

**MINUTES  
BOROUGH COUNCIL WORK SESSION  
OCTOBER 18, 2023**

The Downingtown Borough Council met in a work session on October 18, 2023, 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 Solicitor O'Keefe and members of Borough staff. Mayor Dague did not attend.

Solicitor O'Keefe announced the purpose of the Executive Session this evening was to discuss real estate and personnel.

**Approval of Borough Council Minutes (October 4, 2023)** – Vice President Plaughter made a motion to approve the Borough Council minutes of October 4, 2023, Councilor Horstmann seconded; motion carried unanimously.

**Recognition/Awards** - None

**Citizens to be Heard**

Mike Balatto, 112 Washington Ave., commented on a situation regarding his property and neighboring property and asked if there were any options available to assist him in moving forward with the development of his property. Matt Bush, Borough Engineer, indicated he felt things would begin proceeding forward soon.

**Deferred Business** - There was no deferred business.

**New Business**

126 Wallace Avenue Schematic Design – Mr. Steve Krug, Krug Architects, provided an update and overview of the schematic design for the Borough complex relocation to 126 Wallace Ave. Mr. Krug reviewed the additions and alterations proposed for 126 Wallace Ave.; including a two story 6,600 sq. ft. addition. The addition will allow room for limited expansion in the future. Matt Bush, Borough Engineer, provided additional information on the site work to relocate the storm water management and refine the vehicle access and secure police parking along the back of the building. A parking study was completed and the site meets the parking needs which includes off-street parking at the site and shared parking within Kerr Park. Mr. Krug provided the total project costs, etc.

2024 Preliminary Borough Operating/Capital Budgets Review – Kerry Eltman, Finance Director, provided a summary of the assumptions and takeaways comparing changes from the 2023 to 2024 preliminary budget. Due to an increase of \$200,000 in real estate tax revenue, there will not be a proposed real estate tax increase during 2024. There was also an increase in EIT and LST tax revenue combined of 21%. Mr. Eltman also reported we will be working on a capital improvement plan in 2024 for future capital equipment/projects needed over the next 5-7 years.

Trees for Watersheds Grant – Borough Council authorized the submission of an application for up to a \$30,000 grant for trees to be planted to serve as stream buffers, wetlands, etc. A walk through of potential areas to plant the trees will be conducted in conjunction with a Chester County Conservation District representative.

**For the Good of the Order**

The Parks & Rec Commission's Boo Bash event will be held on October 21 in Kerr Park from 5 to 9 pm.

**Adjournment**

Councilor Horstmann made a motion to adjourn the meeting at 7:55 p.m.; motion carried unanimously.

Respectfully submitted,



Millie Byerly  
Assistant Borough Secretary