy McBratnie Park on the north side of 300 West Niels between the end of the student C permit area and the start of the B permit area. In addition, consider removing one (1) handicap parking space from the north side of the 200 block of East Miner as well as the L permit restriction from that side of the block to allow for three (3) two (2) hour parking spaces for users of John O. Green Memorial Park (*attachment/ issue briefing*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 11) Authorize the solicitor to draft an ordinance to remove the handicap parking space at 126 East Miner Street (*attachment/ issue briefing*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 12) Authorize the preparation of an RFP to hire an engineer to draft a scope of work and specifications to repair two elevators at the Chestnut Street garage (*attachment/ issue briefing*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

ACT Committee

- 13) Approve entering into a contract with Horn Plumbing & Heating for installation of a Carrier Infinity Mini-Split Heat Pump, Option #1, at the Eclat Chocolate location at a cost of \$4,950

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 14) Approve the proposal from Hammel Associates to prepare a needs assessment, program and cost analysis for the proposed Public Works Department building at a cost not to exceed \$5,000 (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 15) Approve entering into a contract with O'Donnell & Naccarato for Project Management oversight of the repairs to the New Street Parking Garage at a cost of \$27,200 (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 16) Approve the purchase and placement of a new decal to be placed on the message panels on the BigBelly receptacles at a cost of \$631.00 (*attachment*)

Committee recommended to forward this item to the June 19th worksession agenda

- 17) Approve entering into a contract with CDW-G for the purchase and installation of AV & Recording equipment for the Borough Hall renovation at a cost of \$264,402 through state contact NJPA 100614 (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

Public Safety Committee

- 18) Approve the Special Event municipal costs schedule and change the application timeframe from 45 to 60 days, both to be implemented on January 1, 2019 (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 19) Authorize the Solicitor to prepare an ordinance to satisfy sight distance requirements for three entrance/exits at the Metropolitan Apartments driveways located at East Marshall Street, 300 Block: the entrance/exit furthest west will become a one-way; the center entrance/exit will have two parking spots removed facing west and two removed facing east for sight distance reasons; and, the entrance/exit closest to Convent Lane will have a no turn left sign posted and five parking spots will be removed facing west (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 20) Discuss the request from West Chester University to apply for a Pennsylvania Department of Community and Economic Development Multimodal Transportation Fund grant to increase pedestrian safety at the intersection of South High Street and University Avenue, at no cost to the Borough (*attachment*)

Committee made no recommendation on this item

Smart Growth Committee

- 21) Accept the recommendation of the West Chester Borough Planning Commission regarding the proposed new Subdivision and Land Development Ordinance with the additional requirement for a developer to notify adjacent property owners when a plan extension is requested (*attachments*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 22) Set a public hearing date for the adoption of the Snow & Ice Removal Ordinance 95-21 (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 23) Authorize entering into a revised contract with Bureau Veritas for Electrical Plan Reviews & Inspection Services with a reduction of the rate from 65% to 40% (*attachment*)

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

- 24) Zoning Hearing Application – Saxbys Coffee – 701 S. High St. – Requesting Variance from §112-83.A(9) & §112-83.A(10) for New Business Signage (*attachment*)

Committee made no recommendation on this item

- 25) Approve the May 2018 HARB Applications in accordance with the provided HARB recommendations. ** *Applications 2018-17 and 2018-20 were tabled*

- a) 2018-18: 113 W Gay - Precision Eye Care (*attachment*)
Install building mounted sign on front façade
- b) 2018-19: 119 N High – Meradia (*attachment*)
Relocate existing hanging sign and install building mounted sign on front façade
- c) 2018-21: 34 S High - Jeffrey Beitel Architects (*attachment*)
Construct rear building addition, renovation of front facade entry door, window trim and replacement of rear and side windows, doors, stairs and stair railing
- d) 2018-22: 134 N High - Emily Alice Salon (*attachment*)
Install hanging sign on front facade utilizing existing bracket

Committee recommended 3-0 to forward this item to the June 19th worksession agenda

26) Other Business

Adjournment

How to Engage in Public Comment during a Borough Council or Committee Meeting

Public Comment is heard at three different points during Borough Council meetings:

- **BEFORE CONSIDERATION OF ITEMS ON THE AGENDA** - The public is permitted to make public comment on any matter not on the agenda. You will have three minutes to make your statement, unless the President or Chair has announced otherwise, so please come prepared.
- **BEFORE ACTION** on a motion or an agenda item. Public Comment at this stage is limited to the item under discussion. As above, please keep your comments to three minutes.
- **AFTER ALL AGENDA ITEMS HAVE BEEN ACTED ON.** Public Comment is open to any legitimate item of business that can be considered by Council or the Committee. Again, please keep your comments brief.

How to make a comment:

- The President or Chair will announce an opportunity for public comment, either on a specific issue or generally, depending on where we are in the agenda (see above).
- After you are recognized by the President or Chair, come to the microphone and state your name and address for the record.
- You may then make your comment or ask your question. As noted above, you will have three minutes to make your statement, unless the President or Chair has announced otherwise.

UPCOMING MEETINGS

<i>June</i>				
Tuesday	6/19/18	Planning Commission Work Session	6:30 pm	Spellman Room #2B
Tuesday	6/19/18	Conditional Use Hearing: The Barclay	5:30 pm	Spellman Chambers
Tuesday	6/19/18	Borough Council Work Session	7:00 pm	Spellman Chambers
Wednesday	6/20/18	Special Hearing: Sabato Macchia	6:30pm	Spellman Chambers
Wednesday	6/20/18	Special Hearing: Chapter 104-34	7:00 pm	Spellman Chambers
Wednesday	6/20/18	Borough Council Voting Session	7:00 pm	Spellman Chambers
Thursday	6/21/18	Historic Commission	7:00 pm	Spellman Chambers
Monday	6/25/18	Public Arts Commission	7:00 pm	137 North High St
Tuesday	6/26/18	Planning Commission	6:30 pm	Spellman Chambers
Thursday	6/28/18	HARB	7:00 pm	Spellman Room #2B
<i>July</i>				
Monday	7/09/18	Zoning Hearing Board	5:30 pm	Spellman Chambers
Monday	7/09/18	Shade Tree Commission	6:00 pm	Spellman Room #2B
Tuesday	7/10/18	Council Committee Meetings Public Works Committee Parking Committee ACT Committee	5:30 pm 6:30 pm 7:30 pm	Spellman Chambers
Wednesday	7/11/18	Council Committee Meetings Public Safety Committee Finance Committee Smart Growth Committee	5:30 pm 6:30 pm 7:30 pm	Spellman Chambers
Wednesday	7/11/18	Railroad Restoration Commission	7:00 pm	Spellman Room #2B
Thursday	7/12/18	Sustainability Advisory Committee	6:30 pm	Spellman Room #2B
Monday	7/16/18	Library Board	7:00 pm	415 North Church St
Tuesday	7/17/18	Borough Council Work Session	7:00 pm	Spellman Chambers
Wednesday	7/18/18	Borough Council Voting Session	7:00 pm	Spellman Chambers
Thursday	7/19/18	Historic Commission	7:00 pm	Spellman Chambers
Monday	7/23/18	Public Arts Commission	7:00 pm	137 North High St
Tuesday	7/24/18	Planning Commission Work Session	6:30 pm	Spellman Room #2B
Thursday	7/26/18	HARB	7:00 pm	Spellman Room #2B
Tuesday	7/31/18	Planning Commission	6:30 pm	Spellman Chambers