

Mount Wolf Borough Minutes

Regular Meeting

February 14, 2023

**Convene:**

The Mount Wolf Borough Council met in regular session on Tuesday, February 14, 2023 beginning at 7:00PM. The meeting was called to order by Council President, Darryl Main.

**Attendance:**

The following Council Members and other Officials were present:

Council – Michael Barlett, Dan Schleig, Darryl Main, Brian McKenna, Denny Naylor, Josh Parish, and Todd Hess

Officials – Mayor Mo Starner, Attorney Beth Kern, Engineer Chris Owens, and Assistant Municipal Secretary Anya Barlett

Absent – **Municipal Secretary**/Zoning Officer Rachel Kling

**Visitor Attendance:**

1. Rachel Hauck – Mount Wolf Borough Resident
2. Bryan Rizzo – YERPD

**Agenda/Minutes:**

A Schleig/Hess motion was made to approve the agenda as presented. Motion passed unanimously.

A Naylor/Barlett motion was made to approve the minutes from the January 10<sup>th</sup>, 2023, Regular Meeting as presented. Motion passed unanimously.

**A Naylor/Barlett motion was made to approve the Public Hearing minutes as well as the Public Meeting minutes from January 24<sup>th</sup>, 2023. Motion passed unanimously.**

**Public Comments:**

3. Rachel Hauck
  - Checking if Attorney has an update about the alley questions. Ms. Hauck spoke to the owners the other day. They assured her they were trying to do better, and that he'd like the Borough pay for alley maintenance. Attorney Kern has update in her section.
4. Bryan Rizzo
  - Chief checking if Borough has any questions, comments or recent complaints. Council person Barlett thanked Chief for noticeable YERPD vehicles in the Borough. President Main asked additional questions. Council thanked Chief and rest of YERPD for their service to the Borough. Discussion about K-9 units.

**Engineer's Report:**

Engineer Chris Owens reported on the following:

*UPDATE: Storm Water Inspection –*

Partial map is done. Some lines run through residential lots. To be done at \$150/hour. A Naylor/Hess motion was made to approve contract for additional videoing of storm sewers not to exceed \$13,000. Motion passed unanimously.

*UPDATE: Authorization for Payment to PA Sewer Authority for televising work completed for Columbia Gas*

Engineer Owens said Precision was digging on 2<sup>nd</sup> street and found another pipe, unsure if active or abandoned. To locate it for the Borough use, scooped pipe until it hit Center St. Concluded pipe was abandoned, crushed it and put line above it. Discussion followed about invoice from PA Sewer Authority about Storm water Infrastructure Televising for PA 1 CALL for \$1,800, totaling \$2,850 for other work performed. Engineer Owens going to check if Borough is eligible to join for free. A Barlett/Naylor motion was made to pay \$2,850 from PA Sewer Authority for televising. Motion passed unanimously.

*UPDATE: One Call Membership Authorization – discussion.*

*UPDATE: Emergency Pipe Repair/Installation, 4<sup>th</sup> and Maple, Authorization for funds payable to Precision Pipelines due to pipe being damaged -*

Discussion ensued with Council about recent invoice from Precision Pipeline Solutions for \$2,661.84 and whether Borough can send invoice to Columbia Gas. Attorney Kern explained possible next steps. President Main asked Attorney Kern for more clarification on options. Attorney Kern asked if certification of insurance was made available to Borough by Precision Pipeline Solutions. Council Person Parish said there is a complaint about sidewalk damage with unknown cost. Council Person Hess asked Attorney Kern her advice of who should pay invoice. Discussion ensued about merits of paying the invoice and other alternatives. A Hess/Barlett motion was made to pay the Precision Pipeline Solutions invoice. Motion passed unanimously.

**Solicitor's Report:**

Attorney Beth Kern reported on the following:

*UPDATE: Enforcement action on 56-70 North Main update -*

North Main Street enforcement update – cars and couch removed, and issue resolved.

*Discussion regarding acting on Illegal Dumping, use of Mount Wolf Borough Park, and damaged caused to municipal park and alley ways by outside contractors -*

Damage to park – President Main gave update that Precision is using park as staging location. Unclear if permission was granted. Bear alley appears damaged. Columbia Gas should be carrying under the permit, and all the damage that occurred in the Borough falls under the

insurance claim section. Attorney Kern suggests sending Columbia Gas a letter about the subcontractor's behavior, damage and conduct while in the Borough and on Borough property, along with other inappropriate issues with Precision Pipeline, like illegal dumping as captured on camera. Borough has cause of action. Discussion followed. Council will draft and send letter to Columbia Gas.

*Discussion regarding about reimbursement for extended televised services for work completed for Columbia Gas -*

President Main stated concerns. Attorney Kern referenced specific section in Borough's Ordinance/Code about situation.

*Update on 4<sup>th</sup> Street Alley/Unadopted Alley research update –*

Research determination, when, if ever, alley was laid out on recorded plan and found alley was laid out in recorded plan from 1942. There is a state statute of limitations of opening alley, but there is a section between Center and Maple that was never opened according to historic maps. Attorney Kern said she consulted with Engineer Owens about map from 6/11/1991 about alley not being opened, concluded that it may be a private property owner issue and advised Borough not to get involved about the maintenance and upkeep of Bear alley. Mayor Mo recommended future survey. Attorney Kern explained Borough's options, like adopt an ordinance to vacant the alley, Borough vacant rights or Borough open alley, but a petition and hearings would be needed. Council Person Parish and Barlett asked clarifying questions about Bear alley and options presented. President Main had additional questions. Attorney Kern brought up that Bear alley does appear on tax maps, but putting out a formal Ordinance and taking steps discussed will eliminate future confusion and clear up this issue. Public comments from Rachel Hauck. Discussion ensued about who would be responsible for future maintenance of alley based on Solicitors suggestions mentioned above. Council Person Naylor suggests putting in Ordinance that Borough formally vacates Bear Alley. Council Person Parish suggested tabling issue until adjoining property owners come to a mutual decision. Council agreed to hold issue until next Committee meeting.

