



Mount Joy Borough Council
Administration & Finance Committee Meeting Minutes
December 28, 2017

Members present: Chairman Youngerman, Councilor President Reese and Councilor Glessner (absent).

Others present: Borough Manager Samuel Sulkosky.

Chairman Youngerman called the meeting to order at 6:32 PM.

Chairman Youngerman announced that a Committee Executive Session was held on November 16, 2017 for labor issues, no decisions were made.

On a MOTION by Reese and second by Youngerman, the agenda for the November 16, 2017 meeting was approved. *Motion carries unanimously.*

Public Input Period: None

Minutes: The minutes for the November 16, 2017 meeting were tabled until January 25, 2018 due lack of a quorum of present Committee members for the November 16, 2017 meeting.

Administration, Budget, and Finance:

Discussion was held concerning Flexible Spending Accounts (FSA) which is a voluntary employee payroll deduction. The employee can utilize the FSA for out of pocket medical expenses. The maximum employee deduction is \$2,600 for 2017. There are two options for carryforward which would be either \$500 or a 90-day carryforward. The employee deductions would be a use it or lose situation. The Committee recommended to go to Council.

Resolution No 01-2018 which would eliminate police pension contributions for calendar year 2017. Sulkosky explained that this was a housekeeping issue. The Committee recommends to Council.

Sulkosky discussed Resolution No. 2-17, the Code of Conduct, and Ordinance No. 1-18 (formerly Ordinance 5-17) imposing 13-ton weight limits on N. Market Avenue. There is also the Mount Joy Cyclones football team request for Noise Ordinance exemption. Committee recommends to Council.

Chairman Youngerman discussed with the Committee the actions of PennDOT regarding the Borough properties and parking issues. Councilor Reese and Manager Sulkosky participated in the discussion. Council Youngerman stated he would hold onto the letter.

The Committee discussed reapportionment and the options were to redraw the ward lines or the Borough could go to an at large system which would mandate a seven-member Council.

Sulkosky discussed with the Borough's facilities which the administration building. The building has water leakage issues and electrical problems. There is also a lack of storage space and lacks proper police facilities. The Committee agreed that further work needs to be done over the next year.

The Committee discussed the Code of Conduct by reviewing Section 4.3, Section 2.A. by inserting is not acceptable. Section 2.B; replacing track with point, change Vice President with presiding Official. Youngerman asked about including language concerning superseded by State or Federal Law.

Manager's Report:

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

1. Fund balances.
2. Capital fund transfer for police vehicle was completed.

3. PLGIT report.
4. Lions Club meeting detailed written report on pool provided to Council.

Land Development, Zoning & Codes:

1. Codes Report.
2. SM Johns Letter of Credit reduction request.
3. ZHB denied request for variance.

Project Updates:

Marietta Avenue: Manager Sulkosky provided an update on the Marietta Avenue Project including final cost of about \$30,000.

Jacob Street Bridge Removal Project: No report

Public Input Period: None

Executive Session: None

Other items:

- Reese talked about employee evaluations.
- Reese commented about and the Committee discussed interviews with the media.
- Sulkosky reminded the Committee of Residency Affidavit and Oath of Office forms for the Reorganizational meeting. Sulkosky reminded everyone that Ms. Gibbs can notarize documents.

Adjournment:

On a motion by Reese, seconded by Youngerman, all in favor, the meeting was adjourned at 7:35 pm.

Submitted by: Samuel Sulkosky, Borough Manager/Secretary