

# BOROUGH COUNCIL WORKSESSION MINUTES

February 16<sup>th</sup>, – 7:00 pm

## Council Attendance:

Jordan Norley  
Brian Abbott  
Don Braceland  
Ellen Koopman  
William Scott  
Diane LeBold  
Jim Jones

1. Meeting call to order/Pledge of Allegiance.  
President of the Borough Council called the meeting to order. Mr. Scott led those in attendance the Pledge of Allegiance
2. Comments by Mayor and Council.
3. Comments, suggestions, petitions etc., from residents in attendance regarding items not on the agenda.
4. Presentations:
  - a. Intern introduction presented by Melanie Guerrier  
  
Moved to Council Meeting's discussion agenda.
5. Consider Hickman Land Development  
Mr. McKenna, The Hickman, stood before Council and answered questions regarding the Hickman Land Development.

All Council members gave their opinion about the sidewalks. There were some Council members focused on The Hickman following the correct procedures and others were focused on which sidewalk was safer for the residents at The Hickman.

Ms. LeBold moved to approve The Hickman Land Development including the wavier to allow stamped concrete, with a color that needs to be approved by the Director of Building and Housing and to eliminate the requirement to mill and pave the south side of East Marshall Street.

Mr. Jones second the motion. Roll Call; Mr. Jones- Yes, Ms. LeBold- Yes, Mr. Braceland –Yes, Mr. Abbott – No, Mr. Norley –No, Mr. Scott- No, Mrs. Koopman – No. Motion denied 3-4.

Mr. Norley moved to approve the Hickman Land Development and deny the waiver for the sidewalks and to eliminate the requirement to mill and pave the south side of East Marshall Street. Mr. Abbott second the motion. Roll Call; Mr. Jones- No, Ms. LeBold- No, Mr. Braceland – No, Mr. Abbott – Yes, Mr. Norley –Yes, Mr. Scott- Yes, Mrs. Koopman – No. Motion denied 3-4.

Mr. Jones moved to approve the Hickman Final Land Development, waive the requirements of Chapter 97-54 regarding SALDO waivers, waive the sidewalk requirement for brick, approve the use of stamped concrete sidewalks, with a color that will be approved by the Director of Building and Housing and to eliminate the requirement to mill and pave the south side of East Marshall Street. Mr. Braceland second the motion. Roll Call; Mr. Jones- Yes, Ms. LeBold- Yes, Mr. Braceland –Yes, Mr. Abbott – No, Mr. Norley –No, Mr. Scott- No, Mrs. Koopman – Yes. Motion accepted 4-3.

6. Consider Reverse Subdivision – The Barclay – 501 N. Church Street (4 lots)  
(Smart Growth Committee recommended 3-0 approval)

Ms. LeBold explained the Barclay grounds were originally being sold as 4 properties. The Borough would now like to consider a reverse subdivision and make it 1 property.

7. Consider authorization to advertise proposed ordinance for Stormwater Management System

Mrs. Koopman explained the proposed ordinance for Stormwater Management System goes over the fee system, credits and appeals and the billing. To implement this new ordinance, it needs to be advertised.

8. Consider amendment to Chester County Comprehensive Plan Agreement

Mr. Cotter explained the need to re-assign the professional duties to Dottie Ives-Dewey to meet the Chester County Comprehensive Plan Agreement deadline.

9. Consider request by the West Chester Downtown Foundation Board of Directors to use the Chestnut Street Garage for Saturday evening, June 4, 2016 for their Up on the Roof fundraising event and Resolution #4-2016 supporting the serving of alcohol.

Mrs. Koopman gave a brief background on the Upon the Roof fundraising event.

Mr. Cotter stated the Pennsylvania Liquor Control Board requires Council to act on the resolution so this event can serve alcohol.

10. Consider approving Resolution #5-2016 – TCC Delegate Appointments

Council agreed to have Mr. Cotter as the delegate, Mr. DaSilva as the alternate, and Mr. Jones as a second alternate.

11. Consider Amendment to AFSCME Contract regarding Crew Leader Compensation.

Mrs. Koopman explained the AFSCME Contract has not reflected the compensation change for a Crew Leader.

12. Consider moving November 8<sup>th</sup> Committee meeting to Monday, November 7<sup>th</sup> as it is “election day”.  
(Kaizen Committee recommended 3-0 approval)

Mrs. Koopman explained the request to move the Tuesday Committee meetings to Monday due to it being an election day.

13. Consider a moratorium on requests to alter the Residential Parking Permit requests during the Master Parking Plan process.  
(Parking Committee recommended 3-0 approval)

Mr. Jones explained the Parking Department has been working on the Master Parking Plan and is looking to consider a moratorium. They believe this will help the consultants create a better parking plan.

(Moved to Council Meeting’s discussion agenda)

14. Consider adding Handicapped Sign:  
a. 103 E. Miner Street (for business owner at 29 S. Walnut St.)  
(Parking Committee recommended 3-0 denial)

Mr. Jones explained this request was denied in the Parking Committee due to there already being 3 handicap parking spots available.

