

**Mount Joy Borough Council**  
**Special Budget Meeting Minutes**  
**November 14, 2019**

The Mount Joy Borough Council held a special meeting on November 14, 2019, at the Mount Joy Borough Council Chambers.

Council President Hall called the meeting to order at 6:30 PM.

Invocation was given by Mayor Bradley, followed by Pledge of Allegiance.

Roll Call - Present were: Councilors Eichler, Fahndrich, Ginder, Hall, Reese, Youngerman and Mayor Bradley. Councilors Deering, Feuerstacke and Millar were absent.

Also present were; Public Works Director, Dennis Nissley; Borough Manager, Samuel Sulkosky; and Finance and Business Administrator, Jill Frey.

**Public Input Period**

Bruce Haigh, 504 Rose Petal Lane, Mount Joy, asked if Council would reserve his comments for Agenda Item #8, Any Other Matter Proper to Come Before Council. All of Council agreed.

No other Public Input.

On a **MOTION** by Eichler, and a second by Ginder, approval was given for the minutes for the Special Budget Meeting on November 7, 2019. *Motion carries unanimously.*

Hall announced to add Agenda Item #6A, approval of the Agenda for tonight's meeting, the Special Budget Meeting of November 14, 2019.

On a **MOTION** by Reese, and a second by Eichler, approval was given for the Agenda for the Special Budget Meeting on November 14, 2019. *Motion carries unanimously.*

Hall opened the floor for discussion of the 2020 General Fund Draft Budget.

Sulkosky reviewed documents of various account details requested from and provided to Council.

Youngerman spoke concerning employee wages. He said that he received the draft budget after wages were talked about at the Administration and Finance Committee meeting. He explained that a number was allotted to be disbursed amongst Non-Uniformed employees based on the Nancy Hess survey and evaluations. He said the Committee failed to look at the numbers after the budget was prepared and did not communicate to Council appropriately and apologized on behalf of the Committee. Eichler thanked Youngerman and said that he would have liked to see the procedure concerning wages start sooner.

Reese stated that, as part of the Administration and Finance Committee, the intent was to use the process from the Nancy Hess survey. He said some were over the mid-range of pay and some were not at the mid-range of pay and some were in excess. He said the survey was implemented to increase the Public Works employees' wages, who fell under. Reese said all employees, Uniform and Non-Uniform, also have health insurance. He said all of this created some differences of opinions concerning wages.

Hall asked if the fact that the Borough Manager sets the Non-Uniform employee wages is established as an Ordinance or a policy. Sulkosky stated that it is written in the Borough Managers Ordinance. Hall asked how all other employees' wages are established. Sulkosky stated that they are not under the Borough Manager and that Uniform employees and the Chiefs' salaries are established by bargaining agreements, and the Borough Managers wages are established by Council. Mayor Bradley asked what the parameters are for Non-Uniform employees set by Council under the Ordinance. Sulkosky said the Ordinance states, "under the consultation of Council". Reese said the Administration and Finance Committee gave a total of 3.5% to be disbursed. Mayor Bradley asked what the range of increase is for Non-Uniform employees. Reese said it varies and is based on the Nancy Hess survey, which takes into consideration the persons job title, number of years of service and

evaluation performances. Mayor Bradley asked if the goal of Council is to drive the wages to the mid-point. Reese said yes, and then go from there. He said there is also a max-point range.

Ginder asked how old the Nancy Hess survey is. Sulkosky said the last review was from 2015. Ginder asked if the Administration and Finance Committee are satisfied with the numbers. Youngerman said for the most part, yes. Hall said that from a budget standpoint, Council needs to make decisions based only from the line items in the budget. He said from a performance standpoint, that must be discussed in executive session. Hall asked if the pool of money allotted was 3.5%. Youngerman said yes, excluding the Borough Manager.

Ginder asked the range of percentage that was used and if there was a max-range considered. Reese said there was no max-range. Sulkosky said the range of percentage used was between 2% and 7%, most falling at 3.75%, except for one employee who also received a promotion. Mayor said that the Chief approved a 3% increase on the part-time Police clerks and they only received a 2% increase. Reese said the reason for that is the part-time Police clerks started very high, almost at max-range, less than a year ago. Sulkosky said the Borough part-time receptionist was close to minimum-range and has been employed for 3 years.

A **MOTION** was given by Youngerman, with a second by Ginder, to set the Borough Manager's increase from 7% down to 3.5%, adjusting line item 01.401.121.

Reese said that Council either needs to stick to the plan for increases or not have a plan at all and that he disagrees with the motion. Fahndrich said that she agrees with Reese. She said although the percentage is high, we have a system and we need to follow the system. Eichler asked if this situation has ever happened before where Council looks at and discusses percentage increases at budget meetings. Hall said not that he remembers. Sulkosky said that he provided a sheet for Council that compares Borough Manager's salaries from other Municipalities and that his salary is lower in comparison.

Hall said that there is a **MOTION** on the floor to adjust the Borough Manager's salary, line item 01.401.121, and asked for a Roll Call vote. Councilors Hall and Youngerman voting Yes. Councilors Eichler, Fahndrich, Ginder and Reese voting No. *Motion fails.*

Hall stated that line item 01.402.130, Finance and Business Administrator, pay increase looks like a large percentage at 6.94%. Sulkosky said there was a promotion given with this line item. Hall asked how much of the increase is due to a change in the job title and how much is a step increase. Sulkosky said half and half. He stated that the job title needed to be changed to accurately reflect the duties and that there were added responsibilities to the position throughout the years. Hall said that ultimately this line item is inaccurately calculated into the 3.5% pool given. He said there was an increase in the pay to adjust to an accurate job position, and then a percentage given as well. He said either way, it does not change the bottom line for the budget.

