

Mount Wolf Borough Minutes

Regular Meeting

March 13, 2018

Convene:

The Mount Wolf Borough Council met in regular session on Tuesday, March 13, 2018, beginning at 7:00PM. The meeting was called to order by Council President, Bill Marquis.

Attendance:

The following council members and other officials were present:

Council – Mike Amsler, Eddie Kuntz, Darryl Main, Bill Marquis, Dennis Naylor, Josh Parish and Anna Wagner

Officials - Mayor Mo Starner, Zoning Officer Sande Cunningham, Attorney Devon Myers, Treasurer Steve Kehler.

Engineer Chris Owens was absent.

Agenda/Minutes:

A Main/Amsler motion was made to approve the minutes from the February 13th, 2018 Regular meeting as corrected. Motion passed unanimously.

An Amsler/Kuntz motion was made to approve the agenda as modified. Motion passed unanimously.

Visitors in Attendance:

Charles Stambaugh, Bud Staub, James Arex, Tami King, Andy Blessing

Engineer Report:

Engineer Chris Owens requested that council deliberated on the following letter:

York County Planning Commission: Local Government Committee –

York County Planning Commission, like many municipal governments, is working to meet the regulatory requirements to clean up local waterways that affect sectors of York County. A letter was sent to Mount Wolf Borough council members explaining the efforts taken to do such work. To further this work, York County Planning Commission asked that Mount Wolf Borough appoint one councilperson to serve on the Local Government Committee that will provide feedback and information on specific issues. After a short discussion councilperson Darryl Main volunteered to participate if the meetings held are after 6:30PM. President Bill Marquis will reply back.

Solicitors Report:

Attorney Devon Myers reported on the following:

Ordinance 2018-01 –

An Amsler/Kuntz motion was made to approve, adopt and enact Ordinance 2018-01; Ordinance Codification for the borough of Mount Wolf. Motion passed unanimously.

Rental Property Maintenance Ordinance –

Attorney Myers and Mayor Mo have been working to put together a rental property maintenance ordinance. Attorney Myers provided examples from Spring Grove's ticketing ordinance and the 2012 International Property Maintenance Code. She asked that council review these materials for further discussion at future meetings. Mayor Mo suggested that a work session be held before next meeting - three council members and herself.

Fire Insurance Escrow Ordinance –

Attorney Myers asked council to review an example Fire Insurance Escrow Ordinance. In the event that a fire occurs within Mount Wolf Borough this ordinance would require the insurance company to notify and confirm that the proper efforts have been completed to then co-sign on the insurance payout.

Zoning Application –

A zoning application was submitted and will need to be referred to the Zoning Hearing Board. Attorney Myers will call a potential solicitor for availability. Donna Naylor will be contacted to arrange a meeting.

Eagle Fire Company –

Mayor Mo reported that Eagle Fire Company is eager to install their new LED digital sign to begin advertising. However, the new sign violates ordinance and will require a variance. She asked council if they opposed early installation without the variance. A zoning application was submitted but the \$600.00 filing fee was not paid. After discussion, council decided that the required process must be followed which involves advertisement for the zoning hearing and the hearing itself.

Zoning Officer's Report:

No permit report submitted.

Zoning Officer Resignation –

Sande Cunningham informed council that she is resigning as Mount Wolf Borough Zoning Officer as soon as possible. President Bill Marquis asked if she had any recommendation to fill this position, which she replied no. A short discussion was held

regarding Treasurer Steve Kehler becoming an interim Zoning Officer. Kehler asked for time to consider.

Treasurer's Report:

Payment of Bills -

An Amsler/Parish motion was made to approve the payment of bills #3716-3752 for \$37,388.84. Motion was passed unanimously.

Minutes Books –

The current method of how Mount Wolf Borough documents approved meeting minutes is incorrect based on the Municipal Code. After discussion an Amsler/Naylor motion was made to purchase two Hylson Minute Books costing \$138.60 per book to correct meeting minute documentation. Motion passed unanimously.

Mayor's Report:

No report.

Streets:

Denny Naylor reported on the following:

2018 Salt Agreement: Manchester Township–

Naylor signed an agreement with Manchester Township to allow Mount Wolf Borough to purchase salt from them. This is done every year.

Pot Hole Inspection –

Inspections have been done regarding the pot holes around Mount Wolf Borough and Naylor is ready to meet with Engineer Chris Owens.

