

Date: November 7, 2016

To: Borough Council

From: Timothy D. Bradley, Jr.

RE: Mayor's Report:

Mayoral Recognition

Special Presentation

Special Announcement

I am honored to announce that I have been notified that I am one of six emerging leaders selected nationally by the American Council of Young Political Leaders (ACYPL) to serve on an international delegation to Japan in December, 2016. My selection for this opportunity was, in part, a result of a nomination for this program by the Office of Senator Pat Toomey. Former alumni of this prestigious U.S. State Department funded program include but are not limited to: Senate Majority Leader Mitch McConnell, Senate Minority Leader Dick Durbin; as well as numerous other members of Congress, Secretaries of State, Cabinet Secretaries, and a Governor.

During this 14-day program, I will meet and interact with a high-ranking national, regional, and local government officials; policy makers; political and campaign professionals; business, labor, and community leaders; and thought leaders to debate ideas and issues and to share experiences in government, politics, and policy making. Additionally, I will also serve as a cultural emissary for our nation, state, region, and local community.

Mayoral Initiatives

- Continued actions are being taken to collectively address the heroin epidemic through leadership of the Lancaster County Anti-Heroin Task Force, and continue to work on inter-county cooperation with the York County Task Force to hold a regional summit for elected and school officials.
- Continued work with the Small Business Community and Chief Williams concerning complaints express at the September Council meeting. Chief Williams and I met with concerned business clearing up any confusions regarding permitting.
- Continued work on economic growth initiatives. Met with the School Board concerning the LERTA, and I am pleased to announce that the LERTA resolution was passed by the Donegal School Board and has been moved on to the County. I have had discussion with the Commissioners concerning its passage. Continue to work with the Chamber concerning regional cooperation with surrounding communities to further stimulate economic growth.
- Proclamation: Declared November 2016 SMALL BUSINESS MONTH and November 26, 2016 SMALL BUSINESS SATURDAY in conjunction with several initiatives occurring with both the Mount Joy Chamber and Main Street Mount Joy. (See Attached)
- Had ongoing meetings throughout the month with Chief Williams concerning police department operational matters to include personnel as well as ongoing speed and parking enforcement.

Mayoral Duties and Ceremonies

October 13 -Along with the Borough Manager, attended the School Board Meeting to facilitate final passage of the LERTA resolution.

-October 12 – Met with small business owners concerning property usage during special permitted events.

-October 12 – Facilitated a meeting between the Chief of Police, Restaurant Owners, and Main Street Mount Joy concerning the upcoming Fall Crawl resulting in a consensus.

-October 29 and November 1: Participated in police hiring interviews for department vacancy

-Oct. 26 – Ground Breaking for the Mount Joy Train Station.

-Ongoing meeting with the Borough Manager concerning County passage of the LERTA as well as the filling of the Civil Service vacancy.

-Ongoing meetings with Chief Williams concerning projects, personnel issue, operational issues, and resident concerns.

Scheduled upcoming events for next month in addition to Mount Joy Borough meetings

Nov. 9 – Lancaster County Mayors Association Meeting

Nov. 11 – Veterans Day Events

Nov. 26 - Small Business Saturday

Nov. 30 - ACYPL Delegation Tour

Nov. 17 - County Heroin Task Force Meeting

Detective Summary of Cases

CASE DESCRIPTION	Previous Month 2016	NEW CASES Sept 15 - Oct 14 2016	Monthly CLOSED CASES	TOTAL
Accident, Hit & Run	0			0
Arson	1			1
Assault	2		(1)	2
Assist Other Agency	0			0
Burglaries	31	1	1 (5)	31
Criminal Mischief / Vandalism	3		(2)	3
Child & Family Offense (Abuse)	1			1
Death Investigation	0	1	1	0
Drug Offense	0			0
Harassment by Communication	0			0
Fraud (Forgery, Id Theft, etc.)	21	1	2	20
Receiving Stolen Property	0			0
Robbery	6			6
Suspicious Activity	3			3
Theft	53		5 (6)	48
Trespass	0			0
Miscellaneous	3	1	1	3
Threat to Official	1			1
Sex Offense				
Adult	5			5
Juvenile	1		1	0
TOTAL OPEN CASES	131	4	11	124
New Cases Assigned	4	MTH		
Closed Cases*	80	YTD		
Warrants Served	0	MTH		
Surveillance Hours Conducted**	20	MTH		

*cold cases are marked in ()

MOUNT JOY BOROUGH (36413) UCR Report
 MTD 09/01/2016 thru 09/30/2016

<u>Category</u>	<u>UCR Code/Description</u>	<u>MTD Count</u>
	AID/ASSIST OTHER POLICE DEPT/AGENCY	3
	ALARMS	5
	ASSIST AMBULANCE	1
	CRASH	6
MISCELLANEOUS		
	ALL OTHERS	1
	FOUND PROPERTY	2
	INTELLECTUAL DISABILITY CASE/COMMITMENT	1
	UNATTENDED DEATH	2
	WARRANT SERVICE	3
NOISE		
	ANIMAL (DOG, STOCK, ETC)	2
	ANNOYANCES	1
	DOG AT LARGE	1
	DOMESTIC	2
	PARENT / CHILD	1
	SUSPICIOUS ACTIVITY	1
	404 - ASSAULT WITH HANDS, FISTS, FEET	4
	503 - BURGLARY NO FORCE	2
	601 - THEFT BICYCLES	1
	604 - THEFT FROM MOTOR VEHICLE	2
	608 - THEFT SHOPLIFTING	2
	609 - THEFT ALL OTHER	1
	808 - ASSAULT - NON-AGGRAVATING SIMPLE ASSAULT - DOMESTIC VIOLENCE	1
	903 - ARSON MOTOR VEHICLE	2
	1103 - FRAUD IDENTITY THEFT	1
	1104 - FRAUD THEFT BY DECEPTION	2
	1106 - FRAUD THEFT OF SERVICES	1
	1407 - CRIMINAL MISCHIEF / VANDALISM RESIDENCE	1
	1408 - CRIMINAL MISCHIEF / VANDALISM VEHICLE	2
	1702 - SEX OFFENSES INDECENT ASSAULT	1
	1802 - DRUG VIOLATION POSSESSION OF MARIJUANA	1

MOUNT JOY BOROUGH (36413) UCR Report
 MTD 09/01/2016 thru 09/30/2016

<u>Category</u>	<u>UCR Code/Description</u>	<u>MTD Count</u>
	2102 - DUI DUI NON-CRASH RELATED	3
	2402 - DISORDERLY CONDUCT HARASSMENT - BY COMMUNICATIONS	2
	2406 - DISORDERLY CONDUCT HARASSMENT - FOLLOWS / PUBLIC PLACE	1
	2410 - DISORDERLY CONDUCT UNREASONABLE NOISE	2
	2412 - DISORDERLY CONDUCT HAZARDOUS/PHYSICALLY OFFENSIVE CONDITION	1
	2682 - ORDINANCE VIOLATIONS ALL OTHERS	1
	2688 - ORDINANCE VIOLATIONS DOG / ANIMAL	3

Total UCR Incidents Previous Year Month of Sept, 2015	92
Total CAD Incidents Previous Year Month of Sept, 2015	401
Total Incidents Previous Year To Date	4104

