

Borough of Modena
Monthly Council Meeting Minutes
January 2, 2024

1. Call to Order

Mayor Michael Harvey called to order the 2024 Reorganization of Council Members meeting for the Borough of Modena at 7:00 pm on Monday January 2, 2024 at Borough Hall, 5 Woodland Ave.

2. Salute to the Flag

3. Roll Call

Secretary Cloud conducted roll call. In attendance were Mayor Michael Harvey, Jennifer Daywalt, Beau Tilghman, Elizabeth Sinton, Ruth Ayers, Jenny Hines, and Felicia Handley. Blaise Frost was absent.

4. Approval of this evening's Agenda with one addition

Council member Hines made motion to accept evening's agenda with the one change, second, by Council member Handley, all in favor motion passed.

- Reorganization of Council Members for 2024:

-Election of Borough Council President. Council member Ayers nominated Jennifer Daywalt, Council member Handley second, all in favor, nomination passed.

-Election of Borough Council Vice President. Jennifer Daywalt nominated Beau Tilghman for Vice President, Council member Handley second, all in favor nomination passed.

5. Approval of Minutes

5.1 Monthly meeting minutes from December 18, 2023 reviewed. Council member Hines 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 verbally presented the report for Council.

7.2 Payment of Bills

- VP Tilghman made motion to pay the bills totaling \$16,798.00, Council member Hines second, all in favor motion passed.

7.3 Police and Fire Department Reports

- Council reviewed

7.4 Sewer Flow Report

- No report

7.5 Code Enforcement Officer Report

- Council reviewed

8. Council and Committee Reports

8.1 Council President Report

- Stated that there is a free training class at the government training center on Saturday January 20 at 8 am to 2:30 that all should attend. Review details on the Chambers website. The class is called Local Government 201. Covering Municipal law, attorney questions, roles of quorum, municipals budget, Ordinance/resolutions/zoning etc. a lot of important information that lawyers will present free.

8.2 Secretary Report

- Reminded all Council members that going forward she will send emails to your borough account, no more personal. Most important reason for this change is due to 'Right to Know'. Any discussion on your personal email to/about the borough is subject to be released to the requestor of the RTK. President Daywalt will help you set it up.
- Electronic Council packets will be emailed to all on the Friday before Council meeting; this has not changed. What will change is no more paper packets at the meeting. It will be your responsibility to bring you iPhone, iPad, lap top to read and review the electronic minutes that were sent on the Friday before. You may print out your packets, secretary will not. Your electronic device that evening is for Borough business only; no texting, FB, snapchat, photos etc. per council President Daywalt.

8.3 Mayor Report

- Nothing to report

8.4 Park & Rec Committee Report

- Next meeting will be held on Tuesday January 9 at 6pm

8.5 Historical Committee Report

- Meeting needs to be scheduled to discuss the County's Touring Walk and if Modena should participate even though the roads are under construction

8.6 Police & Fire Community Relations Report

- Nothing to report

8.7 Streets Report

- Scott will still be out for another few weeks. He has a follow up doctor's appointment on January 12, 2024. He will report to VP Tilghman.
- VP Tilghman stated that he is ready to go for any incoming bad weather. Council President advised that she has a volunteer that will also help PW in plowing the roads

8.8 Planning & Zoning

- Nothing to report

8.8 Ordinance Review

- Nothing to report

Unfinished/Old Business

- Solicitor still working on a RFP for Meredith Ct project manager
- 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.
- Committee members

Grant Project Updates

CRP Grant – Streets

- President Daywalt will have a meeting with engineer Jessica Adams to find out a timeline on when Woodland Ave. will be open.

LSA Grant:

- 2023 – application for Mode House Property acquisition
- RTV is having a brush attached per Mayor Harvey

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 and Mayor's contacts to call in with their bids.
- Meredith Court: Solicitor and President will focus more on a RFP for a project manager.

9. New Business

- **Resolution #2-2024** Adoption of Robert's Rule of Order. VP Tilghman made motion to accept, Council member Hines second, all in favor, motion passed.
- **Review current Committees Changes will be:**
 1. To combine Planning/Zoning and Ordinance into one committee. Council member Handley made motion to accept, Council member Hines second, all in favor motion passed.
 2. Create Safety Committee. Council member Handley made motion to accept, VP Tilghman second, all in favor, motion passed.
 3. Create Environmental Conservation Committee. Council member Ayers made motion, Council President second, all in favor, motion passed.
 4. Change Streets to Public Works
 5. Remove Police & Fire Community Relations. Council member Handley made motion, council member Hines second, all in favor motion passed
- President is requiring that all Council members sign up to be on at least two (2) Committees and to be proactive. Next meeting she will be appointing chair head, and members.
- There is an open position on the Zoning and Hearing board. The Borough Council needs to advertise to fill that position. Council VP Tilghman made motion to advertise on

website, Post Office and at Borough Hall for anyone interested. Interested parties will need to submit of letter of interest for Council to review. Council member Hines second, all in favor motion passed.

- Notice from East Fallowfield Zoning Board for Council to read and review for 30 Lloyd St. is the last house, in EFT. The owner would like to bring *the front yard 'set back' with an Addition of a 16 x 23 – which will be 'no closer to the road'*. There is no objection from this borough's solicitor nor Council on what the owner would like to do.

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

- Modena borough resident Kim Sherman had questions on the committees.

Meeting Adjourned

At 7:55 pm VP Tilghman made motion to end meeting, Council member Ayers second, all in favor, motion passed.

Next Council Meeting:

Tuesday January 16, 2024, at 7:00 pm at Borough Hall.

President:

Secretary:

Date: