

**Mount Joy Borough Council Meeting**  
**Agenda**  
**7:00 PM, Tuesday, January 2, 2024**

1. Call to Order – Mayor Bradley
2. Roll Call—Councilors, Crider, Eichler, Fahndrich, Greineder, Ginder, Hall, Haigh, Kark, Youngerman, and Mayor Bradley
3. Invocation- Mayor Bradley
4. Pledge of Allegiance
5. Oath of Office administered by Mayor Bradley for newly elected or re-elected Councilors (Hall, Eichler, Greineder, Kark, Crider).
6. Reorganization of the Mount Joy Borough Council- officiated by Mayor Bradley
  - A. Nomination and Election of Borough Council President
  - B. Nomination and Election of Borough Council Vice-President
  - C. Nomination and Election of Borough Council President Pro-Tem*{President or Vice-President to officiate the remainder of the meeting}*
7. Announcement of Executive Sessions – No Executive session held outside of the prior council meeting on December 4, 2023, and Special Council Meeting on December 11, 2023.
8. Consider a motion to approve the January 2, 2024, Borough Council Meeting Agenda.
9. Public Input Period - Comments of Any Borough Resident or Property Owner. Time limit of three minutes per individual.
10. Reports
  - a. Mayor
  - b. Police Chief
  - c. Fire Department Mount Joy
  - d. PSH Life Lion LLC.
  - e. Northwest EMS
  - f. EMA
  - g. Library
  - h. Zoning, Code, & Stormwater Administrator
  - i. Community & Economic Development Administrator (Update on hiring process)
  - j. Public Works Department
  - k. Borough Authority Manager
  - l. Assistant Borough Manager/Finance Officer
  - m. Borough Manager
11. Approval of Minutes of the Regular Borough Council Meeting held on December 04, 2023
12. Approval of the Minutes of the Special Borough Council Meeting held on December 11, 2023.
13. Building Ad Hoc Committee

If you are a person requiring accommodations to participate, please contact  
Borough staff to discuss how we may best accommodate your needs.  
21 East Main Street, Mount Joy, PA 17552 • (717) 653-2300  
Fax (717) 653-6680 • [Borough@mountjoypa.org](mailto:Borough@mountjoypa.org) • [www.mountjoyborough.com](http://www.mountjoyborough.com)

- a. Updates – Josh Deering
14. Administration and Finance Committee
- a. Consider a motion to approve Resolution No. 2024-01, Council appointments to various Boards, Commissions, Authority, Committees as well as individuals and firms to specified positions.
  - b. Consider a motion to approve, Resolution 2024-02 acknowledging receipt and commitment to complete Connects 2040 Grant, School Lane Active Transportation Project.
  - c. Consider a motion to acknowledge receipt of a letter from Cargill of notice to apply for renewal of State Permit No. 36-03116 regarding air quality operations.
  - d. Consider a motion to extend the Police Chief's MOU to January 5, 2026.
  - e. Consider a motion to extend the Borough Manager's MOU to January 5, 2026.
  - f. Consider a motion to accept Duane Brady's Letter of Resignation with his last day of employment being January 12, 2024.
    - i. Consider a motion to move to full Council authorizing staff to advertise the position of Zoning, Codes & Stormwater Administrator.
  - g. Discussion with possible motion to authorize the Borough Solicitor to move forward on Florin Hill Agreement.
  - h. Consider a motion to authorize the Borough Manager to send a letter to Mount Joy Township that Borough Council endorses and offers full support of their proposed change to the Mount Joy Township Official Map- Sheet 3 Recreational Facilities.
  - i. Discussion and possible motion on the eliminating of police officer contributions to the uniform pension plan.
    - i. Consider a motion to adopt Resolution 2024-03 reducing employee contributions to the police Pension Fund.
  - j. Discussion on Borough's position on Chiques Crossing proposed development in Rapho Township
15. Public Safety Committee
- a. Consider a motion to authorize the Borough Manager to sign the Regional Urban Search and Rescue Volunteer Participation Form for the EM Coordinator.
  - b. Consider a motion to adopt the On Street Parking Study recommendations for the intersection of Wood Street and South Market Avenue.
16. Public Works Committee
- a. Consider a motion to authorize the Borough Manager to draft a letter to the PA Attorney General concerning the workmanship of DB Utilities.
  - b. Discussion with possible motion regarding a letter from Borough Solicitor regarding the Reuter property, 209 Old Market Street, giving the property owner 60 days' notice to complete repairs to the stormwater swale at the side of the property or the borough will complete/have work completed and invoice the property owner.
  - c. Discussion and possible motion regarding the Borough Authority constructing new facility building and consolidation of Public Works & Parks Departments in the current Public Works facility and obtaining value assessment on current parks building.
  - d. Consider a motion to allow the Donegal Alumni Band to install a memorial bench for Glenn Leib at Borough Park.
17. Public Input Period - Comments of Any Borough Resident or Property Owner. Time limit of three minutes per individual.

18. Any other matter proper to come before Council.
19. Authorization to acknowledge the payment bills.
20. Meetings and dates of importance, see attached calendar.
21. Executive Session.
22. Adjourn

The next full Council Meeting is scheduled for 7 PM, on Monday, February 5, 2024.

# Police Activity Statistics

## 2023

	Citation Charges	Criminal Charges	Incidents	Total Incidents YTD	Total Incidents Previous YTD
Jan	68	20	825	825	566
Feb	105	15	629	1,454	1,069
Mar	105	13	675	2,129	1,654
Apr	69	32	672	2,801	2,340
May	76	31	682	3,483	2,976
June	39	25	680	4,163	3,605
July	20	34	718	4,881	4,270
Aug	50	13	734	5,615	4,944
Sept	46	25	586	6,201	5,656
Oct	23	18	534	6,735	6,377
Nov	20	26	487	7,222	7,068
Dec					7,632
<b>TOTAL</b>					<b>7,632</b>

# New Detective Cases-November 2023

	2015	2016	2017	2018	2019	2020	2021	2022	2023
January	6	6	7	5	3	4	2	2	18
February	12	6	9	5	3	7	2	0	12
March	11	6	8	7	7	6	2	8	12
April	5	8	6	6	4	6	3	5	12
May	13	2	3	14	5	7	2	2	12
June	10	2	7	3	10	5	5	1	13
July	8	3	20	12	4	9	4	4	7
August	10	12	7	3	3	6	5	2	4
September	6	4	6	4	3	7	5	7	4
October	6	13	7	6	6	9	5	6	9
November	4	10	7	4	10	1	6	14	3
December	6	10	9	4	3	5	2	15	

Active Cases	18
Cases at District Attorney's Office	8
Inactive Cases	0



# MOUNT JOY POLICE DEPARTMENT

Calls for Service  
Year 2023 November

Code	Call for Service	Totals
0310	ROBBERY	1
0613	THEFT SHOPLIFTING	2
0619	THEFT ALL OTHERS	2
0710	MOTOR VEHICLE THEFT	1
0800	SIMPLE ASSAULT	1
1130	FRAUD ALL OTHERS	9
1440	CRIMINAL MISCHIEF ALL	1
1711	SEX OFFENSE ALL OTHERS	1
1810	DRUG POSSESSION OFFENSE	1
2020	FAMILY OFF-CHILD ABUSE	2
2040	FAMILY OFFENSES - DOMESTIC	15
2111	DUI-ALCOHOL/UNDER INFL	1
2310	PUBLIC INTOXICATION / DRUNKENESS	1
2410	FIGHT	1
2420	DISORDERLY CONDUCT / HARASSMENT	1
2450	NOISE COMPLAINT	3
2485	ALARM ALL OTHERS	1
2640	MUN ORD VIOLATIONS	4
2654	DISTURBANCE	10
2657	HARASSMENT	4
2660	TRESPASSING	1
4018	STREET LIGHTS-OUT/REPAIRS	1
4020	SUSPICIOUS AUTO	2
		Page: 1

4021	SUSPICIOUS ACTIVITY	13
4023	SHOTS FIRED - REPORTS	1
4026	DOWN-WIRES / POLES / TREES / LIMBS	1
4028	OTHER NON-CRIMINAL INV GENERAL POLICE	4
4052	ALARM BURGLARY OR HOLDUP NON RESIDENCE	7
4100	ALARMS (FIRE ALARMS)	3
4101	FIRES (ALL WORKING FIRES)	1
4167	HAZMAT SPILL / INCIDENT	1
5004	FOUND ARTICLES	3
5008	LOST ARTICLES	1
5504	ANIMAL BITES	1
5510	ANIMAL COMPLAINTS ALL	12
6006	REPORTABLE MV CRASH W/INJURY	1
6008	REPORTABLE MV CRASH NO INJURIES	12
6015	REPORTABLE MV CRASH HIT & RUN	2
6016	NON REPORTABLE MV CRASH	3
6305	SELECTIVE ENFORCEMENT TRAFFIC	6
6310	TRAFFIC ENFORCE / STOP	52
6335	TRAFFIC HAZARD	1
6336	DISABLED MV	3
6511	PARKING VIOLATION COMPLAINT	7
6602	ABANDONED IMPOUND/TOWAWAY	1
6612	SIGNALS SIGNS OUT	7
6615	TRAFFIC COUNTER DEPLOYMENT / RADAR SIGN	2
7002	BUILDING CHECK	15
7008	MEDICAL ASSISTANCE	61
7014	OTH PUB SERV/WELFARE CHK	10
7015	ASSIST CITIZEN	14

7025	EMOTIONALLY DISTURBED PERSON (EDP)	6
7502	ASSISTING-FIRE DEPT	5
7504	ASSISTING-OTHER POLICE DP	6
7506	ASSISTING-OTHER AGENCIES	2
7522	ASSISTING OTHER OFFICER	3
7533	K-9 UNIT REQ / RESP ASSIST OTHER PD	1
8010	WARRANTS-LOCAL	6
8110	WARRANTS-OTHER AGENCIES	1
8252	WARRANT ATTEMPT TO SERVE	1
9002	ADMINISTRATIVE DUTIES	2
9008	COURT	2
9012	OTHER MAINTENANCE	2
9020	POLICE INFORMATION	32
9021	TRAINING	3
9025	FIELD CONTACT INFORMATION	5
9028	FINGERPRINT	1
9029	CIVIL MATTER	1
9030	SPECIAL DETAIL ASSIGNMENT	8
9034	REPOSSESSION	1
911	911 HANG UP / CHK WELFARE	1
9112	FOOT PATROL	3
9115	FOLLOW UP	64
9137	EVIDENCE DUTIES	1
9192	VEHICLE MAINTENANCE	3
9989	CALL BY PHONE	9
9999	NON-CAT DATA	7
	<b>Grand Total</b>	<b>487</b>



# MOUNT JOY POLICE DEPARTMENT

21 E MAIN ST, MOUNT JOY,  
PA 17552

Phone: 717-653-1650

Fax: 717-653-0062

## Citation Output By Charge

Starting Issue Date 11/1/2023 to Ending Issue Date 11/30/2023

Charge	Total
1301 A - DR UNREGIST VEH	6
1301 - 1301 A - Dr Unregist Veh	1
1501 - 1501 A - Driving W/O A License	1
1543 - 1543 A - Driv While Oper Priv Susp Or Revoked	2
3111 - 3111 A - Obedience to Traffic-Control Devices	1
3111.1 - 3111.1 A - Obedience to traffic control devices - hazardous condition	1
3112 - 3112 A3I - Failure To Stop At Red Signal	1
3353 - 3353 A2II - Illegal Park W/I 15 Feet of Fire Hydrant	2
3361 - 3361 - Driving at Safe Speed	1
3362 - -	1
3714 - 3714 A - Careless Driving	1
4302 - 4302 A1 - Period For Requiring Lighted Lamps	1
4703 - 4703 A - Operat Veh W/O Valid Inspect	1
<b>Total:</b>	<b>20</b>

# MOUNT JOY POLICE DEPARTMENT

21 E MAIN ST, MOUNT JOY,  
PA 17552

Phone: 717-653-1650

Fax: 717-653-0062

## Criminal Charges by Charge Type

Starting Issue Date 11/1/2023 to Ending Issue Date 11/30/2023

### Charge Type: ARREST

Charge	Total
1543 A - DRIV WHILE OPER PRIV SUSP OR REVOKED	2
2701 A1 - SIMPLE ASSAULT - ATTEMPT	2
2702 A3 - AGGRAVATED ASSAULT	1
2706 A1 - TERRORISTIC THREATS W/ INT TO TERRORIZE ANOTHER	1
2709 A5 - HARASSMENT - COMM. REPEATEDLY IN ANONYMOUS MANNER	2
3736 A - RECKLESS DRIVING	1
3743 A - ACCIDENT INVOLV DAMAGE ATTENDED VEHICLE/PROP	1
3802 A1 - DRIVING UNDER THE INFLUENCE -GENERAL IMPAIRMENT	2
3802 B - DRIVING UNDER THE INFLUENCE-ALC - .10% TO .16%	1
3802 C - DRIVING UNDER THE INFLUENCE-ALC - .16% OR HIGHER	1
3922 A1 - THEFT BY DECEP-FALSE IMPRESSION	1
3929 A2 - RETAIL THEFT	1
4105 A1 - BAD CHECKS	1
4303 B - NO REAR LIGHTS	1
5503 A3* - DISORDERLY CONDUCT - OBSCENE LANG/GEST	1
<b>Total:</b>	<b>19</b>

**Charge Type: COMPLAINT**

Charge	Total
2709 A1 - HARASSMENT/STRIKE, SHOVE, KICK, ETC.	2
3929 A1 - RETAIL THEFT	1
5503 A1 - DISORDERLY CONDUCT ENGAGE IN FIGHTING	3
5503 A4 - DISORDER CONDUCT HAZARDOUS/PHYSI OFF	1
Total:	7

## **FDMJ Monthly Incident Report Summary November 2023**

Responded to 55 alarms for the month of November 2023 - 542 total alarms for 2023.