Total UCR Reportable Incidents For Month of Sept, 2016	69
Total CAD Incidents For Month of Sept, 2016	451
Total Incidents Year to Date	4525

BOROUGH OF MOUNT JOY POLICE DEPARTMENT

Maurice Williams
Chief of Police

21 East Main Street
Mount Joy, PA 17552

ARREST REPORT SEPTEMBER 2016

TRAFFIC ARRESTS

Careless Driving.....	2
Drivers Required to be Licensed.....	4
Driving While Operating Privilege is Suspended or Revoked.....	2
Failed to Drive Within a Single Lane	1
Failed to Stop & Provide Information to Owner of Unattended Vehicle.....	1
Investigation by Police Officers.....	1
Obedience to Traffic- Control Devices	10
Operation of Vehicle Without Official Certificate of Inspection.....	5
Operation of Vehicle With Suspended License	2
Registration & Certificate of Title Required.....	2
Restraint Systems	1
Speeding.....	1
Stop Signs and Yield Signs.....	1
Vehicle Entering or Crossing Roadway	1

TOTAL SEPT 2016 34
Total SEPT 2015 34

CRIMINAL ARRESTS

Arson.....	3
Assault.....	4
Burglary	1
Confinement & Housing of Dogs	2
Criminal Trespass	1
Disorderly Conduct.....	3
DUI.....	10
Harassment.....	5
Noise Ordinance.....	2
Stalking	1
Theft.....	2
Terroristic Threats.....	2

TOTAL SEPT 2016 36
Total SEPT 2015 39

JUVENILE ARRESTS

Retail Theft	1
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TOTAL SEPT 2016 1
Total SEPT 2015 0

**MOUNT JOY BOROUGH POLICE DEPARTMENT
CAD INCIDENT COUNT**

10/1/2016 thru 10/31/2016

Miscellaneous/Unknown	181
Ambulance Call	25
Court/Hearings	8
Crash	1
Fire Call	1
Follow Up	35
Investigation	24
Parking	5
Phone Call	47
Premise Check	7
Processing	7
Service Call	75
Special Detail	11
Traffic Arrest	4
Traffic Detail	0
Verbal Warning	2
Warning	0
Warrants	18
CAD INCIDENT COUNT	451

**MOUNT JOY BOROUGH POLICE DEPARTMENT
MONIES COLLECTED SEPTEMBER 2016**

	331.120	Borough Tickets (Other)	\$40.00
	321.310	Bicycle Registration	\$0.00
	380.010	Alarm Fees	\$700.00
	321.600	Mercantile Licenses	\$60.00
	362.100	Police Reports	\$30.00
331.11	331.120	Clerk of Court Disbursement	\$581.79
331.11	331.120	Magisterial Court Disbursement	\$1,325.04
	410.183	Lancaster Co. SERT Reimbursement	\$215.70

TOTAL Sept 2016	\$2,952.53
<i>Total Sept 2015</i>	<i>\$1,076.68</i>

Submitted by: 

Received by: D. Ward

New Detective Cases

	2010	2011	2012	2013	2014	2015	2016
January	9	15	17	11	0	6	6
February	12	18	17	4	8	12	6
March	14	4	17	5	6	11	6
April	5	5	5	8	4	5	8
May	10	11	34	7	1	13	2
June	9	15	13	8	3	10	2
July	16	17	7	10	5	8	3
August	10	17	7	8	4	10	12
September	7	23	13	10	1	6	4
October	4	7	9	9	11	6	
November	6	7	9	9	7	4	
December	5	8	10	4	12	6	



11/2/2016

Mount Joy Borough Council Report November 7th

Organization/ Board meeting held on Oct. 11th (Volunteer hours spent - 196hrs)

- a) Bylaws updated and sent to PDC for review by solicitor
- b) MSMJ manager, Kim Brewer and board member Kim Bair will attend required PDC training Nov. 9th
- c) Updates were made to the 5 year strategic plan for the designation package
- d) Budget request was sent and a copy of the audit was sent out again
- e) Reporting for DECED and PDC was completed Oct. 30th
- f) MSMJ statistics were shared with PennDot and Amtrak for the Ground Breaking Phase 2

Design- Meeting / Oct.12 (Volunteer hours spent - 360hrs. & flower planters 192hrs)

- A) Updates on the new subcommittees plan on the Theater building
- B) Dates were set to clean out planters, get trees out of storage and hanging Christmas decorations
- C) Façade forms and plans were updated at that time
- D) Municipality decoration study was presented
- E) A new banner program was discussed and will be unveiled at Winterfest

Promotions – Meeting /Oct 17 (Volunteer hours spent - 948hrs)

- a) “Shop, Dine and Stay” ads were discussed. MSMJ will have 4 co-operative ad campaigns for Mount Joy Businesses to participate in over the next 3 months
- b) Parade committee and its efforts for volunteers were discussed for Mount Joy Memorial Day Parade
- c) Winterfest work plan was discussed and jobs were assigned for music, non -profit contact, games and activities
- d) “Small Business Saturday” photo to be taken for the Merchandiser ad. MSMJ will be spreading the word to give back to the local community
- e) Major Sponsor for Winterfest is First Citizen Bank & Event Sponsor is Linderman Snavely Realtors
- f) Oct. 4th Friday we planned for 1500 people to attend
- g) “Keep your Money Home for the Holiday” card will have between 35-40 participants
- h) Radio ads are booked for 2017
- i) Marketing strategies were shared for Mount Joy’s actual slogan, “**Mount Joy – Small Town Big Charm**”
- j) “Ladies Night Out” 4th Friday will be Nov. 25th

Economic Development – (Volunteer hours spent - 362hrs)

- A) Train Station Phase 2 - MSMJ has requested better communication between PennDot and the local community to all key players that attended the ground breaking. MSMJ will be requesting a meeting in the near future to come up with a plan going forward. It is my hope that with the work set to begin and new key players more formally in place this will be achieved for the wellbeing of the Borough, its community and the phase 2 project.
- B) Buy local card- Will be disbursed with small business posters in time for Black Friday. MSMJ will have a special tent set up this year at Winterfest with “Buy Local and Shop, Dine, and Stay” information.
- C) Business Recruitment – MSMJ met with 3 potential new businesses this month. We had 9 showings and scheduled meetings. There are three offers under consideration. We have had several people looking at spaces in the downtown for business startup. The holdup has been people wanting to purchase instead of renting.
- D) What is business recruitment? – I encourage all of borough council to ask me what is MSMJ doing for business recruitment? This office has been crazy busy with the process of filling store fronts, pop-up retail questions, and independent financial offers proposed to property owners without the use of realtors. We are working on growing partners in the community that can assist in this process.

Respectfully submitted by Kim Brewer MSMJ Manager

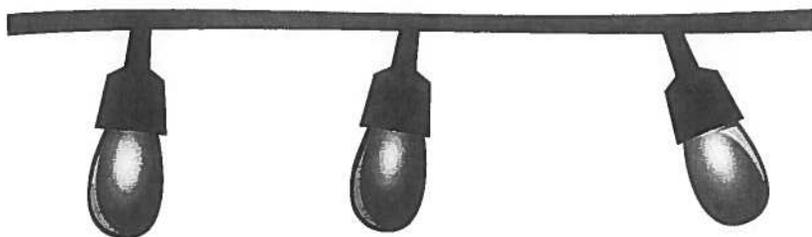
4th Friday * Nov. 25, 5-8 pm - Bring your business downtown for "Ladies Night Out". Promote your business at this community event or just come join the fun with 4th Friday specials at participating businesses downtown. Music, art shows, food and wine tasting every month. Pick up your "Keep Your Money Home for the Holidays" shopping cards. Over 30 participating small businesses in Mount Joy have joined this fun program to encourage spending your money locally over the holidays.



