



**Mount Joy Borough Council**  
**Administration & Finance Committee Meeting Minutes**  
**October 22, 2020**

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

Others present: Borough Manager Casey Kraus, Stacie Gibbs, Dave Salley, Mayor Bradley, Joshua Deering, Dave Schell, and Dave Christian.

Chairman Youngerman called the meeting to order at 6:39 PM.

Executive Sessions: Youngerman announced there were no Executive Sessions held.

On a **MOTION** by Hall, seconded by Youngerman, to approve the October 22, 2020 agenda. *Motion carries unanimously.*

**Public Input Period:**  
None

On a **MOTION** by Hall, seconded by Youngerman, to approve the Minutes from the September 24, 2020 meeting. *Motion carries unanimously.*

**Administration, Budget, and Finance:**

Discussion on request from Dave Salley to utilize the Borough's Educational Opportunities and tuition Reimbursement. On a **MOTION** by Hall, seconded by Youngerman, a request was made to send to full Council a proposal to reimburse Dave Salley for 50% of tuition toward his degree in Environmental Science at one course per module maximum eight modules per year for the calendar year 2021. *Motion carries 2-1, Reese voting no.*

Discussion on request for reimbursement from Dave Salley regarding use of his personal phone for Borough business. There was no action taken on this matter. The Administration Finance Committee asked the Manager to do some research on this topic.

Discussion on and update on progress on melding various documents pertaining to the Borough Manager's position. On a **MOTION** by Hall, seconded by Reese, direct the acting Manager to draft an Ordinance and Job Description in line with the Borough Code and present those to the Administration and Finance Committee at the November meeting. *Motion carries unanimously.*

Discussion and review of budget and discussion of recommendation on salaries. On a **MOTION** by Youngerman, seconded by Hall a request was made to establish a 1.5% floor for Borough Employee salary increases for the 2021 draft budget to go to full Council. *Motion carries unanimously.*

Discuss memorandum from Councilor Reese regarding office staff. Borough office staff have been pulling double duty since May due to the part time receptionist being out of the office for personal reasons. On a **MOTION** by Hall, seconded by Reese a request was made to move to full Council a \$1500 stipend to Jill Frey and Lisa Peffley and a \$750 stipend to Stacie Gibbs. *Motion carries unanimously.*

Discussion on Tree Maintenance Responsibilities along the Dom and Anna Mary Paglia properties. On a **MOTION** by Hall, seconded by Reese, to direct the Borough Manager to engage the appropriate professionals to determine ownership of that land. *Motion carries unanimously.*

**Manager's Report:**

Kraus provided a written report.

**Land Development, Zoning & Codes:**

Gibbs provided a written report.

**Grant Updates:**

None

**Project Updates:**

None

**Public Input Period:**

None

**Any Other Matters to Come Before Committee:**

None

**Executive Session:**

None

**Adjournment:** On a **MOTION** by Reese, seconded by Hall, the meeting was adjourned at 9:24 pm. *Motion carries unanimously.*

A handwritten signature in cursive script that reads "Charles Kraus, III". The signature is written in black ink and is positioned above the typed name of the signatory.

Submitted by Charles Kraus, III, Interim Borough Manager/Secretary