

**MINUTES
BOROUGH COUNCIL MEETING
APRIL 3, 2024**

The Downingtown Borough Council met in a regular session on April 3, 2024, at the Municipal Government Center, 4 West Lancaster Avenue, Downingtown, PA. Members present: President Rakoff, Vice President Plaughter, Councilors Howard, Horstmann, Ferris and Helm. Also attending were Mayor Dague, Solicitor O'Keefe and members of Borough staff.

Solicitor O'Keefe reported the Executive Session held this evening was to discuss personnel and litigation.

Approval of Expenditures (Period Ending March 31, 2024) – Councilor Ferris made a motion to approve the expenditures for the period ending 03-31-24, Vice President Plaughter seconded; motion carried unanimously.

Approval of Borough Council Minutes (March 6, 2024) – Councilor Horstmann made a motion to approve the Borough Council minutes of March 6, 2024 Councilor Helm seconded; motion carried unanimously.

Recognition/Awards - None

Citizens to be Heard - None

Deferred Business

Lease Agreement East Caln Twp. (126 Wallace Ave.) - Deferred

New Business

Ordinance 2026-01 Zoning Hearing Board Notice Procedures (Public Hearing) – Solicitor O'Keefe provided an overview of the hearing process, asked if there were any residents interested as a party to the hearing. There were none and he proceeded to enter the Borough's exhibits into the record. After discussion and no further comments the record was closed.

Councilor Howard made a motion to adopt Ordinance 2024-01 Zoning Hearing Board Notice Procedures, Vice President Plaughter seconded; motion carried unanimously.

Ordinance 2026-02 Amending Chapter 150 Floodplain Management - Solicitor O'Keefe provided an overview of the hearing process, asked if there were any residents interested as a party to the hearing. There were none and he proceeded to enter the Borough's exhibits into the record. After discussion and no further comments the record was closed.

Councilor Ferris made a motion to adopt Ordinance 2024-02, Vice President Plaughter seconded; motion carried unanimously.

Note: A transcript of the public hearings is available at the Borough Administration office.

Resolution 2024-04 Flood Advisory Committee – The Flood Advisory Committee was initially set up as an ad hoc committee, the resolution amends the status to a standing committee. Councilor Ferris made a motion to adopt Resolution 2024-04, Councilor Horstmann seconded; motion carried unanimously.

Flood Advisory Committee Member Appointments – Councilor Ferris made a motion to appoint the following members to the Flood Advisory Committee with staggered terms:

- | | |
|--|-------------------|
| • Alex Rakoff / Phil Dague (1 yr.) | Term expires 2025 |
| • Dan Castaldi / Vacant (2 yrs.) | Term expires 2026 |
| • Max Howard / Cori Trice / Matt Bush (3 yrs.) | Term expires 2027 |

Councilor Horstmann seconded; motion carried unanimously.

Zoning Hearing Board Application (121 Manor Ave.) – Councilor Horstmann stated there has been some concern from residents pertaining to the proposed use of the property. Vice President Plaughner made a motion to request Solicitor O’Keefe attend the Zoning Hearing Board meeting, on behalf of Borough Council, to obtain additional information on the proposed specific use of the property, Councilor Ferris seconded; motion carried unanimously.

PT Administrative Assistant (Codes Department) – Borough Council approved hiring Susan Gregg as the PT administrative assistant for the Codes Department.

Board/Commission Appointments

- Shade Tree Commission – Councilor Ferris made a motion to appoint Tara Muenz as a member of the Shade Tree Commission; Vice President Plaughner seconded; motion carried unanimously.
- Historic Commission – Councilor Howard made a motion to reappoint Ginny Pierce and Jessica Hutter as members of the Historic Commission, Councilor Helm seconded; motion carried unanimously.

Fall Fest (October 6, 2024) – Vice President Plaughner made a motion to approve the Mass Gathering application for Fall Fest on October 6, 2024, Councilor Ferris seconded; motion carried unanimously.

Kevin Zeeger (Downingtown Strong) – Mr. Zeeger reported Downingtown Strong has received approval as a 501(c)3 non-profit organization. The mission of Downingtown Strong is to aid those in the Downingtown area who have been impacted by a natural disaster or an emergency hardship.

For the Good of the Order

There is a Tree Care Day Volunteer Event scheduled on April 27th, additional details available at <https://www.facebook.com/downingtownshadetreecommission>.

The Log House will be ready to welcome visitors beginning in May.

The Downingtown Library is accepting books for their annual book sale.

The Flood Advisory Committee will be participating in a field trip on April 7th to walk the banks of the Brandywine starting along Johnsontown Park.

Adjournment

Councilor Howard made a motion to adjourn the meeting at 7:27 p.m.; motion carried unanimously.

Respectfully submitted,



Millie Byerly
Assistant Borough Secretary