

THE MOUNT WOLF BOROUGH COUNCIL MEETING

DECEMBER 9, 2025

The Mount Wolf Borough held a meeting on Tuesday, December 9, 2025. President Pat Poet called the meeting to order at 7 p.m.

ATTENDANCE:

The following Council Members were present: Mayor Maureen Starner, President Pat Poet, Vice President Dennis Naylor, Larry Murray Jr., Josh Parish, Dan Schleig, Michael Barlett, and Brian McKenna.

Official: Attorney: Devon Myers

Treasurer: Jennifer Reiner, Secretary: Kimberly Kunkle

ABSENT:

APPROVAL OF MINUTES AND AGENDA:

Schleig/Barlett motion to approve the minutes from the regular Council meeting held on November 11th and the Committee Meeting held on November 25th, motion passed unanimously.

Schleig/Parish motion to approve the agenda, motion passed unanimously.

Approval of budget – Added via a Vote of the council due to being left off the agenda accidentally. (Motion by Josh Parish, second by Michael Barlett, voted in favor – Pat Poet, Dennis Naylor, Dan Schleigh, Larry Murray Jr., Josh Parish, Michael Barlett, and Brian McKenna, Voted against – None)

BID OPENING:

At 7:10 pm, the bids were opened for the 2008 Chevy 3500 truck. Only one bid was received. Doug Hitz submitted a bid for \$4,101.00. Parish/Barlett motion to sell the truck, motion passed unanimously.

VISITORS:

Chief Bryan Rizzo, Doug Hitz

PUBLIC COMMENTS:

Chief Bryan Rizzo attended the meeting to see if there was anything that needed to be addressed. He congratulated Mayor Mo on her service over the years and Josh Parish for being elected to be the new Mayor. He reported that things are going well in the borough.

ENGINEERS REPORT: No Report

SOLICITORS REPORT:

Parish/Barlett motion to advertise to amend the Chapter 105-02 setting tax collector fees, motion passed unanimously.

Parish/Naylor motion Resolution 2025-13 to Set Tax Collector Compensation at 3.5% and to amend to Set Tax Collector Fees, motion passed unanimously.

Parish/Naylor motion Resolution 2025-12 to Appoint Hamilton & Musser as the Independent Auditors, motion passed unanimously.

Naylor/Barlett motion Resolution 2025-14 to set General and Fire Tax, motion passed unanimously.

Pat Poet read the resolution honoring Mayor Mo for her service and presented her with the resolution. Parish/Barlett motion Resolution 2025-11 to Honor Mayor Mo's Service, motion passed unanimously.

Naylor/Schleig motion to Advertise Meeting Dates, motion passed unanimously.

Advertising amendment to Ordinance 2022-09, changes to the volunteer service credit program were discussed. Devon Myers will create a draft and send it to Josh Parish for review before finalizing it. This will be added to next month's agenda.

Resolution to Set Criteria for the volunteer service credit program to be consistent with York County criteria was discussed. Devon will revise the drafts. This will be added to next month's agenda to authorize advertising.

Devon Myers reviewed the Coleman v. Parkland PA Supreme Court Decision with the council.

The Open Records Office Address has changed. Kimberly Kunkle will have the address updated on borough correspondence.

Parish/Barlett motion to approve the 2026 budget, motion passed unanimously.

ZONING OFFICER REPORT:

Kim Kunkle reported on the following:

Tupper Sverduk submitted his application for a zoning board hearing for the property at 5 Center Street. She will contact John (Jack) Elliott at Anstine & Sparler, the zoning board hearing members, & Jodi at Barry Isett to find out their availability and schedule the hearing.

She is working with Jodi at Barry Isett for a resident who submitted a permit for a hot tub pad. The permit for the hot tub is ready for pickup, and the resident was informed that they need to submit a UCC application. There is a note on the permit, "WILL NEED A UCC PERMIT FOR THE HOT TUB TO BE INSTALLED. THIS IS FOR HOT TUB PAD ONLY! Jodi said that they can place the hot tub, but it cannot be used until a final inspection is performed.