Time in service for month: 29 hours and 56 minutes

Average manpower per incident: 10 members per call for month - (6a-4p 28 calls/6 members per call) - response time - 5 min & 29 sec. and arrival time - 9 min & 42 sec. (w/FP calls)

Total Man-hours: 251 hours & 18 minutes

**Calls by Municipality First Due:** 37 first due alarms - 18 mutual aid alarms

- Mount Joy Borough - 15
- Rapho Township - 18
- Mount Joy Township - 1
- East Donegal Township - 3

**Apparatus used:**

- Engine 75-1 - 21
- Engine 75-2 - 14
- Truck 75 - 11
- Squad 75-1 - 8
- Traffic 75 - 7
- POV (Fire Police) - 22
- Duty Chief Vehicle - 16
- Duty Officer Vehicle - 28

**Property pre-incident value:** \$ 30,000.00

**Property fire loss:** \$30,000.00

**Property post incident saved:** - \$0.00

**2023 FDMJ responded to a call on average every** - 14 hours & 46 minutes

**Total Training hours of** 35 members trained for 140 hours

**Fire Prevention Details** - 2 fire prevention details for the month of November

**Community Service Details for the month** - FDMJ members completed 2 duty crews and decorated the town Christmas tree for winterfest for the month of November.

**Notable First Due Calls:** -

- 11/9 - Shed fire - MJB- Colony Ln - \$30,000.00 fire loss

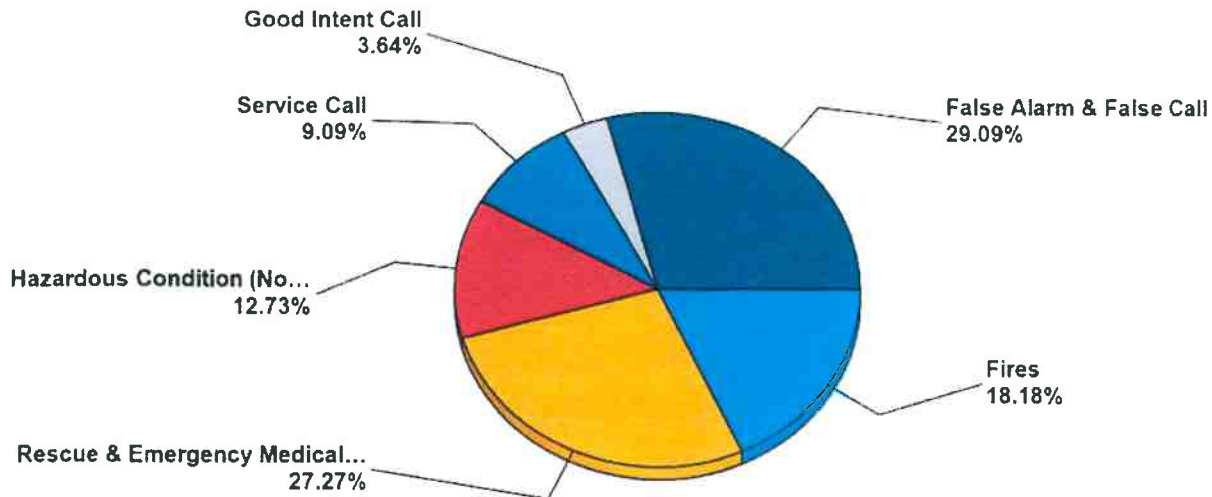
# Fire Department Mount Joy

Mount Joy, PA

This report was generated on 12/9/2023 9:02:42 AM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2023 | End Date: 11/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	10	18.18%
Rescue & Emergency Medical Service	15	27.27%
Hazardous Condition (No Fire)	7	12.73%
Service Call	5	9.09%
Good Intent Call	2	3.64%
False Alarm & False Call	16	29.09%
TOTAL	55	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	9	16.36%
118 - Trash or rubbish fire, contained	1	1.82%
311 - Medical assist, assist EMS crew	4	7.27%
321 - EMS call, excluding vehicle accident with injury	2	3.64%
322 - Motor vehicle accident with injuries	5	9.09%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	1.82%
324 - Motor vehicle accident with no injuries.	3	5.45%
412 - Gas leak (natural gas or LPG)	1	1.82%
413 - Oil or other combustible liquid spill	1	1.82%
440 - Electrical wiring/equipment problem, other	2	3.64%
444 - Power line down	3	5.45%
511 - Lock-out	1	1.82%
551 - Assist police or other governmental agency	2	3.64%
553 - Public service	2	3.64%
622 - No incident found on arrival at dispatch address	2	3.64%
710 - Malicious, mischievous false call, other	1	1.82%
732 - Extinguishing system activation due to malfunction	1	1.82%
733 - Smoke detector activation due to malfunction	2	3.64%
735 - Alarm system sounded due to malfunction	4	7.27%
736 - CO detector activation due to malfunction	1	1.82%
740 - Unintentional transmission of alarm, other	2	3.64%
743 - Smoke detector activation, no fire - unintentional	1	1.82%
745 - Alarm system activation, no fire - unintentional	4	7.27%
<b>TOTAL INCIDENTS:</b>	<b>55</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



# Fire Department Mount Joy

Mount Joy, PA

This report was generated on 12/9/2023 9:01:49 AM

## Incident Statistics

Zone(s): All Zones | Start Date: 11/01/2023 | End Date: 11/30/2023

### INCIDENT COUNT

#### INCIDENT TYPE

#### # INCIDENTS

EMS

15

FIRE

40

**TOTAL**

**55**

### TOTAL TRANSPORTS (N2 and N3)

#### APPARATUS

#### # of APPARATUS TRANSPORTS

#### # of PATIENT TRANSPORTS

#### TOTAL # of PATIENT CONTACTS

**TOTAL**

### PRE-INCIDENT VALUE

**\$0.00**

### LOSSES

**\$0.00**

### CO CHECKS

736 - CO detector activation due to malfunction

1

**TOTAL**

**1**

### MUTUAL AID

#### Aid Type

#### Total

Aid Given

17

Aid Received

8

### OVERLAPPING CALLS

#### # OVERLAPPING

14

#### % OVERLAPPING

25.45

### LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)

#### Station

#### EMS

#### FIRE

Non-FDMJ Apparatus

0:03:58

0:03:44

Station 75

0:08:37

0:09:50

**AVERAGE FOR ALL CALLS**

**0:09:42**

### LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)

#### Station

#### EMS

#### FIRE

Non-FDMJ Apparatus

0:02:03

0:01:37

Station 75

0:04:26

0:05:01

**AVERAGE FOR ALL CALLS**

**0:05:29**

### AGENCY

### AVERAGE TIME ON SCENE (MM:SS)

Fire Department Mount Joy

32:42

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

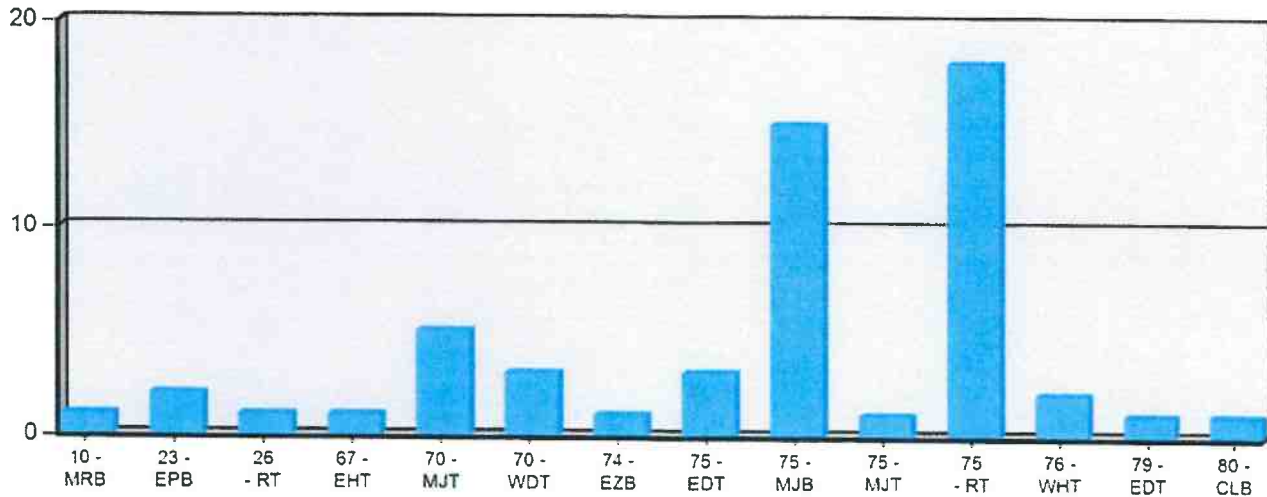
# Fire Department Mount Joy

Mount Joy, PA

This report was generated on 12/9/2023 9:00:56 AM

## Incident Count per Zone for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023



ZONE	# INCIDENTS
10 - MRB - 10 Marietta Borough	1
23 - EPB - 23 East Petersburg Borough	2
26 - RT - 26 Rapho Township	1
67 - EHT - 67 East Hempfield Township	1
70 - MJT - 70 Mount Joy Township	5
70 - WDT - 70 West Donegal Township	3
74 - EZB - 74 Elizabethtown Borough	1
75 - EDT - 75 East Donegal Township	3
75 - MJB - 75 Mount Joy Borough	15
75 - MJT - 75 Mount Joy Township	1
75 - RT - 75 Rapho Township	18
76 - WHT - 76 West Hempfield Township	2
79 - EDT - 79 East Donegal Township	1
80 - CLB - 80 Columbia Borough	1

TOTAL: 55

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Archived Zones cannot be unarchived.





# Fire Department Mount Joy

Mount Joy, PA

This report was generated on 12/9/2023 9:06:52 AM

## Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 11/01/2023 | End Date: 11/30/2023

ZONE	INCIDENT COUNT	MAN-HOURS
10 - MRB - 10 Marietta Borough	1	5:35
23 - EPB - 23 East Petersburg Borough	2	14:51
26 - RT - 26 Rapho Township	1	18:33
67 - EHT - 67 East Hempfield Township	1	2:44
70 - MJT - 70 Mount Joy Township	5	8:53
70 - WDT - 70 West Donegal Township	3	7:23
74 - EZB - 74 Elizabethtown Borough	1	2:14
75 - EDT - 75 East Donegal Township	3	10:19
75 - MJB - 75 Mount Joy Borough	15	87:14
75 - MJT - 75 Mount Joy Township	1	0:45
75 - RT - 75 Rapho Township	18	76:38
76 - WHT - 76 West Hempfield Township	2	9:26
79 - EDT - 79 East Donegal Township	1	1:45
80 - CLB - 80 Columbia Borough	1	5:10
<b>TOTAL</b>	<b>55</b>	<b>251:30</b>

NOTE that this report takes into consideration ONLY those Personnel that are associated with an Apparatus, and that only Reviewed incidents are included in the counts.



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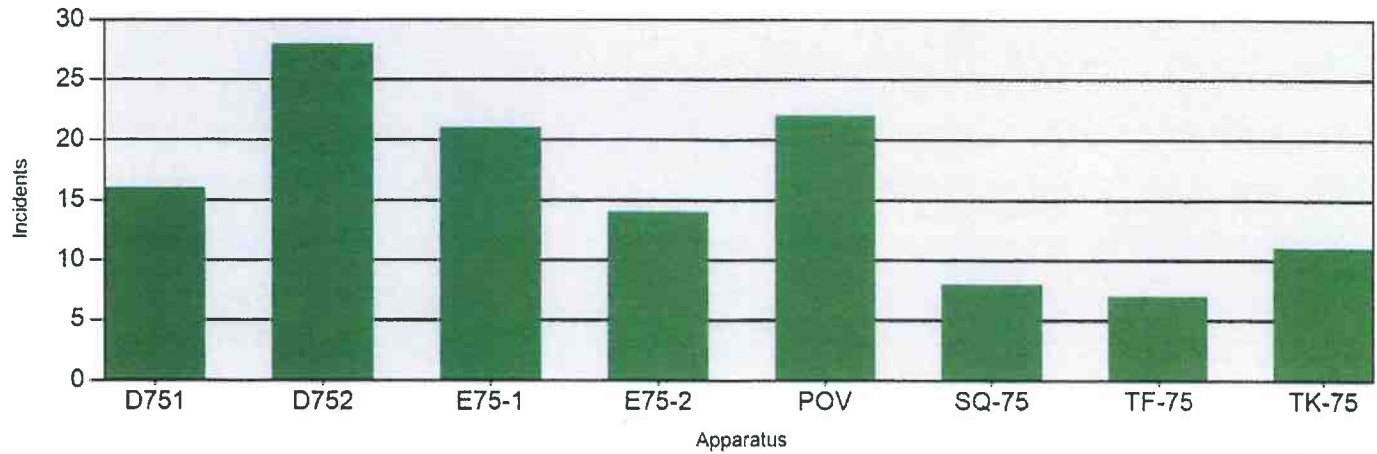
# Fire Department Mount Joy

Mount Joy, PA

This report was generated on 12/9/2023 9:06:26 AM

## Incident Count per Apparatus for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023



APPARATUS	# of INCIDENTS
D751	16
D752	28
E75-1	21
E75-2	14
POV	22
SQ-75	8
TF-75	7
TK-75	11

Canceled apparatus (per the THIS APPARATUS WAS CANCELLED checkbox on Basic Info 4) not included.  
Only REVIEWED incidents included.



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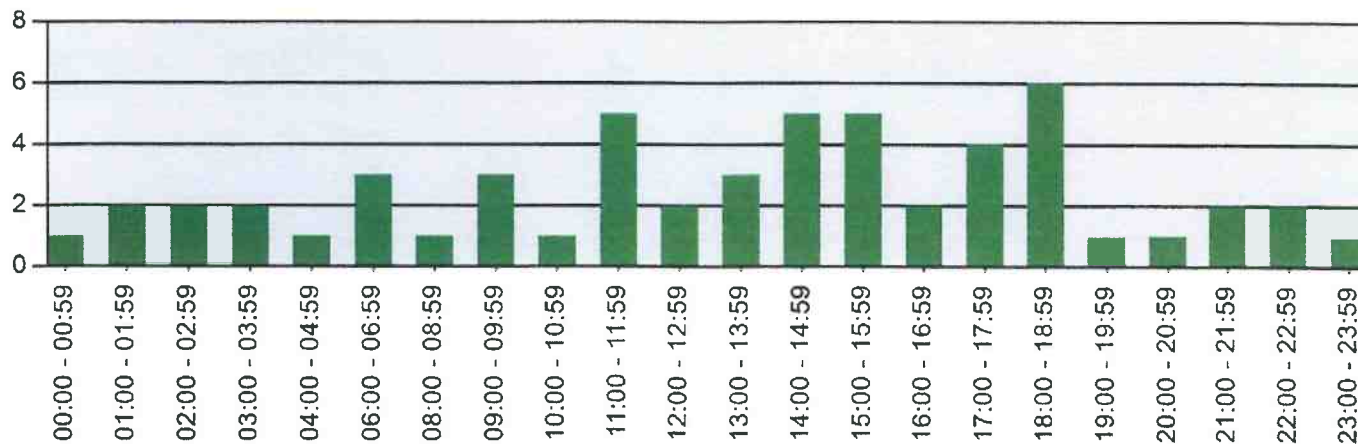
# Fire Department Mount Joy

Mount Joy, PA

This report was generated on 12/9/2023 9:10:16 AM

## Incidents by Hour for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023



Hour	# of Calls
00:00 - 00:59	1
01:00 - 01:59	2
02:00 - 02:59	2
03:00 - 03:59	2
04:00 - 04:59	1
06:00 - 06:59	3
08:00 - 08:59	1
09:00 - 09:59	3
10:00 - 10:59	1
11:00 - 11:59	5
12:00 - 12:59	2
13:00 - 13:59	3
14:00 - 14:59	5
15:00 - 15:59	5
16:00 - 16:59	2
17:00 - 17:59	4
18:00 - 18:59	6
19:00 - 19:59	1
20:00 - 20:59	1
21:00 - 21:59	2
22:00 - 22:59	2
23:00 - 23:59	1

Only REVIEWED incidents included



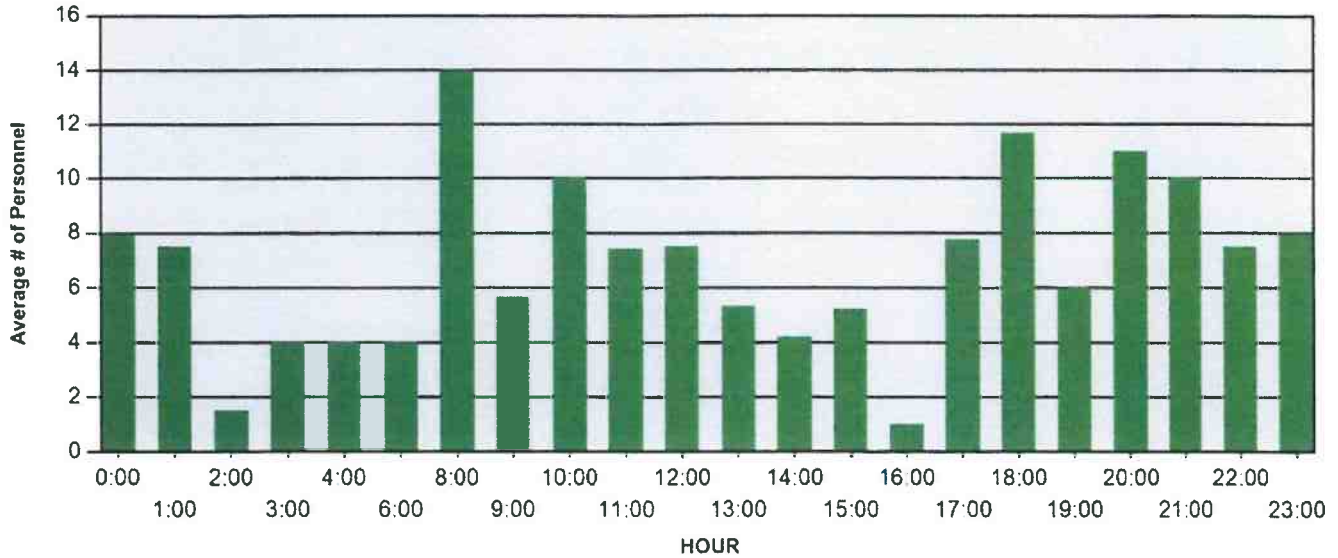
# Fire Department Mount Joy

Mount Joy, PA

This report was generated on 12/9/2023 9:10:42 AM

## Average Number of Responding Personnel per Hour for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023



hour	avg. # personnel
00:00 - 00:59	8.00
01:00 - 01:59	7.50
02:00 - 02:59	1.50
03:00 - 03:59	4.00
04:00 - 04:59	4.00
05:00 - 05:59	4.00
06:00 - 06:59	4.00
07:00 - 07:59	4.00
08:00 - 08:59	14.00
09:00 - 09:59	5.67
10:00 - 10:59	10.00
11:00 - 11:59	7.40
12:00 - 12:59	7.50
13:00 - 13:59	5.33
14:00 - 14:59	4.20
15:00 - 15:59	5.20
16:00 - 16:59	1.00
17:00 - 17:59	7.75
18:00 - 18:59	11.67
19:00 - 19:59	6.00
20:00 - 20:59	11.00
21:00 - 21:59	10.00
22:00 - 22:59	7.50
23:00 - 23:59	8.00

AVE. # PERSONNEL calculated from total number of personnel responding to incidents begun at the HOUR divided by total number of REVIEWED incidents for that HOUR. Includes personnel that responded both on or off apparatus.

# Fire Department Mount Joy

Mount Joy, PA

This report was generated on 12/9/2023 9:19:57 AM

## Losses for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
1	\$30,000.00	\$0.00	\$30,000.00	\$30,000.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2023-503	11/09/2023	111 - Building fire	\$30,000.00	\$0.00	\$30,000.00	100.00%

Only REVIEWED incidents included

10e

**Northwest EMS Inc.**  
**Agency Incident Report, January - November 2023**  
**Mount Joy Borough**

**JANUARY**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2301001243	BACK PAIN-SICK-CLASS 1	3051	1	703 SQUARE ST	01/02/2023 10:14:50	recalled			
2301003068	UNKNOWN EMS-PERSON DOWN-CLASS 2	3322	2	308 SASSAFRAS ALY	01/03/2023 20:12:04	refusal		77	
2301003612	SICK PERSON-CLASS 1	3261	1	130 FARMINGTON WAY	01/04/2023 10:36:02	transport	lanc	77	
2301004904	SICK PERSON-CLASS 3	3263	3	130 FARMINGTON WAY	01/05/2023 10:14:25	transport	lgh	77	
2301005982	SICK PERSON-CLASS 1	3261	1	130 FARMINGTON WAY	01/06/2023 08:05:00	recalled			
2301007359	ABDOMINAL PAIN-SICK-CLASS 1	3012	1	1001 CORNERSTONE DR	01/07/2023 11:26:30	transport	lanc	77	
2301007571	MEDICAL ALARM-CLASS 3	3909	3	333 FLORIN AVE	01/07/2023 14:54:22	no pt		77	
2301009019	UNCON PERSON-CLASS 1	3311	1	330 LOCUST LN	01/09/2023 02:32:49	transport	lgh	77	
2301009637	FALL-INJURED-CLASS 3	3173	3	951 WOOD ST	01/09/2023 14:22:05	transport	hmc	77	
2301010051	ABDOMINAL PAIN-SICK-CLASS 1	3011	1	21 COLUMBIA AVE	01/09/2023 20:27:46	cx			
2301015367	HEMORRHAGE-CLASS 1	3211	1	345 FLORIN AVE	01/14/2023 10:44:55	transport	lgh	77	
2301015435	SICK PERSON-CLASS 3	3263	3	506 BERNHARD AVE	01/14/2023 11:49:54	transport	lgh	77	
2301017224	SICK PERSON-CLASS 1	3261	1	520 GLENN AVE	01/16/2023 08:16:09	cx			
2301017895	SICK PERSON-CLASS 3	3263	3	607 HEARTHSTONE LN	01/16/2023 17:42:19	transport	lititz	77	
2301018462	ABDOMINAL PAIN-SICK-CLASS 1	3011	1	303 CHOCOLATE AVE	01/17/2023 08:43:10	transport	lgh	77	
2301018736	BREATHING PROBLEM-CLASS 1	3061	1	1071 DONEGAL SPRINGS RD	01/17/2023 12:09:53	transport	lgh	77	
2301022765	CHEST PAINS-CLASS 1	3101	1	607 HEARTHSTONE LN	01/20/2023 16:40:09	transport	lgh		77
2301024848	SICK PERSON-CLASS 3	3263	3	501 MARTIN AVE	01/22/2023 17:12:02	recalled			
2301024860	HEMORRHAGE-CLASS 1	3211	1	81 E MAIN ST	01/22/2023 17:18:28	transport	lanc	77	
2301026606	CHEST PAINS-CLASS 1	3101	1	15 MOUNT JOY ST	01/24/2023 09:11:28	transport	lanc	77	
2301028540	BREATHING PROBLEM-CLASS 1	3061	1	803 DONEGAL SPRINGS RD	01/25/2023 17:52:31	cx		77	
2301030283	BREATHING PROBLEM-CLASS 1	3061	1	340 SASSAFRAS TER	01/27/2023 07:52:32	cx			
2301030463	SICK PERSON-CLASS 1	3261	1	515 CREEKSIDE LN	01/27/2023 10:31:07	recalled			
2301033009	TRAUMATIC-INJURED-CLASS 1	3301	1	330 SASSAFRAS TER	01/29/2023 15:12:31	transport	lgh	77	
2301033082	SICK PERSON-CLASS 1	3261	1	4 HARVESTVIEW SOUTH	01/29/2023 17:05:26	transport	lanc	77	
2301033786	BUILDING-COMMERCIAL-INDUSTRIAL-1A	2147	3	903 SQUARE ST	01/30/2023 10:25:12	recalled			

18 Class 1

1 Class 2

7 Class 3

26 Total dispatches

9 cancelled/recalled

17 Total cover calls/assists

Total dispatches for Jan - Nov 2023: 224

Total covers/assists for Jan - Nov 2023: 143



**Northwest EMS Inc.**  
**Agency Incident Report, January - November 2023**  
**Mount Joy Borough**

**FEBRUARY**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
230200929	VEHICLE ACCIDENT-CLASS 2	2603	2	NEW HAVEN ST / W HENRY ST	02/01/2023 17:30:33	recalled			
2302001070	STROKE-CVA-CLASS 1	3282	1	229 SCHOOL LN	02/01/2023 19:46:29	recalled			
2302002756	BREATHING PROBLEM-CLASS 1	3061	1	15 MOUNT JOY ST	02/03/2023 10:00:33	transport	lanc	77	
2302006267	BUILDING-HIGH OCCUPANCY-1A	2162	3	5 E DONEGAL ST	02/06/2023 15:21:58	standby		77	
2302010196	CO INHALATION-CLASS 1	2019	1	720 HILL ST	02/09/2023 17:31:51	recalled			
2302014457	PUBLIC SERVICE-EMS-CLASS 3	3911	3	341 RICHLAND LN	02/13/2023 11:15:53	no pt		77	
2302017726	SICK PERSON-CLASS 3	3263	3	614 HEARTHSTONE LN	02/15/2023 22:55:33	transport	lgh	77	
2302017971	HEART PROBLEM-CLASS 1	3191	1	507 HILL ST	02/16/2023 07:31:46	recalled			
2302018557	FALL-INJURED-CLASS 3	3173	3	203 SAGE CT	02/16/2023 14:56:23	transport	lanc	77	
2302019095	SICK PERSON-CLASS 3	3263	3	720 BERNHARD AVE	02/17/2023 02:21:34	transport	lanc	77	
2302020060	PSYCHIATRIC-EMOTIONAL-CLASS 3	3253	3	542 MARTIN AVE	02/17/2023 19:38:36	recalled			
2302021326	HEART PROBLEM-CLASS 1	3191	1	340 SASSAFRAS TER	02/18/2023 23:41:18	transport	lgh	77	
2302021539	BREATHING PROBLEM-CLASS 1	3061	1	562 UNION SCHOOL RD	02/19/2023 07:15:50	cx			
2302022324	PUBLIC SERVICE-EMS-CLASS 3	3911	3	200 WATERS EDGE DR	02/19/2023 22:15:52	refusal		77	
2302024445	BREATHING PROBLEM-CLASS 1	3061	1	14 NEW ST	02/21/2023 17:49:03	recalled			
2302025315	BREATHING PROBLEM-CLASS 1	3061	1	515 CREEKSIDE LN	02/22/2023 13:50:51	recalled			
2302026563	SICK PERSON-CLASS 1	3261	1	382 S MARKET AVE	02/23/2023 14:34:17	recalled			
2302027980	FALL-INJURED-CLASS 3	3173	3	607 HEARTHSTONE LN	02/24/2023 15:16:21	transport	lgh	77	
2302027997	FALL-INJURED-CLASS 2	3172	2	607 HEARTHSTONE LN	02/24/2023 15:29:34	transport	lanc	77	
2302030120	SICK PERSON-CLASS 3	3263	3	200 WATERS EDGE DR	02/26/2023 14:27:00	transport	hmc	77	
2302030324	BREATHING PROBLEM-CLASS 1	3061	1	515 CREEKSIDE LN	02/26/2023 18:40:45	transport	lgh	77	
2302032418	PSYCHIATRIC-EMOTIONAL-CLASS 3	3253	3	110 W MAIN ST	02/28/2023 13:54:09	transport	lgh	77	

10 Class 1  
2 Class 2  
10 Class 3  


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22 Total dispatches  
9 cancelled/recalled  


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13 Total cover calls/assists

**MARCH**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2303001968	SICK PERSON-CLASS 3	3263	3	703 SQUARE ST	03/02/2023 14:52:16	transport	hmc	77	
2303003906	FALL-INJURED-CLASS 2	3172	2	127 BAYBERRY DR	03/04/2023 09:06:36	refusal		77	
2303005202	PREGNANCY-MATERNITY-CLASS 1	3241	1	198 N MELHORN DR	03/05/2023 13:13:24	transport	other		77
2303006242	SICK PERSON-CLASS 3	3263	3	110 W MAIN ST	03/06/2023 13:28:50	transport	lanc	77	
2303007346	CONVULSION-SEIZURE-CLASS 1	3121	1	15 MOUNT JOY ST	03/07/2023 12:46:23	recalled			
2303009527	SICK PERSON-CLASS 1	3261	1	274 W MAIN ST	03/09/2023 09:23:37	recalled			
2303011152	SICK PERSON-CLASS 3	3263	3	607 HEARTHSTONE LN	03/10/2023 16:43:24	transport	lgh	77	
2303011230	STROKE-CVA-CLASS 1	3281	1	210 GRANDVIEW CIR	03/10/2023 17:45:00	recalled			
2303013751	SICK PERSON-CLASS 1	3261	1	607 HEARTHSTONE LN	03/13/2023 11:02:03	transport	lgh	77	
2303014366	PUBLIC SERVICE-EMS-CLASS 3	3911	3	200 WATERS EDGE DR	03/13/2023 20:02:39	no pt		77	
2303014401	PUBLIC SERVICE-EMS-CLASS 3	3911	3	200 WATERS EDGE DR	03/13/2023 20:38:07	recalled			
2303018010	FALL-INJURED-CLASS 1	3171	1	81 E MAIN ST	03/16/2023 16:53:18	recalled			
2303019220	ALLERGIC REACTION-CLASS 1	3024	1	116 COLUMBIA AVE	03/17/2023 16:01:47	refusal		77	
2303019661	FALL-INJURED-CLASS 1	3171	1	607 HEARTHSTONE LN	03/17/2023 22:14:47	cx			
2303019883	BREATHING PROBLEM-CLASS 1	3061	1	358 SASSAFRAS TER	03/18/2023 03:41:02	cx			
2303021762	PSYCHIATRIC-EMOTIONAL-CLASS 3	3253	3	309 N ANGLE ST	03/19/2023 20:56:21	transport	lanc	77	
2303028782	UNCON PERSON-CLASS 1	3311	1	205 W MAIN ST	03/25/2023 15:09:16	transport	lititz	77	
2303029628	UNCON PERSON-CLASS 1	3311	1	1050 W MAIN ST	03/26/2023 13:03:14	transport	lgh		77
2303029779	SICK PERSON-CLASS 1	3261	1	703 SQUARE ST	03/26/2023 15:40:12	transport	hmc		77
2303030807	ABDOMINAL PAIN-SICK-CLASS 1	3011	1	680 WOOD ST	03/27/2023 14:12:15	transport	lgh	77	
2303036109	PSYCHIATRIC-EMOTIONAL-CLASS 3	3253	3	110 W MAIN ST	03/31/2023 19:50:03	transport	lanc	77	

13 Class 1  
1 Class 2  
7 Class 3  


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21 Total dispatches  
7 cancelled/recalled  


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14 Total cover calls/assists

**Northwest EMS Inc.**  
**Agency Incident Report, January - November 2023**  
**Mount Joy Borough**

**APRIL**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2304001623	SICK PERSON-CLASS 3	3263	3	274 W MAIN ST	04/02/2023 12:38:59	transport	lanc	77	
2304004291	CONVULSION-SEIZURE-CLASS 1	3121	1	1008 CORNERSTONE DR	04/04/2023 15:33:40	transport	lgh		77
2304004394	VEHICLE ACCIDENT-CLASS 2	2603	2	PARK AVE / E MAIN ST	04/04/2023 16:41:25	transport	hmc	77	
2304004394	VEHICLE ACCIDENT-CLASS 2	2603	2	PARK AVE / E MAIN ST	04/04/2023 16:41:25	transport	hmc	77	
2304004394	VEHICLE ACCIDENT-CLASS 2	2603	2	PARK AVE / E MAIN ST	04/04/2023 16:41:25	transport	hmc	77	
2304006725	CHEST PAINS-CLASS 1	3101	1	461 S PLUM ST	04/06/2023 12:12:22	recalled			
2304010231	SICK PERSON-CLASS 1	3261	1	614 HEARTHSTONE LN	04/09/2023 15:05:12	transport	lgh	77	
2304012493	HEMORRHAGE-CLASS 1	3211	1	607 HEARTHSTONE LN	04/11/2023 11:41:44	transport	lgh		77
2304016379	FALL-INJURED-CLASS 1	3171	1	607 HEARTHSTONE LN	04/14/2023 08:34:46	transport	lgh		77
2304020770	SICK PERSON-CLASS 3	3263	3	201 LEFEVER RD	04/17/2023 15:03:20	recalled			
2304022931	STROKE-CVA-CLASS 1	3281	1	1000 E MAIN ST	04/19/2023 10:15:08	recalled			
2304025470	PREGNANCY-MATERNITY-CLASS 2	3242	2	304 SASSAFRAS TER	04/21/2023 08:31:09	transport	other	77	
2304025650	CHEST PAINS-CLASS 1	3101	1	4 HARVESTVIEW SOUTH	04/21/2023 10:46:40	recalled			
2304026106	CHOKING-CLASS 1	3111	1	755 TERRACE AVE	04/21/2023 16:01:31	refusal		77	
2304026418	STROKE-CVA-CLASS 1I	3282	1	607 HEARTHSTONE LN	04/21/2023 19:30:44	transport	lgh	77	
2304028169	UNCON PERSON-CLASS 1	3311	1	4 HARVESTVIEW SOUTH	04/23/2023 01:02:49	recalled			
2304028522	BACK PAIN-SICK-CLASS 1	3051	1	404 BIRCHLAND AVE	04/23/2023 11:40:39	transport	lanc		77
2304032836	PSYCHIATRIC-EMOTIONAL-CLASS 1	3251	1	75 E MAIN ST	04/27/2023 03:51:56	cx			
2304033258	FALL-INJURED-CLASS 1	3171	1	100 S JACOB ST	04/27/2023 11:59:06	transport	lgh	77	
2304036199	SICK PERSON-CLASS 1	3261	1	454 W MAIN ST	04/29/2023 21:48:42	transport	lanc	77	

14 Class 1  
4 Class 2  
2 Class 3  


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20 Total dispatches  
6 cancelled/recalled  


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14 Total cover calls/assists

**MAY**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2305004743	CHEST PAINS-CLASS 1	3101	1	829 HILL ST	05/04/2023 17:08:54	transport	lgh	77	
2305004899	SICK PERSON-CLASS 1	3261	1	715 ARBOR ROSE AVE	05/04/2023 19:52:25	transport	lititz	77	
2305005987	FALL-INJURED-CLASS 3	3173	3	411 HARVESTVIEW NORTH	05/05/2023 17:44:54	recalled			
2305007993	PREGNANCY-MATERNITY-CLASS 1	3241	1	359 SASSAFRAS TER	05/07/2023 12:21:06	cx			
2305008005	HEART PROBLEM-CLASS 1	3191	1	411 HARVESTVIEW NORTH	05/07/2023 12:33:35	transport	lgh	77	
2305009135	VEHICLE ACCIDENT-ENTRAPMENT	2606	1	N ANGLE ST / W MAIN ST	05/08/2023 12:30:16	cx			
2305011198	CHEST PAINS-CLASS 1	3101	1	117 N MARKET ST	05/10/2023 06:14:15	recalled			
2305013338	CONVULSION-SEIZURE-CLASS 1	3121	1	789 E MAIN ST	05/11/2023 20:42:24	recalled			
2305014295	CHEST PAINS-CLASS 1	3101	1	1071 DONEGAL SPRINGS RD	05/12/2023 15:27:23	refusal		77	
2305014682	SICK PERSON-CLASS 3	3263	3	101 W MAIN ST	05/12/2023 21:20:06	transport	lanc	77	
2305020452	SICK PERSON-CLASS 3	3263	3	607 HEARTHSTONE LN	05/17/2023 15:15:25	transport	lgh	77	
2305022974	UNCON PERSON-CLASS 1	3311	1	612 HEARTHSTONE LN	05/19/2023 14:48:01	transport	lanc	77	
2305023113	CONVULSION-SEIZURE-CLASS 1	3121	1	308 MERCHANT AVE	05/19/2023 16:21:21	transport	hmc	77	
2305026169	SICK PERSON-CLASS 1	3261	1	951 WOOD ST	05/22/2023 11:24:10	recalled			
2305026201	BREATHING PROBLEM-CLASS 1	3061	1	789 E MAIN ST	05/22/2023 11:52:37	recalled			
2305029684	VEHICLE ACCIDENT-CLASS 1	2601	1	48 E MAIN ST	05/25/2023 01:03:51	recalled			
2305033910	STROKE-CVA-CLASS 1	3281	1	829 BRUCE AVE	05/28/2023 13:40:45	cx			
2305034729	CARDIAC ARREST-CLASS 1	3091	1	232 WELDON ALY	05/29/2023 10:02:31	cx		77	
2305035708	HEMORRHAGE-CLASS 1I	3214	1	216 E DONEGAL ST	05/30/2023 07:55:03	no pt		77	

16 Class 1  
0 Class 2  
3 Class 3  


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19 Total dispatches  
9 cancelled/recalled  


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10 Total cover calls/assists



**Northwest EMS Inc.**  
**Agency Incident Report, January - November 2023**  
**Mount Joy Borough**

**JUNE**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2306001267	BREATHING PROBLEM-CLASS 1	3061	1	100 S JACOB ST	06/01/2023 21:26:41	recalled			
2306001277	FALL-INJURED-CLASS 1	3171	1	607 HEARTHSTONE LN	06/01/2023 21:40:31	transport	lgh	77	
2306005585	UNCON PERSON-CLASS 3	3313	3	951 WOOD ST	06/05/2023 10:10:11	transport	lanc	77	
2306005607	CHEST PAINS-CLASS 1	3101	1	124 E DONEGAL ST	06/05/2023 10:24:26	refusal		77	
2306005616	SICK PERSON-CLASS 1	3261	1	201 MOUNT JOY ST	06/05/2023 10:28:50	recalled			
2306005650	FALL-INJURED-CLASS 2	3172	2	773 E MAIN ST	06/05/2023 10:53:21	refusal		77	
2306012041	UNCON PERSON-CLASS 1	3311	1	454 W MAIN ST	06/10/2023 15:06:14	transport	lanc	77	
2306012163	CARDIAC ARREST-CLASS 1	3091	1	710 ARBOR ROSE AVE	06/10/2023 17:14:19	doa		77	
2306013123	HEMORRHAGE-CLASS 1	3211	1	15 MOUNT JOY ST	06/11/2023 13:05:52	cx			
2306013347	UNCON PERSON-CLASS 1	3311	1	301 MANHEIM ST	06/11/2023 16:56:11	cx			
2306013372	CONVULSION-SEIZURE-CLASS 1	3121	1	441 W MAIN ST	06/11/2023 17:24:03	refusal		77	
2306015513	SICK PERSON-CLASS 1	3261	1	330 E MAIN ST	06/13/2023 13:32:54	recalled			
2306018391	RESCUE-LEVEL 1	2409	1	15 NEW ST	06/15/2023 19:59:42	recalled			
2306019941	FALL-INJURED-CLASS 3	3173	3	4 HARVESTVIEW SOUTH	06/17/2023 05:41:20	no pt		77	
2306023027	ABDOMINAL PAIN-SICK-CLASS 1	3012	1	311 HARVESTVIEW NORTH	06/19/2023 18:51:37	transport	lanc	77	
2306023555	CHEST PAINS-CLASS 1	3101	1	128 BAYBERRY DR	06/20/2023 08:22:53	recalled			
2306023586	CHEST PAINS-CLASS 1	3101	1	4 HARVESTVIEW SOUTH	06/20/2023 08:51:26	transport	lititz	77	
2306024448	SICK PERSON-CLASS 3	3263	3	510 GLENN AVE	06/20/2023 20:52:05	transport	lanc	77	
2306024991	CARDIAC ARREST-CLASS 1	3091	1	1004 ASHWORTH ST	06/21/2023 10:03:31	cx			
2306028417	BREATHING PROBLEM-CLASS 1	3061	1	125 CHARLAN BLVD	06/24/2023 03:33:31	cx			
2306028768	CONVULSION-SEIZURE-CLASS 1	3121	1	1184 ANDERSON FERRY RD	06/24/2023 11:55:13	refusal		77	
2306028898	PUBLIC SERVICE-EMS-CLASS 3	3911	3	352 MARIETTA AVE	06/24/2023 13:48:44	no pt		77	
2306029052	FALL-INJURED-CLASS 2	3172	2	607 HEARTHSTONE LN	06/24/2023 16:04:10	refusal		77	
2306030127	SICK PERSON-CLASS 1	3261	1	538 UNION SCHOOL RD	06/25/2023 16:05:45	transport	lanc	77	
2306030525	BREATHING PROBLEM-CLASS 1	3061	1	110 LEFEVER RD	06/25/2023 23:25:16	recalled			
2306034747	OVERDOSE-POISONING-CLASS 1	3231	1	110 W MAIN ST	06/29/2023 10:54:27	recalled			
2306035930	CHEST PAINS-CLASS 1	3101	1	807 E MAIN ST	06/30/2023 09:17:10	cx			

