

THE MOUNT WOLF BOROUGH COUNCIL MEETING

NOVEMBER 11, 2025

The Mount Wolf Borough held a meeting on Tuesday, November 11, 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:

Barlett/Parish motion to approve the minutes from the regular Council meeting held on October 14th and the Committee Meeting held on October 28th. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.

Barlett/Parish motion to approve the agenda. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.

VISITORS:

Charles Stambaugh; Chief Bryan Rizzo

PUBLIC COMMENTS:

Charles Stambaugh mentioned that he spoke at a state convention. The state has approved the marker for the Conewago Canal. They will be having a big celebration next October in York Haven.

Charles Stambaugh attended the meeting to discuss tax collection rules and compensation. Pat Poet said that the council agreed that he would not be given a key to the office for collecting taxes. He will be provided with dates when he can collect taxes when Jennifer Reiner and Kimberly Kunkle are in the office. Bond will need to be set, and he will need to be audited. Charles asked about the possibility of a drop box. Josh Parish stated that we didn't want the

borough to be liable. It was decided that taxes should be mailed to a designated PO for tax payments. Charles also asked about old tax records, and he was told he would need to contact the York County Tax Collector's office to obtain those records. Council told him that he should come down during office hours to get the old tax records from when he was previously the tax collector. The returned check fee was discussed. Charles is going to check with his bank to see what they charge. Devon said that a resolution should be done now to confirm the compensation rate. Kimberly Kunkle will set a reminder to review the tax collection compensation in November 2028.

ENGINEERS REPORT:

Naylor/Parish motion to approve the Local 4 Grant Resolution 2025-09. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.

Naylor/Parish motion to approve the Statewide Local Share Grant Resolution 2025-10. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.

Josh Parish reported on the damage to the sidewalk on N 4th Street. Chris Owens is going to look into it.

Dennis Naylor reported that there would be more paving done before the end of the month.

SOLICITORS REPORT:

The Kinsley/Columbia Gas violation at 40 N. 4th Street was discussed. This will be added to the agenda for next month for further discussion and action.

Tax Collection Rules and Compensation were discussed. This will be added to the agenda for next month for further discussion and action.

Naylor/Barlett motion to advertise the 2026 Budget as presented with changes. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.

The mandatory reorganization meeting was discussed. It will be advertised with the 2026 meeting dates. Pat Poet will contact Judge Eckenrode to confirm the time he can come to do the swearing-in. This will be added to the agenda for next month's meeting.

The volunteer service credit program was discussed. This will be added to the agenda for next month for further discussion and action.

ZONING OFFICER REPORT:

Kimberly Kunkle reported that Jodi from Barry Isett is working with Tupper Sverduk on the permits and zoning board hearing for the property at 5 Center Street. She asked if we have a

zoning board hearing checklist. Kimberly Kunkle will ask Jodi if they have a checklist from another municipality, per Devon Myers' suggestion. Kimberly Kunkle will also contact John (Jack) Elliott at Anstine & Sparler to find out if he hires a stenographer and advertises for zoning hearings.

SECRETARY'S REPORT:

Kim Kunkle reported on the following:

- Barlett/McKenna motion to hire Ellis Pest Control for quarterly service. The motion passed with 5 votes in favor and 1 vote against. Larry Murray Jr. abstained from voting. Also, Ellis Pest Control came and treated for the bee issue.
- Barlett/McKenna motion to purchase the computer equipment not to exceed \$3200. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.
- Barlett/McKenna motion to authorize Josh Parish to contact MBIT on behalf of the Borough and discuss and fine-tune the support quote not to exceed \$300 a month. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.
- Parish/Barlett motion to renew the Lift Off Office 365 Annual Subscription. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.
- Naylor/McKenna motion to have Kimberly Kunkle sign and mail the verification and consent to transfer assets form for the Manchester Ambulance Club Dissolution. The motion passed with 5 votes in favor and 0 votes against. Larry Murray Jr. & Josh Parish abstained from voting.
- The recycling grant application has been submitted.