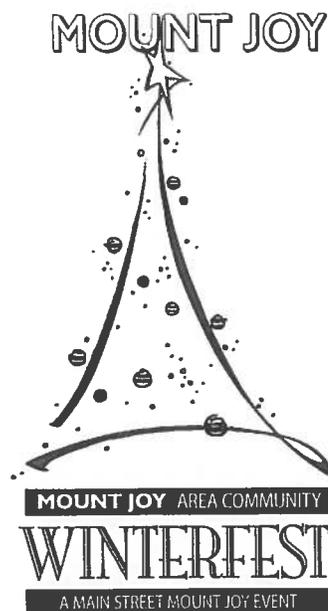
Main streets statistics show that 48 percent of each purchase at local independent businesses will be recirculate locally compared to less the 14 percent of purchases at a chain store.

Small Business Saturday * Nov. 26 - Main Street Mount Joy will be campaigning to get people to think before they spend. We will ask our local community to paint this town green by spending their dollars here for the day. This will be our second official day to pass out our "Keep Your Money Home for the Holidays" cards. MSMJ will share specials and ask the community why they buy local on social media.

Winterfest * Dec. 3, 4-7pm - Join us for our Mount Joy Christmas celebration. Music, local food, kids activities, downtown tree lighting and of course "The Big Man In Red" Santa himself

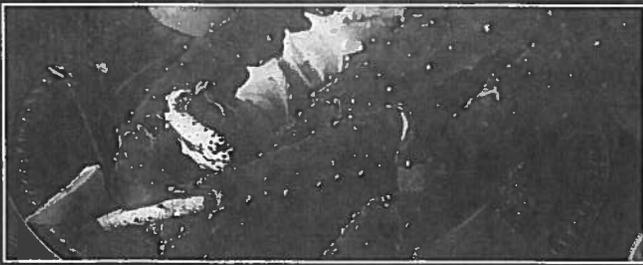


Deck the Downtown Holiday Decorating Contest



**Winterfest Major Sponsor First Citizen
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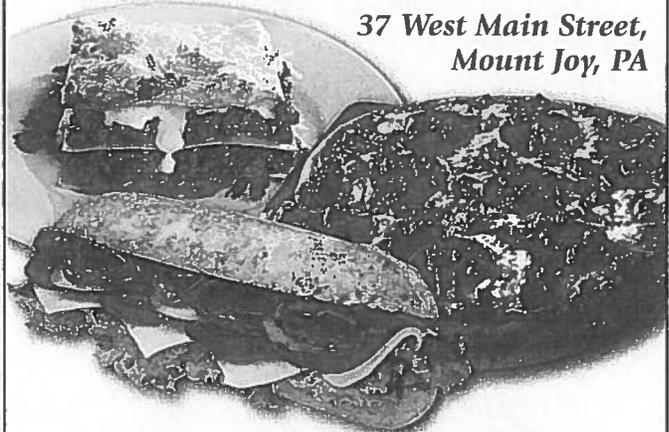
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TWO COUSIN'S



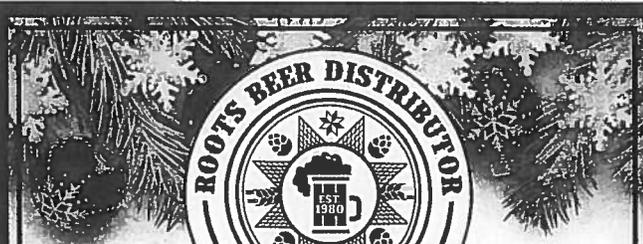
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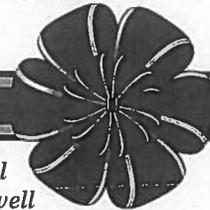
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- ★ Nov. 26TH Small Business Saturday
- ★ Dec. 3RD Winterfest
- ★ Dec. 23RD Home For the Holidays
- ★ Jan. 27TH, 2017 "New Year New You"
- ★ Feb. 10TH-11TH, 2017 Wine and Chocolate Walk



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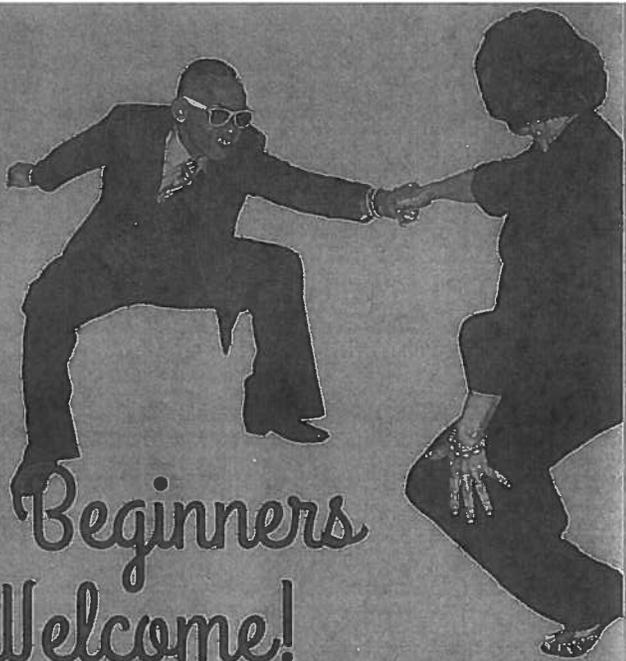
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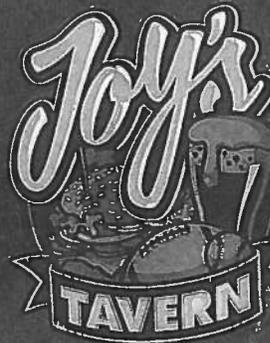


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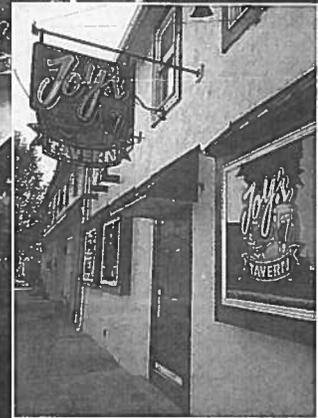


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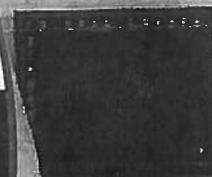
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Saturday: 9am-4pm



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Details for Stands

Each year, MSMJ offers Mount Joy businesses the opportunity to participate at Winterfest by having a stand along Main Street. **The cost to reserve a space is \$75 businesses that will be selling at the event.** You supply your table not to exceed eight feet and any other supplies you need. **Electricity is available only to restaurants for an additional fee.**

Businesses (not including restaurants): The purpose of offering this space is for you to let people of the community know about your business. In the past, businesses have coordinated a drawing or a contest or handed out free promotional material and items associated with their business. If you have a giveaway/contest, you are responsible for notifying the winner. We want Winterfest to be a means for the community to see the variety of businesses our town offers, and create good public relations with our town.