21 Class 1

2 Class 2

4 Class 3

27 Total dispatches

12 cancelled/recalled

15 Total cover calls/assists

**Northwest EMS Inc.**  
**Agency Incident Report, January - November 2023**  
**Mount Joy Borough**

**JULY**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2307001674	VEHICLE ACCIDENT-CLASS 1	2601	1	DONEGAL SPRINGS RD / MUSSER RD	07/02/2023 15:12:53	recalled			
2307005913	PSYCHIATRIC-EMOTIONAL-CLASS 1	3251	1	454 W MAIN ST	07/06/2023 01:53:04	transport	lgh		77
2307007922	UNCON PERSON-CLASS 1	3311	1	143 CHERRY ALY	07/07/2023 15:50:15	transport	lgh	77	
2307009795	ABDOMINAL PAIN-SICK-CLASS 1	3011	1	21 W DONEGAL ST	07/09/2023 03:46:30	cx			
2307010081	SICK PERSON-CLASS 1	3261	1	48 E MAIN ST	07/09/2023 11:55:30	transport	lanc	77	
2307010180	UNCON PERSON-CLASS 1	3311	1	639 DONEGAL SPRINGS RD	07/09/2023 13:41:49	transport	lgh		77
2307011389	FALL-INJURED-CLASS 3	3173	3	607 HEARTHSTONE LN	07/10/2023 13:17:35	transport	lgh	77	
2307012601	SICK PERSON-CLASS 1	3261	1	607 HEARTHSTONE LN	07/11/2023 13:15:17	transport	lgh		
2307014046	SICK PERSON-CLASS 1	3261	1	15 MOUNT JOY ST	07/12/2023 14:59:29	transport	lanc	77	
2307015163	UNCON PERSON-CLASS 1	3311	1	607 HEARTHSTONE LN	07/13/2023 13:06:37	recalled			
2307016932	PUBLIC SERVICE-EMS-CLASS 3	3911	3	4 HARVESTVIEW SOUTH	07/14/2023 21:36:10	no pt		77	
2307018827	FALL-INJURED-CLASS 3	3173	3	1031 W MAIN ST	07/16/2023 14:31:00	refusal		77	
2307019222	FALL-INJURED-CLASS 3	3173	3	4 HARVESTVIEW SOUTH	07/16/2023 22:11:53	refusal		77	
2307019820	UNCON PERSON-CLASS 1	3311	1	1001 E MAIN ST	07/17/2023 12:08:49	recalled			
2307020922	SICK PERSON-CLASS 1	3261	1	607 HEARTHSTONE LN	07/18/2023 10:11:42	recalled			
2307021932	FALL-INJURED-CLASS 1	3171	1	607 HEARTHSTONE LN	07/19/2023 02:47:35	transport	lgh		
2307022998	CHEST PAINS-CLASS 1	3101	1	951 WOOD ST	07/19/2023 21:19:30	transport	lanc		77
2307023461	CHEST PAINS-CLASS 1	3101	1	15 MOUNT JOY ST	07/20/2023 10:31:29	recalled			
2307023511	FALL-INJURED-CLASS 3	3173	3	155 N MELHORN DR	07/20/2023 11:12:57	recalled			
2307025037	SICK PERSON-CLASS 1	3261	1	607 HEARTHSTONE LN	07/21/2023 14:48:40	transport	lgh	77	
2307025929	DIABETIC-CLASS 1I	3132	1	44 E MAIN ST	07/22/2023 10:30:52	cx			
2307026895	UNKNOWN EMS-PERSON DOWN-CLASS 1	3321	1	33 W MAIN ST	07/23/2023 08:11:05	transport	lanc	77	
2307028781	UNCON PERSON-CLASS 1	3311	1	112 E MAIN ST	07/24/2023 19:54:04	transport	lanc	77	
2307032354	STROKE-CVA-CLASS 1I	3282	1	1001 CORNERSTONE DR	07/27/2023 14:43:36	transport	lgh	77	
2307035576	SICK PERSON-CLASS 1	3261	1	231 WATERS EDGE DR	07/30/2023 00:26:28	transport	lgh	7	

20 Class 1  
0 Class 2  
5 Class 3  


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25 Total dispatches  
8 cancelled/recalled  


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17 Total cover calls/assists

**Northwest EMS Inc.**  
**Agency Incident Report, January - November 2023**  
**Mount Joy Borough**

**AUGUST**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2308002606	BUILDING-HIGH OCCUPANCY-1A	2162	3	206 W MAIN ST	08/02/2023 23:25:39	recalled			
2308005129	SICK PERSON-CLASS 1	3261	1	507 HILL ST	08/04/2023 23:49:59	transport	lgh	77	
2308006855	CONVULSION-SEIZURE-CLASS 1	3121	1	607 HEARTHSTONE LN	08/06/2023 15:10:13	transport	lgh	77	
2308006952	ABDOMINAL PAIN-SICK-CLASS 3	3013	3	306 SASSAFRAS TER	08/06/2023 16:40:29	transport	lititz	77	
2308009244	CARDIAC ARREST-CLASS 1	3091	1	724 HILL ST	08/08/2023 14:42:33	transport	lgh		77
2308010638	UNCON PERSON-CLASS 1	3311	1	607 HEARTHSTONE LN	08/09/2023 15:36:15	recalled			
2308011719	SICK PERSON-CLASS 3	3263	3	607 HEARTHSTONE LN	08/10/2023 13:41:17	transport	lgh	77	
2308013390	SICK PERSON-CLASS 1	3261	1	5 N HIGH ST	08/11/2023 20:13:33	transport	lgh	77	
2308015455	OVERDOSE-POISONING-CLASS 1	3231	1	744 W MAIN ST	08/13/2023 17:05:47	cx			
2308016523	SICK PERSON-CLASS 1	3261	1	607 HEARTHSTONE LN	08/14/2023 16:24:07	transport	lgh		77
2308018074	HEART PROBLEM-CLASS 1	3191	1	118 DAVID ST	08/15/2023 21:22:51	recalled			
2308021078	SICK PERSON-CLASS 1	3261	1	607 HEARTHSTONE LN	08/18/2023 10:48:02	recalled			
2308021151	SICK PERSON-CLASS 1	3261	1	78 W MAIN ST	08/18/2023 11:40:27	transport	lgh	77	
2308021489	CHEST PAINS-CLASS 1	3101	1	134 FARMINGTON WAY	08/18/2023 15:55:37	transport	lgh		77
2308022692	BACK PAIN-SICK-CLASS 3	3053	3	951 WOOD ST	08/19/2023 15:08:24	transport	lanc	77	
2308023311	SICK PERSON-CLASS 1	3261	1	117 S BARBARA ST	08/20/2023 02:04:29	cx			
2308023603	CARDIAC ARREST-CLASS 1I	3092	1	200 BIRCHLAND AVE	08/20/2023 10:33:49	doa		77	
2308023684	PSYCHIATRIC-EMOTIONAL-CLASS 3	3253	3	229 FARMVIEW LN	08/22/2023 16:07:08				
						transport	lgh	77	
2308026662	FALL-INJURED-CLASS 1	3171	1	607 HEARTHSTONE LN	08/22/2023 19:44:48	transport	lgh	77	
2308028712	FALL-INJURED-CLASS 1	3171	1	S HIGH ST / E MAIN ST	08/24/2023 12:22:56	cx			
2308028806	OVERDOSE-POISONING-CLASS 3	3233	3	21 E MAIN ST	08/24/2023 13:27:51	transport	lanc	77	
2308029030	PREGNANCY-MATERNITY-CLASS 1	3241	1	39 DETWILER AVE	08/24/2023 16:20:46				
						recalled			
2308035154	SICK PERSON-CLASS 1	3261	1	4 HARVESTVIEW SOUTH	08/29/2023 12:27:24	transport	lanc		77
2308037619	HEART PROBLEM-CLASS 1	3191	1	440 SUNSET AVE	08/31/2023 10:12:24	transport	hmc	77	

18 Class 1  
0 Class 2  
6 Class 3  


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24 Total dispatches  
8 cancelled/recalled  


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16 Total cover calls/assists

**SEPTEMBER**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2309000391	BREATHING PROBLEM-CLASS 1	3061	1	607 HEARTHSTONE LN	09/01/2023 10:13:16	transport	lgh	77	
2309003767	STROKE-CVA-CLASS 1I	3282	1	618 HEARTHSTONE LN	09/04/2023 08:40:11	transport	hmc	77	
2309003914	SICK PERSON-CLASS 1	3261	1	607 HEARTHSTONE LN	09/04/2023 11:16:36	transport	lgh		77
2309006928	CARDIAC ARREST-CLASS 1	3091	1	109 LAKESIDE XING	09/06/2023 16:05:33	cx			
2309011551	BREATHING PROBLEM-CLASS 1	3061	1	251 FARMVIEW LN	09/10/2023 08:30:35	recalled			
2309012528	FALL-INJURED-CLASS 3	3173	3	109 LAKESIDE XING	09/11/2023 08:31:15	transport	lanc	77	
2309013233	BUILDING-COMMERCIAL-INDUSTRIAL-1A	2147	3	905 W MAIN ST	09/11/2023 17:06:30				
						recalled			
2309019931	HEADACHE-SICK-CLASS 1	3181	1	845 CHURCH ST	09/16/2023 19:43:31	transport	lgh	77	
2309021732	ABDOMINAL PAIN-SICK-CLASS 1I	3012	1	207 S MARKET AVE	09/18/2023 11:35:47	recalled			
2309024737	UNCON PERSON-CLASS 1	3311	1	607 HEARTHSTONE LN	09/20/2023 16:51:17	cx			
2309025290	STROKE-CVA-CLASS 1I	3282	1	986 W MAIN ST	09/21/2023 06:39:46	recalled			
2309025360	PSYCHIATRIC-EMOTIONAL-CLASS 2	3252	2	15 MARIETTA AVE	09/21/2023 07:59:51				
						recalled			
2309027040	SICK PERSON-CLASS 1	3261	1	238 BLOSSOM TRL	09/22/2023 11:32:06	cx			
2309028185	SICK PERSON-CLASS 1	3261	1	224 N BARBARA ST	09/23/2023 11:00:44	cx			
2309029596	BREATHING PROBLEM-CLASS 1	3061	1	25 MARIETTA AVE	09/24/2023 21:42:29	transport	lanc	77	
2309034202	ABDOMINAL PAIN-SICK-CLASS 1	3011	1	352 SASSAFRAS TER	09/28/2023 15:13:02	transport	lanc	77	
2309034209	BREATHING PROBLEM-CLASS 1	3061	1	216 N BARBARA ST	09/28/2023 15:18:46	refusal		77	
2309036083	CHEST PAINS-CLASS 1	3101	1	789 E MAIN ST	09/30/2023 00:05:37	transport	lanc	77	
2309037147	HEMORRHAGE-CLASS 1I	3214	1	580 CHURCH ST	09/30/2023 20:45:51	transport	lgh		

16 Class 1  
1 Class 2  
2 Class 3  


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19 Total dispatches  
9 cancelled/recalled  


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10 Total cover calls/assists

**Northwest EMS Inc.**  
**Agency Incident Report, January - November 2023**  
**Mount Joy Borough**

**OCTOBER**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2310000018	CHEST PAINS-CLASS 1	3101	1	607 HEARTHSTONE LN	10/01/2023 00:28:46	CX			
2310006390	HEART PROBLEM-CLASS 1	3191	1	243 PARK AVE	10/06/2023 01:37:33	transport	lgh		
2310006492	STROKE-CVA-CLASS 1I	3282	1	315 HARVESTVIEW NORTH	10/06/2023 06:09:00	recalled			
2310007095	DIABETIC-CLASS 1I	3132	1	201 LEFEVER RD	10/06/2023 14:27:11	transport	hmc		77
2310008084	BREATHING PROBLEM-CLASS 1	3061	1	922 CHURCH ST	10/07/2023 10:18:32	transport	lgh	77	
2310009378	BREATHING PROBLEM-CLASS 1	3061	1	274 W MAIN ST	10/08/2023 17:20:41	transport	lanc		77
2310009688	BUILDING-DWELLING-1A	2132	3	18 PINE ST	10/09/2023 03:34:27	recalled			
2310011829	SICK PERSON-CLASS 1	3261	1	562 UNION SCHOOL RD	10/10/2023 18:49:40	transport	lgh	77	
2310011875	FALL-INJURED-CLASS 2	3172	2	607 HEARTHSTONE LN	10/10/2023 19:17:44	transport	lgh	77	
2310019201	PERSON STRUCK-CLASS 1	3291	1	E MAIN ST / LEFEVER RD	10/16/2023 22:23:51	CX		77	
2310019944	CHEST PAINS-CLASS 1	3101	1	461 S PLUM ST	10/17/2023 14:06:17	recalled			
2310020853	FALL-INJURED-CLASS 2	3172	2	607 HEARTHSTONE LN	10/18/2023 09:29:58	recalled			
2310022213	BREATHING PROBLEM-CLASS 1	3061	1	201 LEFEVER RD	10/19/2023 10:44:50	transport	hmc	77	
2310025172	SICK PERSON-CLASS 3	3263	3	505 DONEGAL SPRINGS RD	10/21/2023 17:30:19	recalled			
2310028663	SICK PERSON-CLASS 1	3261	1	607 HEARTHSTONE LN	10/24/2023 17:01:39	transport	lgh	77	
2310031660	UNCON PERSON-CLASS 1	3311	1	518 FLORIN AVE	10/26/2023 20:12:13	recalled			
2310033429	CHEST PAINS-CLASS 1	3101	1	15 MOUNT JOY ST	10/28/2023 08:47:08	transport	lgh	77	
2310033632	ALLERGIC REACTION-CLASS 1I	3024	1	607 HEARTHSTONE LN	10/28/2023 11:35:54	recalled			
2310034373	HEART PROBLEM-CLASS 1	3191	1	14 NEW ST	10/28/2023 22:03:24	recalled			
2310034718	UNKNOWN EMS-PERSON DOWN-CLASS 1	3321	1	325 W MAIN ST	10/29/2023 08:57:30	transport	lanc	77	
2310035613	STROKE-CVA-CLASS 1I	3282	1	126 N PLUM ST	10/30/2023 08:09:17	recalled			

17 Class 1  
2 Class 2  
2 Class 3  


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21 Total dispatches  
11 cancelled/recalled  


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10 Total cover calls/assists

**NOVEMBER**

IncidentNo	IncidentType	TypeCode	Pri	Location	Origination	Disposition	Receiving Facility	Unit Covered	Unit Assisted
2311000209	BREATHING PROBLEM-CLASS 1	3061	1	636 UNION SCHOOL RD	11/01/2023 08:10:14	recalled			
2311002528	BREATHING PROBLEM-CLASS 1	3061	1	25 DETWILER AVE	11/02/2023 20:56:08	transport	lgh		
2311003741	FALL-INJURED-CLASS 3	3173	3	446 S PLUM ST	11/03/2023 19:32:03	recalled			
2311005631	FALL-INJURED-CLASS 2	3172	2	106 BAYBERRY DR	11/05/2023 15:29:21	refusal		77	
2311007752	HEART PROBLEM-CLASS 1	3191	1	951 WOOD ST	11/07/2023 12:35:44	transport	lanc	77	
2311008031	UNCON PERSON-CLASS 1	3311	1	607 HEARTHSTONE LN	11/07/2023 15:34:52	recalled			
2311009157	CONVULSION-SEIZURE-CLASS 1	3121	1	334 CHOCOLATE AVE	11/08/2023 13:12:54	transport	hmc	77	
2311009775	HEMORRHAGE-CLASS 1	3211	1	319 SASSAFRAS TER	11/08/2023 22:09:09	refusal		77	
2311014082	BREATHING PROBLEM-CLASS 1	3061	1	7 JOY AVE	11/12/2023 19:54:51	transport	lanc	77	
2311017292	DIABETIC-CLASS 1I	3132	1	274 W MAIN ST	11/15/2023 13:23:39	transport	lanc	77	
2311018362	SICK PERSON-CLASS 3	3263	3	951 WOOD ST	11/16/2023 10:56:33	CX			
2311018694	OVERDOSE-POISONING-CLASS 1	3231	1	951 WOOD ST	11/16/2023 14:41:30	recalled			
2311018896	UNKNOWN EMS-PERSON DOWN-CLASS 1	3321	1	783 E MAIN ST	11/16/2023 17:25:15	CX BY PD		77	
2311026657	CHEST PAINS-CLASS 1	3101	1	561 CREEKSIDE LN	11/23/2023 14:07:40	transport	lanc	77	
2311029283	BREATHING PROBLEM-CLASS 1	3061	1	205 N BARBARA ST	11/26/2023 04:04:04	transport	lgh	77	
2311030502	BREATHING PROBLEM-CLASS 1	3061	1	951 WOOD ST	11/27/2023 12:08:20	transport	lanc		77
2311031712	CHEST PAINS-CLASS 1	3101	1	15 MOUNT JOY ST	11/28/2023 13:16:59	recalled			

14 Class 1  
1 Class 2  
2 Class 3  


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17 Total dispatches  
6 cancelled/recalled  


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11 Total cover calls/assists



## MILANOF-SCHOCK LIBRARY

1184 Anderson Ferry Road, Mount Joy, PA 17552

Tel: 717.653.1510 Fax: 717.653.4030

[www.mslibrary.org](http://www.mslibrary.org)

Milanof-Schock Library is a community resource that enriches lives through, education, information, exploration, and socialization.

Serving East Donegal Township, Marietta Boro, Mount Joy Boro, Mount Joy Township & Rapho Township

**December 2023** - Compiled by Joseph McIlhenney, Executive Director  
Contributors: Susan Craine, Jan Betty, Stephanie Funk & Kirstin Rhoads

November 1-30, 2023 Statistics	2023	2022	2021	2020	2019
TOTAL CIRCULATION	14,424	13,812	12,428	13,532	14,592
YTD CIRCULATION	166,877	166,014	160,428	115,846	177,582
OVERDRIVE & E-formats	1,348	1,262	1,264	1,285	973
NEW PATRONS	62	63	64	27	47
YTD NEW PATRONS	956	826	660	384	877
PATRON COUNT	5,841	5,702	4,548	4,317	5,493
YTD PATRON COUNT	65,372	58,942	46,705	36,067	71,149
PASSPORTS	83	69	38	35	61
YTD PASSPORTS	1,442	941	774	533	1,116
WIFI USERS	486	314	313	323	451
PC USERS	292	215	247	245	417

Hoopla!	Nov'23	Oct'23	Sept'23	Aug'23	Jul'23	Jun'23	May'23
Number of Hoopla items used	390	372	365	311	307	268	232

ITEMS SOLD IN LOBBY	\$834.95
YTD TOTAL \$	\$10,803.02
TOTAL \$ ADDED DONATIONS	\$236.00
TOTAL \$ DONATIONS as PRIZES	\$386.00
TOTAL	\$1,456.95

### Executive Summary

- MSL participated in ExtraGive on November 17th. While the dollar amount of giving was down compared to previous years, community support was strong, and the total number of donors was up. MSL saw less of a drop than overall ExtraGive donations
- MSL served as a polling place on Nov 7. Friends of the Library sold baked goods
- MSL Jigsaw Puzzle Showdown was a great success – Nov 4





### ***PROGRAMMING / CLUBS / PROCTORS NUMBERS***

<b>ADULT Programs</b>	<b>Programs</b>	<b>Participants</b>	<b>Programs YTD</b>	<b>Participants YTD</b>
<b>In-Library Programs</b>	23	847	212	5,813
<b>Club Meetings/Participants</b>				
<b>YOUTH Programs</b>	<b>Programs</b>	<b>Participants</b>	<b>Programs YTD</b>	<b>Participants YTD</b>
<b>In-Library Programs</b>	23	847	212	5,813
<b>Off-Site Programs</b>	16	835	85	5,701
<b>Virtual Programs</b>	0	0	37	2,454

<b>Volunteer</b>	<b>Month Total</b>	<b>2022 YTD Totals</b>		
<b>Volunteer Hours</b>	62.75	1,055.2		

#### **Joseph**

- Presented the **2024 Budget request** at **Mount Joy Township** budget workshop Nov 6
- Attended **Mount Joy Borough Council Meeting**, Nov 6
- Was invited to speak at **Four Seasons at Elm Tree** on Nov 7
- Attended **Mount Joy Chamber of Commerce** on Nov 8
- Attended **Lancaster County Library Association** meeting on Nov 8
- Attended **MSL Friends Meeting** on Nov 13

#### **Community/Service Point (Susan)**

- Passport Exams for the year completed and submitted to the Agency.
- Slowly clearing out the Passport Room.

#### **Youth Services (Jan)**

- Started a 6-week conversational Spanish class for homeschoolers. Overwhelmed by the numbers and the distance some folks are willing to come to attend. About 40 per class so far.
- The Fall reading program wrapped up on the 25th with 431 papers going out and 172 returned. Only a 40% return, but still worth doing.
- Had a blast at the Charlie Brown Thanksgiving, with help from the JR. High Builder's Club.

#### **Public Relations/Promotions (Kirstin)**

##### **CONSTANT CONTACT:**

- December 2023 Enews: sent to 3778 contacts (67 new); 1380 opens (40%), 30clicks (1%)
- Nov. Welcome Email: sent to 96 new patrons; 70% opened
- Extragive Reminder: sent to 3,926 contacts; 47.8% opened; 28 clicks

##### **SOCIAL MEDIA:**

- Facebook – Total Page Followers 2,620 (24 new); 20,740 reached (Included ExtraGive Boost)
- Instagram – 1,128 followers (35 new); 731 reached

#### **Volunteers/Programming/Fundraising (Stephanie)**

##### **Annual Patron Appeal 2023**

- As of November 30: \$34,366.70 [November 2022 YTD total was \$36,851.38]

##### **Legacy Bricks**

- Bricks ordered as of November 30: 138 of 392. We're at 35% sold.

##### **Programing**

- A new program was introduced: Jigsaw Puzzle Showdown. Ten teams of 4 people signed up, with a waiting list of five more teams. **Will plan this for spring and fall 2024.**



Nov 27 – Melanie and Carson, the winner of our VIP raffle held during our Patron Appreciation. Her "win" gave her 2 hours at the Library in the morning before it opened. They played hide-and-seek, raced cars, and they could be as loud as they wanted!



# *Mount Joy Borough Codes Department*

**21 E Main St, Mount Joy, PA 17552**

106

12/29/2023

Mount Joy Borough  
Borough Manager  
Mark Pugliese

RE: Monthly Report, Dec 2023  
Year End Report 2023  
Codes Department

Mr. Borough Manager,

The following is a summary of the department's activity in December 2023, as well as a year end review for 2023 generally.

## **Zoning & Building**

A permit report is attached for December 2023. As of the date of this report we have issued 24 permits on 14 projects since 11/28/23.

For 2023 as a year-end accounting, the department has issued 456 permits between 1/1/23 and 12/20/23 with a couple more potentially being issued prior to the close of the year. I would estimate that we would hit 460 permits prior to January 1, 2024.

## **Rentals**

Letters have begun going out for 2024 rental registrations. All documents, forms, and other paperwork for the program have been updated and made available as editable PDFs on the Borough website. It is estimated that approximately 1450 units will be registered for 2024. We received approximately 30 applications back by the end of the year with more coming in.

## **Third Party**

Code Administrators continues to be a valuable partner for the Borough. Their continued diligence and communication meets or exceeds expectations and my estimation is that will continue into 2024.

## **Planning Commission**

The Planning Commission met on 12/13/23 and reviewed application PC23-03 for the Janus School, 205 Lefever Rd. A separate comment letter has been provided based on that review.

PC24-01 for Cargill, 200 Chocolate Ave will be presented on 1/10/24 to the Commission for a stormwater plan and zoning considerations of a parking lot expansion program.

There are two (3) members whose terms are up for renewal. Kyle Miller has asked to be re-appointed. Wendy Melhorn and Steve Gault have declined to be re-appointed and there is one opening to be filled. I would like to suggest that Council consider appointing a Councilor to the Commission as a way to foster a stronger tie between the two boards. This is allowable under the MPC and would greatly benefit the communication and involvement of the Commission and Council in the planning process

## **Zoning Hearing Board**

No cases are filed for the 12/27/23 hearing date.

There will be a hearing on 1/24/23 to hear the decision of cases 23-07 and 23-08 regarding the two short-term rentals owned by Awakened Properties and to consider case 24-01 for a variance for Cargill, 200 Chocolate Ave in regard to a parking lot expansion project.

**Ordinances:**

No revisions or changes have been made to the property maintenance or rental ordinance drafts that were presented to Council last month.


**Items of Note**

Comp 220003: This record is closed for all intents and purposes. As authorized by Council, 7 summary offense citations were filed against the property owner (now former property owner). A plea of Not Guilty was entered with the Magisterial District Court and 4 of the 7 citations were upheld. The property owner has filed an appeal of the judges decision with the Court of Common Pleas which will be heard February 16<sup>th</sup> at 9am.

**Resignation:**

I regret to inform the Borough that I am resigning my position as Codes, Zoning, and Stormwater Administrator. My last day in the office will be 1/12/24. I intend to resolve open issues such as the 1/24/23 zoning hearing board and the appeal to court of the case for COMP 220003 as Council desires. I will spend the remainder of my time trying to ensure a smooth transition and looking to leave the department in a better position than when I took it over last year.

Respectfully,

X 

**Duane J Brady Jr, Mount Joy Borough**

Codes, Zoning, & Stormwater Admin

Building Code Official #007261

Certified Zoning Officer #C246972



# Permit Report

12/20/2023

1 of 1

All Permits Issued 11/28/23 to 12/20/23

24 Permits Issued on 14 Projects

Permit #	Permit Description	Property Address	Permit Type	Issued Date
230184	New Warehouse	113 MANHEIM ST	Zoning Permit	12/6/2023
230184-B	New Warehouse	113 MANHEIM ST	Building Permit	12/6/2023
230184-SW	New Warehouse	113 MANHEIM ST	Stormwater Permit	12/6/2023
230200	Fleet Fuel Storage and Dispenser System	1010 W MAIN ST	Zoning Permit	12/11/2023
230200-B	Fleet Fuel Storage and Dispenser System	1010 W MAIN ST	Building Permit	12/11/2023
230234	Repairs from 23FD19	720 E MAIN ST	Zoning Permit	11/30/2023
230234-B	Repairs from 23FD19	720 E MAIN ST	Building Permit	11/30/2023
230235	Deck - Stand Alone	410 DELTA ST	Zoning Permit	12/13/2023
230235-B	Deck - Stand Alone	410 DELTA ST	Building Permit	12/13/2023
230236	Accessory Structure - Detached Garage	563 CREEKSID LN	Zoning Permit	12/1/2023
230236-SW	Accessory Structure - Detached Garage	563 CREEKSID LN	Stormwater Permit	12/1/2023
230237	Home Generator	432 GLENN AVE	Zoning Permit	12/6/2023
230237-E	Home Generator	432 GLENN AVE	Electrical Permit	12/6/2023
230238	Accessory Dwelling Unit	304 N ANGLE ST	Zoning Permit	12/12/2023
230238-B	Accessory Dwelling Unit	304 N ANGLE ST	Building Permit	12/12/2023
230238-SW	Accessory Dwelling Unit	304 N ANGLE ST	Stormwater Permit	12/12/2023
230239	Electric Service Upgrade	382 DONEGAL SPRINGS RD	Zoning Permit	12/11/2023
230239-E	Electric Service Upgrade	382 DONEGAL SPRINGS RD	Electrical Permit	12/11/2023
230240	New Business - 2FAB Weightloss/Fitness	68 E MAIN ST	Zoning Permit	12/11/2023
230241	Street Obstruction	206 W MAIN ST	Temporary Obstruction	12/13/2023
230242	Crane for tree removal	202 S MARKET ST	Temporary Obstruction	12/13/2023
230243	Deck to Rear of Structure	224 WATERS EDGE DR	Zoning Permit	12/20/2023
SO230035	Install Gas Service	365 CHOCOLATE AVE	Street Opening	12/7/2023
SO230036	UGI - Renew Service/Repair Damaged Service	151 ORANGE ST	Street Opening	12/13/2023

# Complaints and Violations Report

12/20/2023

## COMPLAINTS AND VIOLATION 10/1/23 TO 12/20/23

Complaint #	Property Address	Rental	Open Date	Close Date	Complaint Description
230051	40 W MAIN ST	X	10/23/2023	11/15/2023	Feeding and Harboring Cats
230053	388 FARMVIEW LN		10/31/2023		Rodent Issue
230054	617 CHURCH ST	X	11/2/2023		General Property Maintenance Concerns
230055	576 CREEKSIDE LN		11/27/2023	11/28/2023	Construction Complaint
230056	130 E DONEGAL ST	X	11/27/2023	12/20/2023	Various Issues
230057	149 NEW HAVEN ST		12/4/2023	12/11/2023	Potential Dead/unsafe tree
230058	453 S PLUM ST		12/18/2023		Trash - In yard and on sidewalk
230059	309 N ANGLE ST	X	12/18/2023		Trash
230060	906 W MAIN ST		12/18/2023		Trash

