

This meeting is being audio recorded for public record

A G E N D A

Borough Council Worksession
December 17, 2019 @ **6:30 PM**
401 East Gay Street
West Chester, PA 19380

Borough Council Members:

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

Mayor: Dianne Herrin

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

1) Interviews for newly appointed Boards and Commissions Members:

		Address	Term Expiration
Everett Butcher, Jr.	Historic Commission	605 West Market St	
Ethan Healey	Human Relations Committee	314 West Washington Street	
Laura DiFrancesco	Library Board	334 Dean Street	
Ashley Trotter	Library Board/Recreation Commission	500 West Gay Street	
Diane LeBold	Planning Commission	123 East Union Street	
Stephen Hamel	Planning Commission	709 South Matlack Street	
Joseph Kicinski, Jr.	Recreation Commission	409 North 5 Points Road	
Scott Lavoritano	Tree Commission	200 Ford Circle	
Chris Pugliese	Tree Commission	405 West Ashbridge Street	

2) Consider Boards & Commissions Reappointments:

Red: Non-Borough Residents

Members Name	Board/Commission	Term length	Term Expiration
Carol Quigley	Historic Architectural Review Board	3 Year Term	December 31, 2022
Tom Clark	Historic Architectural Review Board	3 Year Term	December 31, 2022
Mark Mixner	Historic Architectural Review Board	3 Year Term	December 31, 2022
Christopher Lang	Historic Commission	3 Year Term	December 31, 2022
Michael Matthews	Historic Commission	3 Year Term	December 31, 2022
Kuhio Walters	Human Relations Commission	3 Year Term	December 31, 2022
Rev. Truman Brooks	Human Relations Commission	3 Year Term	December 31, 2022
Susan Moran	Planning Commission	4 Year Term	December 31, 2023
Zach Barner	Planning Commission	4 Year Term	December 31, 2023
Tim Vaughan	Public Arts Commission	3 Year Term	December 31, 2022
Heather Conboy	Public Arts Commission	3 Year Term	December 31, 2022
Leigh Green	Public Arts Commission	3 Year Term	December 31, 2022
Bob Hall	Rail Road Restoration Committee	3 Year Term	December 31, 2022
John McGee	Rail Road Restoration Committee	3 Year Term	December 31, 2022

Craig Blizzard	Rail Road Restoration Committee	3 Year Term	December 31, 2022
Ray Moran	Recreation Commission	3 Year Term	December 31, 2022
Joyce Neilan	Recreation Commission	3 Year Term	December 31, 2022
Rachel Davis	Sustainability Advisory Committee	2 Year Term	December 31, 2021
Ashlie Delshad	Sustainability Advisory Committee	2 Year Term	December 31, 2021
Connie McElvoy	Sustainability Advisory Committee	2 Year Term	December 31, 2021
Christiane Iwert-Torres	Sustainability Advisory Committee	2 Year Term	December 31, 2022
Gillian Fitzpatrick	Sustainability Advisory Committee	2 Year Term	December 31, 2021
Jeff Beitel	Tree Commission	3 Year Term	December 31, 2022
Dale Frens	Tree Commission	3 Year Term	December 31, 2022
Adam Zeigler	Tree Commission	3 Year Term	December 31, 2022
Lance Nelson	West Chester Library Board	3 Year Term	December 31, 2022
Deborah Enea	West Chester Library Board	3 Year Term	December 31, 2022
Christina Facciolli	West Chester Library Board	3 Year Term	December 31, 2022
Helen Wessling	West Chester Library Board	3 Year Term	December 31, 2022
Amelia Rayburn	West Chester Library Board	3 Year Term	December 31, 2022
James Doyle	Zoning Hearing Board	5 Year Term	December 31, 2024
Michael Pastino	Zoning Hearing Board	5 Year Term	December 31, 2024

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West Chester Borough Council
December 17, 2019 @ 7:00 PM
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Mayor: Dianne Herrin

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

PUBLIC HEARINGS

- 1) Amend Chapter 97, Titled, “Subdivision and Land Development,” specifically Section 97-8 Titled, “Terms Defined” to amend certain terms to be consistent with amendments to Chapter 102 of the Borough Code titled, “Trees”; to amend certain design guidelines for street trees and tree protection standards; replaces the reference to urban forester with the Borough Arborist and amends Appendix B titled, “Street Trees & Shade Trees and Landscaping Specifications.”
- 2) Proposed 2020 Budget for the Borough of West Chester

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Mayor: Dianne Herrin

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

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) Announcement of Executive Session to be held at the conclusion of the worksession meeting

