

**Borough of Modena
Monthly Council Meeting Minutes
December 4, 2023**

1. Call to Order

President Jennifer Daywalt called to order the Council meeting, of the Borough of Modena Council at 7:00 pm on Monday December 4, 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, Ruth Ayers, Blaise Frost, Solicitor Koopman and Secretary Cloud. Absent was Jenny Hines, Mike Harvey, Treasurer Sandy, and Felicia Handley.

4. Approval of this evening's Agenda

President wanted to add the Westwood Fire Company 2024 ALS services contract, which was previously on the October 2023 agenda was tabled then. Solicitor Koopman stated that it should be added to the next Council meeting. VP Tilghman made motion to accept the current agenda, council member Ayers second, all in favor motion passed.

5. Approval of Minutes

5.1 Monthly meeting minutes from November 20 reviewed. Council member Ewing made motion to accept the minutes, Council member Ayers second, all in favor motion passed.

6. Public Comment on Agenda Items

None

7. Written Reports

7.1 Treasurer's Report

- President Daywalt presented the report for council to review. Treasurer suggests transferring \$44,000. from sewer to general to get through the rest of this year. VP Tilghman motion to accept the report and to transfer funds, council member Ewing second, all in favor motion passed.
- Treasurer Sandy has been in communication with Mike/CPA in order to have QuickBooks on line for January 2024. Mike is making progress with streamlining the Borough books from 2023. Sandy feels very confident in what she will be doing now and in 2024, then eventually having Mike as a consultant.

7.2 Payment of Bills

- VP Tilghman made motion to pay the bills totaling \$25,192.00, Council member Ayers second, all in favor motion passed

7.3 Police and Fire Department Reports

- Reviewed

7.4 Sewer Flow Report

- Reviewed. Butch stated that he removed debris and rags from pump #1. His definition of rags are items that are flushed down toilets. It is hard to determine exactly what they are; this is normal debris that he sees in the system.
- Council President received the 2020 sewer reconciliation report from South Coatesville Council and Cedarville engineering. Normally they are a year behind; SCV states they sent the 2021 report over. It was not received. President looking into this further.

7.5 Code Enforcement Officer Report

- Reviewed

8. Council and Committee Reports

8.1 Council President Report

- One more 2023 meeting then moving on to January 2024.

8.2 Secretary Report

- Reported that the office equipment has been ordered.

8.3 Mayor Report

- Absent

8.4 Park & Rec Committee Report

- Coatesville parade was on Saturday December 2 at 10am. Good that the public saw the borough.
- Committee will be selling luminaries kits as a fundraiser. The cost is \$20 for 15 bags, sand, electric little lights
- Festival of Lights postponed until Sunday December 10 at 3:30. Set up starting at 2pm. New Menorah is up. Donations paid for it.

8.5 Historical Committee Report

- Reviewed.

8.6 Police & Fire Community Relations Report

- Nothing to report

8.7 Streets Report

- Scott was injured at his other job, out for another few weeks.
- VP Tilghman and Mayor Harvey will install salt spreader.
- Chris Corle, Jr. will teach council on how to drive the truck with the salt spreader.

8.8 Planning & Zoning

- Council President stated that an investor from Coatesville will be speaking with the owner of 12 Union St, Mr. Lee with ideas for the property.

8.8 Ordinance Review

- Nothing to report from the committee.

Unfinished/Old Business

- All (3) Ordinances Residential, Commercial and Animal – tabled. Ready for council to read January 2024.

Grant Updates

CRP Grant – Streets

- Construction under way on Woodland Ave. Prep work and piping held at the Mode House. Work hours will be four 10-hour days, Friday off.
- 37 N Brandywine easement has been signed off on. Seal Air/Valley paper Ellen is working on, 49 Woodland is working on finding the POA for the second party on the deed.

LSA Grant:

- Reimbursement for the RTV was submitted.
- Council President helped the Fire Company submit three (3) Grants for:
 1. 2024 Ambulance
 2. Ambulance equipment & Safety Gear
 3. Upgraded IT Equipment

Grant 902 Rounds 61

- Round 61 will open in spring of 2024.

Tropical Storm Ida/HMGP-Meredith Court

- South Brandywine Bridge: Council President found out that three (3) bids via phone is acceptable per PA procurement rules. The bids must be lower than \$19,600.00. Waiting on her contacts to call in with their bids.
- Meredith Court: Solicitor Koopman and Council President will focus more on advertising for a project manager. Owner of Meredith Court, Mr. Marcelo Munoz was present at this meeting. He requested that Solicitor and President reach out to his bank to tell them of the progress. They will do so immediately.

9. New Business

- Payment to be made to CCHPN 2024 membership. Council member Ewing made motion to accept and pay, council Frost second, all in favor motion passed.

10. General Public Comments – limit of 3 minutes per person - None

Meeting Adjourned

Meeting adjourned at 8:00 pm. Council member Ayers made motion to end meeting. Council member Ewing second, all in favor motion passed.

Next Council Meeting:

Monday December 18, 2023, at 7:00 pm at Borough Hall.

President:

Secretary:

Date: