

**MINUTES
BOROUGH COUNCIL MEETING
AUGUST 2, 2023**

The Downingtown Borough Council met in a regular session on August 2, 2023, at the Municipal Government Center, 4 West Lancaster Avenue, Downingtown, PA. Members present: President Rakoff, Vice President Plaughner, Councilors Howard, Ferris and Helm. Also attending were Solicitor O'Keefe and members of Borough staff. Councilor Horstmann and Mayor Dague did not attend.

Approval of Expenditures (Period Ending July 31, 2023) – Councilor Howard made a motion to approve the expenditures for the period ending July 31, 2023, Councilor Ferris seconded; motion carried unanimously.

Approval of Borough Council Minutes (July 5, 2023) – Vice President Plaughner made a motion to amend the minutes to add a failed motion in New Business, b) Zoning Hearing Board Application (520 East Lancaster Associates, LLC) and approve the minutes with the correction, Councilor Helm seconded; motion carried unanimously.

Recognition/Awards - None

Amend Agenda – President Rakoff asked for a motion to amend the agenda to add an item under New Business, item g) Purchase of Two New Servers. Vice President Plaughner moved the motion, Councilor Howard seconded; motion carried unanimously.

Citizens to be Heard - None

Deferred Business - There was no deferred business.

New Business

Good Neighbor Day (Duck Race Winners) – Ginny Pierce (Historic Commission) presented the following winners with their prize: Third Place, Joe Trego (\$25), Second Place, Karen Dewitt (\$50) accepted by her husband and First Place, Fiona Hamilton (\$100).

Economic Development Restaurant Liquor License (Public Hearing) – Solicitor O'Keefe announced the opening of the public hearing. Solicitor O'Keefe provided an overview of the hearing process and presented the Borough's exhibits into the record. William Shehwen, applicant's attorney, reviewed the EDR application and his client Ms. Andrea Sikora and Neal Fisher were sworn in prior to providing testimony.

After questions were asked by Borough Council, Solicitor O'Keefe asked if anyone from the audience had any questions, there were none and Solicitor O'Keefe asked for the hearing and the record to be closed.

(Note: A transcript of the public hearing will be available for review at the Borough Administration office.)

Resolution 2023-10 Approving Request for Economic Development Restaurant Liquor License Application Submission (Downingtown Station Project LLC) - After conclusion of a public hearing and discussion, Councilor Ferris made a motion to adopt Resolution 2023-10. Vice President Plaughter seconded; motion carried unanimously.

Front Yard Fence (136 Bradford Ave.) – Matt Lafferty, Codes Inspector, reported the homeowners submitted a request to install a three foot tall, cedar, dog ear picket fence in the front yard. Per §287-76 B, Council approval is required to proceed. Councilor Helm made a motion to approve the installation of the fence, Councilor Howard seconded; motion carried unanimously.

Grant Writing Consultant (Social Ink, LLC) – Jack Law, Public Works Director, reported Jeff Smith, Borough Manager, met with a few grant writing firms and he is recommending partnering with Social Ink, LLC (Rebecca Tam) to research, write and submit grant applications to assist in funding Borough projects. These services will be conducted on an “as needed” basis. After discussion and questions, Vice President Plaughter made a motion to approve the Social Ink, LLC proposal, Councilor Helm seconded; motion carried unanimously.

PFM Contract – Kerry Eltman, Finance Director, provided a recommendation to enter into an agreement with PFM, a financial services firm specializing in advising municipalities in developing and funding capital projects; in addition to other services. After discussion, Councilor Howard made a motion to proceed with an agreement with PFM, Councilor Ferris seconded; motion carried unanimously.

Purchase of Two New Replacement Servers – The two servers we currently have are more than 7 years and 5 months old, IT Support is recommending we proceed with the server replacement as soon as possible to limit the risk of failure. Requesting Borough Council approval to proceed with ordering two new replacement servers at a cost of \$30,892.58. Vice President Plaughter made a motion to approve the purchase of the two new replacement servers at a cost of \$30,892.58, Councilor Howard seconded; motion carried unanimously.

For the Good of the Order

The Parks & Rec Commission planned a Picnic in the Park on Saturday, August 19 from 9am to 1pm (Kerr Park near the Gazebo).

Adjournment

Councilor Helm made a motion to adjourn the meeting at 7:44 p.m.; motion carried unanimously.

Respectfully submitted,



Millie Byerly
Assistant Borough Secretary