*Discussion concerning joint refuse contract with Manchester Borough -*

Refuse and recycling bidding about future provider and current provider. President Main suggest seeing what the rates could be. Attorney Kern explained what has been discussed thus far with parties involved. Council members discussed second pick up day and current contract. Council Parish would like to see Borough seek other bidders. President Main would like to continue talks.

**Zoning Officer's Report:**

Zoning Officer Rachel Kling was absent however provided the following report:

- Report of Permits – None
- Zoning Violations – None
- Upcoming Meetings/Hearings
  - Zoning Hearing held on Thursday, February 2nd at 7PM

- 201 South 8th Street – Chuck Kraft (GRANTED)
- 152 N Main Street – SteelSafe Storage Solutions (GRANTED)

### **Treasurer's Report:**

Treasurer Rachel Kling was absent however provided the following report:

#### **Payment of Bills –**

A Parish/Barlett motion was made to approve paying bills as they were presented. (REQUIRED TO LIST THE CHECK NUMBERS AND ACH PAYMENTS AND TOTAL APPROVED)

Check number 005309-005338. ACH payments #92448820, #535984, #56172684, #208468975, #61223256, #13227192, #14685389263, #14685392053. Total \$40,999.61. Motion passed unanimously.

### **Mayor's Report:**

Mayor Mo reported on the following:

- No wedding ceremonies
- Attended police meeting
- Notice/Authorization for Address changes as requested by York County 911 for Borough to verify residential addresses; there are 4 issues she will call them about, like railroad intersections; due diligence was done
- Mayor Mo will reach out to resident about renumbering their house

### **Streets:**

Councilperson Denny Naylor reported on the following:

- No snow, no plowing
- New salt agreement with Manchester Township – A Barlett/Schleig motion was made to authorize entering agreement.

### **Parks and Recreation:**

Councilperson Dan Schleig reported on the following:

- Park Supplies Funds Requests - None
- Update Regarding Park Grant application/Park redesign – Have not received fall grant; grant was open ended; Proposed Borough can apply for small Community program grant; Council Person Schleig said he spoke with Laurie and shared her comments about the pending grant; Anne Yost will return to revise estimated costs; next steps to discuss what grants Borough will apply to for Spring and will keep Borough updated.
- Discussed Comprehensive Plan
- Community Park Events – none
- Baseball teams update – none

- Authorization for approval of funds to complete stump grinding at Mount Wolf Park – a Naylor/Hess motion was made to complete stump grinding at Mount Wolf Park by Mitchell Stump Grinding services not to exceed \$400. Motion passed unanimously.

### **Properties/Services:**

- Rodent Removal devices set; potential upgrade to frame and use spray foam to close opening they may be getting into
- General Maintenance duties performed at the Borough Building
- Discussion regarding responsibility for Flag Management
- Approval of Clothing for Borough Work Crews
- Plan A: Council Person Hess will reach out to his contact about removing graffiti
- Plan B: Council Person Hess will reach out to Northeastern School district about their art department covering graffiti.

### **Budget & Finance:**

Councilperson Michael Barlett reported on the following:

- Update of Maintenance Credit Card Issuance – will contact Keith, maintenance department
- Further discussion in Executive Session

### **Health and Safety:**

Councilperson Josh Parish reported on the following:

- Police Board Comments – 77 calls; no arrests, accidents or citations; over hours last year but looked into it with newly formed department, asked questions and not sure how to properly allocate patrol hours
- Eagle Fire Company Report
- Ambulance Company Report
- Request for funds for Emergency Services

### **Personnel:**

- Continuing to get pieces together on updating Standard Operation Procedures
- Employee Manual and questions for manual updates
- Discussion on updating Borough employee job titles
- Discussion on future employee time processes, leaning toward digital option

### **Council President:**

Council President Darryl Main reported on the following:

- York County asked what Council positions will be up: 4 positions will be available in upcoming November election; referenced Borough website which has details
- Search remaining for 3<sup>rd</sup> member of Zoning Hearing Board

- Eagle Fire Company Fireman's Relief Association Compliance Notification – they are now in compliance.

**New Business:**

- Approval of Lien list provided to Borough via York County Treasurer for delinquent taxes
  - Council reviewed list
  - A Parish/ Hess motion was approved to approve lien list for 2022 delinquent taxes. Motion passed unanimously.
- Vacancy Board Chair Search
- Geek Squad Renewal for Borough Computers
  - Proposed buying new computers
- Decision regarding retaining/appointing new EMA Director
  - Council reviewed Intergovernmental Cooperation Agreement for the Regional Emergency Management Agency – Notice of Withdrawal letter; discussion ensued
  - Council Parish reminded rest of members that the agreement involved Conewago Township and they are no longer part of agreement
  - Council Person Barlett raised some questions about joint operations; Attorney Kern stated suggestions and incompatibility factors with EMA appointments
  - For next meeting, continue discussions and make decision
  - CGA will do research

**Discuss Executive at next Committee Meeting**

At **10:18PM** a **Schleigh/Hess** motion was made to adjourn the regular Borough Council meeting and will discuss executive action items at next Committee Meeting. Motion passed unanimously.

Anya Barlett, Assistant Recording Secretary