

Mount Wolf Borough Minutes

Regular Meeting

July 12, 2022

Convene:

The Mount Wolf Borough Council met in regular session on Tuesday, July 12th, 2022, beginning at 7:02PM. 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 Starnier, Attorney Devon Myers, Engineer Chris Owens, and Municipal Secretary/Zoning Officer Rachel Kling

Visitor Attendance:

- Sheila Vargas (Resident of Mount Wolf Borough)
- Machelle Gelber (Borough Building Cleaning Position)
- Bradley Krista (Bass Lake Estates, purchased 154 South 3rd Street)
- Charles Stambaugh (Resident of Mount Wolf Borough)

Agenda/Minutes:

A Parish/Naylor motion was made to amend the agenda adding to President report “complaint regarding Penn Waste collection/contract”. Motion passed unanimously.

A Parish/Barlett motion was made to approve the minutes from the June 14th, 2022, Regular Meeting as presented. Motion passed unanimously.

A Parish/Barlett motion was made to approve the minutes from the June 22nd, 2022, Committee/Non-Voting Meeting as presented. Motion passed unanimously.

Public Comments:

1. Machelle Gelber (Borough Building Cleaning Position)
 - a. Ms. Gelber attended tonight’s meeting to discuss the Borough building cleaning position available. Ms. Gelber is the sister of the previous cleaning lady. She discussed with Council her extensive experience and her rate. A Schleig/Hess motion was made to hirer Machelle Gelber for the cleaning position at the Borough building. Motion passed unanimously.
2. Bass Lake Estates (Property owners of 154 South 3rd Street)
 - a. Bass Lake Estates purchased property 154 South 3rd Street and had questions as to what can be done with the property. A copy of the affidavit signed by the previous

property owner was provided stating that the use of the property is a machine shop. Other questions were asked and answered by Zoning Officer, Rachel Kling.

3. Charles Stambaugh (Resident of Mount Wolf Borough)
 - a. Mr. Stambaugh attended tonight's meeting to update Council on NEYCHIP.

Engineer's Report:

Engineer Chris Owens reported on the following:

UPDATE: Community Parks Sidewalk Improvement Project –

Owens presented Council with a bid result from the advertisement of the community parks sidewalk improvement project. York Excavating Company was the only submitted bidder, totaling \$79,819.00. Council discussed at length. A Barlett/Hess motion was made to reject this bid. Motion pass 6/1 with Council President Main abstaining for personal reasons. Owens will communicate back to York Excavating Company the rejection of this bid.

UPDATE: 2022 Street Project –

Owens presented Council with bid results from the advertisement of the 2022 street project. Three bids were submitted – Big Rock Paving (\$66,852.50), York Excavating Company (\$44,224.00), Stewart & Tate (\$51,179.77). Council discussed that this project is mainly pothole repairs and should be paid out of liquid fuels funds. A Naylor/Barlett motion was made to accept the bid result from York Excavating Company, totaling \$44,224.00. Motion passed 6/1 with Council President Main abstaining for personal reasons. Owens will communicate the acceptance of this bid.

UPDATE: Storm Sewer Inspection –

Owens informed Council that he is waiting for communication back from Bret Zeiders (Pennsylvania Sewer Authority) as he has no updates for tonight's meeting.

UPDATE: South Main Street Bridge Inspection –

Owens advertised for bids however he made a mistake by listing the August meeting as the 16th not the 9th. Therefore, Council gave Owens permission to re-advertise with the correct August date.

UDPATE: Stormwater Ordinance/MS4 Requirements –

Owens met with Attorney Kern (CGA Law Firm) and the Ordinance is ready for advertisement. Council briefly discussed and a Hess/Naylor motion was made to approve advertisement. Motion passed unanimously.

Solicitor's Report:

Attorney Devon Myers reported on the following:

York County Treasurer's Office: Tax Collection for Northeastern School District –

A Barlett/Hess motion was made reaffirm Resolution 2022-07, giving permission for Council President Darryl Main to sign the final agreement between with York County Treasurer's Office to collect Northeastern School District school taxes for Mount Wolf Borough residents. Motion passed unanimously.

