

**Mount Joy Borough Council**  
**Administration & Finance Committee Meeting Minutes**  
**October 28, 2021**

Members Present: Chairman Youngerman, Councilor Hall, Councilor Reese. Others Present: Borough Manager, Mark Pugliese; Assistant Borough Manager, Jill Frey; Codes and Zoning Officer, Stacie Gibbs; Public Works, Dennis Nissley; Part-time Receptionist, Linda Gainer

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

**Executive Session:** There will be a short Executive Session at the end of the meeting to discuss a legal issue.

On a **MOTION** by Reese, and a second by Hall, approval was given for the October 28, 2021, agenda as presented. *Motion carries unanimously.*

**Public Input Period:**

Dale Murray, 120 Farmington Way, made a request at the last meeting for the budgets to be broken down by department. Mr. Murray handed out an example of how Rapho Township does their budget to show how each department shows their costs. Youngerman stated that if employee expenses are pointed out, it can help understand what the benefit ratio is. Hall suggested the salaries be aggregated to get a total, then do a comparison. Youngerman stated we would be looking at the budget in a different way.

Mr. Murray spoke to agenda item 7E on historical presentation. Murray said he reviewed the Planning Commission minutes and that no action was taken. He would like transparency in the process of getting a building on the demolition list. It would be good to know what the plans are for the green areas created by demolition of a building. Main Street Mount Joy cares about what Main Street looks like. Youngerman asked if MSMJ is asking to have every property on Main Street on the historical list? Or should it be easier to get on that list? Murray said he would like to see all the homes on Main Street have a conditional hearing before demolition is approved. He cares about the entire length of Main Street. Hall stated that if you want all properties on Main Street, that would mean all, for example, the Giant would fall under the scope of needing permission to tear down their store to rebuild if they wanted to do so.

On a **MOTION** by Hall, and a second by Reese, approval was given for the minutes from the September 23, 2021, meeting. *Motion carries unanimously.*

**Administration, Budget, and Finance**

**Manager's Report**

Pugliese provided a written report.

Hall spoke concerning direction on how to use the Cares Act monies. Pugliese stated that our auditors have a good handle on how the money can be spent and if the suggestions we received are appropriate.

Discussion on upfitting Council Chambers with Video Conferencing Equipment. Youngerman noted there is an additional cost to the equipment with the extra outlets to be added to Council Chambers. He asked if it is possible to add more bells and whistles later. Reese asked if the system is transferable to another facility. Pugliese stated that it is transferable to another site. Hall asked if the system is expandable; can microphones and monitors be added. Pugliese said he will have to ask but believes the system can be expanded.

On a **MOTION** by Hall, and a second by Reese, approval was given to move to Council the purchase and installation of video conferencing equipment as quoted by EdgeUp in the amount of \$35,981.00 with an additional cost of installing four electrical outlets by Hertzler Electric, Inc in the amount of approximately \$1,450.00 and installation of network line by 12:34 in the amount of \$458.00, for a total cost of approximately \$37,900.00. Said funds being drawn from 2020 Cares Act Funding. *Motion carries unanimously.*

Youngerman stated that he drafted a Televised Meeting Policy but is having second thoughts about the legal process involved. He said things have changed with the borough code on public participation in meetings. During Covid, only board members could participate in meetings. If we broadcast meetings, we must have public participation. Hall stated if our policy is not retrofitted and we broadcast a meeting and we cannot hold the meeting, the meeting would be invalidated. The televised meeting policy would be best done in the body of a policy or with a resolution and that there would be more flexibility if done in a resolution. Youngerman stated that we need a policy in place and that we will continue to work on the Televised Meeting Policy. Pugliese suggested that if we had technical difficulty during a meeting and can't broadcast, we

could make a statement that there would be a 15-to-20-minute recess to allow anyone who wants to be at the meeting time to come to the building. Hall asked if our solicitor has any policies on televised meetings. Pugliese said he will contact the solicitor.

On a **MOTION** by Hall, and a second by Reese, approval was given to move to Council a request from the Chair of Building Ad Hoc Committee to spend funds from Capital Funds Budget to have Borough property located at 15, 17, & 21 East Main Street surveyed by K & W Engineers at a cost of approximately \$11,000.00. Hall asked why they chose K & W Engineers and said he has not heard of them before. Pugliese said the quote came from the Ad Hoc Committee initially and that he had not checked with other engineers or costs.

An **AMENDMENT** was made by Hall, with a second by Reese for the motion to read, have the property surveyed (no firm listed) at a cost not to exceed \$11,000. *Amendment carries unanimously.*

Youngerman called for a vote on the original motion as amended. *Motion carries unanimously.*

Youngerman handed out a letter to send to legislature regarding our hands being tied regarding Act 50 and placement of 5G antennas. Hall stated he needs more time to read the letter. Reese said he will read the letter before the next meeting.