Mount Joy Restaurants: We invite you to have a food stand with a featured item for sale during Winterfest. We ask that you provide your featured item to us ahead of time. For those restaurants returning from last year, you will have first dibs to sell that item again. **Please note that in order to have access to electricity during the event, we must know of your request prior to the event. There is an additional cost of \$30 to have access to electricity.** Restaurants are allowed to sell sodas and bottled water at this event.

Stand and electricity fees are waived for Major Sponsors and Event Sponsors. If you are interested in participating in Winterfest by having a stand during the event, please check the box on the sponsor form and further details will be provided to you. Deadline to participate is November 21, 2016.

Sponsor Levels

Winterfest is a great opportunity to put your business in front of thousands of local families. Here are ways to support and boost your exposure through Winterfest 2015:

Major Sponsor \$1500

- Premium spot at the tree
- Radio Advertising
- Business recognized during tree lighting ceremony
- A coupon in the Mount Joy Holiday Coupon Book
- Business logo and highlight included in e-newsletter
- Priority placement of company logo in Mount Joy/E-town Merchandiser event advertising
- Business logo included on Winterfest Facebook posts and event signage
- Stand during Winterfest

Event Sponsor \$500

- A coupon in the Mount Joy Holiday Coupon Book
- Business name included in e-newsletter
- Premium Winterfest location
- Business name on Winterfest posters and event signage
- Stand during Winterfest

Co-op Advertising Starts at \$125

- A coupon in the Mount Joy Holiday Coupon Book black and white only
- Co-op ad

Winterfest Stand \$50 and up For Profit Organizations

- A reserved space, see side panel for further details.

Note: Winterfest also has **Activity Sponsors** for all of the family fun activities and music that the evening offers. Cost to sponsor activities starts at \$100. To inquire about sponsoring a Winterfest activity, please contact the MSMJ office. Activity sponsors are recognized with signage during Winterfest and business name is included in all Winterfest advertising.



Sponsor Form Your Information

Name _____
Company Name _____
Address _____
City _____ State _____ Zip _____
Phone _____
Email _____



Sponsor Level

- Major Sponsor** - enclosed is \$1500.

Send jpg of your logo, images and a Word document with information to be included in the coupon book to Main Street Mount Joy

- Event Sponsor** - enclosed is \$500.

Send jpg of your logo, images and a Word document with information to be included in the coupon book to Main Street Mount Joy

- Activity Sponsor** fee starts at \$100.

Please contact MSMJ at 653-4227 for more info on available activities

- Co-op Advertising and Coupon Book**

Starts at \$125

- Winterfest Stand or Event Sponsor**

Starts at \$75 after receiving notice of your interest. MSMJ will contact you. Nonprofits get a discount. Please contact MSMJ for details and qualifications

Please complete this form and send to



Main Street Mount Joy
55 East Main Street
Mount Joy, PA 17552
717-653-4227

mainstreetmountjoy@embarqmail.com

Deadline is Nov. 21, 2016

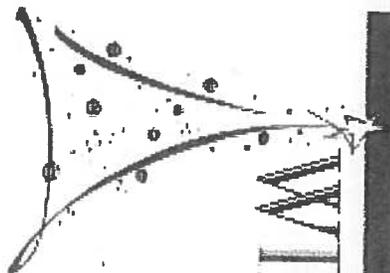
Make check payable to Main Street Mount Joy.

WINTERFEST

2016 marks the
19th Annual

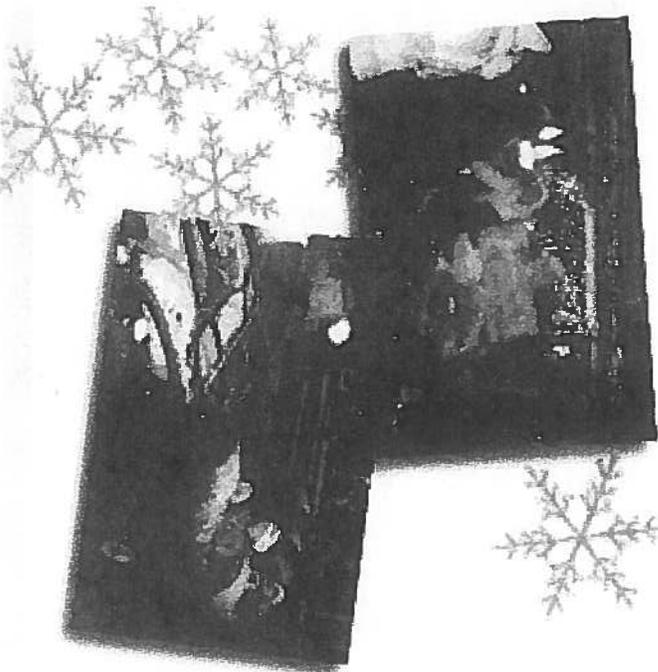
Winterfest Celebration

held on Main Street from
Delta to Barbara Street

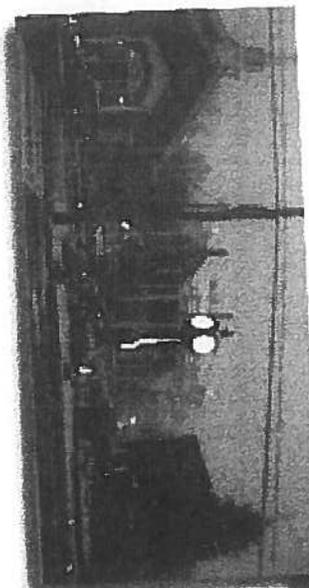


Winterfest is Mount Joy's official Holiday Kickoff with live music, family fun activities & over 20 local community groups, civic organizations, churches & businesses lining Main Street giving away free items, information about their business, holding fundraisers like bake sales, contest and games. Come with an appetite as Main Street will feature nearly a dozen area restaurants who will be offering food for sale throughout the evening. Winterfest is a great place to bring children as there are lots of special activities just for them, including visiting Santa, ornament painting, and more!

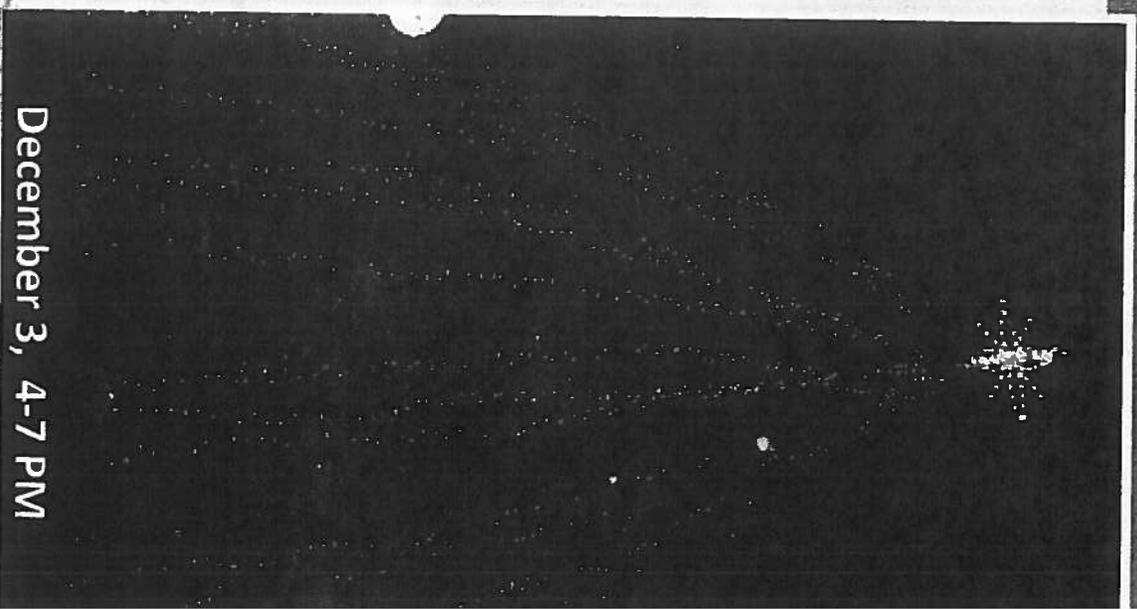
The evening concludes with caroling and the lighting of the tree.



