

Mount Wolf Borough Minutes

Regular Meeting

January 10, 2023

**Convene:**

The Mount Wolf Borough Council met in regular session on Tuesday, January 10, 2023 beginning at 7:01PM. 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 – Attorney Devon Myers and Municipal Secretary Rachel Kling

The following officials were absent:

Mayor Mo Starner and Engineer Chris Owens

**Visitor Attendance:**

1. Bob Merriman (Resident of Mount Wolf Borough)
2. Steve Thompson (Resident of Mount Wolf Borough)
3. Rachel Hauck (Resident of Mount Wolf Borough)
4. David Garisto (York Area Recreation League)

**Agenda/Minutes:**

A Naylor/Barlett motion was made to approve the agenda as presented. Motion passed unanimously.

A Naylor/Barlett motion was made to approve the minutes from the December 13<sup>th</sup>, 2022, Regular Meeting as presented and the minutes from the December 27<sup>th</sup>, 2022, Committee/Non-Voting Meeting as presented. Motion passed unanimously.

**Public Comments:**

1. Rachel Hauck (Resident of Mount Wolf Borough)
  - a. Ms. Hauck requested updated information concerning the alleyway behind South 4<sup>th</sup> Street. She complained about debris from Cool Master and asked if a letter was sent by Mayor Mo. This information was not known by Council. Ms. Hauck was informed that Attorney Beth Kern is continuing to review title searches of the properties that rear this alleyway and will have an update at the February meeting.
2. David Garisto (York Area Recreation League)
  - a. Mr. Garisto attended tonight's meeting to discuss with Council the Mount Wolf Park baseball field and to request using it for the York Area Recreation League. Council

stated that they are waiting on the Wolves schedule. Mr. Garisto stated they would like to start playing by March.

**Engineer's Report:**

Engineer Chris Owens was absent therefore Council President Darryl Main reported on the following:

*UPDATE: Storm Water Inspection –*

Owens is reviewing videos from the inspections.

*Emergency Stormwater Pipe Repair –*

Precision Pipeline accidentally struck a stormwater pipe at the corner of South 4<sup>th</sup> Street and Maple Street. Council President Darryl Main was able to purchase a replacement pipe from Ferguson Waterworks, however it was the wrong size. Luckily East Manchester Township had the correct size and allowed for the Borough to “borrow” the pipe. Council President Main asked Council if they should keep or return the incorrect pipe size – Council agreed to keep it. Furthermore, a Schleg/Barlett motion was made to replace the 15-inch pipe “borrowed” from East Manchester Township. Motion passed unanimously. Council President Darryl Main added that the alleyway behind Mount Wolf Park is being torn up by the continuous heavy vehicle use from Precision Pipeline. Council agreed to request that Precision Pipeline fund to have the alleyway repaired.

**Solicitor's Report:**

Attorney Devon Myers reported on the following:

*UPDATE: 56-70 North Main Street –*

Unfortunately, the trash is still located at street side and is now placed on the other side of the alleyway, closest to SteelSafe Storage Solutions property. Councilperson Naylor stated that he will take care of the trash. Council agreed that no further action is required at this time.

*Baseball Agreement with Mount Wolf Wolves –*

Attorney Myers stated that she is having a hard time getting a hold of the Wolve manager. Mount Wolf Borough resident Steve Thompson offered to assist with this issue. Renewal for the yearly agreement is due in April.

**Zoning Officer's Report:**

Zoning Officer Rachel Kling reported on the following:

- Report of Zoning Permits - NONE
- Report of Zoning Violations – NONE
- Upcoming Meetings/Hearings
  - Kling informed Council that on December 28<sup>th</sup> a Zoning Hearing was held for 541 E Maple Street. The Zoning Hearing Board approved the requested variance/special exception.
  - Kling informed Council that on February 2<sup>nd</sup> two Zoning Hearings will be held. The first for 201 South 8<sup>th</sup> Street and the second for SteelSafe Storage Solutions at 152 N Main Street.

*Questions from Rachel Hauck –*

After discussion concerning the upcoming Zoning Hearings and the need to find replacements for the Zoning Hearing Board, Ms. Hauck asked Council which position was most needed. After a brief discussion it was concluded that a position on the Zoning Hearing Board had higher priority. Therefore, a Barlett/McKenna motion was made to approve the resignation of Rachel Hauck from the Vacancy Board Chair. Motion passed unanimously.

*Resolution 2023-01 –*

A Barlett/Schleig motion was made to appoint Rachel Hauck as the two-year term for the Zoning Hearing Board. Motion passed unanimously.

*UPDATE: Public Hearing Zoning Ordinance 2023-01 –*

Attorney Myers discussed with Council the preparations for the Public Hearing January 24<sup>th</sup> to discuss Ordinance 2023-01. Borough Maintenance will be posting properties affected by this Ordinance update by or before January 16<sup>th</sup>. An agenda will need to be composed and posted prior to the Public Hearing. Attorney Myers highly suggested limiting comments to a 5-minute time. Council will also need to make a decision that evening.

**Treasurer's Report:**

Treasurer Rachel Kling was absent however provided the following report:

*Payment of Bills –*

A Barlett/Schleig motion was made to approve the payment of checks payable #005285-005308 and ACH payment #44869484, #204078579, #14432736493, and #14432746123, totaling \$69,074.43. Motion passed six to one with Council President Darryl Main abstaining.