15. Consider adding 1 block to area “L” to relieve space constraints on 100 South Matlack Street during Thursday 8-11  
(Parking Committee recommended 3-0 approval to add 200 block of E. Miner St. to “L” Area)

Mr. Jones explained area “L” is small and has no spots to park during the street constraints. It is suggested to add 1 block to the area to relieve the space constraints.

16. Consider adding Spruce Alley (off Mechanics Alley and Matlack Street) to Residential parking Area A  
(Parking Committee recommended 3-0 denial to make Spruce Alley residents eligible for Residential Parking Area A)

Mr. Jones explained the residents already have adequate on-site parking plus overflow parking along their private alley.

17. Consider changing the 200 block of South Matlack from Residential Area “A” to “L”  
(Parking Committee recommended 3-0 approval)

Mr. Jones explained that changing the 200 block of South Matlack from Residential Area “A” to “L” would cancel out adding 1 block area to area “L” (item 15 on the agenda) and suggests denying this agenda item.

18. Consider Banner Permits:  
(No Committee Recommendation)  
a. WC Playschool – E. Market St. – 2-27 thru 3-14  
b. Act In Faith – E. Market St. – 3-17 thru 4-3  
c. Cerebral Palsy Assoc. – E. Market St. – 4-15 thru 5-3

- d. Crime Center of CC – W. Gay St. – 4-17 thru 5-1
- e. WC Recreation – High St. – 4-18 thru 5-2
- f. Chamber of Commerce – High St. – 5-2 thru 5-7
- g. CC SPCA – W. Market St. – 4-15 thru 5-2
- h. Brandywine Ballet – W. Market St. – 5-2 thru 5-16
- i. WC Alumni – W. Gay St. – 5-2 thru 5-16
- j. Good Fellowship – E. Market St. – 5/6/2-16 – 5/22/16
- k. Fame Fire Co. – High St. – 5/7/2016 – 5/22/2016

Council members agreed to add all banner permits to the consent agenda.

19. Consider Special Event Permit:

- a. St. Agnes – 5k - March 5, 2016
- b. Nick Smiles – 5k – May 14, 2016
- c. Beat The Bug – 5k – April 17, 2016
- d. Race Against Violence – April 30, 2016

(Public Safety Committee recommend approval – 3-0, pending payment)

Note: Starting with the March Committee meetings, the Special Event Permits will be reviewed by the Public Works/Recreation/Wastewater Committee

Mrs. Koopman explained they were all recommend by the Public Safety Committee pending payments. She also announced any Special Event Permit will be reviewed by the Public Works/Recreation/Wastewater Committee from now on.

20. Consider 2015 Budget Modifications

(Finance Committee recommend approval 2-0-1)

Mr. Norley explained the minor modification change. Money was transferred from the Mayors account to pay for a previous council member to attend a conference in late 2015.

(Moved to Council Meeting’s discussion agenda)

21. De-Briefing regarding Winter Storm Jonas snow removal efforts

(Attachment will be available on Wednesday)

Moved to Council Meeting’s discussion agenda.

22. Consider Hazard Mitigation Plan

(Public Safety Committee recommend approval – 3-0)

Mr. Scott explained the County’s Hazard Mitigation Plan.

23. Consider request to amend Civil Service Rules & Regulations

(Does not require an Ordinance change – only change language in Civil Service Rules)

Mr. Scott explained the current Civil Service Rules and Regulations had possibly turned away applicants because of its requirements.

Mr. Cotter stated the Chief of Police strongly believes they are losing well qualified people because they don’t make the paper requirements.

24. Consider recommendation to retain Traffic Planning and Design as the Borough’s consulting traffic engineer.

(Smart Growth Committee recommend approval 3-0)

Ms. LeBold explained the Traffic Planning and Design company is a highly experience organization and would be used and billed as needed. Also, the fees will be reimbursed by the applicant.

25. Discuss Certificates of Appropriateness:  
(Smart Growth Committee recommendation approval 3-0)
- a. 17 W. Gay Street  
Replace 2 building mounted signs  
Approved as presented
  - b. 112 S. High Street  
Replace building mounted and hanging sign  
Approved with conditions: background color of signs be off-white and not stark-white and wall mounted sign be approved but the applicant is encouraged to restore the existing wood frame and fit a sign within
  - c. 20-22 N. Church Street  
Install a door with 2 window panels with decorative rectangle wood panel underneath  
Approve with conditions: as amended by the meeting submitted sketch
  - d. 28 W. Prescott Alley  
Install 2 heating and AC units.  
Approve with conditions: color will be painted to match the existing stucco wall and no conduit or associated wiring be visible.

Ms. LeBold explained the Certificates of Appropriateness are self-explanatory and recommended for approval with conditions.

26. Consider approval of December and January minutes

Moved to Council Meeting's discussion agenda.

Meeting adjourned at 9:06PM.