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A G E N D A

Borough Council Meeting
April 18, 2023 @ 6:30 PM

Michael Stefano, President	Member, 4 th Ward	Term Expires: 12/31/23
Lisa Dorsey, Vice President	Member, 7 th Ward	Term Expires: 12/31/25
Patrick McCoy	Member, 1 st Ward	Term Expires: 12/31/25
Nick Allen	Member, 2 nd Ward	Term Expires: 12/31/23
Brian McGinnis	Member, 3 rd Ward	Term Expires: 12/31/25
Sheila Vaccaro	Member, 5 th Ward	Term Expires: 12/31/25
Bernie Flynn	Member, 6 th Ward	Term Expires: 12/31/23

Mayor: Lillian L. DeBaptiste

Borough Manager: Sean Metrick

Borough Council Meeting:

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda
- 4) Boards & Commissions Interviews:

Sandra Ram	Human Relations Commission
Don Braceland	Planning Commission
Chip Horne	Planning Commission
Jim Cherry	Planning Commission
Austin Aimone	Planning Commission / Sustainability
Karen Myers (Pocopson Township)	West Chester Library Board of Directors
Christopher Dey (Virtual)	Planning Commission, Human Relations Commission, West Chester Library Board of Directors, Sustainability

- 5) Discuss the use of short-term rental units in the Borough of West Chester
- 6) Update on Enterprise Lease Purchasing Program
- **Administration, Communication & Technology:**
- 7) Approve a Resolution supporting the West Chester Food Cooperative (*attachment*)
Committee Recommendation 3-0
- 8) Approve a Resolution to shred parking and administrative documents (*attachment*)
Committee Recommendation 3-0

- 9) Approve the Open-Air Market Rules and Regulations (*attachment*)

Committee Recommendation 3-0

- 10) Schedule a Public Hearing date for transfer of Liquor License, 9 North High Street, 9Prime; May 15, 2023 (*attachment*)

Committee Recommendation 3-0

➤ **Public Works Committee:**

- 11) Authorize the Solicitor to prepare an amendment to Chapter 104 titled, "Vehicles and Traffic; Section 104-32 to revise no parking at certain times on New Street between Miner and Market Streets and schedule a Public Hearing date on May 17, 2023 (*attachment*)

Committee Recommendation 3-0

- 12) Approve the sale of the following items on Municibid: North Star Air Compressor, Subaru generator, drum containment and dispensing system and 2015 Nissan Altima

Committee Recommendation 3-0

- 13) Approve the Weaver Mulch Snyder Avenue Lease agreement (*attachment*)

Committee Recommendation 3-0

- 14) Approve amendment to Liquid Fuels eligible roads in Borough (*attachment*)

Committee Recommendation 3-0

➤ **Parking Committee:**

- 15) Discuss Permit Parking relative to the 410 South High Street Land Development project

Committee Recommendation 3-0

➤ **Public Safety Committee:**

- 16) Direct the Solicitor to prepare an amendment to add two alternates to the Civil Service Commission, Chapter 3-37, §K; 2 *Administrative Boards and Commissions*

Committee Recommendation 3-0

- 17) Approve a Resolution to update the 2023 West Chester Emergency Operations Plan (*attachment*)

Committee Recommendation 3-0

➤ **Smart Growth Committee:**

- 18) Consider Solicitor attendance for Zoning Appeal #1001 of 127 E. Nields St. Applicant seeks relief from Sec 112-602. D to allow for off-street parking and 97-27.1.C, which requires the edge of any driveway opening onto a street to be at least 40 feet from the nearest end of the paving radius at a street intersection. (*attachment*)

Committee Recommendation 3-0 for no Solicitor Representation

- 19) Consider Solicitor attendance for Zoning Appeal #1002 of 111 S. Poplar St. Applicant seeks relief from Section 112-304.A, to allow for use of the residential parcel for agricultural use, as the principal use, on a vacant lot. (*attachment*)

Committee Recommendation 3-0 for no Solicitor Representation

- 20) Approve the retail alcohol agreement with Hop Fidelity LLC (*attachment*)

Committee Recommendation 3-0

- 21) Approve March 2023 HARB submissions recommendations (*attachment*)

a. 2023-04: 5 N. Walnut St-Limoncello/ Lee Smith

Proposed work: Revised awing and sign

Recommendation: Application 2023-04 with the following alterations;

that the backband be at least ¾" x ¾" and that the glass of the transom be housed within a wood sash set in frame at the same plane as the door and that the proposed window bay have a roof cap of copper, and that both proposed wall mounted light fixture as shown in the proposal are appropriate, and that the light fixtures be installed flanking the section of brick on either side of the central bay with no visual conduit, and that the wall mounted sign bracket be installed with no visual electrical conduit.

b. 2023-08: 17 E. Market St-City of London Investment Management Co.

Proposed work: Sign

Recommendation: The Board recommends a Certificate of Appropriateness for Application 2023-08 as submitted.

c. 2023-10: 125 N. High St-Bobble and Lace/Hunter Gordon

Proposed work: Sign

Recommendation: The Board recommends a Certificate of Appropriateness for application 2023-10 as submitted with the clarification that the hanging sign bracket be a typical scroll bracket similar to the bracket approved for Limoncello's application 2023-04.

Committee Recommendation 3-0 to approve HARB Certificates of Appropriateness, Applications a, b and c

➤ **Finance & Revenue Committee:**

- 22) Approve the 2022-2023 Capital Program Reconciliation - not completed and budgeted (*attachment*)

Committee Recommendation 3-0

23) Approve the following purchases:

- a) Approve purchase of a dump truck, public works department (*attachment*)
No recommendation
- b) Approve purchase order and payment for two patrol vehicles, police department (*attachment*)
No recommendation

24) Approve Chester County CRP Grant Resolution for the Gay Street Open-Air Marketplace – Phase I project (*attachment*)

Committee Recommendation 3-0

25) Approve allocation of funding for 401 East Gay St Municipal Roof project

Committee Recommendation 3-0

26) Approve additional allocation of \$9,810 from American Rescue Plan Act for 2023 General Fund Capital Project – Cartegraph Systems Implementation – Project 2227 (*attachment*)

Committee Recommendation 3-0

27) Approve the Spring Tree Planting purchase (*attachment*)

Committee Recommendation 3-0

28) Other Business:

- a) Approve the March 14 and 15, 2023 Borough Council Meeting Minutes
- b) Announce the May Borough Council Worksession Meeting will be held on May 15, 2023 due to the May 16, 2023 Primary Election
- c) Discuss purchasing West Chester Borough flags
- d) Announce the purpose of the April 18th Executive Session

Adjournment