



**Mount Joy Borough Council**  
**Administration & Finance Committee Meeting Minutes**  
**January 23, 2020**

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

Others present: Borough Manager Samuel Sulkosky.

Chairman Youngerman called the meeting to order at 6:30 PM. Youngerman welcomed Councilor Hall to the Committee.

Executive Sessions: None. Youngerman stated a brief executive session will be held at the end of the meeting for legal matters.

On a motion by Reese, seconded by Hall to approve the January 23, 2020 agenda. *Motion carries.*

**Public Input Period: None**

On a motion by Reese, seconded by Youngerman, to approve the minutes from the December 19, 2019 meeting. *Motion carries.*

**Administration, Budget, and Finance:**

Sulkosky reviewed PA Senate Bill 905 with the Committee. This bill is currently pending in the Rules and Executive Nominations Committee. Known as the Capital Budget Project Itemization Act of 2019-20, the pending bill contains two Mount Joy projects including the Borough Municipal Building funding for \$2,483,000 and the Mount Joy Recreational and Aquatic Facility for \$5,500,000. This is otherwise known as Redevelopment Assistance Capital Program (RACP) is a Commonwealth grant program administered by the Office of the Budget for the acquisition and construction of regional economic, cultural, civic, recreational, and historical improvement projects. Sulkosky has already been in contact with Senator Aument about moving SB 905 to the Governor for his signature.

The Committee reviewed the 2019 General Fund and Refuse Fund budget reports. The General Fund had an unaudited balance as of 12/31/2019 of \$9,522 while the Refuse Fund had an unaudited 12/31/2020 balance of \$77,290. Sulkosky noted that December 2019 tipping fees of about \$45,000 have not been paid yet. Sulkosky reviewed the fund balances for the General Fund, Refuse Fund, the Capital Fund and the Highway Aid Fund which totaled \$3,979,830.

Sulkosky reviewed with the Committee the uniform pension fund that earned 20.72% for an investment return of \$1,059,830 for 2019 and the non-uniform pension fund for 2019 earned 18.75% for an investment return of \$347,885. The 2019 investment results will have a positive impact on the Minimum Municipal Obligation (MMO), and percentage funded on both uniform and non-uniform pension funds.

Sulkosky reviewed with the Committee a Grant Report for 2019. The report showed that the Borough has received or been awarded a total of \$1,133,198 which represents a total of ten (10) grants awarded. Currently there are three other grants that were submitted in December 2019 and are pending decisions for a total of \$1,057,000. One of these three (3) grants, the PA Growing Greener Grant may need to be reduced or withdrawn since the Borough was awarded a PA LGI Grant for the same Rotary Park Project. The Grant Report also listed the seven (7) grants that were applied for and not awarded. The not approved

grants included three (3) multimodal grants which are from the Commonwealth Financing Agency and extremely competitive and political.

Councilor Youngerman covered his proposal to adopt Roberts Rules for Council meetings. The Committee had a lengthy discussion on Roberts Rules. Youngerman made a motion to recommend to Council the adoption of the PSAB sample Rules of Order, no second, motion fails.

Councilor Youngerman discussed the issue of using telecommunications for Councilors that are unable to be physically present at the Council meeting. Younger stated that a resolution is needed. Per Borough Code 1001(c) covers telecommunications. Hall stated that he did not like this at all since things may be missed when actual physical presence may provide valuable information. Youngerman said he disagreed with Hall. Sulkosky stated that Borough Code 1001(c) does not require a resolution to utilize telecommunications for Council meetings. The Committee agreed since no resolution is required that the Council could utilize telecommunications presently.

Councilor Youngerman stated that he would like to make privileged documents available to the public. Youngerman stated that concerning the solicitor's letter on reapportionment should have been made available to the public. Youngerman stated the release of a document could be discussed in executive session prior to release. Sulkosky provided two incidents, the sidewalk ordinance from May 2019 and the Gilmore Associates Report in January 2020, were allowed by Council to make the documents public. Sulkosky and Hall agreed that Council currently has the authority to release any document(s) to the public. Committee agreed no action will be taken at this time.

Councilor Youngerman discussed having an open invitation for Councilors from other Committees being able to attend every Committee's executive session. Reese stated that we kept the Council at nine (9) members due to the Committee structure so the Committees would do the work and make recommendations to full Council. The Committee held a lengthy discussion on the issue. The Committee asked Youngerman to bring a formal motion to the next Committee meeting for consideration.

Sulkosky reviewed Resolution No. 5-20; PennDOT Complete Streets Grant, which needs adopted in order to execute the grant reimbursement agreement. Youngerman made a motion to refer Resolution Bo. 5-20 to full Council, seconded by Reese, all in favor, motion approved.

#### **Manager's Report:**

1. PLGIT Report and transactions were reviewed.
2. Provided an update on the relocation of Route 772 and the status with Jason Bewley from PennDOT.
3. Tax Ordinance 6-19 was not signed by the Borough, no comments and no veto. By Borough Code, the Tax Ordinance goes into effect automatically.
4. Explained the efforts by staff to move towards dedication of streets within Florin Hills development.

#### **Land Development, Zoning & Codes:**

Codes Report was not provided due to early meeting.

The Committee discussed the Farmview Properties Revised Final Land Development Plan. Sulkosky reviewed the Gibbs email explaining the five (5) action items requested by Farmview Properties. Youngerman stated that he had issues with waiving the Traffic Impact Study that is required under Section 240-62.B.2 for 20 residential units. This plan goes from 18 original residences to 20 residences by changing a duplex to a four plex. Youngerman asked if there are five (5) motions that are required. Sulkosky answered yes. Hall wanted to know what is the additional square footage with this change. The primary issue was the waiving of the traffic impact study. On a motion by Hall to move the Farmview Properties five motions to full

Council conditional on getting additional information to issue 1 and issue 3, seconded by Youngerman, all in favor. Motion passes.

**Public Input Period:**

**Executive Session:** The Committee went into executive session at 9:00 pm for legal issues. The Committee came out of executive session at 9:18 pm. No decisions were made.

**Other items:** None

**Adjournment:** On a motion by Hall, seconded by Reese, the meeting was adjourned at 9:19 pm.

A handwritten signature in blue ink that reads "Samuel Sulkosky". The signature is written in a cursive, flowing style.

Submitted by Samuel Sulkosky, Borough Manager/Secretary