

**Borough of Modena  
Monthly Council Meeting Minutes  
December 18, 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 18, 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, Jenny Hines, Mayor Mike Harvey, and Secretary Cloud. Absent was Treasurer Sandy, and Felicia Handley.

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

Council member Frost made motion to accept the agenda, council member Hines second, all in favor motion passed.

**5. Approval of Minutes**

**5.1** Monthly meeting minutes from December 4 & December 27, 2023 reviewed. Council member Ewing made motion to accept the minutes for both months, 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.

**7.2 Payment of Bills**

- VP Tilghman made motion to pay the bills totaling \$3,943.00, Council member Frost 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**

- Stated how Council and employees should take training classes through PSAB virtually. Especially FEMA 101 due to the borough being in a flood zone. In addition, a free boot camp classes starting in January, located at the training center on Modena Rd. For 2024, there will be a Safety Committee in order to receive a discount on SWIF WC premium. The committee will consist of two borough residents, FD personnel, PW employee and Borough secretary.

### **8.2 Secretary Report**

- Nothing to report

### **8.3 Mayor Report**

- Presented a quote for work to be done to remove and install new steps at the back of this building. Quote was from Lied & Sweigert for the cost of \$2,200.00. Awaiting on additional quotes to review.

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

- The festival of lights event was cancelled this year due to the weather.

### **8.5 Historical Committee Report**

- No report

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

- Nothing to report

### **8.7 Streets Report**

- Scott was injured at his other job, still out for another few weeks.

### **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 –tabled.
- Saturday December 30, Council to arrive at 9:00 am to hold a meeting to motion and approved the 2024 budget and fee schedule.

## Grant Project Updates

### CRP Grant – Streets

- **Woodland Ave.**
- **Change Order #1.** Required signage posted at the Mode House referring to the streets project funded by the CRP Grant.
- **Change Order #2.** Increase of \$15,850.00 due to a broken aged pipe. Council member Frost motion to accept, Council member Hines second, all in favor motion passed.
- **Change Order #3.** Increase of \$874.83. Contractor responsible. Council member Frost motion to accept, Council member Hines second, all in favor motion passed.
- **Change Order #4.** Increase of \$14,010.83, abandon and deteriorating storm pipe. Also, found was a live electric line running under the road from a resident's house to his shed across the street. There is no mention in Council's history of meeting minutes that the resident was approved, nor are there any applications submitted on file. Resident claims previous council approved this electric when roadwork was being done there, many years ago. Council member Ewing motion to accept, Council member Frost second, all in favor motion passed.
- **Set limits for change orders:** Over \$20,000.00, Council must review. Council member Ewing motion to accept, VP Tilghman second, all in favor motion passed

### LSA Grant:

- 2023 – application for Mode House Property acquisition

### 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. There are additional grants/state funds available out there per Senator Comitta and Dan Williams. They will each out to Council President with more details.

## 9. New Business

- Westwood Fire Company ALS agreement with Modena. Council member Hines made motion to accept, Council member Ayers second, all in favor motion passed.
- Renewal & changes to the Treasures bond to remove President Daywalt and add Sandy Hodorovich for coverage of \$150,000 at the annual premium of \$368.00 effective January 1, 2024. Council member Frost made motion to accept, Council member Hines second, all in favor motion passed.

- 2024 Refuse & Recycling fees: Refuse at \$400. each unit, recycling at \$15. each unit a year. Council member Frost made motion to accept these new fees, council member Ewing second, all in favor motion passed.

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

- Marcelo Munzo, owner of Meredith Ct. requested that Borough solicitor and Council President reaches out to his bank to give them an update on the progress on funding and construction.
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**Meeting Adjourned**

Tonight was Council Member Nicole Ewing's last meeting, due to her term ending December 2023. We all wish her well in her future and congratulating her on the service she delivered to this Borough over the last 4 years. Council President Daywalt passed the mallet to Council member Ewing (which is her daughter) to make the motion to adjourn at 7:48 pm. Council member Ayers second, all in favor motion passed.

**Next Council Meeting:**

Tuesday January 2, 2024, at 7:00 pm at Borough Hall.

**President:**

**Secretary:**

**Date:**