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A G E N D A

Borough Council Worksession Meeting

401 East Gay Street

West Chester, PA 19380

July 20, 2021 @ 7:00 PM

Borough Council Members:

Michael Galey, Esquire	President, 3 rd Ward	Term Expires: 12/31/21
Donald Braceland, Vice President	Vice President, 5 th Ward	Term Expires: 12/31/21
William J. Scott, Esquire	Member, 1 st Ward	Term Expires: 12/31/21
Nick Allen	Member, 2 nd Ward	Term Expires: 12/31/23
Michael Stefano	Member, 4 th Ward	Term Expires: 12/31/23
Bernie Flynn	Member, 6 th Ward	Term Expires: 12/31/23
Lisa Dorsey	Member, 7 th Ward	Term Expires: 12/31/21

Mayor: Jordan Norley

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) Accept the recommendation from the Business Improvement District to appoint Kevin Finn and Matt Holliday to the BID Board of Directors (*Attachment*)
- 5) Interview: West Chester Library Board of Directors – (1) vacancy
 1. Lauren Grow
 2. Matthew C. Cooper

➤ *Administration, Communication & Technology Committee*

- 6) Approve live-streaming Borough Council Meetings on YouTube and/or Facebook

Committee Recommendation 2-0

➤ *Public Works Committee*

- 7) Enter into a contract with Elite Tree Care for shade tree maintenance for the remainder of 2021, and for 2022, at the submitted hourly bid rates (*Attachment*)

Committee Recommendation 3-0

- 8) Enter into a contract with JEV Construction, LLC., at a cost of \$1,388,600 for civil/mechanical work; and, Eastern Environmental Contractors, Inc., at a cost of \$95,900 for electrical work, for the Taylor Run WWTP Tertiary Filtration System (*Attachment*)

Committee Recommendation 3-0

- 9) Approve the Resolution to authorize filing a grant application for wastewater system upgrade capital program funds with the Chester County Department of Community Development – Community Revitalization Program (*Attachment*)

Committee Recommendation 3-0

- 10) Enter into an agreement with Keystone Alliance to perform a Sewer Tap Fee Study at a cost of \$4,500.00 (*Attachment*)

Committee Recommendation 3-0

- 11) Approve the proposal from PFM to determine the range of value for the sanitary system, at no cost to the Borough (*Attachment*)

Committee Recommendation 3-0

➤ Parking Committee

- 12) Enter into a one-year contract renewal with Reef Parking for the Chestnut Street and Bicentennial garage management (*Attachment*)

No Committee Recommendation

- 13) Enter into a contract with Eastern Armored Services, Inc., for cash and coin transport services at a cost of \$864/month (*Attachment*)

Committee Recommendation 3-0

- 14) Schedule a public hearing and direct the Solicitor to prepare an amendment to Chapter 104, Section 104-45, to install a handicap parking space at 507 East Barnard Street (*Attachment*)

Committee Recommendation 3-0

➤ Public Safety, Events & Quality of Life

- 15) Approve hiring three West Chester Borough police officers (*Attachment*)

Committee Recommendation 2-0

- 16) Approve allowing live music on Gay Street, within the open-air market, with the following restrictions: all live music should conclude no later than 10:00 P.M., musicians must contain their music within the area of the business; and, business owners will coordinate with surrounding businesses to avoid multiple performances.

Committee Recommendation 3-0

➤ Smart Growth Committee

17) Discuss Zoning Hearing Application (*Attachment*)

- a. ZHB #985 – 15-17 S. Poplar St.- DeBaptiste Family Limited Partnership
Applicant seeks a variance from Section 112-96.L(1) to allow the construction of a single-family dwelling without combining adjacent parcels to provide for the minimum lot area, Section 112-21.A to allow for a reduction in the minimum rear yard setback, and Section 112-88.I to allow for building projections into the required yards. The applicant also seeks a Special Exception from Section 112-96.L(2) related to nonconforming lots containing no buildings.

Committee Recommendation 3-0 for no Borough Solicitor representation at the Zoning Hearing

18) Approve the Land Development application for the Reverse Subdivision at 110-112 South Matlack (*Attachment*)

Committee Recommendation 3-0

19) Approve the June 2021 HARB Certificate of Appropriateness (*Attachment*)

- a. 2021-22: 1 North Church St. – Kilwins Chocolates, Fudge & Ice Cream
Proposed work: Installation of signage, painting of exterior, and installation of a louver vent above window. ***Recommendation from HARB:*** *Approved with the following conditions:* That the proposed grill be sized to fit the entire pane of glass, so that the glass can be removed now and potentially replaced in the future with no structural change to the window sash.
- b. 2021-23: 111 North High Street – Greentree Building
Proposed work: Repair balconies- Powerwash, concrete repairs, and paint balcony ceilings. Parapet Repairs- Tuck pointing as needed, install stucco on inside of parapet, and repair capstone.
Recommendation from HARB: *Approved as presented*

Committee Recommendation 3-0 for HARB Certificate of Appropriateness a) and b)

➤ Finance & Revenue Committee

20) Discuss placing orders for 2022 Leased Vehicles (*Attachment*)

No Committee Recommendation

21) Other Business:

- a. Authorize the Borough Manager to file a federal grant application on behalf of the Rail Advisory Committee, at no cost to the Borough (*Attachment*)
- b. Approve the June 15, 2021, and June 16, 2021, Borough Council Meetings Minutes

Adjournment

JULY 21, 2021 COUNCIL MEETING ITEMS

- 1) Presentation: Colleen Deer, Mockenhaupt
Analysis of Assumption Changes for the 2021 Actuarial Valuation
- 2) Presentation: Dale Umbenhauer, Maillie
2020 financial statements

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.