

**Borough of Modena**  
**Second Monthly Council Meeting Minutes**  
**June 20, 2022**

**1. Call to order**

President Jennifer Daywalt called to order the monthly regular Council meeting, of the Borough of Modena Council at 7:00 pm on Monday June 20, 2021 at Borough Hall, 5 Woodland Ave.

**2. Salute to the flag**

**3. Roll Call**

Secretary Cloud conducted roll call. In attendance were Council President Jennifer Daywalt, VP Tilghman, Council Members Nicole Ewing, Secretary Victoria Cloud, Mayor Harvey and John Graves. Absent were Council members Blaise Frost, Felicia Handley and Treasurer Megan Cadreau. There is one Council seat open for a four-year term and another seat with a one-year term expiring 2023.

**4. Approval of this Evening's Agenda.**

Council member Ewing made motion to accept the agenda, VP Tilghman second, all in favor, motion passed.

**5. Approval of Minutes**

5.1 Council member Ewing motion to accept the minutes of June 6, 2022. VP Tilghman second, all in favor, motion passed.

**6. Public Comment on Agenda items**

None

**7. Written Reports**

**7.1 Treasurer's Report**

- Review by Council.
- Treasurer Cadreau spoke with Adam from the County regarding our audit. Adam has expressed concern with communication between the County and Borough.
- Treasurer is working with auditors to finalize the 2021 audit.
- Borough needs to 'break out' LTL charges to the residents via invoicing.

**7.2 Payment of Bills**

- Per Treasurer Cadreau and President Daywalt, all bills will be paid upon due date. Total of bills \$16,951.00. Council Member Ewing made motion to pay bills, VP Tilghman second, all in favor, motion passed.

**7.3 Police and Fire Reports**

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**7.4 Sewer Flow Report**

- On July 7, 2022 Pipe Data will be on No. Brandywine Ave. for repairs. Road closed.

## **8. Council and Committee Reports**

### **8.1 Council President Report**

- President Daywalt mentioned that there are still no LOI presented for the two open Council positions. Positions will stay open. Council and President are considering lowering the amount of members to five. Set number of petitions needs to be signed by the residents, and then petitions will go to a WC judge. Only needing 10 signatures or so based on the size of Modena. Council needs to decide this at next meeting.

### **8.2 Secretary Report**

- Nothing to report.

### **8.3 Mayor Report**

- Nothing to report.

### **8.4 Park & Recreation**

- Sell ducks. Need sponsors, in kind donations and vendors for Derby.
- August 'back to School' event will be on Tuesday August 16; 6-8pm. There will be school supplies provided here in the park and a uniform exchange program for Collegium. Only Borough children invited they must be registered to accept these items. In addition, snacks, hot dogs and drinks will be available here in the park.  
String bags will be used, no backpacks. Council will fill these bags with the items sent here by the schools and donations on August 6.

### **8.5 Historical Committee Report**

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### **8.6 Police & Fire Community Relations Report**

- Seeking sponsors for their August 27 event. There is a flyer posted on their website.
- Submitted their road closure application. Only residents on N. Brandywine Ave. will have a permit to pass through the road that day, issued by the FD Chief.

### **8.7 Streets Report**

- VP Tilghman has been cutting grass and weed whacking throughout the Borough.
- VP Tilghman and Council President have been picking up the recycles. Council volunteers are requested to help out until the PW position is filled.
- Seeking employment for another PW employee. Job posted on Indeed.
- Pole barn has lights on, always. Breaker problem?
- Salt shed needs work. The back needs to be secured due to it buckling out because of too much salt and pressure. By September the balance of ordered salt needs to be delivered here or stored at Eastern Salt for a monthly fee of \$3 per ton. President and VP will contact people to assess the work that needs done.

### **8.8 Planning & Zoning**

- Ellen of LTL is handing the appeal notice from Jim Bricker and his attorney. The hearing on this will not be held here; outsiders will listen. Fees have not been paid for any permit applications or for the Appeal hearing.
- There are ongoing issues with the new owners on Union St. regarding Flood plain zoning. Engineers on both sides have Lawyers are involved. FEMA & PEMA back up what the Borough's Ordinances are.

## **8.9 Ordinance Review**

- Cell phone towers and Chester County Streets being reviewed by Ellen at LTL.

## **9. Unfinished/Old Business**

- Resolution #313-2022 Recording of Council Meeting minutes. Wording corrected from last month meeting. Motion made by VP Tilghman to accept, council member Ewing second, all in favor motion passed.

### **Mode House**

- Grants have been approved for all work done there; roughly \$12k.
- 'Go fund me account' is also set up with a donation amount so far of \$520.00. treasure will transfer funds to the Historical account then the General Account to offset the funds

## **Grant Update**

### **Brandywine Conservancy Mini Grant**

- Work is done at Mode house, Secretary will submit invoices will go to Shelia for reimbursement of 6K.

### **CRP Grant – Streets**

- The County Granted Modena \$600K. Council President had a meeting with Jessica of LTL. Jessica will submit to the County for approval by August 1, then it will go out to bid.

### **LSA Grants – Equipment for Borough PW and Fire Department Equipment**

- There are thousands of applicants for this grant. Notification of award will be in the summer of 2022.
- LSA Grant is also to go to the MS4 program cost.

### **902 Grant Round 60**

- Modena has been awarded \$18, 000.00 for 250 new recycling bins. The formal letter will go out in June, funds disbursed in July 2022. Storage maybe available at the CCCRA location to store the bins at when they come in.

## **Comprehensive Plan**

- There will be a public meeting at the Duck Derby Event Sept. 10 to present the Comp Plan to the Community for comments, then a final meeting following for Council adoption.

## **Tropical Storm Ida/HMGP-Meredith Court**

- South Brandywine Bridge repair: FEMA was out to inspect. 90 % for funds from FEMA, 10% from PEMA, nothing out of pocket for the Borough for the bridge repair. Soon it will be out for bid. Veterans gave a starting quote earlier of \$20k; Borough would like to stay in that cost range.
- Meredith Court: FEMA & PEMA have been holding weekly meetings about the Swift Water Grant. FEMA approved the area for the 5M – 2M is approved for Meredith Court. Talking with engineers and architect to put together the drawings for cost. Week of July 18 is when all due, then send to PEMA by August 1. Approval from PEMA would be around end of December 2022. Money comes into Borough, to pay contractors. President is working with the owner Marcelo of designing the 10 units. Must stay in the same 'foot print' of the original design.

## **10. New Business**

- Review email migration from CourseVector. August 1 they will no longer be hosting the Boroughs website and emails. President Daywalt read a proposal from Inez Linkenfelter/Blue Moon Marketing who she met at the last conference, could handle the migration. There are 17 emails here, using Outlook currently. He would reach out to CourseVector. By using his hosting Platform: control over the domain and email at the cost of \$250 a year + \$15 per email per year. Service cost is \$25 per hour for help desk. Council decided to table this until next meeting.

## **11. General Public Comments – limit of 3 minutes per person**

- Resident Kim Sherman asked questions about repairs on roads, specifically Baker St.

## **Meeting Adjourned**

President Daywalt requested a motion to end the regular monthly meeting at 7:54 pm.

VP Tilghman made motion to end regular monthly meeting, Council member Ewing second, all in favor, motion passed.

## **Next Council Meeting**

Tuesday July 5, 2022 @ 7:00pm at Borough Hall and zoom.

**President:**

**Secretary:**

**Date:**