Discussion on Salaries/Wages for 2022 Budget:

Reese stated you cannot just say you're giving everyone an increase of 2 – 3% and that there should be salary ranges and then employees could move through the ranges. He said we need to be sure we are competitive in salaries, and we should, as Council, adopt a salary range. He said there is a benefit to having a salary range and that a larger increase in salary can be given, based on performance, and with fixed percentage, you're locked into the salary. Pugliese explained what he put together a spreadsheet of salaries of surrounding municipalities, on-line research, and the Pa. State Assoc. of Boroughs wage survey. He said he consulted with his department heads for what they thought was fair and equitable.

Update on Brady's Alley:

A letter was sent to the property owners involved to schedule a meeting. Neither Pugliese nor Gibbs have received any responses to attend the meeting.

Pugliese reported on extending the Compost Facility Usage Agreement with Mount Joy Township as requested by Mount Joy Township and additionally, consideration of raising the fee from \$25.00 per ton to \$30.00 per ton. He said he has not talked to Mount Joy Township about an increase in cost before recommendation of Council. He said the increase would amount to about \$1400.00.

On a **MOTION** by Reese, and a second by Hall, approval was given to move to Full Council to approve a 1-year extension of the Compost Facility Usage Agreement with Mount Joy Township, with a fee increase from \$25.00 per ton to \$30.00 per ton. *Motion carries unanimously.*

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

Gibbs provided a written report.

Anthony Farauda-Diedrich from Charter Homes attended the meeting to speak on behalf of Charter Homes to record the Revised Subdivision Plan for Blocks F & M in the Florin Hill Development for Phases 1 and 2B. He said Charter Homes is committed to completing the Florin Hill project but that they do not want the approval to lapse then resulting in having to come back to Council. Gibbs said the plan needs to be executed in good faith. She said the paperwork is all signed but cannot be recorded until the stormwater agreement has been amended and the Borough also needs the financial security. Charter Homes is requesting the six-month extension to get these two items secured. Farauda-Diedrich said they can get the stormwater agreement into the office and that it is an act of the partnership for the financial security. Youngerman thanked Farauda-Diedrich for being at the meeting to explain. Hall stated that he has been on Council for a long time and in his experience, extensions don't work. Youngerman said he wants to hear from Full Council on this.

On a **MOTION** by Reese and a second by Youngerman, approval is given to move to Council to approve a six-month extension of time, until April 6, 2022, for Charter Homes to record the Revised Subdivision Plan for Blocks F & M in Florin Hill Development for Phases 1 and 2B. *Motion carries 2 to 1. Hall voting no..*

Brian Zimmerman from Zimmerman Home Builders attended the meeting to speak on behalf of rezoning and zoning map amendments to a +4-acre tract of vacant land on the southern end of S. Barbara Street, from Low Density and Medium Density Residential, to Medium High Density Residential to allow for the development of +/- 32 townhomes. Youngerman asked, without rezoning, how many homes can be put on the site. Zimmerman stated twenty-two dwellings without rezoning to high density. He presented a large board that shows all the areas in the space. He explained that with high density, they can extend Barbara Street to the west and put some units to the east and that they can put in a cul de sac which could have

some benefit to the Borough, or they could put in thirteen more units. He said the units would have garages and driveways and a portion of the property would have off street parking. He said they have a cooperative agreement with Donsco and Laurel Harvest for the stormwater basin. He thanked the committee for the opportunity to make his presentation. Gibbs looked at the official map and asked if pedestrian trails have been considered. Zimmerman said they have a cooperative plan with Donsco for the pedestrian trails. He said there is an easement for utilities that could be used for trails and that the map would need to show the pedestrian trails. He stated that this is a conceptual plan, this is the potential if the area is rezoned. Hall asked if the townhomes are marketable with Laurel Harvest and Donsco as neighbors. Zimmerman stated that housing other than townhouses would not be desirable in this location.

On a **MOTION** by Hall, and a second by Reese, approval is given to recommend to Full Council to authorize Zimmerman Home Builders and Donsco to pursue rezoning and zoning map amendments to a +4-acre tract of vacant land on the southern end of S. Barbara Street, from Low Density and Medium Density Residential, to Medium High Density Residential to allow for the development of +/- 32 townhomes. *Motion carries unanimously.*

Steven Crawley, Owner of Mount Joy Dental, and Todd Smeigh, D.C. Gohn, attended the meeting to speak on behalf of the requested approval of a Preliminary/Final Land Development Plan to add 8,752sf for parking, 2,350sf for a basketball court, 1,016sf for private sidewalks and installation of a rain garden. Hall said that each subsection will be taken separately. Crawley said he is asking for a waiver to Section 240-27, stating that staff needs to be able to park without walking across Rt. 230 to get to work and that the plan adds twenty-two paved parking spots beside and behind the current building. He said MJ Dental has a letter from Fire Department Mount Joy, they have received a letter from Arro, and signed plans are in the office. He said they are also requesting a waiver from curbing, as sidewalks are not needed; on street trees, as the telecommunication lines are low and a safety issue for cars pulling out; and on loading ratios in Karst areas.

