

*This meeting is being audio recorded for public record*

**A G E N D A**  
**Borough Council Meeting**  
**June 20, 2023 @ 6:30 PM**

Michael Stefano, President	Member, 4 <sup>th</sup> Ward	Term Expires: 12/31/23
Lisa Dorsey, Vice President	Member, 7 <sup>th</sup> Ward	Term Expires: 12/31/25
Patrick McCoy	Member, 1 <sup>st</sup> Ward	Term Expires: 12/31/25
Nick Allen	Member, 2 <sup>nd</sup> Ward	Term Expires: 12/31/23
Brian McGinnis	Member, 3 <sup>rd</sup> Ward	Term Expires: 12/31/25
Sheila Vaccaro	Member, 5 <sup>th</sup> Ward	Term Expires: 12/31/25
Bernie Flynn	Member, 6 <sup>th</sup> 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) Discuss the Employee COVID-19 Vaccine Policy
- 5) Discuss appointment of Zoning Hearing Board Solicitor
- 6) Discuss Voting Wards Map
- 7) Approve the Lewis Environmental invoice in the amount of \$22,874.87 for environmental remediation emergency services (*attachment*)

➤ **Administration, Communication & Technology:**

- 8) Approve issuing a Letter of Support to the Goose Creek Alliance for a 2023 DEP Growing Greener Grant for a Goose Creek Watershed Action Plan (WAP) and Feasibility Study (*attachments*)

*Committee Recommendation 3-0*

➤ **Parking Committee:**

- 9) Authorize the Solicitor to prepare an amendment Chapter 77 to install no parking signs, May 1<sup>st</sup> through July 31<sup>st</sup>, on both sides of Walden Drive; and, schedule a public hearing on July 19, 2023

*Committee Recommendation 3-0*

- 10) Authorize the Solicitor to prepare an amendment to Ordinance 104-45 Handicap Parking Requests for 610 South High Street and 407 East Barnard Street; and, schedule a public hearing on July 19, 2023

*Committee Recommendation 3-0*

- 11) Approve the County of Chester / West Chester Borough Chestnut Street Garage parking lease renewal for 60 spaces at \$90 per space/month (*attachment*)

*Committee Recommendation 3-0*

➤ **Public Works Committee:**

- 12) Approve the installment of the book, *Senorita Mariposa*, at Hoopes Park (*StoryWalk®*) (*attachments*)

*Committee Recommendation 3-0*

- 13) Approve Horgan Tree Experts for the Emerald Ash Borer treatment program with a bid of \$23,472.00 (*attachments*)

*Committee Recommendation 3-0*

- 14) Approve Delaware Valley Paving for the 2023 Borough Paving Contract with a bid of \$526,969.05 (*attachments*)

*Committee Recommendation for further discussion 3-0*

➤ **Public Safety Committee:**

- 15) Schedule a Public Hearing to adopt an Ordinance to recognize the authority of the West Chester Fire Department and volunteer Fire Companies operating within the Borough of West Chester to seek reimbursement for hazardous abatement incidents, environmental incidents and fire safety and rescue responses from third parties on July 19, 2023 (*attachments*)

*Committee Recommendation 2-0*

- 16) Approve a one-year extension of East Bradford Township Police Services Agreement (*attachments*)

*Committee Recommendation 2-0*

➤ **Smart Growth Committee:**

- 17) Consider Solicitor attendance for Zoning Appeal #1004 of 650 N. Franklin St. Applicant seeks relief from Sec 112-306.B to permit additional building coverage allowing for residential improvements (*attachment*)

*Committee Recommendation 3-0 for no Solicitor attendance at the Zoning Hearing*

- 18) Consider Solicitor attendance for Zoning Appeal #1005 of 324 W. Miner St. Applicant seeks relief from Sec 112-602. D and Sec 97.27.1.C to permit allow for the construction of retaining wall and parking area (*attachments*)

*Committee Recommendation 3-0 for no Solicitor attendance at the Zoning Hearing*

- 19) Authorize the Solicitor to prepare an amendment to Chapter 112 to allow community gardens in the residential zoning districts and Borough-owned parks

*Committee Recommendation 3-0*

- 20) Schedule a Public Hearing to amend Chapter 112 to adopt regulations for Accessory Dwelling Units on July 19, 2023 (*attachment*)

*Committee Recommendation 3-0*

- 21) Approve the 7-11 North Church St Reverse Subdivision Plan (*attachment*)

*Committee Recommendation 3-0*

- 22) Approve the 732-734 S. Matlack St Final Land Development Plan (*attachment*)

*Committee Recommendation 3-0*

- 23) Schedule a Public Hearing to adopt an Ordinance to vacate a portion of Prescott Alley, from Parcel #1-8-230.1 east to North Darlington Street on July 19, 2023 (*attachment*)

*Committee Recommendation 3-0*

- 24) Approve May 2023 HARB Certificates of Appropriateness (*attachments*)

a. **2023-11: 27 S. Church St/Megill Homes**

***Proposed work:*** *To replace the picture window and repair stucco at the facade.*

***Recommendation:*** *Approved with the following conditions: The Board recommends a Certificate of Appropriateness for Application 2023-11 as submitted with the condition that the replacement window be made of wood and have a wood exterior, with simulated divided lights to match the width of the existing muntins, and that stucco repairs be made in kind.*

b. **2023-16: 22 N. Darlington St/Justin Campbell-Little Rose's Donuts**

***Proposed work:*** *Install a sign on an existing bracket.*

***Recommendation:*** *Approved with the following conditions: The Board recommends a Certificate of Appropriateness for Application 2023-16 as presented with the condition that the field of the sign be an off white similar to the color planned for the architectural woodwork.*

c. **2023-17: 107 N. Church St/Peter J. Giuffre-The Green House**

***Proposed work:*** *To install a building mounted sign on the front facade.*

***Recommendation:*** *Approved with the following conditions: The Board recommends a Certificate of Appropriateness for Application 2023-17 as presented.*

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

➤ **Finance & Revenue Committee:**

25) Approve amendments to the Borough of West Chester Purchasing Policy

*Committee Recommendation 2-0*

26) Authorize the Solicitor to prepare an Ordinance to provide a real estate tax credit to the volunteer Firefighters and EMS personnel with a maximum cap of \$1,000.00

*Committee Recommendation 2-0*

27) Direct the Pension Committee to consider recommending an invest option with MSCI EAFE Index Fund

*Committee Recommendation 2-0*

28) Approve purchasing a Pennsylvania Municipal League membership at a cost of \$5,974.72

*Committee Recommendation 2-0*

29) Approve purchasing a sewer camera tractor at a cost of \$19,024.46 from H. A. DeHart & Son (*attachment*)

*Committee Recommendation 2-0*

30) Approve Grant Resolutions for the following grant applications:

- i. DEP Growing Greener – Goose Creek Stormwater BMPs (*attachment*)
- ii. PennDOT ARLE – Pedestrian Safety Improvements Phase I (*attachment*)

*Committee Recommendation 2-0*

31) Other Business:

- a) Approve the May 15 & 17, 2023 Borough Council Meeting Minutes
- b) Announce the purpose of the June 20, 2023 Executive Session

***Adjournment***

***Note: June 21, 2023 Public Hearings:  
@ 6:30 PM:***

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF WEST CHESTER, SPECIFICALLY CHAPTER 77 OF THE CODE OF THE BOROUGH OF WEST CHESTER, TITLED, "PARKING PROGRAM, RESIDENTIAL" SECTION 77-3.E(1)(a) TO REMOVE THE PROPERTY AND FUTURE DEVELOPMENT AT 410 S. HIGH STREET FROM ELIGIBILITY FOR PERMIT PARKING PERMITS.

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA AMENDING THE ADMINISTRATIVE CODE OF THE BOROUGH OF WEST CHESTER, CODIFIED IN CHAPTER 3 OF THE WEST CHESTER BOROUGH CODE, SECTION 3-37 TO ADOPT A NEW SECTION 3-37.K(2.1) AND 3-37.K(2.2) TO AUTHORIZE BOROUGH COUNCIL TO APPOINT TWO ALTERNATE MEMBERS TO THE CIVIL SERVICE COMMISSION.

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF WEST CHESTER, CHAPTER 89, TITLED "SEWERS," BY ADDING DEFINITIONS AND REQUIREMENTS FOR PERMITS AND WORK RELATED TO CONNECTIONS TO THE SEWER SYSTEM.

AN ORDINANCE OF THE BOROUGH OF WEST CHESTER, CHESTER COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE BOROUGH OF WEST CHESTER, CHAPTER 104, TITLED "VEHICLES AND TRAFFIC," SECTION 104-39 TITLED "OVERSIZED VEHICLES" TO PROHIBIT PARKING OF OVERSIZED VEHICLES ON BOROUGH OWNED LAND AND BOROUGH PARKING LOTS AND TO AMEND SECTION 104-46 TITLED "VIOLATIONS AND PENALTIES" TO ADD A NEW SUBPARAGRAPH D TO ADDRESS VIOLATIONS OF SECTION 104-39.A.