



Mount Joy Borough Council
Administration & Finance Committee Meeting Minutes
May 26, 2022

Members present: Chairman Youngerman, Councilor Hall, and Councilor Roering.

Others present: Assistant Borough Manager/Finance Officer, Jill Frey.

Chairman Youngerman called the meeting to order at 6:30 PM.

Executive Sessions: None

On a **MOTION** by Hall, seconded by Roering, to approve the May 26, 2022, agenda. An **AMENDMENT** by Youngerman, seconded by Roering, to remove the word retroactive from 7b. *Amendment carries unanimously. Main motion as amended carries unanimously.*

Public Input Period:

Josh Deering, 33 Frank St., asked if the person filling as the Codes Officer has posted hours.

On a **MOTION** by Roering, seconded by Hall, to approve the Minutes from the April 28, 2022, meeting. *Motion carries unanimously.*

Administration, Budget, and Finance:

Manager's Report:

Pugliese provided a written report.

On a **MOTION** by Hall, seconded by Roering, a request was made to move to full Council the Video Conferencing Policy. *Motion carries unanimously.*

On a **MOTION** by Hall, seconded by Roering, a request was made to move to full Council the Lancaster County Conservation District. *Motion carries unanimously.*

Frey gave an update on the Terms and Conditions Agreement with ARRO Consulting. Frey stated the Borough Solicitor has drawn up a Terms & Conditions document as requested which covers both reviews and planning. It has been sent to ARRO for comment. ARRO would like to discuss the document. Frey said if the Committee is ok with the draft, they can move it to full Council now or wait until next month until all the details are worked out with ARRO. Hall feels they should wait until everything is worked out before sending it to Council. All agreed.

Frey review an update provided by from Pugliese of the Melhorn Stormwater Basin. ARRO has responded to Public Works Committee questions and Public Works has moved this to Admin & Finance. The response was also given to WHEI based on a Right to Know request. WHEI submitted a response to ARRO's letters, so now I will be submitting this to ARRO and have also asked that a representative from ARRO be present at the June Council meeting to answer questions.

Discussion of current Council committee structure and meetings. Pugliese provided a document he prepared with feed back from other Boroughs as well as the Councilors that responded to Councilor Roering's email.

On a **MOTION** by Hall, seconded by Roering, a request was made to move to full Council Resolution 2022-10, a resolution authorizing Council President and Borough Secretary to execute all documents and agreements regarding the DCNR, C2P2 grant application in the amount of \$75,000. This resolution rescinds Resolution 2022-03 regarding the same subject. *Motion carries unanimously.*

Land Development, Zoning & Codes:

No Report

On a **MOTION** by Hall, seconded by Roering, a request was made to move to full Council naming Commonwealth Code Inspection Services as Interim Codes & Zoning Officer from June 6, 2022, through July 11, 2022. *Motion carries unanimously.*

Frey led a discussion regarding the current mitigation steps with regards to long term leave of the Zoning/Codes Officer.

Grant Updates:

Pugliese provided a Grant Tracking Document.

Lancaster ARPA Funding Request – Frey said the Borough went with a joint request with other municipalities. So far, the application has been moving forward through the process.

On a **MOTION** by Hall, and a seconded by Roering, a request was made to move to full Council authorizing the Borough Manager to submit application for Lancaster County ARPA monies for planning and construction of municipal building. *Motion carries unanimously.*

Project Updates:

Train Station – Underground water basin conveyance of deed, agreement, and paid parking. Nothing to update.

Borough Building Ad Hoc Committee – Youngerman opened this item up to anyone in the room. Deering provided a cost analysis for converting the Parks building into the Police Department. He said it would be about \$8.9M. After discussion the Committee reaffirmed its recommendation to Council to move forward with the Grandview property for the Municipal complex at approximately \$9.38M

Police Collective Bargaining Agreement – Frey said as of last Wednesday, the Borough labor attorney had issues with the verbiage in 2 paragraphs. This was to be discussed with the Associations attorney. No word back yet.

Legislative Updates:

None

Public Input Period:

Josh Deering, 33 Frank St., commented on the Video conferencing policy specifically the review of the policy. He asked if there are any updates on the Borough basin. He said he noticed a lot of water still sitting in the basin.

Executive Session:

None

Any Other Matter to Come Before the Committee:

Frey said Pugliese is currently looking into locking in price with a gas supplier as he does with electric supplier. He is waiting on numbers. He would like to know if this Committee wants to put it on the June Council agenda. The Committee said to put it on the June Council agenda.

Frey said Pugliese is looking at a software program that would archive our social media and possibly our emails to better assist us with Right to Know requests. He said he has spent several days combing through emails in order to comply with a Right to Know request. More to come on this topic.

Frey said Pugliese encourages the Committee to look at our webpage vs Voyage webpage (just as an example). He would like to know if they are satisfied with the current webpage. He said he has been in conversation with a web site builder and looking at the costs of changing our page and may have similar characteristic and functioning as what you would see on Voyage's sit.

Motion by Hall, seconded by Roering, to adjourn the meeting at 7:59 PM. *Motion carries unanimously.*

A handwritten signature in black ink, appearing to read "Jill Frey". The signature is written in a cursive, flowing style.

Submitted by Jill Frey, Assistant Borough Manager/Finance Officer