SECRETARY'S REPORT:

Kimberly Kunkle reported that Jodi at Barry Isett sent a copy of the zoning permit application that they use and suggested that we implement it. This will save time because the application includes all items that are needed for permit review and approval and should avoid the need to contact the permittee for further documentation.

Devon Myers will send the social media Policy to the council for review next year.

Penn Waste billing was discussed, and the council is ok with the date change. Kimberly Kunkle will email Penn Waste and confirm.

TREASURER REPORT:

Payment of Bills ~ Report of Finances ~ Receipt of Payments

Naylor/Parish motion to approve the payment of bills, report of finances, and receipt of payments, motion passed unanimously.

Jennifer Reiner is going to reach out to MBIT to check on the status of the new computers and set up a date for installation.

MAYOR'S REPORT:

Mayor Mo reported on the following:

- She received a complaint regarding saving parking spaces and dumping dirty water, which she feels is a civil issue between residents, and that the borough should not be involved. The council agreed. She's going to reply to the resident, thanking them for bringing the issue to the council's attention and telling them that at this time there is no

ordinance that can be enforced by code. The council will review ordinances and make any necessary updates.

- She asked Jennifer Reiner about the status of the rental property invoices. Jennifer Reiner said that she's hoping to have them by the end of the year.
- She said that it's been an absolute pleasure to serve Mount Wolf Borough.

The council seat vacancy was discussed, and Devon Myers said that if the council has someone in mind, they could appoint them at the next meeting.

Devon Myers also said that the meetings could be changed so that, if needed, voting could be done at either meeting. The first meeting would be advertised as a regular meeting, and the second meeting would be advertised as a regular/committee meeting. She said that the minutes for both meetings could be approved at the first meeting of the month. Barlett/Schelig motion to approve this change in advertising, motion passed unanimously.

STREETS REPORT:

Dennis Naylor reported on the following:

- There is nothing new to report on the possible backhoe purchase for next year.
- They purchased a light bar for the new truck. They are going to wait until the leaf collection is completed before installation.
- The repaving of the borough has been completed.

PARKS AND RECREATION REPORT:

Dan Schleig reported that he's still looking into the requirements for making the park ADA-compliant.

Josh Parish reported that he had a resident who has a disabled child approach him to inquire about what the council is looking at to make the park ADA-compliant.

PROPERTY AND SERVICES REPORT: No Report

BUDGET AND FINANCE REPORT:

- Barlett/McKenna motion to approve the rate increase for the CGA attorney fees for 2026 to \$190 an hour for attorney time and \$150 an hour for paralegal time, motion passed unanimously.

HEALTH AND SAFETY REPORT:

Josh Parish reported on the following:

- As the Mayor, he would be willing to continue to be the health and safety representative if the council would like him to.
- He is active in the fire department and plans to continue to be.
- The police force suggested that the council drop their PPU's a little bit. October and November were pretty quiet months.
- The fire company just had bingo. They have their annual Santa Run scheduled for Saturday, December 13th and their annual breakfast with Santa scheduled for Saturday, December 20th.
- Also, they've had a couple of fires recently.

PERSONNEL REPORT: No Report

PRESIDENT'S REPORT: No Report

UNFINISHED BUSINESS:

Pat Poet said that we need to appoint another person to the zoning hearing board.

NEW BUSINESS:

Dennis Naylor had a resident ask about whether a propane heater could be used indoors. Kimberly Kunkle will ask Jodi at Barry Isett and let the council know.

Devon Myers and Jennifer Reiner both stated that they will not be at the January meeting due to all municipalities having their mandatory organizational meetings at the same time.

Jennifer Reiner stated that there are forms that everyone must fill out and have notarized. She's a notary, so she can notarize them if needed.

Naylor/Barlett motion to adjourn the meeting and enter into an executive session to discuss personnel, motion passed unanimously. The meeting was adjourned at 9:10 pm. The executive session was adjourned at 9:25 pm.

The next Organizational/Council Meeting will be held on Monday, January 5th @ 7 pm