

**A G E N D A**  
**Borough Council Meeting**  
**November 14, 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) Announce the purpose of the November 8, 2023 Executive Session
- 5) Reappointment of Boards & Commissions Members:

Applicant	Board/Commission/Committee	Term Expiration
Kevin Finn	BID Authority Board	12/31/2028
Denise Wroten	BID Authority Board	12/31/2028
Dr. Julie Dietrich	BID Authority Board	12/31/2028
Jonathan Long, Esquire	BID Authority Board	12/31/2028
Don Braceland	Community Campus Committee	12/31/2026
Scott Zukin	Community Campus Committee	12/31/2026
Michael Wallacavage	Historic Architectural Review Board (HARB)	12/31/2026
Joseph Martino	Historic Architectural Review Board (HARB)	12/31/2026
Eric Lorgus	Historic Commission	12/31/2026
Tom Walsh	Historic Commission	12/31/2026
Sandra Ram	Historic Commission	12/31/2026
Sandra Ram	Human Relations Commission	12/31/2026
Tom Gorman	Non-union and Police Pension Committee	12/31/2026
Diane LeBold	Planning Commission	12/31/2027
Jim Cherry	Planning Commission	12/31/2027
Jimmer Breen	Public Arts Commission	12/31/2026
John Baker	Public Arts Commission	12/31/2026
Ray Ott	Public Arts Commission	12/31/2026
Greg Radford	Public Arts Commission	12/31/2026
Molly Dwyer	Public Arts Commission	12/31/2026
Tom Hickey	Railroad Restoration Committee	12/31/2026
James Sargent	Railroad Restoration Committee	12/31/2026
Jason Levinn	Railroad Restoration Committee	12/31/2026
Michael Reese	Recreation Commission	12/31/2026

Connie McEvoy	Sustainability Advisory Committee	12/31/2025
Megan Fork	Sustainability Advisory Committee	12/31/2025
Chip Horne	Tree Commission	12/31/2026
Chris Pugliese	Tree Commission	12/31/2026
Karen Myers	West Chester Library Board	12/31/2026
Terrance Keenan	Zoning Hearing Board	12/31/2028

➤ [ACT Committee:](#)

- 6) Motion to approve a letter of support for the Railroad Development Corporation grant application to Department of Energy (*attachment*)

*Committee Recommendation 2-0*

➤ [Parking Committee:](#)

- 7) Motion to approve a lease agreement for Lot 5 and the United Methodist Church (*attachment*)

*Committee Recommendation 2-0*

- 8) Motion to approve handicap parking applications:

- i. Addition: 710 S Adams St.
- ii. Removal: 119 Magnolia St.

*Committee Recommendation 2-0*

- 9) Motion to approve Resolution to revise fee schedule (*attachment*)

*Committee Recommendation 2-0*

➤ [Public Works Committee:](#)

- 10) Discussion items:

- Special event parking fees and the Christmas parade
- PennDOT funding transfers for snow, ice, and plowing Commonwealth Roads
- Fee in Lieu of use for potential skate park at the Wyeth property
- Funding \$5,000 from the Boards and Commissions line item for 225 anniversary events

- 11) Motion to approve PennDOT winter maintenance agreement (*attachment*)

*Committee Recommendation 3-0*

- 12) Motion to reject bid for traffic signal maintenance (*attachment*)

*Committee Recommendation 3-0*

13) Motion to approve bid for materials, stone, and blacktop to Glasgow, Inc., and New Enterprise Stone & Lime Company, Inc. (*attachment*)

*Committee Recommendation 3-0*

14) Motion to approve bid for landscaping to JHL Landscape (*attachment*)

*Committee Recommendation 3-0*

15) Motion to approve bid for custodial services to DSC Solutions (*attachment*)

*Committee Recommendation 3-0*

16) Motion to reject bid for emergency contractor services (*attachment*)

*Committee Recommendation 3-0*

17) Motion to approve bid for signs to National Highway Products, Inc. (*attachment*)

*Committee Recommendation 3-0*

➤ [Public Safety Committee:](#)

18) Motion to draft a Resolution to alter school bus stop locations at intersections (*attachment*)

*Committee Recommendation 3-0*

19) Motion to approve West Chester Fire Department regional fire services agreement (*attachment*)

*Committee Recommendation 3-0*

20) Motion to approve the nomination of West Chester Fire Chief (*attachment*)

*Committee Recommendation 3-0*

➤ [Smart Growth Committee:](#)

21) Discuss HARB Application 2023-35, 119 North High Street – Meridia Holdings, LLC (*attachment*)

*Committee Recommendation 3-0 to discuss the application with full Council*

22) Motion to authorize the Solicitor to finalize draft amendment to Chapter 97 and Chapter 112 related to electric vehicles and electric vehicle charging stations (*attachment*)

*Committee Recommendation 3-0 for comment by full Council*

23) Motion to approve the October 2023 HARB Certificates of Appropriateness (*attachment*)

A) 2023-31: 19 S. High St/Michael Scheinfeld Proposed work: Roof Replacement  
Recommendation: The Board recommends a Certificate of Appropriateness for application as submitted, with the following conditions;

1. Downspouts shall be round aluminum in reddish/brown color.

B) 2023-32: 236 W. Market St/Lucky Sign Shop, Inc Proposed work: Sign  
Recommendation: Approved the final design as submitted for Application 2023-32 with the condition that the finished sign comply with one of the following three (3) design options, as selected by the Owner:

*Option 1:* The “HAIR” text will be individual solid letters – halo backlit as presented. The “COLLECTION” text will be painted on a solid teal colored panel -the panel will be halo backlit.

*Option 2:* The “HAIR” and “COLLECTION” text will all be individual solid letters – halo backlit.

*Option 3:* The “HAIR” text will be individual solid letters – halo backlit as presented. The “COLLECTION” text will be painted on a solid teal colored panel with no lighting. Potential exterior mounted lighting options may be reviewed by HARB in the future at the Owner’s request.

*Committee Recommendation 3-0*

➤ [Finance Committee:](#)

24) Motion to approve Purchasing Approvals (*attachments*):

- i. Approve \$12,693.27 to Portnoff Law Associates
- ii. Approve \$18,271.70 to Brightly Software Inc.
- iii. Approve \$27,850.00 to OpenGov Inc.
- iv. Approve \$12,100 to USALCO

*Committee Recommendation 3-0*

25) Motion to Grant Resolution for DCED Local Share Account for Goose Creek Wastewater Conveyance Improvement Project (*attachment*)

*Committee Recommendation 3-0*

26) Motion to approve 5-year SPCA service agreement (*attachment*)

*Committee Recommendation 2-1*

27) Motion to schedule a hearing for an Ordinance to consider changes to the Real Estate Tax rate and Wastewater Service Rate, December 20, 2023

*Committee Recommendation 3-0*

28) Motion to reallocate \$60,000 in Public Works ARPA savings for 2023 paving project

*Committee Recommendation 2-1*

29) Other Business:

a) Motion to approve the October 17 & 18, 2023 Borough Council Meeting Minutes

*Adjournment*

**Notice of Public Hearings: November 15, 2023 @ 6:30 PM**

- 1) Approve the 2024 Budget
- 2) Amend and Replace Chapter 77 in its entirety

