

# MT WOLF BOROUGH MINUTES

April 13, 2015

## **CONVENE**

The Mount Wolf Borough Council met in a regular session on Monday, April 13, 2015, beginning at 7:00 p.m. The meeting was called to order by Vice President, Dennis Naylor. This meeting is being held today instead of tomorrow because of a scheduled TMI drill which will be going on tomorrow evening at the East Manchester Township building.

## **ATTENDANCE**

The following council members and other officials were present:

**Council** -- Mike Amsler, Dan Davis, Les Jordan, Bill Marquis, Dennis Naylor, Ron Witmer, Pat Poet, Mayor Mo Starner, Attorney Joe Gothie, Steve Kehler, Engineer Christopher Owens, and Zoning Officer, Sande Cunningham were present. Mandy Davis, recording secretary, was absent. Pat Poet is taking minutes for her this evening.

**Visitors in Attendance** -- John Zielinski and daughter, Laura, who is in attendance to fulfill a requirement of her High School Civics class; Charles Stambaugh, Marshall Collins and Steven Rouscher.

## **AGENDA/MINUTES**

A Marquis/Amsler motion was made to approve the agenda and minutes as presented. The motion was passed unanimously.

## **ENGINEER'S REPORT**

Christopher Owens reported on the following:

**Intermunicipal Agreement Ordinance for Chesapeake Bay Initiative** – Because DEP did not move on the Chesapeake Bay Initiative in a timely fashion, the Ordinance that was passed previously is no longer valid. Attorney Gothie will be advertising a new Ordinance to be approved at the May meeting of Borough Council to fulfill the requirements to join with the other municipalities on this project. Attorney Gothie did speak with Pam Shellenberger and she is aware that the ordinance will be up for vote in May.

**DEP Bridge Repair Permit** – Engineer Owens had applied for a GP3 permit from DEP, which he thought would satisfy DEP because of the small repairs that were going to be done to the South Main Street bridge. DEP, however, has required him to apply for a GP11 permit and withdraw the application for the GP3 permit. He explained that this permit will be good for a number of years for repairs that may be needed in the future.

**Possible MS4 Audit** - Engineer Owens shared that York Township had been audited for their MS4 and he has gathered all the information that an auditor would ask for should Mt. Wolf Borough be audited and placed it in a notebook for easy access. This notebook will be left in the meeting room on the table because Chris may need to update it from time to time. The annual MS4 report was presented for Dennis Naylor's signature.

**Pothole/Street Repairs** – Denny and Chris traveled the Borough and noted the potholes that need attention, as well as areas in alleys in particular that are cracked and need replaced. Chris marked and measured all the repairs needed and estimates that the cost would be \$25,000. Council requested taking another look at those areas and perhaps eliminating the paving of the alleys to reduce the price. Chris will provide that information at the May meeting. At this time there is approximately \$34,000 in liquid fuel funds available; however Council would like to begin saving a portion of those funds each year to put towards a larger project in the future.

**Empty Lot** – Chris noted both he and Sande Cunningham have been in contact with Herb Poe regarding the empty lot along Maple Street beside Wolfy's. They are waiting to hear from the Sewer Authority when a sewer connection permit has been issued before taking any additional steps.

## **VISITORS**

**Steven Rouscher** – Mr. Rouscher requested that the Borough send a letter to him with regard to the flag pole replacement at the Mt. Wolf Park and he will reimburse the Borough \$500 toward that cost. He also noticed that the flag pole at the outfield of the Wolves' field, corner of Walnut and South 6<sup>th</sup> Street, is in need of repair or replacement. He noted that if the Borough and/or the Wolves would pay for part of that repair or replacement, he is willing to match up to \$500.00 to have that work done as well.

Mr. Rouscher also brought to Council's attention the fact that Manchester Borough paved Plane Street with stone, and he asked if Borough Council was asked about that prior to Manchester doing it. No one was aware that was being done. Plane Street is located in Mt. Wolf Borough, not Manchester Borough. Dennis Naylor and Chris Owens will take a look at the street and see what can be done at this point. Mr. Rouscher noted the stones are washing out the street and piling up in areas, making it very difficult to clean. The stones are also washing down onto Maple Street. Dennis Naylor will contact Mr. Rouscher after the inspection is completed.

**Marshall Collins, NE Ambulance Representative** – Mr. Collins presented the monthly ambulance call report to Council. Some discussion was held regarding their personnel. He explained that most of their personnel are paid which cover 24/7. They work twelve hour shifts, 5 – 5 and there are typically two ambulances available for calls. He also noted there are some volunteers that assist.

## **SOLICITOR'S REPORT**

**Revised Ordinance** – Attorney Gothie provided the modified Ordinance for the Chesapeake Bay Pollutant Reduction Plan which he wishes to advertise. An Amsler/Marquis motion was made to authorize the advertisement of the Ordinance for approval at the May Council meeting. Motion passed unanimously. This ordinance will allow Mt. Wolf Borough to pool resources with other municipalities instead of each municipality having to come up with their own Pollutant Reduction Plan.

**Chuck Kraft Subdivision Plan** – Attorney Gothie will be passing on the signed subdivision plan for the Kraft property on South Main Street to the Kraft's Attorney.

**Yaufr Agreement** – A copy of the signed document was provided to Attorney Gothie for his review.

## **ZONING OFFICER'S REPORT**

**E-mails** – Zoning Officer Sande Cunningham reported receiving many e-mails from Attorney Gothie for her files and information. Sande is at the Borough office every Tuesday evening from 6 – 8 pm, with the exception of the first Tuesday of each month, when she will be here from 5 – 7 PM.

**Conditional Use Hearing** – Sande is setting up a Conditional Use Hearing to be held at the May 12<sup>th</sup> Council meeting, beginning at 7:30 PM, for the Hess's daycare proposal on South 5th Street. She will be sending letters out to adjacent property owners, as required.

**Revised Building Permit Application** – Sande provided a copy of the revised Building Permit application. Pat will contact the webmaster to replace the permit that is currently on the website with the new one.

**Sidewalk Repairs** – Discussions were held regarding sidewalk repairs. A Marquis/Davis motion was made to waive all permit fees for sidewalk repairs/replacements in the Borough through the end of 2015. Motion passed unanimously. The subject will be revisited next year. It was noted the property owners still are required to obtain a permit for their sidewalk repairs/replacement, but it will be at no cost.

## **STREETS**

Nothing additional to report.

## **INSURANCE**

**Workman's Comp Insurance** – Bill Marquis reported that the workman's comp insurance is up for renewal in June. Steve Kehler and Bill will meet with the insurance representative to review the policy. Someone from the company that Mike Amsler works for will also be providing a quote to the Borough. The Worker's Compensation estimate for next year is \$15,818.

## **MAYOR'S REPORT**

**Mt. Wolf Park Complaint** – Mayor Starner received a complaint letter from a resident who lives on South 4<sup>th</sup> Street across from the park. He said there are a group of kids that are being vulgar and using foul language. After discussion, it was decided she will request a Police Officer visit the resident and also keep watch over the park.

**Firefighter's 5K** – A letter was received on the 5K that will be held later in the year.

**Memorial Day Parade** – An Amsler/Jordan motion was made to approve the use of Walnut, Maple and Main Streets in the Borough for the Memorial Day parade on May 25<sup>th</sup>, which will begin at 9 AM at Thornton Chevrolet and end up at the Mt. Wolf Park. Motion passed unanimously.

**Previous New York Wire Property** – Mayor Starner spoke with a Borough resident who was concerned with the brick wall standing along this property because it was leaning. She took a photo of the wall and felt that it did not look threatening, but she did contact the owner of the property, Tony Dahbura. He assured her he will take a look at the wall.

**Carnival** – Unfortunately, Mayor Starner has not received any replies from the carnival companies she contacted. She is moving ahead with the carnival plans.

**Sidewalks** – Mayor Starner ask if anyone would like to join her to inspect the sidewalks in the Borough so that additional letters can be sent out to those residents who need their sidewalks repaired or replaced.

## **PARKS & RECREATION**

**Mulch for Park** – Mike Amsler has placed an order for the mulch at the Mt. Wolf Park. He ordered an additional 5 yards, totaling 35 yards, because of discussion last summer that more mulch should be ordered when the next order was placed. The total cost for the mulch is \$857.20. Discussion was held regarding sending a letter to Northeastern School District to ask for a donation toward the purchase of the mulch since the Mt. Wolf Elementary School uses the park as a playground for their students each day.

**Grandstand Repairs** – Mike obtained a quote of \$2,041.00 from Yorktowne Construction on South 5<sup>th</sup> Street, for needed grandstand repairs on the side of the grandstand, which includes re-pointing of brick. A Davis/Jordan motion was made to approve the repairs to the grandstand at an estimated cost of \$2,041.00. Motion passed unanimously.

## **BUDGET & FINANCE**

**Payment of Bills** – An Amsler/Marquis motion was made to approve the payment of bills as presented. Motion passed unanimously.

**Snow Removal Costs** – Les Jordan noted we had \$4,000.00 budgeted this year for snow removal and the actual cost was \$4,144.00.

## **HEALTH & SAFETY**

**Background Checks** – Discussion was held on background checks, not only for crossing guards, but perhaps maintenance employees as well because they work in the parks at times when children are present. Dan Davis will go through the school district on this. Attorney Gothie suggested the Borough pay for the checks if the employees clear the background checks. Dan will come up with a written policy and forward it to Attorney Gothie for his review.

## **PROPERTIES AND SERVICES** – No Report

## **MISCELLANEOUS BUSINESS**

**General Code Proposals** – Two proposals were given to the Borough for recodification of the Ordinances. After discussion and review, an Amsler/Marquis motion was made to approve the proposal for recodification from General Code totaling \$13,773. Motion passed unanimously. The work for this proposal will take up to two years to complete. Pat will send the signed authorization and agreement to General Code tomorrow.

**Tuesday Hours Signup** – Calendars were provided to sign up for Tuesday hours for May, June and July.

**Building Condition** – Bill Marquis reported on a building that looks as though it could fall down on South 2<sup>nd</sup> Street. Mayor Starner will take a look at it.

**Mowing at Greiman Park** – Bill Marquis feels the mower the Borough uses at Greiman park is too heavy and is damaging the fields. John Zielinski suggested looking at the mower tires and replacing them with turf tires if possible.

## **EXECUTIVE SESSION**

At 8:45 PM a Davis/Amsler motion was made to go into Executive Session to discuss potential litigation. Motion passed unanimously.

At 9:05 PM a Davis/Amsler motion was made to end the Executive Session and resume the regular meeting.

## **MISCELLANEOUS BUSINESS (CONTINUED)**

**Northeastern Sewer Project/Refinancing** – Pat Poet reported on an intermunicipal meeting held at the Authority's office that Bill Marquis attended along with representatives from Manchester Borough and East Manchester Township. The outfall line project and refinancing were discussed. The Authority hopes to be able to complete the project with money saved by refinancing, which will most likely cost over one million dollars.

**TMI Drill** – A reminder that the TMI drill will be held tomorrow at the East Manchester Township building.

**New Baby!** – Congratulations were given to Dan Davis (and Mandy) on the birth of their new son.

## **ADJOURN**

At 9:15 PM a Davis/Amsler motion was made to adjourn. Motion passed unanimously.

Patrice Poet, Acting Recording Secretary