Drafted Noise Ordinance –

Council reviewed a drafted noise Ordinance, closely exampled from Manchester Borough's. Council discussed and reviewed at length. Councilperson Hess brought up concerns that the drafted Ordinance has no language to protect the resident that is in violation of this Ordinance. Councilperson Parish informed Council that he has discussed this Ordinance with York County Regional Police and suggested adding into the Ordinance that there are two complaints however an officer can be the second complainant. Changes were made to the section concerning violations and penalties. Council agreed that a warning should be giving first followed by an elevation of money fees. Council also wanted to add attorney/cost of prosecution to this section. This Ordinance will apply 24/7 with special exceptions for the parks. Attorney Myers will revise the Ordinance as discussed and send out a revised version for Council to review. Council is hopeful to motion for advertisement at the August meeting.

Fire Work Law Amendment –

Attorney Myers informed Council that the firework law has been amended and she will review for the August meeting.

Zoning Officer's Report:

Zoning Officer Rachel Kling reported on the following:

Zoning Permit's Issued –

Kling provided Council with a copy of the spreadsheet used to list permits issued. Council reviewed.

UPDATE: Zoning Ordinance Update –

Council reviewed the updated map. There are six houses along Maple Street that are currently zoned industrial. If these houses ever wanted to make zoning changes, they would be required to follow the regulations for the industrial district. Therefore, Council discussed and agreed to making a change to the Zoning map adding these properties into the R2 district. A Barlett/Schleig motion was made to authorize the submission of these updates to the York County Planning Commission for review and comments. Motion passed unanimously.

UPDATE: Zoning Hearing Scheduling –

Kling informed Council that she finally landed on a date for the two requested Zoning Hearings. The scheduled date is July 27th, 2022. Hearings will begin at 5:30PM and the location of the hearings is Eagle Fire Company. All the required administrative tasks have been completed.

Treasurer's Report:

Treasurer Rachel Kling reported on the following:

Payment of Bills –

A Parish/Hess motion was made to approve the payment of checks payable #5235-5250 and ACH payment #13063880571, #183082338, #63243206, #10212327 and #510488, totaling \$16,060.26. Motion passed unanimously. Kling informed Council that unfortunately the printer "ate" checks tonight

and she was unable to print all invoices due. She has contacted the company used to purchase checks and is requesting an expedited shipment.

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

(Kling informed Council that the Truist account for the ARPA funds has not been reconciled for this month due to needing more information for allocating funds used within the accounting program.)

Receipt of Payment –

1. Kling has invoiced East Manchester Township for their portion of the 2022-2023 workers compensation coverage.

UPDATE: Banking Transfer to York Traditions –

Now that the June meeting minutes have been approved, Kling will transfer the previously approved funds to the new account with York Traditions Bank.

Mayor's Report:

Mayor Mo reported on the following:

Complaints Received –

Mayor Mo informed Council of complaints she has received. The first from a resident on Maple Street with a sidewalk excavated from work completed by Columbia Gas that has not been resolved since April. Mayor Mo will reach out to Columbia Gas regarding this issue. The second is continued complaints received from resident Steve Rouscher. Mr. Rouscher has voiced complaints of dirt of Plane Tree Avenue from the Inch & Co construction site. Council President Darryl Main suggested asking Inch & Co to clean their tires more often.

Response Letter to Landlords Concerning Rental Property Maintenance Ordinance -

Mayor Mo is still working on the response letter to the comments/concerns voiced during the Rental Property Maintenance Ordinance discussion. She would like for Council to review her response before sending it. Councilperson Parish suggested posting this letter on the website instead of mailing.

Streets:

Councilperson Denny Naylor reported on the following:

Handicap Sign Removal –

Naylor informed Council that maintenance is working to remove the handicap sign. The resident that requested to have the sign removed informed Mayor Mo that her new place of residency will not place one until notice is received that the sign in Mount Wolf Borough has been removed. Councilperson Parish stated that no handicap sign is not designated just to this resident, anyone can use it. Therefore, this shouldn't be an issue. Mayor Mo will communicate this information back.