Liquid Fuel Cost –

The estimated cost of liquid fuels for 2018 is \$83,000. Naylor is considering repaving the upper section of Walnut Street, around to 8th street and continuing down Maple Street. He will get quotes for this work. Mayor Mo suggested contacting utility companies to confirm that future work won't interfere with repaving that section of Mount Wolf.

Parks and Recreation:

Eddie Kuntz reported on the following:

Residential Complaint –

Kuntz received one complaint about vulgar language heard at the Mount Wolf Park. Discussion was held regarding how this problem can be resolved.

NEYSA Baseball Teams –

Kuntz reported that Mount Wolf Borough has been added as additionally insured and will be notified if any changes or cancellations are made to the insurance policies for the NEYSA Baseball Teams.

Properties/Services:

Darryl Main reported on the following:

Building Inspections and Scheduling -

Main contacted Commonwealth Code – Peter Schilling. He was informed that the items needed for the proposed inspection are a list of all buildings and properties Mount Wolf Borough is responsible for and a time to complete inspection. He will reply.

Emergency Management Training -

Main attended the Newly Elected Members: Emergency Management Training and completed the NIMS training courses; ICS100 and ICS700. He reminded council that these courses are mandatory.

Grant Opportunity for Parks –

Mount Wolf Borough is possibly eligible to receive funding under the Small Community Development Funding using the Park Rehabilitation and Development grant application. Municipal applicants with population of 5,000 or less are eligible for a \$20,000 grant with no match requirements. Deadline is April 11th, 2018 therefore council may consider for next year.

PLIGIT –

Main presented PLIGIT and the interest rates available to possible invest funds in.

Budget & Finance:

No report.

Health and Safety:

Josh Parish reported on the following:

Ambulance –

- NEAEMS responded to 125 calls for service between 01/15/2018 – 02/15/2018
- Parish requested the distribution of donation for the NEAMS Cardiac Monitor, totaling \$7,200.00, be completed. This donation is in the budget and is just a matter of submitting a check.

Fire –

- Parish reported that an Opioid Town Hall Meeting will be held April 18th from 5:30PM-8:00PM. He will be attending and highly recommended that Mount Wolf Borough council members attend as well.
- Eagle Fire Company decided to revert to Station 22 and not continue their affiliation with York Area United Fire and Rescue. However, they will continue to work with them as neighboring departments.
- Parish will continue to work on gathering more information for the PA Act 172.

Police –

- Parish was unable to attend the February Police Board meeting due to surgery. President Bill Marquis attended for Mount Wolf Borough. Parish received materials from that meeting and noted that a purchase of twelve plated carrier vests with medicine kits were purchased totaling \$6,621.20.

Personnel:

Anna Wagner reported on the following:

New Office Equipment –

Wagner presented research she had gathered on new office equipment. After discussion, Treasure Steve Kehler and Assistant Secretary Rachel Kling will review the material and present a report to council in the coming months.

Correspondence:

YCPC: Home Improvement Program –

York County Planning Commission sent a letter informing of their York County Home Improvement Program. This program is designed to help income eligible homeowners maintain their homes. Brochures were attached with the letter and will be posted at the Mount Wolf Post Office for residents.

York County Quick Response Team Letter–

The YCQRT sent a letter informing Mount Wolf Borough of the growing demands for service. It was requested that council consider financially contributing.

Old Business:

None

New Business:

177 North Main Street –

Visitors Andy Blessing and Tami King were present to voice concerns regarding this vacant property. Multiple complains have been filed, police have been called multiple times regarding kids breaking and entering, and residents are highly disturbed. Questions were asked as to what can be done legally. Attorney Devon Myers recommended Attorney Charles Rausch to file a cease and desist letter against the property owner. This recommendation was made due to the fact that CGA Law Firm represents the property owner. After discussion, President Bill Marquis will contact Attorney Charles Rausch to move forward.

Bump Out Wall in Office –

President Bill Marquis would like to remove the “bump out” wall in the office. It serves no purpose and causes complications when moving furniture and files around. There were no objections to doing this.

New Computer: Log-In Operations and Security –

President Bill Marquis reported that the new office computer has been purchased and installed. Discussion was held regarding log-in operations and security.

Adjournment:

At 9:11PM an Amsler/Main motion was made to adjourn. Motion passed unanimously.

Rachel Kling, Recording Secretary