Public Works Committee

- 5) Approve a 3-week pilot study at the Taylor Run Wastewater Treatment Plant using media filtration at a cost \$10,000 (*attachment*)

Committee recommendation 3-0

- 6) Approve amending Chapter 104 *Vehicle and Traffic, parking prohibited during certain hours:*

<u>Highway</u>	<u>Side</u>	<u>Location/Days/Hours</u>
a) West Market St.	Southside	Brandywine St. to Bradford Ave Thursday 8AM – 11AM
West Market St.	Northside	Brandywine St. to Everhart St. Monday 8AM – 11AM
b) Poplar Street	Westside	Miner St. to Market St. Thursday 8AM – 11AM

Committee recommendation 3-0

- 7) Enter into a contract with Berg Construction, LLC for improvements to John O. Green Memorial Park at a contract sum of \$919,197.50 (*attachment*)

Committee recommendation 3-0

Parking Committee

- 8) Discuss amending Chapter 104 *Vehicles and Traffic* to include “No person shall park or leave standing their vehicle while the vehicle is not charging in a designated EV Charging parking space;” and, consider fine amount(s) for automobiles left in parking spaces after the vehicle is charged (*attachment*)

Committee recommendation 3-0

ACT

- 9) Approve the adoption of a Refugee Resettlement Resolution (*attachment*)

Committee recommendation 2-0

- 10) Approve the Memorandum of Understanding between the Borough of West Chester and AFSCME District Council #88 & Local Union # 2304 (*attachment*)

Committee recommendation 2-0

Smart Growth

- 11) Discuss Zoning Hearing Application (*attachment*)

- a. ZHB #970 – 20 Linden Street – West Chester University of Pennsylvania of the State System of Higher Education
Applicant proposes the addition of three (3) signs for The RAM Shop and requests a variance from §112-83.A.(9)(a) and §112-83.A.(9)(b).

The Committee made no recommendation

- 12) Discuss 235 East Market Street Preliminary/Final Land Development Plan (*attachments*)

The Committee made no recommendation

- 13) Authorize the Solicitor to obtain a court order to enter onto the property at 723 South Bradford Avenue and remove two vehicles and debris from the property and take necessary legal action to facilitate the sale of property.

Committee recommendation 3-0

- 14) Approve the November 2019 HARB Applications a) thru d) (*attachments*)

- a. 2019-46: 2 North Church St – Sekula Signs / S&T Bank – Replacing two existing building mounted double-faced signs on the corner façades of the building. The signs are 1’ x 2’6” aluminum panels and will be affixed with adhesive to pre-existing sign mounts, which are perpendicular to the building.
Also proposed; replacing two 3’x 3’ single faced signs to be applied to the façade of the building.
- b. 2019-47: 128 West Market St – Joe Spetzer / Carlino’s Market – Replacement of an existing wood deck loading dock, with a concrete loading dock. Overall layout to be only minorly changed.
- c. 2019-48: 122 South Church St – Stephen Shemonski / Stephen Shemonski General Remodeling – Replacing an existing building mounted sign in the rear of the building.
Also, a new sign to hang from a new bracket mounted to the front façade of the building.

The bracket in the front projects 24” from the building and will be placed so that the bottom of the hanging sign will be 8’-2” above the sidewalk.
Also proposed; replacing the fabric of an existing canopy at the back of the building.
Also proposed; replacing the front, side and back windows. Existing window frames will remain. Also proposed; replacing exterior door with insulated steel door.

- d. 2019-49: 124 East Market St – Emily Parkins / Market Street Flats – A new sign to be mounted to the front façade of the building. There is no existing bracket.
Also proposed; a new metal bench with signage in bench-back. Bench to be placed in front of front façade of building and fastened to the masonry sidewalk.

Committee recommendation 3-0

- 15) Approve the Sophisticated Way (510 E Barnard) Assignment Agreement (*attachment*)

Committee recommendation 3-0

Finance

- 16) Approve donating retired computers to local non-profits

Committee recommendation 3-0

17) Other Business

- a) Update Borough Council on the Charles A. Melton Center Preliminary/Final Land Development Plan
- b) Approve November 19 and 20, 2019 Council Meeting Minutes

Adjournment

Items on the December 18th Borough Council Meeting Agenda

1. Liquor License Transfer – 44 West Gay Street **@ 6:00 P.M.**
2. Presentation of 2018 Audit by Dale R. Umbenhauer, Maillie
3. Presentation of Citation by Mayor Herrin to Council President Diane LeBold

***Note: BOROUGH COUNCIL MEETING:
January 6, 2020 @ 7:00 PM***

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.