

*This meeting is being audio recorded for public record*

**A G E N D A**

Borough Council Worksession Meeting

**401 East Gay Street**

**West Chester, PA 19380**

August 17, 2021 @ 7:00 PM

**Borough Council Members:**

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

**Mayor:** Jordan Norley

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

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**Public Hearing @ 7:00 P.M.**

An Ordinance of the Borough of West Chester, Chester County, Pennsylvania, amending the Code of the Borough of West Chester, specifically Chapter 104 titled, "Vehicles and Traffic," Section 104-45 to add a handicapped parking space at 333 East Miner Street and 507 East Barnard Street.

**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) Approve the recommendation from the West Chester Business Improvement District to appoint Scott Zukin to the Business Improvement District Board of Directors

➤ **Administration, Communication & Technology Committee**

- 5) Approve an enforcement date of January 1, 2022, prohibiting the use of single-use plastic bags and plastic straws, pursuant to Chapter 81, *Plastic Bag and Plastic Straw Regulations* (*attachment*)

*Committee Recommendation 3-0*

- 6) Approve deleting Paragraph #4, Section #305, from the West Chester Borough Personnel Policy relating to accruing vacation and sick time while on military leave (*attachment*)

*Committee Recommendation 2-1*

➤ Public Works Committee

- 7) Approve the request from the West Chester Business Improvement District to apply for a grant for Big Belly trash can wraps. The West Chester Business Improvement District will cover all costs and Borough Council will have final approval of all art designs (*attachment*)

*Committee Recommendation 3-0*

- 8) Approve the purchase of a Street Sweeper, at an approximate cost of \$260,000; and, approve the repair of the 2016 Street Sweeper, at an approximate cost of \$11,000 using American Rescue Plan Act funds

*Committee Recommendation 3-0*

- 9) Authorize leasing a Ford F-550 Dump Body Truck at an approximate annual cost of \$13,656 (*attachment*)

*No Committee Recommendation*

- 10) Approve the sale of the Ford Explorer (police training vehicle) on MunicBid

*Committee Recommendation 3-0*

- 11) Enter into a contract with Lechmanik, Inc., for site work and stormwater management facilities, for the Everhart Park improvement project, at a cost of \$184,871; and, approve funding of \$230,000 using American Rescue Plan Act funds (*attachment*)

*Committee Recommendation 3-0*

➤ Parking Committee

- 12) Enter into an Agreement with Imperial Parking, LLC for management of the Bicentennial and Chestnut Street Garages and Lots #6, #9 and #10, for the term September 1, 2021 through August 31, 2022 (*attachment*)

*Committee Recommendation 3-0*

- 13) Enter into an Agreement with Passport Labs., Inc. for pay by phone services (*attachment*)

*Committee Recommendation 3-0*

- 14) Enter into a contract with Hudak Infrastructure for structural repairs to the Bicentennial Garage at a cost of \$341,985; and, consider the \$14,000 facade alternate (*attachment*)

*Committee Recommendation 3-0*

- 15) Enter into Amendment #5 of the Agreement with the County of Chester to lease up to 60 parking spaces at the Chestnut Street Garage at a rate of \$90 per month/per space, for the term of September 1, 2021 through August 31, 2022 (*attachment*)

*Committee Recommendation 3-0*

➤ Public Safety, Events & Quality of Life

- 16) Approve the Resolution to create a Community Campus Coalition Committee of Borough Council; and, authorize the Solicitor to prepare an Ordinance (*attachment*)

*Committee Recommendation 2-0*

➤ Smart Growth Committee

- 17) Approve the Resolution for the Preliminary Land Development application from *611 E. Nields Street, LLC.*, for the property located at 611 East Nields Street (the Wyeth Property) Tax Parcels #1-10-83, #1-10-235 (*attachments*)

*Committee Recommendation 3-0*

- 18) Approve the July 2021 HARB Certificates of Appropriateness (*attachments*)

- a. 2021-24: 124 W. Market Street - Oz Bridal, Bridal Attire Clothing.  
*Proposed work:* Proposal new hanging sign on proposed new bracket on the front façade of the building

**HARB Recommendation:** Approved with the following conditions: That the bracket used to hang the sign be black in lieu of stainless steel finish.