< Council received income statement and balance sheet for the month of December 2022 >

*UPDATE: Transition from Truist Bank to Traditions Bank –*

Kling went into Truist Bank on January 4<sup>th</sup> to close out the last account and transfer the money to Traditions Bank and was unfortunately unable to. There was a pending transaction on the account from the York County Treasurer's Office. Kling contacted YCTO regarding this transaction and was informed that her request to update the banking information was never processed. Kling requested that this information be updated immediately. Once this is completed Kling will officially close the last account with Truist Bank.

**Mayor's Report:**

Mayor Mo reported on the following:

- Mayor Mo received a complaint from Mount Wolf Borough resident Charles Stambaugh concerning a financing sign at the school house apartments (91 South 3<sup>rd</sup> Street). Mr. Stambaugh believes that the sign does not follow Ordinance and is not located within the proper setbacks. Zoning Officer Rachel Kling will contact Seth Predix regarding this complaint.

**Streets:**

Councilperson Denny Naylor reported on the following:

- Borough Maintenance has purchased salt in preparation for any winter weather.

**Parks and Recreation:**

Councilperson Dan Schleig reported on the following:

- Update Regarding Park Grant - NONE

**Properties/Services:**

Councilperson Brian McKenna reported on the following:

*Borough Building Maintenance –*

McKenna informed Council that a dehumidifier was installed in the basement of the Borough building to help with the mold smell. Municipal Secretary Rachel Kling informed Council that the smell has improved greatly. Council President Darryl Main stated that he went down to the basement to see the installation of the dehumidifier and found mice at the snack bar area. Main asked Borough Maintenance to set up traps. Main also asked the Councilperson Schleig reach out to NEYSA to do a deep clean of the snack bar area since they are the only ones to use it. Council agreed.

*Credit Card Request: Borough Maintenance Crew –*

McKenna informed Council that Borough Maintenance has continued to request a general credit card. Council discussed and requested that Municipal Secretary Rachel Kling reach out to Traditions Bank to request more information about this idea. A Barlett/Hess motion was made to approve this request for a bank credit card with a maximum spending limit of \$1,000.00. Motion passed unanimously. Kling will reach out Traditions Bank and provide feedback at the February meeting.

**Budget & Finance:**

Councilperson Michael Barlett reported on the following:

*UPDATE: 2021 and 2022 Audit –*

Municipal Secretary Rachel Kling informed Council that the next audit fieldwork day is Monday February 13<sup>th</sup> and she is working to prepare the items requested.

*Thank-You and Donation from York County Oldtimers Baseball League –*

Kling received a letter from the York County Oldtimers Baseball League thanking Mount Wolf Borough for the use of the baseball field at Mount Wolf Park. Attached with this letter was a donation check for \$250. The letter stated that this check was a donation for the ballfield maintenance. A Barlett/Naylor motion was made to accept the check and then pass it along to the Mount Wolf Wolves for the maintenance of the ballfield at Mount Wolf Park. Motion passed unanimously.

*Early Donation: Northeastern EMS –*

Councilperson Josh Parish requested that Council consider an early donation to the Northeastern EMS. Parish explained that Northeastern EMS raised their wages slightly in order to bring them more closely in line with other departments. Northeastern EMS hopes this adjustment will incentivize providers to pick up available shifts. Northeastern EMS is requesting this early donation to increase

raises even more to come more closely to other departments. A Naylor/Barlett motion was made to approve an early donation of \$3,000. Motion passed unanimously.

**Health and Safety:**

Councilperson Josh Parish reported on the following:

Ambulance –

- 67 calls for the month. 5 in Borough.
- Received information that East Manchester Township is putting out requests for information/proposals for ambulance services for just the township. Parish indicated that this does not mean that East Manchester Township is looking to or will change providers, they are just wanting to gain more information.

Fire –

- 36 calls for the month. 7 were in the Borough.
- 2023 Fundraiser List
  - o After reviewing, a Barlett/Schleig motion was made to approve the 2023 fundraiser list. Motion passed unanimously.

Police –

- 17 calls for Mount Wolf Borough.
  - o One vehicle accident
  - o Three traffic citations
  - o Two arrests

**Personnel:**

Councilperson Todd Hess reported on the following:

*UPDATE: Standard Operating Procedure –*

Hess informed Council that Municipal Secretary Rachel Kling has continued to send him completed drafts. Kling informed Council that she recently discovered an app called “Scribe” and is very impressed! Kling would like to complete SOPs for payroll and state/federal monthly tax payments.

**Council President:**

Council President Darryl Main reported on the following:

- Meeting with DCED
- Proposed 2023 Projects
  - o Sidewalks in the Borough

- Rebid sidewalks at Borough properties in April.
- Gather a list of residential properties that need sidewalks addressed based on Ordinance regulations/requirements.
- Rental Property Inspector
  - Council needs to decide by April.
- Recreation Fee Proposal
  - Wait for parks/recreation grant.
- ARPA Funds
- Bridge Repairs
- Ordinance Codification
  - Need to set a date for the 2022 Resolution/Ordinances
  - November 2023

**Correspondence: NONE**

**Old Business: NONE**

**New Business: NONE**

**Adjournment into Executive Session:**

At 9:08PM a Barlett/Hess motion was made to adjourn the regular Borough Council meeting and move into Executive Session to discuss personnel. Motion passed unanimously.

Rachel Kling, Recording Secretary