

**Borough of Modena
Monthly Council Meeting Minutes
August 11, 2023**

1. Call to Order

President Jennifer Daywalt called to order the Council meeting, of the Borough of Modena Council at 6:30 pm on Friday August 11, 2023, at Borough Hall, 5 Woodland Ave.

2. Salute to the Flag

3. Roll Call

Secretary Cloud conducted roll call. In attendance were Council President Daywalt, VP Tilghman, Council members Nicole Ewing, Felicia Handley, Blaise Frost, Mayor Mike Harvey and Secretary Cloud. Absent were Ruth Ayers, Jenny Hines, and Borough Solicitor Koopman.

4. Approval of this evening's Agenda

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

5. Approval of Minutes

5.1 Monthly meeting minutes from July 17, 2023 were tabled in order to add information about the WWTP pump station project.

6. Public Comment on Agenda Items

None.

7. Written Reports

7.1 Treasurer's Report

- President Daywalt presented the reports. Council reviewed without questions.
- Presence bank account has \$2,518.00 for P&R.

7.2 Payment of Bills

- Bills totaled \$15,596.00. VP Tilghman made motion to accept and pay these bills, Council member Ewing second, all in favor motion passed.

7.3 Police and Fire Department Reports

- None

7.4 Sewer Flow Report

- The issue at the Union St. pump station concerning the failing in-ground metal pit structure is being discussed on what is the best solution. Butch met with the Borough's engineer Chris and both agreed that the solution and cost effective fix is to re-hab the existing structure. Butch met with Abel Rehab Inc. to evaluate and have them submit a quote. Work would be sand blasting the in-ground can and coating it with high quality durable epoxy paint. Butch is trying to get another quote, but the contractors he is calling doing this type of work is limited. Quote from Abel Rehab is \$16,600.00. Council member Ewing made motion to accept this quote, VP Tilghman second, all in favor motion passed.

7.5 Code Enforcement Officer Report

Report presented and review by Council. No questions. Dave handling the concerns.

8. Council and Committee Reports

8.1 Council President Report

- Council President had a meeting with a rep from PLGIT Bank. Municipalities use this type of financial intuition since they offer higher rates for checking and savings account along with lower loan rates. Going forward an account will be opened to hold specific funds (sewer & liquid fuels) then transferred out when needed. There are no hidden fees for transactions. This Borough once used PLGIT, not sure why no longer.

8.2 Secretary Report

- Reported that Comcast franchise does deposit funds two times a year into general account.
- SWIF renewal increase of \$770. for the 2023-2024 Workers Comp Insurance for borough, fire department volunteers and council.

8.3 Mayor Report

- Nothing to report

8.4 Park & Rec Committee Report

- There will be a community yard sale on Saturday August 12. 8am to 12n
- Sunday will be the backpack give away to those who signed up.
- Move Duck derby from May to June 1, 2024 due to conflict with other events happening in the area.
- There will be no trunk or treat this year, a Modena Haunt will be set up here at the park and in the garage with a borough wide hayrides, activities, taro card readings and food. Date will be October 28 at 2pm to 7pm. Volunteers needed to set up, participate, and donate decorations. Each person attending this event will sign a Liability waiver.
- "Modena under the stars" will be a sleep over/camping in the park with a local Boy Scout troop residents/parents & children. Date TBD.
- Thanksgiving Food Drive. Council member Handley is working with the local food bank and fire department for donations. Residents may donate items too. If you are a Modena resident, needing this meal there will be a sign up on the website to fill out by November 4, 2023.

8.5 Historical Committee Report

- Report reviewed. Mode decedent's months ago made contact with John Graves and as part of their vacation, stopped in Modena to tour around.

8.6 Police & Fire Community Relations Report

- Still working on the details for the 3.7 Run/walk car show September 30, 2023 at the ARC building.

8.7 Streets Report

- VP Tilghman reported that recycling is going well as a definite two-man job. There are still some offenders who place trash in their bins instead of recycling.
- Municibid: Skid Steer is up to \$7,200.00 and the backhoe at \$1,150.00. Bids close on skid steer close August 16 at 10AM. EFT would like the street sweeper brush.
- VP Tilghman has two companies interested in the salt shed project. He will send photos to them for review and propose a quote.

8.8 Planning & Zoning

- Nothing at this time.

8.9 Ordinance Review

- Next meeting Wednesday August 16 at 6PM regarding commercial U&O and animal Ordinance.