Violation #	Property Address	Rental	Open Date	Close Date	Violation Description
230030	122 E MAIN ST	X	9/13/2023	10/31/2023	Keeping of pets
230031	116 S BARBARA ST	X	9/19/2023		High grass and weeds
230032	1005 E MAIN ST		10/2/2023	10/19/2023	Furniture on road side
230033	255 MARIETTA AVE	X	10/31/2023	11/6/2023	Trash - Sofa left on curb
230034	130 E DONEGAL ST	X	10/31/2023		Failure to acquire permits
230035	330 E MAIN ST	X	12/7/2023	12/7/2023	Apt 305 - 1st Offense
230036	1 HEMP ST		11/29/2023		Illegal Dumping
23FD16	950 SQUARE ST		10/3/2023	11/16/2023	Gas Leak @ Appliance
23FD17	18 PINE ST		10/9/2023		Deck Fire - Illegal Fire Ring
23FD18	74-76-78 E MAIN ST	X	10/14/2023	11/21/2023	Fire Jockey Pump / Dry System OOS
23FD19	720 E MAIN ST		11/8/2023		Vehicle into building
23FD20	824 COLONY LN		11/9/2023		Accessory Structure Fire
23FD21	454 W MAIN ST		11/25/2023	12/20/2023	Gas Leak @ Unknown

# MOUNT JOY BOROUGH - CODES DEPARTMENT

## 2023 YEAR END COMPLAINTS REPORT

61 FILES OPENED 1/1/23 TO 12/20/23

DATE OR REPORT: 12/20/23

Active Files	8
Closed Files	53

Complaint Type	Complaint Number	Complaint Description	Property Address	Rental	Open	Close	Status
Zoning	230001	Accessible Parking	37 W MAIN ST		1/10/2023	5/24/2023	Closed
Property Maintenance	230002	Inadequate Heating	209 W MAIN ST	X	1/11/2023	2/3/2023	Closed
Building / PA UCC	230003	Unsafe dwelling	474 CHARTER LN	X	1/25/2023	4/19/2023	Closed
Building / PA UCC	230004	No heat	951 WOOD ST	X	1/27/2023	1/28/2023	Closed
Property Maintenance	230005	Noise and Rubbish	539 HILL ST		2/7/2023	3/1/2023	Closed
Property Maintenance	230006	Unsecured, Abandoned Property	226 GRANDVIEW CIR		2/23/2023		Open
Property Maintenance	230007	Trash/Dumpster Maintenance and Care	807 E MAIN ST		3/2/2023	5/2/2023	Closed
Building / PA UCC	230008	No permits/Property maintence issues	124 S BARBARA ST		3/6/2023	11/8/2023	Closed
Property Maintenance	230009	Lack of proper maintenance	711 CLAY ALLEY	X	3/7/2023	4/27/2023	Closed
Property Maintenance	230009	Issues unresolved from Violation 210442	704 W MAIN ST	X	3/8/2023	6/2/2023	Closed
Property Maintenance	230010	Window seal and other issues	128 S BARBARA ST	X	3/20/2023	4/27/2023	Closed
Property Maintenance	230011	Neighbor Disupte - Fence/Siding	622 BERNHARD AVE		3/22/2023	3/27/2023	Closed
Property Maintenance	230011	Neighbor Disupte - Fence/Siding	620 BERNHARD AVE		3/22/2023	3/27/2023	Closed
Zoning	230012	Unlicensed Rentals	121 E MAIN ST	X	1/16/2023	10/19/2023	Closed
Property Maintenance	230013	Harboring of excessive cats	254 SCHOOL LN		4/5/2023	5/11/2023	Closed
Property Maintenance	230014	General Property Maintenance Concerns	120 S JACOB ST		3/9/2023	4/20/2023	Closed
Fire	230015	Neighbor Dispute - Open Burning	622 BERNHARD AVE		4/18/2023	4/20/2023	Closed
Fire	230015	Neighbor Dispute - Open Burning	620 BERNHARD AVE		4/18/2023	4/20/2023	Closed
Property Maintenance	230016	Hlgh Grass	162 LEFEVER RD		4/26/2023	5/12/2023	Closed
Property Maintenance	230017	Dumpster over fill and loose trash	102 N MARKET ST		4/17/2023	5/3/2023	Closed
Property Maintenance	230018	High Grass	204 E MAIN ST		4/20/2023	5/12/2023	Closed
Fire	230019	Recreation Fire Pit Violation	303 BERRY ST		4/24/2023	7/20/2023	Closed
Property Maintenance	230020	High Grass	312 WITWER WAY		5/3/2023	5/16/2023	Closed
Property Maintenance	230021	High Grass	608 BERNHARD AVE		5/12/2023	5/17/2023	Closed
Property Maintenance	230022	Living Conditions	52 PENN COURT DRIVE		5/30/2023	6/12/2023	Closed
Property Maintenance	230023	High Grass	430 S PLUM ST		5/10/2023	5/31/2023	Closed
Property Maintenance	230024	High Grass	431 S PLUM ST	X	5/9/2023	5/31/2023	Closed
Zoning	230025	Parking Lot Over Capacity	955 W MAIN ST		5/18/2023	9/19/2023	Closed
Zoning	230026	Pool inside setbacks	152 N MARKET ST		5/26/2023	7/25/2023	Closed
Property Maintenance	230027	Tree Trimming - Vision Obstruction	125 N BARBARA ST		6/15/2023	6/21/2023	Closed
Property Maintenance	230028	Out of Inspection Vehicles	143 S MARKET AVE	X	6/21/2023	7/1/2023	Closed
Property Maintenance	230029	Out of Inspection Vehicle	624 W MAIN ST	X	6/21/2023	7/1/2023	Closed
Property Maintenance	230030	High Grass	608 BERNHARD AVE		7/13/2023	10/19/2023	Closed
Property Maintenance	230031	Grass, Trash, General Property Maintenance	636 DONEGAL SPRINGS RD		7/19/2023	8/25/2023	Closed
Property Maintenance	230032	Sidewalk Obstruction	104 MANHEIM ST		7/19/2023	12/20/2023	Closed

Zoning	230033	Recreation Fire Pit Violation	303 BERRY ST		8/1/2023	9/19/2023	Closed
Property Maintenance	230034	Feeding and Harboring Cats	127 NEW HAVEN ST		8/15/2023	10/19/2023	Closed
Property Maintenance	230035	High Grass	240 W MAIN ST	X	8/15/2023	8/15/2023	Closed
Property Maintenance	230036	Roof in disrepair	30 S MARKET ST		8/1/2023		Open
Property Maintenance	230038	Fire Escape and Animal Refuse	8 MANHEIM ST	X	8/15/2023	10/19/2023	Closed
Property Maintenance	230039	Site Obstruction	309 N ANGLE ST	X	8/17/2023	8/29/2023	Closed
Property Maintenance	230040	Over grown weeds/grass	349 CEDAR LN		8/17/2023		Open
Property Maintenance	230042	Fallen Tree/Property Damage	955 CHURCH ST		8/21/2023	8/25/2023	Closed
Zoning	230044	Sign Violation	389 MANHEIM ST		9/1/2023	9/1/2023	Closed
Property Maintenance	230045	Trash on Sidewalk	118 DAVID ST		9/11/2023	9/19/2023	Closed
Building / PA UCC	230046	Deck renovation without permits	122 E MAIN ST	X	9/12/2023	9/13/2023	Closed
Property Maintenance	230047	High Grass/Weeds	216 PARK AVE		9/13/2023	10/9/2023	Closed
Property Maintenance	230048	Roosters	124 N ANGLE ST	X	8/18/2023	10/19/2023	Closed
Zoning	230049	Possible ZHB Conditions Violations	395 S ANGLE ST		8/28/2023	11/8/2023	Closed
Property Maintenance	230050	Possible Rubbish Issue	PENN COURT MOBILE HOME PARK		9/25/2023	11/8/2023	Closed
Property Maintenance	230051	Feeding and Harboring Cats	40 W MAIN ST	X	10/23/2023	11/15/2023	Closed
Property Maintenance	230052	Tree down during storm	437 MARTIN AVE		9/11/2023	9/18/2023	Closed
Property Maintenance	230053	Rodent Issue	388 FARMVIEW LN		10/31/2023		Open
Property Maintenance	230054	General Property Maintenance Concerns	617 CHURCH ST	X	11/2/2023		Open
Building / PA UCC	230055	Construction Complaint	576 CREEKSIDE LN		11/27/2023	11/28/2023	Closed
Property Maintenance	230056	Various Issues	130 E DONEGAL ST	X	11/27/2028	12/20/2023	Closed
Property Maintenance	230057	Potential Dead/unsafe tree	149 NEW HAVEN ST		12/4/2023	12/11/2023	Closed
Property Maintenance	230058	Trash - In yard and on sidewalk	453 S PLUM ST		12/18/2023		Open
Property Maintenance	230059	Trash	309 N ANGLE ST	X	12/18/2023		Open
Property Maintenance	230060	Trash	906 W MAIN ST		12/18/2023		Open
Property Maintenance	23FD00	Follow Up from FD Response	16 Penn Court Dr		2/10/2023	9/19/2023	Closed

# MOUNT JOY BOROUGH - CODES DEPARTMENT

## 2023 YEAR END VIOLATIONS REPORT

56 FILES OPENED 1/1/23 TO 12/20/23

Date of Report: 12/20/23

Active Files	9
Closed Files	47

Violation Type	Violation Description	Violation Number	Violation Location	Rental	Open	Deadline	Close	Status
Tenant / Disruptive Conduct	1st Offense - See Documentation	230001	803 DONEGAL SPRINGS RD	X	2/3/2023	2/13/2023	4/19/2023	Closed
Zoning	Failure to acquire permits	230002	919 LIBERTY CT		2/23/2023	3/23/2023	3/21/2023	Closed
Property Maintenance	Site obstruction of stop sign	230003	845 BRUCE AVE		3/20/2023	3/29/2023	5/12/2023	Closed
Property Maintenance	PD Follow Up	230004	309 N ANGLE ST	X	3/19/2023	4/18/2023	4/17/2023	Closed
Property Maintenance	722 W Main, Apt B - PD Follow Up	230005	720 W MAIN ST		3/19/2023	4/18/2023	7/20/2023	Closed
Property Maintenance	Possible Water Damage and Other Violations	230006	471 DONEGAL SPRINGS RD		4/4/2023	4/14/2023	5/11/2023	Closed
Building / PA UCC	Site obstruction of stop sign	230007	104 S BARBARA ST	X	4/18/2023	5/18/2023	5/12/2023	Closed
Building / PA UCC	Failure to acquire permits	230008	178 N MARKET ST		4/21/2023	5/1/2023	4/24/2023	Closed
Property Maintenance	High grass	230009	116 W DONEGAL ST	X	5/4/2023	6/4/2023	6/29/2023	Closed
Property Maintenance	Dangerous Structure	230010	454 W MAIN ST 2	X	5/30/2023	6/30/2023	9/13/2023	Closed
Property Maintenance	Grease holding tank at rear of property	230011	62 W MAIN ST	X	6/8/2023	6/29/2023	8/19/2023	Closed
Building / PA UCC	Install of EV charger without permits	230012	622 ROSE PETAL LN		6/9/2023	6/30/2023	11/21/2023	Closed
Property Maintenance	PD Follow UP - Dangerous Structure	230013	454 W MAIN ST 5	X	6/10/2023	8/18/2023	10/19/2023	Closed
Property Maintenance	Dangerous Structure	230014	454 W MAIN ST 3	X	6/14/2023	8/18/2023	9/13/2023	Closed
Property Maintenance	Deterioated Fence	230015	427 S PLUM ST		6/16/2023	7/16/2023	8/1/2023	Closed
Zoning	Keeping of chickens	230016	35 W DONEGAL ST	X	6/16/2023	7/7/2023	7/20/2023	Closed
Tenant / Disruptive Conduct	1st Offense - See Documentation	230017	151-153 NEW HAVEN ST	X	7/5/2023	8/4/2023	7/20/2023	Closed
Tenant / Disruptive Conduct	2nd Offense - See Documentation	230018	9 E DONEGAL ST	X	7/5/2023	8/4/2023	7/20/2023	Closed
Property Maintenance	Failure to register tenant	230019	151-153 NEW HAVEN ST	X	7/5/2023	8/4/2023	7/20/2023	Closed
Building / PA UCC	Failure to acquire permits	230020	307 BERRY ST		7/6/2023	7/21/2023	8/22/2023	Closed
Zoning	Failure to acquire permits	230021	610 UNION SCHOOL RD		7/18/2023	7/31/2023	9/11/2023	Closed
Building / PA UCC	Failure to acquire permits	230022	1250 E MAIN ST		7/19/2023	8/19/2023	8/3/2023	Closed
Zoning	Ducks not permitted	230023	35 COLUMBIA AVE		7/19/2023	8/19/2023	10/26/2023	Closed
Property Maintenance	Dangerous Structure and Weeds	230024	939 CHURCH ST		7/11/2023	10/31/2023		Open
Zoning	Failure to abide by varince conditions	230026	740 E MAIN ST		8/7/2023	8/31/2023	9/13/2023	Closed
Tenant / Disruptive Conduct	1st Offense - See Documentation	230027	5 E DONEGAL ST	X	8/15/2023	8/31/2023	8/21/2023	Closed
Zoning	Site obstruction of stop sign	230028	251 SCHOOL LN		8/21/2023	9/5/2023	12/20/2023	Closed
Property Maintenance	Site obstruction of stop sign	230029	PLUM ST LOTS 1-2 B-D		8/21/2023	9/21/2023	12/20/2023	Closed
Zoning	Keeping of pets	230030	122 E MAIN ST	X	9/13/2023	10/13/2023	10/31/2023	Closed
Property Maintenance	High grass and weeds	230031	116 S BARBARA ST	X	9/19/2023	10/4/2023	12/18/0323	Closed
Property Maintenance	Furniture on road side	230032	1005 E MAIN ST		10/2/2023	10/6/2023	10/19/2023	Closed
Property Maintenance	Trash - Sofa left on curb	230033	255 MARIETTA AVE	X	10/31/2023	11/10/2023	11/1/2023	Closed
Building / PA UCC	Failure to acquire permits	230034	130 E DONEGAL ST	X	10/31/2023	11/10/2023		Open
Tenant / Disruptive Conduct	Apt 305 - 1st Offense	230035	330 E MAIN ST	X	12/7/2023	12/7/2023	12/7/2023	Closed
Property Maintenance	Illegal Dumping	230036	1 HEMP ST		11/29/2023	12/29/2023		Open

