



**Mount Joy Borough Council**  
**Administration & Finance Committee Meeting Minutes**  
**January 24, 2019**

Members present: Chairman Youngerman, Councilor Reese.

Others present: Borough Manager Samuel Sulkosky.

Chairman Youngerman called the meeting to order at 6:36 PM.

Chairman Youngerman announced there were Executive Session held on December 27, 2018 for personnel issues. There were no decisions made.

On a motion by Reese, seconded by Youngerman to approve the January 24, 2019 agenda as revised. *Motion carries.*

**Public Input Period:** None

On a motion by Youngerman, seconded by Reese to correct page two on the minutes changing Younger to Youngerman. *Motion carries.* On a motion by Reese, seconded by Youngerman to approve the December 27, 2018 minutes as corrected. *Motion carries.*

**Administration, Budget, and Finance:**

Ordinance No. 01-19, discussion ensued that the Ordinance to amend the parking ordinance to establish 20-foot setbacks at all Borough crosswalks. The ordinance originated from the Public Safety Committee. No committee action was required.

On a motion by Reese, seconded by Youngerman, all in favor, to refer the Intergovernmental Agreement and associated Ordinance between Mount Joy Borough and East Donegal compost site to full Council.

On a motion by Reese, seconded by Youngerman, all in favor, the Committee agreed to refer the request from Jen Goehring for relief of excess refuse penalty charges in the amount \$1,151.50.

On a motion by Reese, seconded by Youngerman, all in favor, the Committee recommended to full Council the MSMJ street closure request for 2019.

On a motion by Reese, seconded by Youngerman, all in favor to recommend the Agreement between Mount Joy Township and Mount Joy Borough for the Borough to provide playground inspection services to the Mount Joy Township.

On a motion by Reese, seconded by Youngerman to refer to Council the Agreement for East Petersburg Borough to provide street sweeper services to Mount Joy Borough.

On a motion by Reese, seconded by Youngerman to refer to Council the Mount Joy Municipal Authority request to amend the retirement section page 19 on Unemployment Handbook. Sulkosky explained the Authority for new employees on or after January 1, 2019 will not have a defined benefit plan and moving to a defined contribution plan with a potential 457 plan matching contribution.

The Committee discuss the proposal by Councilor Reese to review the Nancy Hess Salary Survey and developing a simple employee performance review. Sulkosky noted that the employees welcomed the opportunity to develop a performance review process and merit-based pay adjustments.

**Manager's Report:**

Manager Sulkosky reviewed the report with the Committee. Items covered included:

1. PLGIT is paying 2.56%.
2. ROW Acquisition report was provided to the Committee breaking down the current status of Marietta Avenue acquisition of Rights of Way.
3. Jury Property down payment was made.
4. Sulkosky reviewed with the Committee the Recycling 902 Grant, the DCED Greenways, Trails and Recreation Program (GTRP), PEMA Hazard Mitigation Grant Program (HMGP), DCNR Bureau of Recreation and Conservation (BRC) and DCED Flood Mitigation Plan.
5. Jacob Street Bridge to be bid starting January 31, 2019 and work completed in May 2019. Jacob Street Bridge reimbursement agreement has been received.
6. Sulkosky shared the Committee that the PSAB has invited the Borough Manager to participate in the Inside PA Boroughs television program on municipal budgeting.
7. Sulkosky reminded the Committee the Public Works Committee special meeting is being advertised. A general discussion occurred on what qualifies as a newspaper of general circulation.
8. Sulkosky briefly explained some issues Waste Industries due to Waste Industries employee turnover.
9. SICO Building was for the purpose of answering questions concerning redevelopment of the property.

**Land Development, Zoning & Codes:**

Codes Report was provided in writing.

**Public Input Period: None**

**Executive Session:** The Committee went into executive session at 8:02 for legal and personnel issues. The Committee came out of Executive Session at 8:22 pm. No decisions were made.

**Other items:**

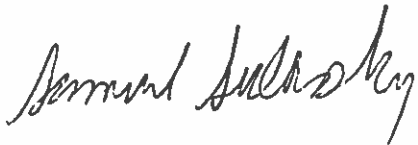
Sulkosky reviewed engaging Congressman Smucker's office with lack of response with AMTRAK concerning addressing the AMTRAK culvert at the Borough Stormwater Basin on West Main Street.

Sulkosky reported that six applicants responded to the vacant Florin Ward Council position.

Youngerman talked about working through the committees on issues prior to a Council meeting such as pay increases and OPEB costs. Youngerman talked about adopting a policy for waiving attorney client privilege. Sulkosky explained that Council has the ability to waive attorney client currently on any attorney letter to Borough Council.

**Adjournment:**

On a motion by Reese, seconded by Youngerman, all in favor, the meeting was adjourned at 8:42 pm.



Submitted by: Samuel Sulkosky, Borough Manager/Secretary