

MT WOLF BOROUGH MINUTES

March 14, 2017

CONVENE

The Mount Wolf Borough Council met in a regular session on Tuesday, March 14, 2017, beginning at 7:00 P.M. The meeting was called to order by Council President, Bill Marquis.

ATTENDANCE

The following council members and other officials were present:

Mike Amsler, Dan Davis, Les Jordan, Bill Marquis, Dennis Naylor, Pat Poet, Mayor Mo Starner. Because of the snow storm, Dave Mickley, Recording Secretary Mandy Davis, Engineer Christopher Owens, Solicitor Margaret Driscoll and Zoning Officer Sande Cunningham were unable to attend tonight's meeting. Pat Poet took the minutes in Mandy Davis' absence.

Visitors in Attendance – Bill Davis and Clair Rivera from the Mt. Wolf Fire Company.

AGENDA/MINUTES

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

PUBLIC COMMENT/ANNOUNCEMENTS

Mt. Wolf Fire Company – Mr. Bill Davis introduced Clair Rivera as the new President of the fire company. They both reported on the internal audit that was completed and discussed updating and creating new financial procedures documents. These changes will be presented to the body of the fire company at their April meeting to be reviewed and voted upon. A recommendation to have an independent audit will be included along with the other proposed changes.

ENGINEER'S REPORT

No report.

SOLICITOR'S REPORT

No report.

ZONING OFFICER'S REPORT

No report. Sande's monthly permit report was provided for review.

TREASURER'S REPORT

Payment of Bills – An Amsler/Naylor motion was made to approve the monthly March invoices for payment. Motion passed unanimously.

YTD Report – Pat Poet asked if we could begin receiving at least quarterly reports showing where we stand year to date on the budget. Discussion will be held later on this subject.

7:15 PM – Les Jordan entered meeting.

MAYOR'S REPORT

Handicapped Spaces – Mayor Mo reported receiving only one reply for a handicapped space from the letters she sent out. The Handicapped Parking Space Ordinance will need to be modified because since adopting the Ordinance, it was discovered the Borough is not authorized to charge fees for the installation of a handicapped space. Discussion was held regarding painting over the handicapped spaces of the people who did not respond to the Mayor's letter. She will send a second letter out to those who did not respond.

Calling Snow Emergencies – A Snow Emergency was not called for the snow storm today. Keith Orendorf spoke with Denny Naylor about this and said he felt it would be easier to plow if a Snow Emergency had been called. Mayor Mo will keep that in mind for future storms.

LTAP Training – Bill noted this training will be held on a Wednesday in April from 8 AM – 12 Noon. This class will enable the people who attend to perform traffic studies and eliminate the need for the engineer to complete the study. Bill Marquis, Keith Orendorf and Jay Hitz are interested in attending this training.

STREETS

Snow Removal – Denny reported receiving a call at 9 PM from 911 last evening notifying him it was snowing. The Mt. Wolf crew began plowing at midnight through early morning. At 7 AM two replacements took over and Denny plowed from 11 AM – 2:30 PM. The streets looked good and many were bare but after tonight's scheduled wind, they may become icy again.

Snow Blower – Unfortunately, Bill reported the new snow blower was not working properly and kept clogging up. Bill contacted Jim Weire from Ace Hardware and there will be a mechanic coming tomorrow morning to check out the snow blower.

Georgia-Pacific – Georgia-Pacific was shut down today and it appeared Neal Gingerich was cleaning up their parking lot. Georgia-Pacific did not contact the Borough regarding snow removal.

PARKS & RECREATION

New Benches – Mike Amsler reported the three benches were ordered to replace the concrete benches along the outfield at the ball park along South 6th Street. They should arrive in approximately five weeks. Borough personnel will be installing the benches.

Mulch – The annual mulch order was placed from Zeiger Brothers. This year's order was increased because of covering an additional area where grass cannot grow. The total cost will be \$1,224.10. Mike estimates the mulch to be delivered on the 10th or 11th of April and if the weather cooperates, the ladies from the prison will be able to install the mulch a few days later.

Basketball Court Lights – Dave Mickley will be checking these lights with a bucket truck when he has a chance to see if they still are in operating condition. The tall pole lights at Greiman Park were discussed and concerns about their safety because they are very old. Council will attempt to find someone who could investigate the condition of these lights. Because of their height, regular bucket trucks are not sufficient to reach them.

PROPERTIES AND SERVICES

Street Lights – Dave Mickley will be reporting back to Council on the possibility of changing the street lights in the Borough to LED bulbs. He is going to check if the Borough would have to replace all the lights at once, or if they could be replaced one street a time, along with what the cost will be to do that. It is estimated that the electricity costs with LED bulbs would decrease by almost 50% of what the Borough is currently paying.

Street Barriers – Mayor Mo noticed some street barriers Manchester Borough uses when temporarily closing streets. Currently Mt. Wolf Borough only uses cones and people just move them and drive through. The barriers Manchester Borough uses were made by their employees with PVC piping that can be easily connected to cones along with a "Street Closed" sign. Council agreed to instruct Keith to make a few of these barriers for use within the Borough.

Rotting Telephone Pole – Mayor Mo noted a telephone pole across from the Borough Office along Bear Alley is rotting. Mike Amsler said Met Ed will not replace the pole unless it is leaning.

BUDGET & FINANCE

Reports – Les will be discussing with Treasurer Steve Kehler the possibility of again providing Council members with at least a quarterly income/budget statement. It was also suggested that Steve begin working on an Operations Procedure booklet explaining the work he does and how he does it so that in the event he would not be available to do his job, someone else could proceed using this information as a guideline.

HEALTH & SAFETY

Meet the Chief – Dan Davis reported Chief Rizzo has begun holding periodic meetings with the public so they are able to meet him and ask any questions they may have regarding the Police Department. The first one was held at the Bobcat Creamery on March 3rd. Dan will provide information to Council in April on how the meeting went.

PERSONNEL

No report.

NEW BUSINESS

Helper Steps for Trucks – Bill reported Keith would like to get helper steps installed on both the pickup and dump truck. Because of the new tires on the dump truck, it now sits higher than before. Dan will look into obtaining these steps for the trucks. Keith questioned if there is some kind of steps that could be installed along the side and/or back of the pickup to assist them in getting to the back and alongside of the truck when they need to do work on the salt spreader. Dan said he would investigate that as well.

New Lawn Mower – A Jordan/Davis motion was made to purchase a push behind power lawnmower from Manchester Hardware at a cost of \$279.00. Motion passed unanimously.

Right to Know – Bill reported he watched a webinar on Right to Know through the Boroughs Association. Dan is obtaining information on RTK from Attorney Driscoll and will have a report at the April Council meeting. Council will then be able to decide what the policy will be on RTK requests.

Webinars – Bill provided a list of webinars the Boroughs Association holds in the event someone would be interested in watching any of them.

ADJOURN

At 8:36 PM an Amsler/Davis motion was made to adjourn. The motion passed unanimously.

Patrice Poet, Acting Recording Secretary