



## Western Chester County Council of Government

**Meeting Minutes Wednesday,  
April 26, 2023**

**Held at Modena Borough, 5 Woodland Avenue, Modena, PA 19358**

### **Members in Attendance:**

**Atglen Borough/Charles Palmer; Avondale Borough/Janet Watts; Caln Township/Jane Kennedy; Honeybrook Borough/Chandler Matlock; Modena Borough/Jennifer Daywalt; South Coatesville Borough/Monica Watson; Valley Township/Kathy O'Doherty**

**Also attending:** Joy Hurst, COG Secretary

The meeting was called to order by Vice President Jennifer Daywalt at 7:09 PM. Jennifer Daywalt started the meeting by taking roll call, then the group started with old business.

### **New Business**

**No New Business**

### **Old Business**

#### **Solicitor**

What would be the needs of a solicitor for the WCCCOG?

Jennifer agreed with Kathy O'Doherty that we would most likely need a proposal and to also see what the WCCCOG's would need from the solicitor.

Members stated the needs would include Animal Control projects, going over the by-laws for any suggestions/changes and compliance issues, resolutions, joint resolutions, and scholarship feedback. They also think it would be ideal if the same person be used all the time even if it takes paying a retainer.

Kathy O'Doherty will contact Amanda (Valley Solicitor) to see if she knows someone that would be interested.

Jennifer will reach out to Gawthrop Greenwood (Modena Solicitor).

Charlie Palmer (Atglen Borough) will reach out to their solicitor as well.

Jane Kennedy will reach out to Christine Camp.

Jennifer suggested to have anyone interested send information/proposal on required retainer, fees and what they are willing to do for the WCCCOG to Rachel Cathell.

Any information received can be discussed at the next meeting.

## **Old Business (Continued)**

### **Animal Control**

Nothing new right now. A solicitor is really needed to go forward.

The business part will need to be set up first, which requires a solicitor.

Enforcement will also require a solicitor.

### **Scholarship**

It was decided at the last meeting to move forward with a scholarship for up to \$2,000 depending on what comes in from other matches.

Jennifer Daywalt reached out to Citadel. Jennifer suggested getting a former letter out.

The number of scholarships will depend on matches received from donors.

### **By-Laws**

Table for next meeting (Rachel has this information)

A motion to approve the March 2023 minutes was moved by Janet Watts and seconded by Chandler Matlock. Motion carried unanimously. South Coatesville Borough (Monica Watson) abstained from the vote to approve March 2023 minutes as she was not present for the March meeting.

### **Officer Reports**

- President
  - No report
- Vice President
  - Citadel Business Banking now has someone who specializes in municipalities
  - They are interested in coming to a WCCCOG meeting to talk about their products and services specific to municipalities
- Treasurer
  - Rachel has report, so not much to report
  - No bills and only (1) outstanding receivable
  - Balance should still be \$15,764.89

The meeting ended with municipalities updating committee on upcoming community events.

At this time Jennifer Daywalt suggested adding municipal events to Google Sheets to avoid having events at the same time. She will talk to Rachel about adding another tab.

## **ACTION**

**Next meeting May 31, 2023 – hybrid and in person at Chester County Public Training Center, virtually via GoToMeeting. All are invited to come @ 5pm, if interested in attending the Octorara Homeland Security open house.**

Motion to Adjourn meeting at 8:21 PM moved by Jennifer Daywalt, seconded by Kathy O'Doherty.  
Motion carried unanimously.

Respectfully Submitted,

Joy Hurst