- b. 2021-25: 26 S. High Street - Chester County Legal Building, DbA MacElree Harvey

*Proposed work:* Proposed repointing of brick on front façade of building; also proposed replacing the trim of the wood bay which unites the 2<sup>nd</sup> and 3<sup>rd</sup> floor windows; also proposed replacing existing windows on second and third floors of front façade with new wood windows.

**HARB Recommendation:** Approved with the following conditions: That the material used to replace the wood facing and trim at the bay be composite, pvc or poly-ash, field painted and milled to match all of the existing dimensions and profiles, and that the windows match the style and dimensions of the existing, but may be fixed in place rather than operable; painting of the brick face should be limited to the existing painted finishes on the ground level (no Unpainted brick will be painted).

- c. 2021-26: 17 W. Miner Street - Chester County Legal Building, DBA as MacElree Harvey

*Proposed work:* Proposed replacement of the metal roofing on the existing awning or pent roof; also proposed repairing the wood of the existing gable eave; also proposed installation of new lights in soffit of ex. pent roof; also proposed repointing the brick of the front façade; also proposed repair of stucco soffit or ceiling of pent roof; also proposed replacement of ex. vinyl windows with new wood window on front façade of building.

**HARB Recommendation:** Approved with the following conditions: That the soffit of the eave will be finished with beaded board (composite) in lieu of stucco; the triangular ends of the pent will be finished with vertical board in lieu of stucco; the new gutter at the pent roof will be half-round aluminum in lieu of the existing K-gutter; the attic level louvers will be

removed and replaced with new aluminum louvers that fit the size of the existing frame openings; brick repointing will match original mortar; and existing shutters at the first floor windows may be removed at the applicant's option.

*Committee Recommendation 3-0 for HARB Certificates of Appropriateness a) thru c)*

- 19) Schedule a Public Hearing on October 20, 2021 at 6:00 P.M. for the Zoning Ordinance Update and the Planned University Campus Ordinance

*Committee Recommendation 3-0*

➤ Finance & Revenue Committee

- 20) Schedule a Public Hearing to create Pension Plan Committee's for the West Chester Borough Non-Uniform and West Chester Borough Police Pension Plans (*attachment*)

*Committee Recommendation 3-0*

- 21) Approve the recommended 2021 Actuarial Valuation Assumption Changes #2, #3 and #4 (*attachment*)

#2) Lowering the interest rate assumption from 7.00% to 6.75% per year;

#3) Lowering the salary increase assumption from 4.50% to 4.25% per year; and,

#4) Updating the mortality assumption, from the RP-2014 mortality table with 50% Blue Collar adjustment and mortality improvement projected with rates derived from the Long-Range Demographic Assumptions for the Social Security Administration's 2015 Trustee Report, to the PubG-2010 mortality table and mortality improvement projected from base year 2015 with rates derived from the Long-Range Demographic Assumptions for the Social Security Administration's 2020 Trustee Report.

*Committee Recommendation 3-0*

- 22) Approve the Budget Modification to reallocate \$300,000 from Stream Protection expense line items for final payment of the John O Green Park project

*Committee Recommendation 3-0*

- 23) Other Business:

- a. Approve the July 20, 2021, and July 21, 2021, Borough Council Meetings Minutes
- b. Discuss amendment to Title 65 of the Pennsylvania Consolidated Statutes, *Public Notice and Notification of Agency Business Required and Exceptions*

***Adjournment***

August 18, 2021 Borough Council Agenda Items

Presentation:

Scott R. Nelson, Ph.D., | Senior Constituent Advocate - U.S. Representative Chrissy Houlahan's Office PA-06

**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.