9. Unfinished/Old Business

- Waiting on CCCRA discussion of a \$300 annual fee, locked in for 3 years.
- President Daywalt presented information for a CPA firm to come into the borough to help with the books, preparing audits, budgets, financial reporting on a short-term basis. This CPA firm could be hired temporarily for the cost of \$1,625.00 monthly until the end of year. Council has reviewed proposal from MVJ CPA, LLC. VP Tilman made motion to accept their contract from August to December 2023, council member Handley second, all in favor motion passed.
- Isett Co. Council President will reach out to them; see if they will review our flood plain Ordinance to see if they can handle the position of Borough's overall administrator for Flood Plain, Codes and engineering.

Grant Updates

LSA Grant:

Mayor Harvey spoke about Eagle Co.'s backhoe @ \$75,000.00 with out a warranty. He is please with its condition. It is on hold for the Borough. Borough must submit request for reimbursement. Items needed: COSTARS invoice / proof of payment / vendor selection for procurement by borough solicitor. Motion to purchase the backhoe was made by VP Tilghman, second by Council member Frost, all in favor, motion passed. Also he checked into a new Kubota RTV thru Eagle Power at the cost of \$33,657.00 with a brush, lights, hydraulic lines, heat and AC cab. Motion to purchase the RTV was made by Council member Frost, second by Council member Handley, all in favor motion passed. Two (2) generators from Home Depot @ \$1500.00. Equipment totals \$110,157.00 – \$100,000.00 = \$10,157.00 balance. Funds to pay this difference will be from the sales of the items in the garage.

CRP Grant – Streets

- 1.4 Million approved. Borough is responsible for 5% = \$70,000.00 ARPA, Highway aid and Sewer funds will be used.
 - * Jessica and her engineers will be here on Monday August 14 on N. Brandywine Ave.
 - * August 22 bid notice should be here for secretary.
 - * Advertise on Aug 27 and 31

- * August 25 adv. on Penn Bid
- * Sept 12 a pre bid required meeting and walk through with contractors and LTL here
- * Bids to be here by Sept 22 at noon. Open that evening
- * Public meeting to be held – day & time TBD
- * October 2nd awarded at the Council/Public meeting
- * October 10 to 16 start work; supplies, marking up the roads
- Need Woodland Ave. completed by Thanksgiving. Start N. Brandywine to tie in storm drains then Baker storm drains, completion of N. Brandywine, completion of Baker.
- ** Weather permitting have all top coats done June 1, 2024.
- Woodland Ave. crossing over N Brandywine is the Boroughs. In the deeds, that is an ally, drainage will tie in there and be paved.
- Storage of items will be held at this park. Employees doing this work will need a place to park their cars/truck. Secretary will reach out to the owner of the corner of Woodland and N Brandywine to ask if that land can be used.

902 Grant Rounds 59 & 60

- Reimbursement will be in 4-6 weeks. Next Grant cycle opens in the fall of 2023. Additional request for funding.

Tropical Storm Ida/HMGP-Meredith Court

- South Brandywine Bridge: RFP are due in by Wednesday August 16 at 12n, opening at 4pm.
- Meredith Court: President Daywalt stated that the borough must hire a Certified FEMA Project Manager to oversee this project in the Borough.

10. New Business

- Borough must have a bonded hired treasurer for the bonded amount of \$150,00.00 in order to receive liquid fuels funds. The cost will be annually \$368.00. Council member Frost made motion to have Jennifer Daywalt as this person, VP Tilghman second, all in favor motion passed. Noted that two council members and the Borough secretary are the only ones able to sign checks on behalf of this Borough.
- Resolution #330-2023 for Presence Bank to open an account for Federal Grant Money. Motion made by Council member Ewing, Council member Handley second, all in favor motion passed.
- Email from Jim Stoker regarding an ordinance. *Per solicitor Koopman: 'There are no ordinances in the Bough of Modena covering the discharge of firearms or hunting'. Means we go by State regulations/laws/guidelines.*
- Chester County History Center Membership for 17 months; which Mr. Graves uses a lot. Council members have access to this membership as well. Motion made by Council member Handley second by Council member Frost to renew another year for \$275.00.
- TNR: Council members Handley and Hines are working with an organization in Parkesburg to collect/trap the feral/homeless cats on S Brandywine Ave. A motion was made by Council member Ewing to have this service, second by VP Tilghman all in favor motion passed. The organization will send a COI to the secretary to get things started.

- A volunteer is need to house the cats/kittens after surgery for 24-48 hours to feed, water and check up on them. The organization will come out after the time period to transport and release back to their original location and to check on their health. Council Member Frost volunteered his garage and himself to over see the cats. A motion was made by Council member Handley to allow the TNR to come into the Borough. VP Tilghman second all in favor motion passed.

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

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Meeting Adjourned

Regular Meeting adjourned at 7:56 pm. Council member Handley made motion to end meeting, Council member Ewing second, all in favor motion passed.

Next Council Meeting:

Monday August 21, 2023, at 7:00 pm at Borough Hall.

President:

Secretary:

Date: