

*This meeting is being audio recorded for public record*

**A G E N D A**

Borough Council Worksession  
November 19, 2019 @ 7:00 PM  
401 East Gay Street  
West Chester, PA 19380

**Borough Council Members:**

Diane C. LeBold	President, 2 <sup>nd</sup> Ward	Term Expires: 2019
Michael Galey, Esquire	Vice President, 3 <sup>rd</sup> Ward	Term Expires: 2021
William J. Scott, Esquire	Member, 1 <sup>st</sup> Ward	Term Expires: 2021
Michael Stefano	Member, 4 <sup>th</sup> Ward	Term Expires: 2019
Donald Braceland	Member, 5 <sup>th</sup> Ward	Term Expires: 2021
Bernie Flynn	Member, 6 <sup>th</sup> Ward	Term Expires: 2019
Denise Polk, Ph.D.	Member, 7 <sup>th</sup> Ward	Term Expires: 2021

**Mayor:** Dianne Herrin

**Borough Manager:** Michael A. Perrone, C.B.O.

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**Borough Council Meeting:**

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Report on Executive Session
- 4) Comments, suggestions, petitions by residents in attendance regarding items that are not on the agenda
- 5) Update on the West Chester Area Council of Governments Clean Energy Transition Plan  
*by Will Williams, Sustainability Director*

**Public Works Committee**

- 6) Enter into a contract with Sealmaster for a Thermoplastic Machine at a contract cost of \$18,058 (attachment)  
  
*Committee Recommendation 3-0*
- 7) Enter into a 5-Year Winter Traffic Services Agreement with PennDOT; and, approve a Resolution authorizing a Borough representative to sign said Agreement (attachment)  
  
*Committee Recommendation 3-0*
- 8) Approve the request by Louis and Nancy Ferdik, 341 Dean Street, for reimbursed of \$320.00 (50% of cost incurred for tree removal) (attachment)  
  
*Committee Recommendation 3-0*
- 9) Approve the installation of live decorated Christmas trees along Gay Street; contingent upon the businesses maintaining and replanting the trees  
  
*Committee Recommendation 3-0*

## **Parking Committee**

- 10) Approve removing the Handicap parking space at 404 North Darlington (attachment)  
*Committee Recommendation 3-0*
- 11) Approve awarding a bid to Arora Systems to replace the dry standpipe at the Bicentennial Garage for the bid amount of \$30,475.00 (attachment)  
*Committee Recommendation 3-0*
- 12) Approve implementing a .50 cents/hour fee for all Borough EV charging stations (attachment)  
*Committee Recommendation 3-0*
- 13) Approve changing the parking restrictions in the Permit B parking area on South Wayne Street, between Sharpless and Price Streets, from 5 p.m. to 6 a.m., to 8 a.m. to 12 a.m. (attachment)  
*Committee Recommendation 3-0*

## **Administration, Technology & Communication**

- 14) Approve a Resolution authorizing the application of a 2019 PECO Green Region Open Space Program Grant for the Hoopes Park Recreation Trail. This is an equal match grant, with a \$10,000 cost to the Borough (attachments)  
*Committee Recommendation 3-0*
- 15) Approve the recommendation of the West Chester BID to reappoint the following members to the BID Board of Directors and appoint Mr. Bernie Flynn as the Borough Council liaison (attachment)
- a) Sandra Riper – term expires 12/31/24
  - b) Thomas Crisp – term expires 12/31/24
  - c) Bernie Flynn, West Chester Borough Council Member – term expires 12/31/23

*Committee Recommendation 3-0*

## **Public Safety, Events & Quality of Life**

- 16) Schedule a public hearing on December 18, 2019 at 6:30 PM for an Intermunicipal Transfer of Liquor License for *Veterans Square, LLC* located at 44 West Gay Street (attachment)  
*Committee Recommendation 3-0*
- 17) Authorize the purchase of a New Pumper Fire Apparatus truck from Custom Fire in the amount of \$772,556.00 to replace Engine 53; and, authorize the purchase of a New Pumper Fire Apparatus truck from Custom Fire in the amount of \$763,015.00 to replace Engine 52 (attachments)  
*Committee Recommendation 3-0*
- 18) Approve the purchase of a MedReturn drug collection unit to be installed in the police department lobby at a cost of \$895 (attachment)  
*Committee Recommendation 3-0*

## Smart Growth

- 19) Approve sending the Solicitor to represent the Borough on the following zoning appeal. (attachments)

- a. ZHB #969 – 516 South Walnut Street – Kevin Alekna and Kristan Henderson  
Appellants are appealing the decision of Code Official that the property is not a permitted student home.  
Alternative I: Appellants seek a determination of a non-conforming use.  
Alternative II: Appellants request a variance from Section 112-70 to permit Appellant Kevin Alekna to reside at the property with classmates/tenants and utilize the property as a student home.  
Alternative III: Appellants request a validity variance from Section 112-19 because the inherent prohibition against students renting or otherwise occupying dwellings in the Borough generally, and the NC-2 District relevant to the Property specifically, is invalid in effect as restrictive to the point of confiscation.

*Committee Recommendation 3-0 to send the Solicitor to attend the Zoning Hearing Board*

- 20) Approve PAC Application 2019-2: Endorsement of the CCHS's Banner Project (attachments)

*Committee Recommendation 3-0*

- 21) Approve October 2019 HARB Applications a) thru d) (attachments)

- a. 2019-42: 30 South High St – Morgan Harris / Meatball U – Install two new signs on the front façade of the building. One sign will replace an existing roof mounted sign, and the other will be fastened to an existing wall mounted frame. New wall mounted sign to be 24" x 20" and the new roof mounted sign to be 18" x 142.5".
- b. 2019-43: 128 West Gay St – Jane Jennings / Thistle Be Perfect – Install new sign on the front façade of the building. New metal bracket extending 40" from face of building between second story windows. 36" round sign to hang perpendicular to building.
- c. 2019-44: 27 South Church St – Courtney Clements / AverHeath – Install new sign on the front façade of the building. Fastened to existing cast iron bracket. 15" x 30" rectangular sign.
- d. 2019-45: 3 West Gay St – Brad Karmen / Iron Hill Brewery – Replace existing doors and windows of front façade of the building and two new signs. Existing fixed windows to be replaced with operable doors. Existing opening will not change and the materials of the new doors to match existing. Install 2 new signs one on the front façade and one on the side of the building. Replacing existing sign on front façade and fastening new blade sign at corner of Gay/High. Blade sign to be lit with new mini LED spotlights. Bottom of new sign to be 12'4" from sidewalk.

*Committee Recommendation 3-0 to approve HARB applications a) thru d)*

- 22) Approve the installation of three sidewalk Planters at 23 North High Street (attachment)

*Committee Recommendation 3-0*

- 23) Approve the distribution of educational materials regarding the Chapter 62 amendment to Borough property owners; and, allow a grace period until January 1, 2020 for enforcement of the trash can size (attachment)

*Committee Recommendation 3-0*

## **Finance**

- 24) Discuss 2020 Preliminary Budget (attachment)
- 25) Approve interviewing the following applicants for Pension Consulting Services, and set a date for the interviews at the January Reorganization meeting: BB&T, CBIZ/INR, SEI, Girard Uninvest

*Committee Recommendation 3-0*

- 26) Enter into an agreement with Cornerstone Wealth Advisory to provide fiduciary oversight on the Borough's Defined Contribution Plan (attachment)

*Committee Recommendation 3-0*

- 27) Approve the Policy on Mayoral Expenditures (attachment)

*Committee Recommendation 3-0*

- 28) Approve October 15 and 16, 2019 Council Meeting Minutes

- 29) Other Business:

- a) Discuss Parks & Recreation Summer Program
- b) Discuss January 2020 Borough Council Meeting Schedule

## ***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 ACTION ON ALL AGENDA ITEMS HAVE BEEN ACTED*. 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.