On a **MOTION** by Hall and a second by Reese, a request is made to recommend moving to Full Council to approve a Preliminary/Final Land Development Plan to add 8,752sf for parking, 2,350sf for a basketball court, 1,016sf for private sidewalks, and to install a rain garden conditioned upon the Borough Solicitor and Borough Engineer comments being addressed, and a Stormwater Management Agreement being recorded. *Motion carries unanimously.*

Youngerman opened review and discussion of Chapter 270. Zoning, Article VIII General Regulations, Section 270-117, historic buildings and historic preservation provisions, potential recommendations and/or amendments. Youngerman provided a list of properties. Gibbs put together letters and information from the Historical Society and said there is no consensus from the Planning Commission. She said there is no historic ordinance protection from demolition for the buildings listed and that no ordinance amendment is needed to change the historical requirement from 2 to 1. She said it is an easy process to change the form and put it on the website. Murray said he would like to see a conditional use hearing for properties that are to be demolished. Gibbs pointed out that there is a cost of \$1,000. to the applicant for a conditional use hearing. Reese suggests keeping the application as it is currently. Hall said he is not in favor of a widespread addition to the historical register just based on where a home is located. He said he has no problem changing the criteria from two to one being met to have the home on the register.

On a **MOTION** by Hall, and a second by Youngerman, approval is given to change the criteria to the Historical Register from two requirements to one requirement. *Motion carries 2 to 1. Reese voting no.*

On a **MOTION** by Reese, and a second by Hall, a request is made to recommend to Council to approve the revised job description for the Zoning, Code and Planning Administrator. *Motion carries unanimously.*

Youngerman gave a reminder that Ordinances 9-21 - Small Wireless Facilities Deployment, 10-21 – Revised Street Parking Stop Sign, and One-Way Street, and Ordinance 11-21 – Governing the Use of and Conduct Within Borough Parks and Recreation Area will be before Full Council at the November 1, 2021, meeting.

#### **Grant Updates**

Pugliese referred to the Grant Tracking Document and highlighted the following:

He should hear from DCED near the end of November on the Multimodal Transportation Fund Grant

The Borough did not meet the grant guidelines of Capital Budget Request for a Transportation, so the grant was filed as Redevelopment. This means that the grant will be for \$1,000,000 with a 50% match. We may have to withdraw this request due to the match.

Pugliese is gathering cost estimates for Kunkle Field so that bleachers, etc. can be ADA compliant.

#### **Project Updates**

Pugliese reported concerning the Train Station, that we might have an agreement on the quick deed plan that our solicitor created and that we should know in a few weeks. He said that as far as paid parking at the train station, no timeline has been given.

He reported concerning the Ground Service Ambulance Agreement with PSH Life Lion LLC, that he met with Life Lion today and will have a report for Council.

**Legislative Updates:** None

**Public Input Period:**

Dale Murray, 120 Farmington Way, stated that it was not his intention to put financial difficulties on the properties on Main Street concerning the suggestion of a conditional use hearing. He said he is looking for transparency on what will be done with properties where demolition has been done. He gave CVS as an example, stating that there was a very nice home on that corner with trees. Reese said he felt that CVS added value to Mount Joy. Gibbs stated that if a home is not on the Historic Registry but has potential historical value, there is a 45-day waiting period, Council gets notice, Main Street Mount Joy is emailed along with the Historical Society, it is posted on the website, and a red paper is posted on the home for 45 days. She said that photos must also be allowed if the home is a historical resource.

Josh Deering, 33 Frank Street, stated that there has been a lot of discussion at the Planning Commission in favor of changing the historic requirements from 2 to 1. He said that homeowners might not come forward if they do not have the two requirements and that once a property is on the historic register, it cannot be removed. He said homeowners know there is a Historic Register list, but that a deed does not show that a home is on the Historic Register. He said that there have been eleven demolitions since 2014 and some have been on Main Street. He said that those properties had structural deficiencies and that just because the façade has been kept up does not mean the inside has not been chopped up into apartments or updated.

Deering spoke concerning South Barbara Street rezoning. He said that it would be beneficial for School Lane to come across Delta Street to Barbara. He said the last two blocks of South Barbara are very narrow and that connecting these roads would be good so there is more than one way in and out.

**Executive Session:** Executive Session was held to discuss a legal matter beginning at 8:38 PM. Executive Session ended at 8:45 PM. No decision was made.

On a **MOTION** by Reese and a second by Hall, approval was given to adjourn the meeting at 8:46 PM. *Motion carries unanimously.*

**NEXT ADMINISTRATION AND FINANCE COMMITTEE MEETING – Thursday, November 18, 2021 at 6:30 PM in Council Chambers.**

Respectfully Submitted,



Mark G. Pugliese  
Borough Manager/Secretary