Parks and Recreation:

Councilperson Dan Schleig reported on the following:

- Made contact for grant opportunities as well as playground updates.
- Was contacted by Mount Wolf Community Church requesting the use of Mount Wolf Park for a community day. Schleig approved this request however, they also wanted to ask if they could place signs around the park. Council responded that yes signs are allowed however they may not say the church's name or any religious language/political language.
- Councilperson Hess brought up concerns/complaints about a Mount Wolf Borough resident "acting" as a Borough maintenance employee and policing the Mount Wolf Park. Council will discuss this further in executive session.

Properties/Services:

Councilperson Brian McKenna reported on the following:

UPDATE: Security Cameras –

Councilperson Schleig informed Council that he met with Coulson Security to set up the app on his phone and the software onto his computer for surveillance. Will receive training information to pass onto Council. Council discussed amending the current record retention Ordinance for video surveillance at the Borough parks and the Borough building, maintaining surveillance for 30 days. Council will review further at the July committee meeting.

UPDATE: Lettering for the Borough Maintenance Truck –

McKenna provided Council with two quotes received. The first from Image 360, totaling \$228.48 and the second from Imagineerd Signs, totaling \$100.00. A Barlett/Schleig motion was made to approve the second quote from Imagineerd Signs, not to exceed \$150.00. Motion passed unanimously.

UPDATE: Lighting for Borough Maintenance Truck –

McKenna spoke to Borough Maintenance about lighting for the newest Borough maintenance truck and apparently the truck already has the lighting needed. Council was unaware of this and is pleased to hear this feature is already on the truck.

Budget & Finance:

Councilperson Michael Barlett reported on the following:

2023 Budget –

Barlett informed Council that it's time to start discussing the 2023 budget. He requested financial documents from Municipal Secretary Rachel Kling. Kling will provide.

Health and Safety:

Councilperson Josh Parish reported on the following:

Ambulance –

- 110 calls for the month with a 108 second chute time.
- Hospital cases of COVID-19 are ramping up again.

Fire –

- Received report for May.

- 24 calls for the month of May, with two of those calls within Mount Wolf Borough. No reported loss.

Police –

- Spoke with Chief about drafted noise Ordinance. They currently do not have a decibel meter and therefore suggested not referring to one within the Ordinance.
- Spoke with Chief about dealing with complaints and juvenile issues in the parks.

UPDATE: “.gov” Website –

Under federal law whomever holds the highest elected official position must be the signer of the approval letter. Council agreed that Council President Darryl Main holds this position. Next Council discussed that naming conventions must include “pa” at the end of the website address. Council discussed the options and agreed on “mtwolfpa.gov”.

Personnel:

Councilperson Todd Hess reported on the following:

UPDATE: Standard Operating Procedures –

Municipal Secretary Rachel Kling e-mailed drafted documents to Hess for review. Hess noted that these documents are extremely detailed and look great. Kling informed Council that this is a task she is working on as time allows, Council understands.

Council President:

Council President Darryl Main reported on the following:

Penn Waste Complaints –

All of Council is very aware of the issues pertaining to trash collection provided by Penn Waste, or lack thereof. Residents are requesting that Council ask for refunds. Council discussed. It was concluded that the first step is to heavily communicate the frustration of the residents and request better communication from Penn Waste whenever trash will not be collected.

Correspondence: NONE

Old Business:

- Rental Property Inspector
 - o Mayor Mo received an e-mail from an interested party in conducting the rental property inspections. Council discussed briefly and requested to meet them at the July committee meeting.
- Vacancy Chair Appointment
 - o Councilperson Brian McKenna suggested Kirstin Schaeffer and has had discussions concerning this vacancy on Council. Council requested to speak with Ms. Schaeffer at the July committee meeting.
- UPDATE: Extending Park Hours
 - o Council has concluded that providing better lighting at the Mount Wolf Park is the first course of action to successfully continuing this conversation. Councilperson Schlegel will

take a look at the current lighting and report back to Council at the July committee meeting.

New Business: NONE

Adjournment into Executive Session:

At 10:02PM a Parish/Hess motion was made to adjourn the regular Borough Council meeting and move into Executive Session to discuss legal strategy related to substantive Ordinance challenge and public safety. Motion passed unanimously.

Rachel Kling, Recording Secretary