THE MOUNT WOLF BOROUGH COUNCIL MEETING

SEPTEMBER 8, 2026

The Mount Wolf Borough held a meeting on Tuesday, September 8, 2026. President Michael Barlett called the meeting to order at 7:00 p.m.

ATTENDANCE:

The following Council Members were present: Brian McKenna, Larry Murray Jr., Mayor Josh Parish, President Michael Barlett, Vice President Dennis Naylor, Dan Schleig, Travis Altland, and Todd Hess

Official: Attorney: Devon Myers

Treasurer: Jennifer Reiner, Secretary: Kimberly Kunkle, Maintenance worker: Blane Bowers, Engineer: Chris Owens

ABSENT:

APPROVAL OF MINUTES AND AGENDA:

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

Schleig/Altland motion to approve the minutes from the Regular Council meetings held on August 11th and the Regular/Committee meeting held on August 25th, motion passed unanimously.

VISITORS: Chief Bryan Rizzo, YCRPD, Mark Sands, MaryAnn Beaverson

PUBLIC COMMENTS:

Mark Sands attended the meeting to discuss and get council's approval for the Mysterious Mt. Wolf Trick or Treat Trail. This will be added to the next meeting's agenda for authorization. Road closure authorization for the Halloween Parade will also be added.

MaryAnn Beaverson attended the meeting to thank Travis Altland and his crew for a great job of cleaning up the end of 4th Street. She also thanked the council members for getting it done.

Chief Bryan Rizzo attended the meeting to see if there was anything that needed to be addressed. Michael Barlett asked where we stood with the temporary speed bumps. Chief Bryan Rizzo said that you need to do a traffic study. Josh Parish said that he heard that PennDOT is threatening to take away liquid fuels funds away from anyone who has speed bumps. Dennis Naylor said that he saw that officers were occasionally observing the intersection of 3rd and Chestnut Streets, and he recommended that they do it after school lets out between 3 and 3:30.

PUBLIC WORKS REPORT:

Schleig/McKenna motion to advertise the backhoe again, motion passed unanimously. Kimberly Kunkle will prepare and submit the second legal notice for advertising.

Michael Barlett is going to reach out to Manchester Borough regarding the leaf box.

Blane Bowers reported on the following:

- All the painting in the borough is done. He did extend the painted section at the dock area at Georgia Pacific for them to have more room to get the trucks in and out. He has roughly 7 gallons of paint left.
- He took the dump truck down to his place on Friday and washed it, waxed it, and cleaned it out. There are some issues with it.
    - The window washer doesn't work.
    - The rear strobe light on the driver's side isn't working.
    - The check engine light is on all the time.

  Michael Barlett suggested taking it to Beshore and Koller to get it checked, especially since they are safety issues.
- He's looking at loading up the debris and taking it over to the orchard tomorrow. Dennis Naylor said it would be best if he did it in the morning.
- They got rid of a big table downstairs. He cut it up into pieces so that it would fit into the pickup truck and took it down and put it in the dumpster.
- He asked if they should get rid of the empty filing cabinets that are in the basement below the office. His suggestion was that they pick a Saturday and get a few guys together to bring them up and place them on the curb. He'll bring the backhoe down to move them. Some of the filing cabinets have documents in them so they will need to stay until they can be looked through to determine if they are needed. Jennifer Reiner reminded them that a resolution would need to be drafted and approved in order to properly dispose of any documents. Devon Myers said that the records retention manual would need to be followed to dispose of any paperwork. She stressed that we must comply with those rules.
- He and Ted went down and cleaned out the snack shack.
- He asked about the blacktop that they need to get rid of. He's going to contact Eco-Fill to see if they can take it there or if they have a suggestion about where they can take it.
- He asked if they have the ok to cut the old telephone poles that are rotten into small pieces and place them in the dumpster so many at a time. Michael Barlett said he wouldn't see why they couldn't.
- They are having issues with Penn Waste not coming and emptying the dumpster. Josh Parish said that they should call Penn Waste and report that the dumpster wasn't emptied and they will send someone to empty it.
- He asked if they should put the flags down for 9/11. Josh Parish and Michael Barlett said yes. They are going to put them down on Friday and back up on Monday. Josh Parish mentioned that Union Fire Company in Manchester is having a 30-minute memorial service by the flagpole at their station at 8:30am on Friday 9/11. Everyone is invited.

ENGINEERS REPORT:

Chris Owens reported on the email from the attorney for the Sewer Authority and the two alternatives they proposed for road repair. Council members discussed this and Chris will investigate further and give his recommendation as to how to proceed with getting the roads fixed. Dennis Naylor said that he thinks that 4th Street is the worst and needs to be addressed.

Naylor/Altland motion to authorize Chris Owens to do site analysis on the streets, motion passed unanimously.

Michael Barlett brought the sinkhole in the alley behind 4th Street to Chris Owen's attention and asked him to investigate it. Josh Parish brought it to the Sewer Authority's attention and they had it covered with steel plates.

SOLICITORS REPORT :

Review fee resolution to include an application fee for flood plain management will be added to the October council meeting agenda.

Hess/Schleig motion to authorize putting the joint refuse collection contract with Manchester Borough out for bid, motion passed unanimously. Manchester Borough is drafting up the bid specifications. As soon as they are drafted Devon Myers will send them to council for their review.

Devon Myers said that we can move forward with scheduling a hearing for the dangerous building at 168 Maple Street. The hearing will be scheduled for 6pm on October 27. At the August meeting council authorized CGA Law Firm to send a notice to the property owner.

Council members discussed the findings of the dangerous barn located at 117 S. 3rd Street. They would like Barry Issett & Associates to send a courtesy letter to the residents letting them know the findings and giving them a chance to take care of the issues before they go on the route of scheduling a hearing. Kimberly Kunkle will reach out to Abigail Miller at Barry Isett and ask her to send the letter.

NEYCSA Intermunicipal Agreement was discussed. Josh Parish updated council on the discussion that took place at the last Intermunicipal meeting. He said the solicitors who attended the meeting were going to start sending around red lines to review. Devon Myers is going to reach out to see if she can be included in that correspondence. Todd Hess said he'd like to review all of the agreements since 1987 to see what changes have been made and why the rates are what they are. He submitted a request to the Authority and is awaiting the documentation. Devon Myers said after the information is gathered and reviewed; council may want to put provisions in the agreement that would restrict spending or require prior approval.

ZONING OFFICER REPORT:

No Report

SECRETARY'S REPORT:

Naylor/Hess motion to approve paying $1244 to the SPCA for the 2027 animal care and housing agreement, motion passed unanimously.

Kimberly Kunkle reported that an email was received with a status on the items that have been completed and what still needs to be done for Poeduk Bays.

McKenna/Hess motion to approve paying $300 to renew the 2027 Klugh Animal Control Services Contract, motion passed unanimously.

TREASURER REPORT:

Payment of Bills ~ Report of Finances ~ Receipt of Payments

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

Jennifer Reiner highlighted the following from her report:

- We received a reimbursement payment from Northeastern School District for the crossing guard and half of the mulch for the playground.
- She paid:
    - $3,000 to Millennium Strategies for the park grant
    - Travis for the work done on 4th Street

MAYOR'S REPORT:

Mayor Josh Parish reported on the following:

- He did not perform any weddings.
- He sent out 6 grass letters so far. They were mailed first class by Kim on August 31st. He's going to go check the properties tomorrow since that will be 7 business days to see if the issues have been addressed. If the issues were not taken care of then a second letter will be sent via certified mail. If the issues have not been taken care of 7 business days after the second letter was sent certified mail, then he'll contact someone to cut the grass, and the property owner will be invoiced. He asked council members to email him with suggestions of insured people he could contact to take care of the grass if it becomes necessary.
- He received a complaint regarding New York Wire about weeds in the area where the fire service pond is. Council members said that a letter should be sent requesting they clean up the weeds.
- Software purchase discussions are still ongoing. Brian McKenna is going to reach out to Dean for an update.

Naylor/Schleig motion to authorize road closure of Maple Street from Mt. Wolf Elementary to the borough line in Manchester from 5pm to 6pm for the Homecoming Parade on Thursday October 1st, motion passed unanimously.

Kimberly Kunkle will put road closure authorization for both the Mysterious Mt. Wolf Trick or Treat Trail and the Halloween Parade on the next meeting's agenda.

STREETS REPORT:

We have already discussed the Sewer Authority and authorized Chris Owens to do site analysis on the streets.

PARKS AND RECREATION REPORT:

Dan Schleig reported on the following:

- The Old Timers had reached out to use the Mt. Wolf field. He told him that his agreement is evergreen unless someone cancels it. They send in their COI, so we have it on file. There games would be on Sundays at 10 and 12. He's going to send an email to Manny to see when he was planning on using the fields.
- He asked Devon about the status of the usage agreements. She's working on finalizing them. Kimberly Kunkle will put it on the agenda for the October council meeting.
- He proposed that we should have a yearly agreement [not Evergreen] that they must sign by February 28 for spring season. Also, one that must be signed prior to the fall season. On the agreement they would need to specify dates and times. Then it would be easier to track field usage. Devon Myers said that if the current agreement is automatically renewed then a termination letter would need to be sent to terminate the agreement. In that letter tell them that they need to provide the dates and times and an official request for an agreement for next year. From there we can start agreements that will terminate yearly.
- He brought up the runoff that's always covered in mud near the pavilion that he did some research on. It was discussed and he's going to see if he can come up with something that the maintenance guys can do to resolve the issue.

Dennis Naylor reported that Ted spent extra time dragging the baseball field.

PROPERTY AND SERVICES REPORT:

No Report

BUDGET AND FINANCE REPORT:

Todd Hess said that he's in the process of reviewing the budget. He asked for a timeline as to when it needs to be finalized, advertised, & approved. Josh Parish and Michael Barlett said that it will be discussed in October, approved for advertising in November, & the final vote in December. Kimberly Kunkle will put Discuss/Action on budget on the October agenda and keep it on the agendas until the final vote.

HEALTH AND SAFETY REPORT:

Brian McKenna reported on the following:

- He didn't receive any new EMS or police numbers.
- He did receive an update from Eagle Fire Company for July reports.
    - 4 Trainings
    - Bingo fundraiser and raffle ticket sales
    - 27 runs in the month of July

Josh Parish said that the fire company had their annual pump testing today.

PERSONNEL REPORT:

No Report

PRESIDENT'S REPORT:

Michael Barlett said to keep Authorization to codify for ECode 360 on the agenda. He's going to continue calling them until he gets to speak with someone. Apparently, they only have one person who deals with it so they have been playing phone tag.

UNFINISHED BUSINESS:

Jennifer Reiner reported on the following:

- Barry Isett & Associates have the list of 2026 inspections, and they will be reaching out to schedule them.
- She's going to prepare and send out collection letters to people who have not paid.

Josh Parish asked about the license side of the rental properties. Jennifer Reiner stated that this is a learning process since there was never a procedure put in place for us. We don't have a rental registration form, so we are creating these things. Next year when we send out invoices, we will include a registration form so that we can get phone numbers for scheduling inspections.

Review Keeping Animals Ordinance will be kept on the agenda for the committee meeting.

Josh Parish said that the sidewalk ordinance should be reviewed so that we have an enforceable ordinance. Michael Barlett said that Mechanicsburg has a very good one. He's going to look up the Mechanicsburg curb and sidewalk ordinance so that it can be used for comparison.

NEW BUSINESS:

Kimberly Kunkle mentioned that she received an email about the overgrown bamboo next to the railroad tracks. She replied to the email letting them know that Ted cut it back. The gentleman said to let him know if the railroad is responsible for the overgrown vegetation. Dennis Naylor said that they will go take a look.

Naylor/Schleig motion to the meeting and enter into an executive session to discuss personnel at 9:30 pm, motion passed unanimously.

The next Regular/Committee Meeting will be held on Tuesday, September 22nd, @ 7 pm

The next Regular Meeting will be held on Tuesday, October 13th, @ 7 pm