



**Mount Joy Borough Council**  
**Administration & Finance Committee Meeting Minutes**  
**December 28, 2016**

Members present: Chairman Youngerman, Council President Glessner and Councilor Murray

Others present: Samuel Sulkosky, Borough Manager

Chairman Youngerman called the meeting to order at 6:38 PM.

On a MOTION by Murray and second by Glessner, the agenda was approved with no revisions. *Motion carries unanimously.*

Public Input Period  
None

The Minutes of the November 16, 2016, regular meeting were approved as presented on a motion by Glessner and seconded by Youngerman, Murray abstained.

1. Administration, Budget, and Finance

A. Manager's Report:

- i. Sulkosky presented a written report to the committee. Sulkosky explained to the Committee HSA accounts, MRM PLT insurance package renewal, Resolution 01-17 concerning pension CAO, and the Auditor general's pension audit. Discussions occurred as follows:
  - The Borough's investment policy with respect to the fund balances of all Borough funds. The committee requested the Borough Manager research various investment options by the next Administration and Finance Committee meeting in January 2017 on a short term and long term basis which was to include PLIGIT and various banks.
  - A discussion occurred concerning Resolution No. 31-16 Fees Schedule. Councilor Murray made a motion to amend the language in Section 2 and Section 3 as provided by staff, seconded by Councilor Glessner. Murray and Glessner voted yes, Youngerman voted no, motion carries. The Resolution will be placed on the January 9, 2017 Council meeting with the amended language and an updated Resolution number 2-17.

2. Personnel

- A. Discussion was held concerning a substitute as need cleaning position. The Committee agreed to allow the Borough Manager to pursue the position as a Borough employee position.
- B. Discussion was held concerning the Nancy Hess Associates wage study and that all Borough employees are to receive a 1.5% wage increase for 2017. The second stage of the employee wage bump up was to occur for select positions that were on the low side.

3. Rail Enhancement Project:

- A. Discussion occurred concerning the PennDOT Amtrak Project Maintenance Agreement which the Borough has not yet received a revised Agreement from PennDOT.
- B. The Committee discussed and agrees with the temporary ban on Borough snow plowing of the former Church of God parking lot due to an absence of any type of snow removal contract.

4. Land Development, Zoning, & Codes

A. Discussion was held on the development of Ordinances by staff for the following:

- i. Cross Roads Brethren in Christ, 800 Donegal Springs Road rezoning based on Planning Commission recommendation.
- ii. Wireless Facilities in the Streets Right of Way per Planning Commission recommendation.
- iii. Free Library per Planning Commission recommendation

The Committee supported staff and solicitor to develop Ordinances concerning Cross Roads Brethren in Christ rezoning, Wireless Facilities Ordinance and Free Library Ordinance.

B. SM Johns and Son Construction, LLC consider a 90 day extension of time to record the plan and obtain financing due to January 17, 2017 expiration

The Committee supported the SM Johns and Construction, LLC request for a 90 day extension.

5. Public Input Period - there was no additional public input

6. No other matters came before the committee.

7. The meeting was adjourned at 9:50 pm

Submitted by: Samuel Sulkosky, Borough Secretary