Eichler asked if it is correct that it has been 10 years since there was a tax increase. Youngerman said he thinks it has been 5 or 6 years since a tax increase. He said that expenses keep increasing, yet we have been holding the line year after year without increasing taxes. He said it does not seem logical.

Hall asked if Council can see what the general fund balance is now. Frey retrieved the information for Council. Youngerman reminded Council that they adopted a 25% fund balance threshold that is to be maintained. He said the Borough News recommends a 33% threshold.

Hall asked what roads are considered for paving by the end of 2020. Nissley said paving of roads in the Borough is difficult to say since we are awaiting approval to move ahead. Hall said if hypothetically speaking, all is approved, what roads would realistically be done. Nissley said there is no definite way of paying for the Stormwater portion of the roads, but that Grants will be submitted and pending approval. He said if all goes well, North Angle Street and Pinkerton Road should be done by the end of 2020. Hall asked how much this will cost. Nissley said the cost for next year's plan would be over 1 million dollars. Sulkosky said that at this point we have costs split between the Capital Fund and Highway Aid Fund, with hopes of Grant approvals. Hall said if we have a good street paving plan in place and not a good revenue plan, then we are in a bad spot.

Youngerman asked about line item 01.395.001, Refund of Prior Years Expenditures, and why it is low year to date. Sulkosky stated that we are currently waiting on reimbursement of the Jacob Street bridge removal. He said everything is submitted to PennDOT we hope to get it yet this year. Youngerman said this line item is posing a large revenue drop for 2020. Sulkosky stated that this line item fluctuates each year. He said that the PLIGIT accounts and the health cost savings has enabled us to not raise taxes for the last 2 years.

Reese recommended to increase employee contributions to health insurance.

Nissley spoke concerning line item 01.492.100, Capital Planning. He stated that the Public Works truck cost is \$41,000., not \$45,000., half being paid out of Capital Fund and half out of Refuse Fund. He said we can lower the amount of the transfer to Capital Fund from \$22,500. down to \$20,500. All of Council agree.

Hall suggested lowering line item 01.446.313, Stormwater Management Engineering, from \$25,000. down to \$22,000. He said he thinks the cost of engineering will level off soon. All of Council agree.

Hall suggested lowering line item 01.410.200, Public Safety Materials and Supplies, from \$5,000. down to \$4,000. All of Council agree.

Hall suggested lowering line item 01.411.174, Fire Protection Training Expenses, from \$6,000. down to \$5,000. All of Council agree.

Hall suggested lowering line item 01.411.500, Fire Protection Contribution to Fire Department Mount Joy, from \$63,500. down to \$62,000. All of Council agree.

A **MOTION** was given by Reese, with a second by Youngerman, to increase the Non-Uniform employee's health contribution by \$5.00 per pay for both single and family. Ginder, Reese and Youngerman voting Yes. Eichler, Hall and Fahndrich voting No. *Motion fails for lack of majority.*

Hall stated Council will now close the budget discussion and will reconvene on Tuesday, November 19, 2019, at 6:30pm.

Hall announced Any Other Matter Proper to Come Before Council.

A **MOTION** was given by Ginder, with a second by Youngerman, to read as follows:

Consider a **MOTION** to have Borough Council direct the Borough Manager to Contact the Lancaster County Conservation District and PADEP Southcentral Regional Office Clean Water Division, if necessary, immediately and make the following request. "Mount Joy Borough Council is requesting that the Chapter 102 PAG-02 NPDES Permit No. PAC360474, Detention Basin Modifications, dated November 5, 2019 and E&SC Plan ID ESP02864 be temporarily placed ON HOLD and not advertised in the Pennsylvania Bulletin. This action is being requested by Borough Council to allow adequate time for a 3<sup>rd</sup> party Engineer to review the Stormwater Calculations and Detention Basin Design".

Bruce Haigh, 504 Rose Petal Lane, spoke concerning the PA Bulletin and stated that this publication goes out every Saturday and that the advertisement for the permit spoken of would be in this Saturday, November 16, 2019 publication. He reviewed the process of the permit approval or denial.

Hall called for a Roll Call vote for the **MOTION** on the table. Eichler, Fahndrich, Ginder, Hall and Youngerman voting Yes. Reese voting No. *Motion carries 5 to 1.*

Sulkosky supplied Council with information on four different firms with cost estimates and engagement agreements for the 3rd party Engineering review of the Borough Stormwater Basin. Hall noted that the scope of work for each firm is slightly different. Sulkosky stated that the basic requirements requested are to include the following criteria: 100-year specifications, proper engineering standards, work to be done per Borough Ordinance, a cost estimate, an engagement agreement and a statement of qualifications. Sulkosky also stated that his intent was to look for a firm that is outside the immediate area due to possible conflict with Arro. Youngerman asked if there are any site plans included. Sulkosky said, no just review.

Hall said there is a motion in place and asked if Council wanted to decide on a firm tonight. Mayor Bradley said Council could wait until the next Council meeting to decide and take time to look over the firms more closely. Hall agreed and stated that no action will be taken tonight.

Hall asked Council if an executive session is needed tonight. Youngerman said yes. Hall said Council will go into executive session to discuss personnel matters and that no decision is expected. Council went into executive session at 9:15pm to discuss personnel matters.

Council came out of executive session at 9:50pm.

A MOTION was made by Reese, with a second by Youngerman, to adjourn at 9:51pm. *Motion carries unanimously.*

Respectfully Submitted,



Samuel Sulkosky  
Borough Manager/Secretary