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A G E N D A

Borough Council Meeting
401 East Gay Street
West Chester, PA 19380
October 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.

Public Hearing @ 6:00 P.M.

Adopt a new Borough of West Chester Zoning Code, Chapter 112; and, to adopt an Ordinance to add a new Planned University Campus District

Public Hearing @ 7:00 P.M.

Amend Section 3-38 to add Section 3-38T to establish the Community Campus Committee

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) Comments from the Borough Council and Mayor
- 5) Presentation and Introduction of West Chester University Students
Assistant Director, Kelsey Matukas
Graduate Assistant, Melissa MacPherson
Commuter Assistants - Erica Arnold, Princess Ogujiofor, Jodeane Ashman, Auriane Kemegne, and Brenna McGowan

6) Discussion Agenda:

A) Appoint three members to the Police Pension Committee and the Non-Uniform Pension Committee with initial terms of 1 member-(1) year; 1 member (2) years; and 1 member (3) years.

- 1) Tom Gorman
- 2) David Kadushin
- 3) Jeff Kitchen
- 4) Eric Wilcomes

B) Approve a Policy to mandate COVID-19 vaccinations for Borough employees; and, require vaccinations as a condition of employment, with an effective date

7) Consent Agenda

A) Adopt the 2022 Preliminary Budget as presented; and, direct the Borough Manager to advertise the Preliminary Budget, and schedule a Public Hearing on November 17, 2021 at 7:00 P.M. to adopt the final 2022 Budget

B) Approve the Resolution to enter into a Winter Maintenance Services Agreement with PennDot for snow and ice removal, on PennDot roadways in the Borough, for winter 2021 – 2022; the Borough to receive a \$29,603.55 payment from PennDot for this service (*attachments*)

C) Schedule a date for a Public Hearing on November 16, 2021 at 7:00 P.M. to amend the agreement between PAD WC LLC and the West Chester Borough, to allow an extension of premises for sidewalk seating at Sedona Taphouse West Chester, 44 West Gay Street (*attachment*)

D) Authorize the Solicitor to prepare an amendment to Chapter 104: *Vehicle and Traffic, Article III Parking Regulations 104-32 – Parking prohibited during certain hours*, for the purpose of street sweeping; and, schedule a Public Hearing on November 16, 2021 at 7:00 PM (*attachments*)

<u>Highway</u>	<u>Side</u>	<u>Days/Hours/Location</u>
S. Brandywine St.	East	Wednesdays 8:00AM – 11:00AM W. Union St. to Dean St.
S. Brandywine St.	West	Thursdays 8:00AM – 11:00AM W. Union St. to Dean St.

E) Approve leasing a new Ford F-600 Dump Body with winter maintenance upfitting at an estimated monthly lease rate of \$1,700.00

- F) Approve the sale of the 2006 Ford Econoline E-350 Maintenance Van, the Parking Enforcement 2004 Jeep Grand Cherokee, and the Parking Enforcement 2006 Ford Explorer on Muni-Bid.
- G) Enter into an agreement with ARCA Recycling to recycle freon products at a cost of \$5.00 per item (*attachments*)
- H) Enter into an agreement with WasteWell, LLC for curbside composting service at a cost of \$1.00 per customer, each month (*attachments*)
- I) Approve the request from the Business Improvement District to allow free street metered parking for Small Business Saturday, November 27, 2021 (*attachment*)
- J) Approve the Mutual Aid Emergency Management Response Agreements with East Bradford Township, West Goshen Township and West Chester University (*attachment*)
- K) Enter into a Professional Services Agreement with Organizational Research and Development, LLC to create an employee engagement program for the Police Department at a cost of \$6,900.00 (*attachments*)
- L) Direct the Borough Manager to send a letter of support for House Bill 1293, Direct Pay to EMS agencies, at the request of Good Fellowship Ambulance Company (*attachment*)
- M) Approve the September 2021 HARB Certificates of Appropriateness: (*attachments*)
- a) 2021-30: 29 South Church Street –Vida Beale Consignment/Kirsten Gross
Proposed work: new sign on the front façade
HARB Approved as presented: *The Board recommends a Certificate of Appropriateness for Application 2021-30 as submitted.*
- b) 2021-31: 34 W. Miner Street-Barbara & Jeff Denbigh
Proposed work: Exterior ornamental trim.
HARB Approved as presented: *The Board recommends a Certificate of Appropriateness for Application 2021-31 as submitted.*
- c) 2021-32: 111 N. Church St-The Greentree Building/Clark Straube
Proposed work: Replace exterior fire door and window.
HARB Approved with the following changes: *The Board recommends a Certificate of Appropriateness Application 2021-31 with the following alterations:
Door alterations; that a singular door composition fill the whole masonry opening and the siding infill be eliminated and that the HARB suggests that the door composition be created with side-lights

Window replacements; that the steel replacement windows should reflect the model number that was part of the application and that it include steel applied muntin's and that it be installed in such a manner that the plane of the new glass be in the same plane as the existing glass*
- d) 2021-33: 100 W. Gay St-Penn's Table Restaurant/ Chris Lucas
Proposed work: Window replacement.
HARB Approved with the following changes: *The Board recommends a Certificate of Appropriateness for application 2021-33 with the alterations based on the rendered images and alternate information added to the application after its initial submittal; and that the sliding window be at the base of the window and that it be 20" tall.*
- N) Approve the September 1, September 14, and September 15, 2021 Borough Council Meeting Minutes

O) Authorize Councilman Bernie Flynn, on behalf of Borough Council, to contact West Chester University to discuss the financial implications of West Chester University Homecoming on the Borough of West Chester

P) Enter into an Employment Contract with Mr. Sean Metrick, for the position of West Chester Borough Manager, effective January 1, 2022

8) Other Business:

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.