Scenes from
previous
Winterfest
events



For more information
contact The Main Street
Mount Joy Office at
717.653.4227
www.msjnj.org



December 3, 4-7 PM

MOUNT JOY AREA COMMUNITY

WINTERFEST

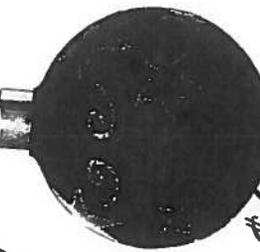
A MAIN STREET MOUNT JOY EVENT

Sponsor Levels

Promote Your Business This Holiday with Main Street!

#1

Place an Ad
in a double page
full color holiday show-
case during the week of



Only \$65 for a business card-size ad
\$125 for a Double business card size

500 OFF
\$100 Value
Special Offer: Year 1 for
the new business!
Call 717-653-4311
to reserve your spot!

Mount Joy VW
Post 5752
125 Lancaster Rd.
Mount Joy, PA 17552
717-653-4421

SHOP MOUNT JOY THIS HOLIDAY SEASON!

MOUNT JOY 2015
Saturday
December 5
4-7 PM

*Celebrate
Mount Joy!*

WINTERFEST
on E. Main Street
(Delto to Manetta Ave.)

A Special Thank You to Businesses, Churches, Organizations, & Individuals Throughout the Community for their support of the Mount Joy Area Chamber of Commerce & Mount Joy Area Chamber of Commerce.

500 OFF
\$100 Value
Special Offer: Year 1 for
the new business!
Call 717-653-4311
to reserve your spot!

Mount Joy VW
Post 5752
125 Lancaster Rd.
Mount Joy, PA 17552
717-653-4421

Deadline to Participate is Nov 11th!

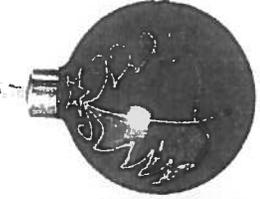
Payments due to Main Street Mount Joy.
To participate, contact MSMJ at 653-4227.
E: mainstreetmountjoy@embarqmail.com



#2

Participate in Keep Your
\$Home for the Holidays

Customers receive a stamp for every \$20.00 they spend at your business & other participating businesses. When the card is completed, cards are returned for chances to win prizes! Promotion begins around Black Friday & runs thru mid-Jan.



Only Cost to Participate is \$35.00 Fee
and a Prize Donation valued at \$25



Participation Fee will assist in printing & marketing costs. Multiple winners this year. One donated prize per winner.

#3 Participate in the
Winterfest Holiday Program

A great way to attract new customers this holiday season! Each participating business will put in a business card-size ad with a coupon or special. Copies of the program will be given to the participating business to hand out. They will also be handed out at Winterfest. The fee is \$35, and participating businesses will receive copies to distribute. The fee will assist in printing & marketing costs.

MUNICIPAL RESOLUTION
(Enhanced – Meets Minimum DCED Requirements)

**Resolution of the Mount Joy Borough of the Mount Joy Authoring the Filing of an Application for Keystone Communities Main Street Program Designation with
The Department of Community and Economic Development, Commonwealth of Pennsylvania.**

WHEREAS, the Mount Joy Borough Council of the Mount Joy Borough is desirous of continuing to work toward the revitalization of its central business district, and

WHEREAS, the Main Street Mount Joy Community and Economic development group shares the desire to continue to revitalize the central business district of the Mount Joy Borough and

WHEREAS, the Main Street Mount Joy Community and Economic Group has begun the process of preparing to implement a Keystone Communities Main Street Program by preparing enhancing both a vision statement and a five year action strategy required by DCED to be designated as a Keystone Communities Main Street program; and

WHEREAS, the Mount Joy Borough Council of the Mount Joy Borough has reviewed the aforementioned vision statement and action strategy and desires to support the request for Keystone Communities Main Street Program designation; and

NOW THEREFORE, BE IT RESOLVED, THAT:

A. The Mount Joy Borough Council of the Mount Joy acknowledges the or enhancement of the vision statement and the five year action strategy and supports these documents as the current plan for the revitalization of the central business district of the Mount Joy Borough.

E. Pending official notification of designation by DCED that the Mount Joy Borough Council of the Mount Joy Borough intends to enter into a Cooperation Agreement with Min Street Mount Joy ECD for services to implement the Main Street Program.

F. The Mount Joy Borough Council demonstrates a willingness to support the revitalization effort by providing a municipal contribution to the Keystone Communities Main Street, Main Street Mount Joy EDC effort in the total amount of \$..... to be paid as follows: Annual quarterly contribution.

G. The President of the Mount Joy Borough Council of the Mount Joy Borough is directed to execute a certificate attesting to the adoption of this resolution and to furnish a copy of this Resolution to DCED.

(Attest)

SEAL



MILANOF-SCHOCK LIBRARY

1184 Anderson Ferry Road, Mount Joy, PA 17552

Tel: 717.653.1510 Fax: 717.653.4030

www.mslibrary.org

Serving East Donegal Township, Marietta Borough,
Mount Joy Borough, Mount Joy Township and Rapho

Named *BEST SMALL LIBRARY IN AMERICA* by the Gates Foundation & Library Journal

September 2016

Compiled by Barbara Basile, Executive Director

Contributors: Nancy Behney, Susan Craine, Melody Nissley, Kirstin Rhoades, & Donna Little

SEP 2016 Statistics	2016	2016 YTD	2015	2014	2013
TOTAL CIRCULATION	13,838	126,362	14,291	16,824	17,563
Overdrive	749	6,537			
NEW PATRONS	100	734	76	69	62
PATRON COUNT	6,065	53,964	5,700	7,331	6,676
DVD RENTALS	215	2,279	209	376	269
COMPUTER LOG-INS	749	5487			
WIRELESS ACCESS	424	3235			
NOTARY	8	53	10	3	5
PASSPORTS	67	760	46	57	69
Community Room Rentals	5				
Volunteer Hours	143	1430			
	<u>Programs</u>	<u>Children</u>	<u>Teens</u>	<u>Adults</u>	
Youth Services	14	219	0	NA	
Teen programs	1	0	25	0	
SRP sign-ups total	1342				
Total 1000 books participants					
Adult Programs	8			74	

Executive Summary

Coming soon to your favorite library: Coffee, quiet reading nooks, comfy chairs for cuddling in the children’s area, electronic event display, improved ventilation, clean carpets and a mellow color pallet.

The painting and carpeting project has given us several opportunities. First, to maximize space we evaluated the collection for unused or scarcely used items. Secondly; to rethink the Library space and consider ways to make it function better for the people we serve. People often request more space to study, read and meet, as well as *all* the new materials from the authors and actors they love.

September's Top 10 List

Total	11,360
DVD – not juvenile	2,602
Picture books/Easy Reader	2,468
FICTION Adult	1,886
Fiction Juvenile	1,028
CD Adult	443
Young Adult Fiction	386
Board Book Juvenile	327
Juvenile 500	188
CD Juvenile	187
Large Print Fiction	180

Popular Reading: in the chart to the left you will find the top 10 categories of items which circulate from our library. Of the 11,360 items which circulated in September, 9,656 are accounted for here. You may find it interesting that we have 76 various categories of books and other media we share with the public.

Personnel

- Volunteers met this month to review the painting and carpeting schedule for October. Also all volunteers must complete their child protection clearances. (Barbara)
- New Personnel Policy has gone to three board members for review and comments
- Staff in-service training day has been planned for Thursday, October 13.

Community Relations (*Barbara et al*)

- Meetings: Chamber of Commerce Lunch, weekly Rotary meetings
- Sept. municipality meetings: Mt. Joy Borough, Rapho Township and East Donegal Township
- Worked with Mayor Tim Bradley on the 15th anniversary of 9/11 commemorative event at the Library on September 10th
- Book Store painted by John Martin – our cleaning contractor as a community service.

Youth Services

- Organized “special” kids’ visitations to help at the library
- Hosted a Saturday morning open house for Preschool children and their families
- Hosted a Saturday evening concert and fundraiser with the DHS class of 2017
- Set-up “Read for the Record” book blitz with the DHS athletes
- Gave out over 40 bags of Kindergarten Readiness materials to preschooler’s families.

Finance/Fundraising

- Annual fund drive results as of Sept. 13, 2016 date: \$25,242.50
- Reviewed insurance packages for the building and contents, directors and officers and other liability.
- **LCCF Extra-Give** campaign organized. We will begin distributing educational information on voting day.
- Donor recognition signage is currently down because of the painting project. We are considering where to hang the various plaques and monthly notice board. (*Barbara*)

Facility (*Barbara*)

- Painting/Carpeting – Painting has been done on Fridays in September to get a first coat on the walls and trim.
- Zephyr Roofing came to our rescue when it started raining in the library

- Lawn Mowing and Snow removal contracts need to be reviewed.

Mount Joy Borough

Zoning & Code Department

REPORT

To: Council

From: Stacie Gibbs, Zoning/Code Officer

Date: October 2016

Re: October Zoning/Code and Planning Report

UPDATES

- Continued to work on hiking and biking PowerPoint presentation.

REPORT

- Met Dwight Rohrer, First Citizens Bank to discuss changing the flow of traffic through the existing drive through.
- Attended staff meeting.
- Performed rental inspections. (Approx. 12)
- Met with Aaron and Mason with WR Mills and staff to discuss dust issues at the mill.
- Met with Dave Salley to review various Stormwater Small Project Applications.
- Researched CrossRoads Church files for information on existing signage and approvals.

- Researched Farmview Development file for notes and information on approved emergency access gate.

MOUNT JOY BOROUGH-Violations: 10/1/2016 - 10/31/2016

OCTOBER 2016 VIOLATION REPORT

Property

Closed

Total number of Closed Property Violations: 8

Open

Total number of Open Property Violations: 11

Zoning

Open

Total number of Open Zoning Violations: 2

MOUNT JOY BOROUGH-MultiSelect Permits App Date: 10/1/2016 - 10/31/2016

OCTOBER 2016 ZONING & CONSTRUCTION PERMIT REPORT

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee
Building						
Com-Alterations						
Active						
160837	10/7/2016	10/14/2016	MAMARY WILLIAM G JR	MAMARY VANES 63 E MAIN ST	Install new garage doors	\$110.00
160849	10/12/2016	10/20/2016	ST MARKS UNITED METHODIST CHURCH	37 E MAIN ST	Front porch alterations	\$110.00
Total Com-Alterations 2						\$220.00
Res-Addition						
Active						
160834	10/6/2016	10/11/2016	BURNS ROBERT S & SHIRLEY D	582 WOOD ST	Addition onto second floor	\$140.00
Total Res-Addition 1						\$140.00
Res-Alterations						
Active						
160851	10/13/2016	10/20/2016	ERB DARLENE M	708 W MAIN ST	Framing & drywall from fire damage	\$60.00
Pending						
160862	10/31/2016		DEBUONO FRAN & CYNTHIA LOHR	203 CHARLAN BLVD	Finish basement	\$60.00
Total Res-Alterations 2						\$120.00
Townhouse						
Active						
160847	10/12/2016	10/17/2016	BURKHOLDER BUILDERS	218 LAKESIDE XING	Construct new townhouse	\$420.00
160846	10/12/2016	10/17/2016	BURKHOLDER BUILDERS	216 LAKESIDE XING	Construct new townhouse	\$420.00
160845	10/12/2016	10/17/2016	BURKHOLDER BUILDERS	220 LAKESIDE XING	Construct new townhouse	\$420.00
160844	10/12/2016	10/17/2016	BURKHOLDER BUILDERS	222 LAKESIDE XING	Construct new townhouse	\$420.00
160843	10/12/2016	10/17/2016	BURKHOLDER BUILDERS	224 LAKESIDE XING	Construct new townhouse	\$420.00
160842	10/12/2016	10/17/2016	CHARLAN GROUP	226 LAKESIDE XING	Construct new townhouse	\$420.00
160848	10/12/2016	10/17/2016	BURKHOLDER BUILDERS	214 LAKESIDE XING	Construct new townhouse	\$420.00
160841	10/12/2016	10/17/2016	BURKHOLDER BUILDERS	228 LAKESIDE XING	Construct new townhouse	\$420.00
Total Townhouse 8						\$3,360.00
Total Building 13						\$3,840.00
Sign						
wall sign						
Active						
160856	10/20/2016	10/31/2016	DEALBROOK LLC	PARAMOUNT PORTFOLI 777 E MAIN ST	Install new sign	\$60.00
Total wall sign 1						\$60.00
Total Sign 1						\$60.00
Use						
Motor Vehicle Storage						
Active						
160859	10/20/2016	10/20/2016	LONG PAUL DAVID JR & DAWN B	1105 WOOD ST	Storage of 1987 Oldsmobile Cutlas Ciera	\$75.00
Total Motor Vehicle Storage 1						\$75.00
Total Use 1						\$75.00
Zoning						
Deck						
Active						
160857	10/21/2016	10/21/2016	GUTSHALL DONNA M	202 MOUNT JOY ST	Construct Deck over partial patio	\$40.00
160829	10/6/2016	10/6/2016	BRUBAKER JOSHUA M	BRUBAKER CHARI 566 TERRACE AVE	Remove and expand deck	\$40.00
Total Deck 2						\$80.00
Driveway						

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee
Zoning						
Driveway						
Active						
160852	10/14/2016	10/14/2016	DECUBELLIS PHILIP J PETERS ANGELA R	210 BIRCHLAND AVE	Expand Driveway	\$40.00
160860	10/24/2016	10/24/2016	SAUDER BARRY L JR	208 BIRCHLAND AVE	Remove and replace driveway	\$40.00
Total Driveway 2						\$80.00
Fence						
Active						
160836	10/7/2016	10/7/2016	TANSKI THEODORE & VALERIE POTELL	1002 ASHWORTH ST	Install fence	\$40.00
160835	10/7/2016	10/7/2016	ELLINGER NICOLE & ROBERT	127 N MARKET ST	Install fence	\$40.00
Total Fence 2						\$80.00
Res-Garage						
Active						
160839	10/11/2016	10/11/2016	SUYDAM MICHAEL H & KATHLEEN M	363 LOCUST LN	Construct garage with stone driveway	\$40.00
Total Res-Garage 1						\$40.00
Total Zoning 7						\$280.00
Total Permits: 22						\$4,255.00

BUILDING PERMITS ANALYSIS OF FEES RECEIVED

MONTH	2008	2009	2010	2011	2012	2013	2014	2015	2016
JANUARY	\$ 1,569.00	\$ 2,904.00	\$ 2,052.00	\$ 2,548.00	\$2,413.00	\$ 2,045.00	\$ 3,636.00	\$ 2,484.00	\$ 450.00
FEBRUARY	\$ 637.00	\$ 4,223.00	\$ 5,148.00	\$ 2,802.00	\$1,347.00	\$ 1,684.00	\$ 340.00	\$ 614.00	\$ 1,500.00
MARCH	\$ 527.00	\$ 3,753.00	\$ 10,284.00	\$ 2,687.00	\$1,670.00	\$ 3,174.00	\$ 3,658.00	\$ 3,508.00	\$ 1,268.00
APRIL	\$ 7,328.00	\$ 1,147.00	\$ 6,333.00	\$ 2,693.00	\$2,354.00	\$ 7,230.00	\$ 3,532.00	\$ 3,529.00	\$ 930.00
MAY	\$17,120.00	\$ 1,660.00	\$ 4,756.00	\$ 4,914.00	\$3,168.00	\$ 2,708.00	\$ 4,450.00	\$ 7,030.00	\$ 3,501.00
JUNE	\$ 3,557.00	\$ 1,103.00	\$ 5,138.00	\$ 5,026.00	\$4,741.00	\$ 6,226.00	\$ 1,920.00	\$ 4,166.00	\$ 4,185.00
JULY	\$ 1,230.00	\$ 2,269.00	\$ 2,994.00	\$ 1,012.00	\$3,175.00	\$ 4,097.00	\$ 3,230.00	\$ 3,178.00	\$ 9,363.00
AUGUST	\$ 1,051.00	\$ 6,205.00	\$15,984.00	\$ 7,084.00	\$1,844.00	\$ 4,007.00	\$ 780.00	\$ 2,048.00	\$ 3,633.00
SEPTEMBER	\$ 7,016.00	\$ 4,387.00	\$ 1,529.00	\$ 5,693.00	\$4,791.00	\$ 2,002.00	\$ 3,346.00	\$ 2,205.00	\$ 1,020.00
OCTOBER	\$ 1,208.00	\$ 4,198.00	\$ 1,133.00	\$ 1,724.00	\$ 789.00	\$ 3,216.00	\$ 1,724.00	\$ 2,694.00	\$ 4,255.00
NOVEMBER	\$ 608.00	\$ 1,066.00	\$ 6,356.00	\$ 1,646.00	\$1,678.00	\$ 2,248.00	\$ 9,024.00	\$ 3,002.00	
DECEMBER	\$ 4,301.00	\$ 1,058.00	\$ 7,050.00	\$ 2,393.54	\$2,699.00	\$ 1,047.00	\$ 1,822.00	\$ 1,808.00	
TOTALS	\$46,152.00	\$33,973.00	\$68,707.00 (budgeted \$30,000)	\$40,222.54 (budgeted \$47,000)	\$30,669.00 (budgeted \$40,000.00)	\$ 39,684.00 (Budgeted \$ 40,000)	\$ 37,462.00.00 (Budgeted \$ 50,000)	(\$ 36,266.00 Budgeted \$30,000)	(\$ 30,105.00 Budgeted \$30,000)

MOUNT JOY BOROUGH-StormWater Permits App Date: 10/1/2016 - 10/31/2016

OCTOBER 2016 STORMWATER PERMIT REPORT

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee
StormWater						
Exemption						
Active						
160858	10/21/2016	10/21/2016	GUTSHALL DONNA M	202 MOUNT JOY ST	Construct Deck over partial patto	\$50.00
160853	10/14/2016	10/14/2016	DECUBELLIS PHILIP J PETERS ANGELA R	210 BIRCHLAND AVE	Expand Driveway	\$50.00
160833	10/6/2016	10/6/2016	BRUBAKER JOSHUA M BRUBAKER CHARI	566 TERRACE AVE	Remove and expand deck	\$50.00
Total Exemption 3						\$150.00
Small Project						
Active						
160855	10/20/2016	10/20/2016	UNITED TELEPHONE CO OF PA	675 DONEGAL SPRINGS RD	Excavate for valve vault	\$175.00
160854	10/17/2016	10/18/2016	MOUNT JOY BORO	PINK ALLEY	Replace rip-rap in swale	
160850	10/12/2016	10/12/2016	ST MARKS UNITED METHODIST CHURCH	37 E MAIN ST	Install new catch basin	\$175.00
160840	10/11/2016	10/11/2016	SUYDAM MICHAEL H & KATHLEEN M	363 LOCUST LN	Install trench for disconnection of downs	\$175.00
Total Small Project 4						\$525.00
Total StormWater 7						\$675.00
Total Permits: 7						\$675.00

STORMWATER PERMITS COMPARISON SPREADSHEET

MONTH	2014	2015	2016
JANUARY	X	\$50.00	X
FEBRUARY	X	\$50.00	\$50.00
MARCH	X	\$250.00	\$300.00
APRIL	\$400.00	\$350.00	\$400.00
MAY	\$100.00	\$450.00	\$550.00
JUNE	\$300.00	\$650.00	\$550.00
JULY	\$100.00	\$400.00	\$375.00
AUGUST	\$50.00	\$350.00	\$325.00
SEPTEMBER	\$375.00	\$150.00	\$500.00
OCTOBER	\$275.00	\$100.00	\$675.00
NOVEMBER	\$100.00	\$100.00	
DECEMBER	\$100.00	\$100.00	
TOTALS	\$1,800.00	\$3,000.00 (Budget \$2,000)	(\$3,725.00 Budget \$2,500.00)

MOUNT JOY BOROUGH-Rental Permits App Date: 10/1/2016 - 10/31/2016

OCTOBER 2016 RENTAL LICENSE REPORT

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee
Rental						
2016 Residential						
Active						
160861	10/26/2016	10/26/2016	BELL THOMAS & JEFFREY	129 MOUNT JOY ST	129 MOUNT JOY STREET	\$50.00
160832	10/6/2016	10/6/2016	WILEY AARON V	204 N MELHORN DR	204 N MELHORN DRIVE	\$50.00
160831	10/6/2016	10/6/2016	BRENEMAN JOEL	112 FARMINGTON WAY	112 FARMINGTON WAY	\$50.00
160830	10/6/2016	10/6/2016	BRENEMAN JOEL S	840 PINK ALY	840 PINK ALLEY	\$50.00
Total 2016 Residential 4						\$200.00
Total Rental 4						\$200.00
Total Permits: 4						\$200.00

RENTAL LICENSES COMPARISON SPREADSHEET

MONTH	2013	2014	2015	2016
JANUARY	X	X	X	\$ 700.00
FEBRUARY	X	X	X	\$25,950.00
MARCH	X	X	X	\$31,750.00
APRIL	X	X	X	\$ 3,350.00
MAY	X	X	X	\$ 3,750.00
JUNE	X	X	X	\$ 600.00
JULY	X	X	X	\$ 500.00
AUGUST	X	X	X	\$ 50.00
SEPTEMBER	X	X	X	\$ 150.00
OCTOBER	X	X	X	\$ 200.00
NOVEMBER	X	X	X	
DECEMBER	X	X	X	
TOTALS	\$21,640.00 (Budgeted \$21,300)	\$48,470.00 (Budgeted \$48,735.00)	\$64,905.00 (Budgeted \$53,965.00)	\$67,000.00 (Budgeted \$62,000.00)



BOROUGH OF MOUNT JOY STORMWATER MANAGEMENT REPORT

TO: Mount Joy Borough Council

FROM: Dave Salley, Stormwater Enforcement Officer

DATE: November 7, 2016

RE: Stormwater Management Report for October, 2016

Violations:

- ✓ Illicit Discharge-178 Manheim St.-Due to a vehicle accident, motor oil and antifreeze spilled onto the road. Small amounts got into the storm drain but MJFD applied oil dry in the inlet to stop it from going farther in the system. Myself and two public works employees went out and cleaned the remaining oil dry from the inlet box.

Stormwater Management:

- ✓ Mount Joy Wire Swale and Outfall Inspection- Mount Joy Wire recently improved their stormwater BMP's. Regrading of current swale to help prevent erosion, new riprap has been installed, and E&S controls have been met.
- ✓ Pink Alley Detention Basin- Myself and the public works crew worked on the new design of the Pink Alley detention basin. We excavated the designed area for new basin. We also regraded both sides of the basin so mowing would be more accessible. Geotextile along with R-5 riprap were added. Any exposed ground was reseeded and straw blankets were laid down.
- ✓ Office organization- I organized and cataloged any type of plans (final designs, as built, preliminaries, road improvements, etc.) that we have at the public works facility.
- ✓ Inspections on 14 existing BMP's completed

Training:

- ✓ Local Technical Assistance Program (LTAP) -Stormwater Management Training
- ✓ Chesapeake Stormwater Network- The Potential to Enhance Nutrient Removal in Bio-retention and Sand Filters Webinar

Activities:

- ✓ Manheim Farm Show- I attended the Manheim Farm Show on behalf of the Chiques Creek Watershed Alliance. The Watershed Alliance had a stand with model rain garden, examples of best management practices, information about the watershed, and live fish, in a 30 gallon tank, directly from the Chiques Creek Watershed. I was there to educate the public about why it is important to reduce pollutants in our watershed and how our watersheds effect us
- ✓ PA One Call- I watched a training video and took an exam in order to perform PA One Calls. After passing the exam, I had to perform an example of a One Call. I was notified that I passed and now I am certified for PA One Calls.

To: Mayor Bradley, Mount Joy Borough Councilors & Samuel Sulkosky, Borough Manager

From: John Leaman

October 2016 Authority Administrator Report

1. The Authority completed the grant application for the PA Small Water and Sewer Grant Program. The application was submitted to PA DCED during October. The announcements for the selected applicants will be the end of the year.
2. Authority staff completed the fire hydrant painting during October for this year.
3. Farmview Properties Development water and sewer mains have been installed and tested.
4. New Water Plant:
 - Barley Snyder submitted the required documents along with the Self-liquidating debt report from ARRO Consulting for the bond purchase to PA DCED.
 - Final signatures for bond documents were completed on November 1st.
 - ARRO Consulting and Authority staff completed the final design of the UV Disinfection System which was sent to PA DEP for final approval.



**BOROUGH OF MOUNT JOY
MEMORANDUM**

TO: Mount Joy Borough Council

FROM: Scott Hershey, Borough Manager

DATE: November 1, 2016

RE: Manager's Report for October 2016

This will be my last Manager's report to Council. It has been a privilege to serve the Borough in various capacities over the past 32 years. I wish new Manager Sam Sulkosky and the Borough all the best for the future.

The November 7, 2016, Borough Council Meeting Begins at 6:00

- The meeting begins at 6:00 PM to allow the election folks to set up for the election.

November Administration and Finance Committee Meeting

- Will be held on November 16, because of the Thanksgiving holiday the following week.

LERTA

- The Donegal School Board adopted their LERTA resolution at the October 13, 2016, meeting.
- We have received an executed copy of the School District's resolution and forwarded it to the County.
- The County Commissioners are expected to consider action on the County ordinance in December.

Marietta Avenue Pedestrian Improvements Project

- Work on updating plans following the on-site meeting with PennDOT is in progress.

Records Disposition/Retention

- Staff continues to review records to identify which can be disposed. Before records can be disposed, Council will need to consider adopting a resolution identifying the records that will be disposed.

Rail Enhancements Phase 2 Project

- The Groundbreaking Ceremony was held on October 26.
- Anticipated NTP (Notice to Proceed): 11/7/16

Jacob Street Bridge Removal Project

- The agreement with AMTRAL have been executed by the Borough and were returned to AMTRAK for their signatures.
- Nothing new to report on the Borough's efforts to obtain an extension of time to remove the bridge from the PUC.

Activities:

- Sam Sulkosky and I are working together to get Sam up to speed in his role as Manager.
- October 6, 2016- attended the quarterly IIC (health insurance) meeting.
- October 26, 2016- Attended the Groundbreaking Ceremony for the Rail Enhancements Phase 2 Project.
- I have spent a fair amount of time working on the draft 2017 budgets and related items.
- Participated in various other meetings.

#



**BOROUGH OF MOUNT JOY
PUBLIC WORKS DEPARTMENT
MEMORANDUM**

TO: Sam Sulkosky, Borough Manager

FROM: Dennis Nissley, Public Works Director

DATE: November 3, 2016

RE: Public Works Department Activities for October, 2016

Following is a list of activities for the Public Works Department for October, 2016:

- Parks – Trim street trees
- Parks – Mowing
- Parks – Spraying
- Streets – Pave Peach Alley
- Streets - Inlet repairs
- Streets – Pave Old Market Street
- Streets – Assist PennDOT with Union School Road repaving
- Signs – Replacement and repairs as needed
- Facilities – Rebuild Pink Alley basin rip rap
- Equipment – Routine Maintenance
- Equipment – Prepare for leaf collection
- Compost Site – Material management
- Compost Site – Provide staffing for open times
- Attend various staff meetings
- Attend Chiques Creek Reinvisioned, Management Team meeting
- Attend MS4 advertised public meeting
- Conduct interviews for Public Works Maintenance Technician position
- Review and prepare budgets
- Prepare for and attend Train Station groundbreaking