TREASURER REPORT:

Payment of Bills ~ Report of Finances ~ Receipt of Payments

Barlett/Schleig motion to approve the payment of bills, report of finances, and receipt of payments. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting

An item will be added to the January agenda for the discussion of the ecode update.

MAYOR'S REPORT:

Mayor Mo reported on the following:

- She performed 1 wedding.
- She reported that the Trick or Treat was a success, even with the questionable weather, and that Mark Sands is looking for someone to take over this event for future years.

- She attended the emergency management meeting. She said that Mike Fisher is doing an excellent job updating things and staying on task. They are in the process of replacing all radios.
- Mayor Mo & Josh Parish plan to attend the Fire Services Meeting on November 12th at 5:30 PM at the East Manchester Twp. building.
- She reported that she did start working on the landlord letters. She'll coordinate with Jennifer Reiner to get the invoices generated and mailed out. There are copies of the rental property ordinance in the office if anyone requests a copy. Josh Parish will also post it to the website. With their invoice, they will get a schedule of when inspections will be performed and an inspection checklist.
- She spoke with Dorothy Bretz regarding the water issue she reported.
- She said that the non-profit coalition is having a community gift exchange in January. It will be held at the Lutheran Christ Church in York Haven on Saturday, January 17th, from 2 pm to 4 pm. There will be more information to come after they confirm the location and finalize the details.

STREETS REPORT:

Dennis Naylor reported on the following:

- Leaf pickup is in progress.
- We are in good shape for road salt. We usually get about 3 to 4 loads per year.
- Naylor/Schleig motion to advertise the sale of the old truck. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting. Kimberly Kunkle will submit the legal advertisement for publication.
- The discussion of possible backhoe purchase options was discussed. This will be added to the December agenda.

PARKS AND RECREATION REPORT:

Dan Schleig reported that Mark Sands and the VFW did a good job with the Halloween event. They had a good turnout.

He also reported that he received a quote for \$100,000 from River Valley Landscapes to remove the existing piece of shaky park equipment and the timbers, and replace it with new equipment, new borders, and mulch.

Placing a fence or shrubs was discussed. It was decided that Dan would get more information before proceeding.

PROPERTY AND SERVICES REPORT:

Brian McKenna reported that the paint that was chipped away at the siding has been fixed.

He will tell the guys to put the plow on the old truck and put a for sale sign on it.

BUDGET AND FINANCE REPORT:

Barlett/Schleig motion to authorize Jennifer Reiner to engage with Traditions Bank to set up direct deposit for payroll. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting.

Naylor/Barlett motion to advertise the 2026 budget. The motion passed with 6 votes in favor and 0 votes against. Larry Murray Jr. abstained from voting. Kimberly Kunkle will submit the legal advertisement for publication.

HEALTH AND SAFETY REPORT:

Josh Parish reported on the following:

- The fire company has been having a lot of events. They hosted a veteran's day breakfast. Next weekend, on Saturday, they are having a holiday vendor craft show at the fire hall. They will also be having their annual Santa run in December.
- He spoke with someone who does cat rescue, and she told him that anyone can trap cats. He suggests that the council consider purchasing some traps and having citizens give a \$25 deposit to borrow the traps and return the traps after they are finished with them.
- Wellspan has a new EMS chief. He's going to get his information and speak with him to try to establish a good line of communication.
- He reported on the proposal from Northern York County Regional Police to provide police services to the borough. His personal opinion is that we continue forward with the police services that we currently have. The current police contract expires at the end of next year. If we want out of the contract, we need to give them a year's notice.

PERSONNEL REPORT: No Report

PRESIDENT'S REPORT: No Report

OLD BUSINESS: No Report

NEW BUSINESS: No Report

Parish/Schleig motion to adjourn the meeting and enter into an executive session to discuss the requirements of borough council members, motion passed unanimously. The meeting was adjourned at 10:00 pm. The executive session was adjourned at 10:15 pm.

The next Committee Meeting will be held on Tuesday, November 25th, @ 7 pm

The next Council Meeting will be held on Tuesday, December 9th, @ 7 pm