

**Borough of Modena  
Second Monthly Council Meeting Minutes  
November 20, 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 November 20, 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, Jenny Hines, Mike Harvey and Secretary Cloud. Absent was Treasurer Sandy, Blaise Frost and Felicia Handley.

**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** Monthly meeting minutes from November 6 reviewed. Council member Hines made motion to accept the minutes, Council member Ewing 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.

**7.2 Payment of Bills**

- Council member Hines made motion to pay the bills totaling \$46,662.00, VP Tilghman second, all in favor motion passed

**7.3 Police and Fire Department Reports**

- No report

**7.4 Sewer Flow Report**

- No report

**7.5 Code Enforcement Officer Report**

- No report

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

### **8.1 Council President Report**

- Angel tree project with East Fallowfield School. There are 10 Modena children on the list, wishing for items, the limit is \$150.00 per. Council may sign up. Bring wrapped gift to this office, to be delivered up to the school.
- East Fallowfield Manager Scott Swichar requested a letter of support from Modena's Council for a project called *super fund* site; located off Mortonville Rd., fenced off private land which once was the area where old train cars would sit then broken apart for scrap. The land is contaminated; there is a period that the land needs to sit before development; 3-4 more years to go. There are more acres on EFT side than Modena's. This first phase can't start until the land time frame is completed. At this point, the current owners take care of the grass, pay taxes and insurance, Modena is not willing to get involved at all with this project in the future; too much liability and costs. President Daywalt will meet and converse more on this project with him.

### **8.2 Secretary Report**

- Nothing to report

### **8.3 Mayor Report**

- Lied & Sweigert will present a quote for new steps out back of office building.
- Mayor and wife attended the Westwood Fire Company awards ceremony and dinner.

### **8.4 Park & Rec Committee Report**

- Coatesville parade is on Saturday December 2 at 10am. If you want to attend, be here at 845a.
- Committee will be selling luminaries kits as a fundraiser. The cost is \$20 for 15 bags, sand, electric little lights
- Sunday December 3 at 3:30 will be the Festival of Lights at Culbertson Park. Mr. and Mrs. Santa will be here, Modena Fire Company, Hephzibah church choir and maybe the Grinch. Set up starting at 2pm.

### **8.5 Historical Committee Report**

- Nothing to report

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

- Nothing to report

### **8.7 Streets Report**

- Scott was injured at his other job, out for another 2 weeks.
- Install the salt spreader and plow in early December. If Scott is not physically able to drive/plow, Council members will need to be trained to do the job.
- Borough has credit at NAPA – need new heavy-duty windshield wipers.

### **8.8 Planning & Zoning**

- Nothing to report

### **8.8 Ordinance Review**

- Nothing to report from the committee

### **Unfinished/Old Business**

- All (3) Ordinances Residential, Commercial and Animal are still under review by the Borough solicitor to be finalized soon – tabled
- Secretary Cloud presented Council costs for IT equipment. HP-COSTARS, Best Buy and Amazon. Council member Ayers made motion to purchase \$2,200.00 of IT Equipment for the office soon due to Black Friday and Cyber Monday deals, pending the approval of ARPA funds of that amount is available. Council President will consult with Treasurer Sandy to confirm. Council member Ewing second, all in favor motion passed.
- Council reviewed LTL Consultants 2024 contract. There will be a 3% increase across the board. VP Tilghman made motion to accept these costs, Council member Ayers second, all in favor motion passed.

### **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.

#### **PECO Green Region Open Space Program**

- Working on the application. President Daywalt will speak with Brandywine Conservancy on the 50/50 match.

#### **LSA Grant:**

- Will apply for \$55-60,000.00 for the Mode House acquisition, open and recreational space. There is a \$100 fee.

#### **Grant 902 Rounds 61**

- Round 61 will open in spring of 2024.

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

- South Brandywine Bridge: federal money means federal contracts. Will speak with FEMA contact to return money, hopefully will not hinder the Borough with future grants. Alternatively, a smaller company can do the work for around \$15,000.00.
- Meredith Court: Still reviewing the FEMA contract in order to hire a Certified FEMA Project Manager to oversee this project.

### **9. New Business**

- Council authorized the LSA Grant Cooperative Agreement. Council member Hines made motion, VP Tilghman second, all in favor motion passed.
- Council member Ewing made motion to accept the CRP temporary easement for Valley Paper Co. Council member Ayers second, all in favor motion passed.
- Council member Ewing made motion to accept the CRP temporary easement for James Myers, Council member Hines second, all in favor motion passed.
- Council member Ayers made motion to accept the CRP temporary easement for Jason Burham and Tiffany Ehm, Council member Ewing second, all in favor motion passed.

- Budget update: Council member Frost, Treasurer Sandy and President Daywalt will have a meeting to verify all the tax money that has come in, have 2024 contracts in place and contact Keystone. Draft budget must be advertised one time by end of November, 30 days before voted on by the end of 2023 year.
- Special council meeting will be held on Monday November 27 at 7:00pm to discuss the budget/fee schedule/resolutions/2024 Meeting days and times.
- Resolution #336-2023 LSA Grant for Mode House Acquisition. Council member Hines made motion to accept, VP Tilghman second, all in favor motion passed.

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

- None

**Meeting Adjourned**

Meeting adjourned at 7:55 pm. Council member Hines made motion to end meeting. Council member Ewing second, all in favor motion passed.

**Next Council Meeting:**

Monday December 4, 2023, at 7:00 pm at Borough Hall.

**President:**

**Secretary:**

**Date:**