Fire	3rd Flr Conference Room	23FD01	903 SQUARE ST		1/30/2023	2/4/2023	7/20/2023	Closed
Fire	Electrical Fire of Hot Water Heater	23FD02	5 E DONEGAL ST	X	2/6/2023	2/16/2023	4/11/2023	Closed
Fire	Heater malfunction	23FD03	218 ZIEGLER ST		3/2/2023	3/16/2023	5/11/2023	Closed
Fire	Alarm activation w/ odor no source	23FD04	215 E MAIN ST		3/10/2023	4/10/2023	3/17/2023	Closed
Fire	Gas Fireplace Leak/CO Issues	23FD05	408 N ANGLE ST		3/13/2023	4/12/2023	4/24/2023	Closed
Fire	Improper chimney	23FD06	124 DAVID ST		3/27/2023	4/27/2023	5/4/2023	Closed
Fire	Structure Collapse	23FD07	170 NEW HAVEN STREET		7/9/2023	8/9/2023		Open
Fire	Gasline strike	23FD08	610 UNION SCHOOL RD		7/24/2023	7/28/2023	8/21/2023	Closed
Building / PA UCC	Failure to acquire permits	23FD09	230 W MAIN ST	X	7/25/2023	8/7/2023	8/3/2023	Closed
Fire	Structure Fire - Apt 3	23FD10	206 W MAIN ST	X	8/3/2023	8/31/2023		Open
Fire	Gasline strike	23FD11	151 ORANGE ST		8/17/2023	8/17/2023	8/17/2023	Closed
Fire	Di'Marias Pizza - Gas Leak	23FD12	763 E MAIN ST		8/26/2023	9/1/2023	8/28/2023	Closed
Fire	Structure Fire - Womens Bathroom	23FD13	905 W. MAIN ST.	X	9/11/2023	10/11/2023	12/5/2023	Closed
Fire	RM 302 - Bathroom	23FD14	607 HEARTHSTONE LN		9/27/2023	10/11/2023		Open
Fire	Sprinkler Activation	23FD15	28 S JACOB STREET		9/29/2023	10/29/2023	10/9/2023	Closed
Property Maintenance	Gas Leak @ Appliance	23FD16	950 SQUARE ST		10/3/2023	11/2/2023	11/16/2023	Closed
Fire	Deck Fire - Illegal Fire Ring	23FD17	18 PINE ST		10/9/2023	10/13/2023		Open
Fire	Fire Jockey Pump / Dry System OOS	23FD18	74-76-78 E MAIN ST	X	10/14/2023	10/28/2023	11/21/2023	Closed
Fire	Vehicle into building	23FD19	720 E MAIN ST		11/8/2023	12/8/2023		Open
Fire	Accessory Structure Fire	23FD20	824 COLONY LN		11/9/2023	12/9/2023		Open
Fire	Gas Leak	23FD21	454 W MAIN ST		11/25/2023	12/25/2023	12/20/2023	Closed



**BOROUGH OF MOUNT JOY  
PUBLIC WORKS DEPARTMENT  
MEMORANDUM**

**TO:** Mark Pugliese, Borough Manager

**FROM:** Dennis Nissley, Public Works Director

**DATE:** December 27, 2023

**RE:** Public Works Department Activities for December 2023

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Following is a list of activities for the Public Works Department for December 2023

- Parks – Leaf cleanup and removal
- Parks – Winterize facilities
- Parks – Maintenance of equipment and facilities
- PW/Parks – Prepare for, provide equipment and staff, clean up for Winterfest event
- PW/Parks – Prepare equipment for winter maintenance
- PW – Leaf Collection
- PW – Facility and equipment maintenance
- Signs – Repair and replacement of missing or damaged signs as needed.
- Compost Site – Manage material, screening, rotating
- PW and Parks staff attended APWA meeting – Winter Weather Outlook
- PW and Parks staff attended Stormwater training at EDT – Winter Maintenance Housekeeping

**Projects:**

- Pedestrian Safety Project – MTF Grant – Meetings with contractor to review installation and some adjustments to locations.

**Meetings:**

- Attend Public Works Committee meeting
- Attend Staff meetings
- Attend Parks Advisory Board meeting
- Attend virtual LTAP class on Myths of RAP (Reclaimed Asphalt Pavement)
- Attend meeting with Florin Hill Partners concerning their path forward at Florin Hill
- Attend meeting with Rettew regarding Heritage grant plans and schedule
- Meet with Councilor Haigh regarding PW facilities

**Other Updates:**

- Received notification that the Borough was awarded the Connects 2040 grant for School Lane Active Transportation Project to be implemented on the 2025 TIP. Council needs to approve a Resolution to accept the grant





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## MOUNT JOY BOROUGH MEMORANDUM

**TO:** Council and Mayor

**FROM:** Mark G. Pugliese I, Borough Manager

**DATE:** December 29, 2023

**RE:** Manager's Report

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1. I have processed Four (4) **Right-To-Know Requests** for the month of December. Jill responded to one of them and I still have on that is active that I sent a 30 day extension notice on due to the complexity of the request.
2. I have attended the Council Meeting, Special Council Meeting, Staff Meeting and the Public Works Committee Meeting. I was not able to attend the Public Safety Committee meeting this month.
3. I am receiving regular updates from the Borough Handbook Committee and Safety Committee. The handbook is now before Chief Goshen and I to review and provide comments. We will meet jointly with the committee once we have ironed out any updates that are needed. This will first go before the Admin & Finance committee for review.
4. Reference to **BMP 107/Melhorn Basin**, - On Thursday, May 11, 2023, Borough staff (Nissley, Godfrey and myself) met with staff from RETTEW (Caldwell, Kalupson & Smith) at BMP 107 (Melhorn Basin) and BMP 125 (Borough Basin) for several hours. RETTEW staff did a very thorough inspection of the basins looking at inlets, outfalls, etc. They took numerous photos of the areas. They were provided with background as well potential concerns raised by Mr. & Mrs. Schatz and their engineer. They plan to take a look at all data they have received, on-site findings, and legacy information and provide a report to the Borough. UPDATE, DC Gohn is allowing RETTEW access to the original plans that they have on file. I spoke with Kara at RETTEW who stated that they are reviewing information from DG Gohn regarding BMP 107/Melhorn Basin. I also forwarded photographs from Ms. Schatz and Mr. Haigh regarding BMP 125/Borough Basin holding water which was contrary to photos I had sent to RETTEW in June of 2023.
5. **AMTRAK** – I made contact via email with 2 representatives from AMTRAK. I provided them with my concerns as well as photos of their areas of responsibility at BMP 107. They advised that they need to discuss this with other staff and get back to me. No updates. I have emailed the one contact and requested a meeting or some type of a plan to move forward. I've received no response as of this date. **Staff has a scheduled meeting with Amtrak on Thursday at 11:00 am at BMP 107.**
6. Reference to **BMP 125/Borough Basin** - Documentation provided to RETTEW for their review and recommendations if any. The only remaining item that I am aware of at this point is the vegetation at the bottom of the basin. I have completed some unscientific observations of the Borough basin and forwarded it to RETTEW to include in their analysis. The basin has reached what I believe is 70% vegetation and Kinsley has been paid all funds except the 10% project retainage. I am continuing to wait for the results of RETTEW findings. Notice of Termination for the permits for the basin has been submitted. Kinsley has met all



contractual deliverables which included 70% vegetation of the basin. Public Works staff did follow up on several issues raised by LCCD.

I also forwarded photographs from Ms. Schatz and Mr. Haigh regarding BMP 125/Borough Basin holding water which was contrary to photos I had sent to RETTEW in June of 2023. It was anticipated that LCCD & DEP would release the NOT for this project, however, following me sending photographs that were provided by Ms. Schatz, LCCD has requested more stabilization of the basin floor. Staff including Public Works Director and Supervisor, Stormwater Administrator and I met with LCCD on site. LCCD is to send me a formal letter regarding their requirements, and I will forward said notice to ARRO and Knisley.

**Kinsley is set to do further seeding on the basin floor in the spring.**

7. Reference to **Brady's Alley**, this project has been turned over to RETTEW for review and direction. **No Updates**
8. **Building Ad Hoc Committee** – **No updates**
9. **Rt 772 Re-Route** Awaiting traffic studies to come back. **No updates.**
10. **Grants**
  - a. **DCED Multimodal Transportation Fund Grant** – All permits have been received for the RRFB. Public Works Director & I met with RETTEW and Herr Electric to go over pole locations throughout the Borough. **Excavating and foundation pours are mostly completed There is an issue with stormwater pipes and other utilities in front of Borough Hall. Attempting to see if PennDOT will permit attaching the signs and hardware to the “banner poles.”**
  - b. **DCED/DCNR C2P2 Grant**- The Parks & Rec Advisory Board continues to meet. I had contact with our grant representative in Harrisburg regarding the draft RFP for a consultant. I made the recommended changes to the RFP and am waiting for the approval to put out the RFP for bids. **All work has been completed for the first and second phase of the checklist for the project. Once approved, I will be able to advertise the RFP for a consultant. The Board is getting close to having a public survey completed.**
  - c. **Kunkle Field/Park Heritage Grant** – This project has been delayed much longer than I had anticipated, and it is in jeopardy of interfering with MJAA baseball in the fall. The project has yet to go out to bid as RETTEW continues to work on the RFP. **Plans have been finalized and we should be able to release the RFP soon. Currently in discussions with RETTEW regarding timing of the project and impact on MJA baseball season.**
  - d. **RACP Grant 2022** – Received notification that the Borough has been awarded \$3,000,000 in total. An extension request has been submitted. I have received an email indicating that the RACP deadline has been extended through December 20<sup>th</sup> 2023. **Post award application was submitted prior to the Dec 20, 2023 deadline.**
  - e. **RACP Grant 2023**- Applications period open with a short application window. **I will look into submitting a new application.**
  - f. **Lancaster County Community Foundation/Lancaster Clean Water Partners** – This project is completed. I will be contacting the grantors to see about providing some public relations event or notifications as well as receiving final payment of the grant.
  - g. **NFWF Grant** - In cooperation with RETTEW we have submitted an NFWF Grant for the Little Chiques Stream Bank Restoration Project in the amount of \$500,000.00. **No update.**
  - h. **DCED Grant** – We are currently working on a DCED grant for the Little Chiques Stream Bank Restoration Project in the amount of \$300,000.00. The Borough was turned down for this grant in 2022. We have received a request for additional information for the grant to include property owners signing off allowing us to work on the stream banks on their properties. So far there is one individual who has indicated that he will not sign the letters. I plan to meet with him out at the site to see what his concerns may be. **No Update**

- i. **SMT Grant** - Grant approved for 2024 to purchase up to 15 First Aid kits for Borough and Borough Authority vehicles. I will move forward on this in January/February of 2024. **No updates.**
  - j. **Lancaster County ARPA Grant, Chiques Park Stream Bank restoration Project** – Lancaster Clean Water Partners is submitting our plans for the Chiques Park Streambank Restoration Project along with several other projects to the County Commissioners for \$1,000,000. Should we receive funding from this grant request, Lancaster Clean Water Partners has earmarked an additional \$500,000 to the project. **No update.**
  - k. **Clean Water Partners/Foundation** – Received notification that we will receive a grant in the amount of \$940,000.00 for the little Chiques Streambank Restoration Project. This is \$440,000.00 more than anticipated.
  - l. **Lancaster County ARPA Grant-Municipal Services Complex** – Chief Goshen & I are looking for a manner that we can justify applying for some ARPA grant from the County for the Municipal Services Complex. **No update**
  - m. **ARPA Small Water & Sewer Grant**- Application submitted. **Denied.**
  - n. **Connects 2040 Grant** – We receive notification that the borough has been approved for this grant. Thanks go out to Dennis for making this grant happen. **Approved.**
11. **Schatz v. Borough of Mount Joy**. I received documentation from the engineering firm representing Mr. & Mrs. Schatz. I received a packet from Whittemore and Haigh regard expert review and report. **No updates from Borough's law firm.**
  12. **Florin Hills** - There was a high-level meeting on July 26<sup>th</sup> at 2:30 in the afternoon. The meeting included attorneys, engineers, Florin Partners and Borough Staff. Following the meeting, Charter Homes was given a series of deliverables for Phases I & II including blks F & M prior to starting any work on Phase III. There continues to be a lot of emails going back and forth regarding several issues. The Borough is maintaining that we have yet to agree to anything until "As Built" is submitted and the developer shows the stormwater plans for the entire project. The Borough solicitor is also waiting for the contractor's attorney to provide written justification as to why they feel they can proceed with the original plans that do not meet current specifications.  
  
Charter Homes partners conducted a presentation regarding their proposed work at Council's December meeting. **Since that time, Staff and our solicitor met with CHP and their attorney. Conclusion was to have an agreement drawn up by the Borough's Solicitor that would spell out what needs to be accomplished prior to plans being approved by Council. This is currently in the review process. RETTEW has already reviewed and approved the agreement from the Solicitor.**
  13. **Borough Solicitor** – Staff and I have been working on numerous projects with the Borough Solicitor.
    - a. Stormwater swale issue on Manheim Street, swale needs to be cleaned out. **Will be on January Council Agenda**
    - b. Ordinance for permit parking.
    - c. Updates to Stormwater Ordinance.
    - d. Updates to Building Maintenance Code Zoning Ordinance Changes
    - e. Short Term Rental Ordinance
    - f. Wood Street Project
    - g. Jury Property lines.
  14. **EV Charging Station** – **On Hold.**
  15. **Rental Code & Property Maintenance Code** – As mentioned in Item 14, our Zoning and Codes Enforcement Officer, Duane Brady, has been working very hard at updating our Property Maintenance Code as well as our Rental Code. We have reviewed his work and forwarded it to the solicitor for comments. Duane should be commended for the work that he has put into this. **The solicitor has sent 2 of 3 Ordinances for our review and comments regarding a third ordinance regarding short-term rentals.**

16. **Act 172** – I have met with the president and fire chief of Fire Department Mount Joy to discuss Act 172 which could provide active members of the fire department with a tax credit.

At Council's direction, I have reached out to neighboring municipal managers requesting if they felt their municipal leaders would be in favor of some sort of Act 172 tax relief for active fire company members. I have also asked if they wish to meet as a group. At this point I have heard from both Rapho & East Donegal Twp managers. Rapho is not interested in this, but East Donegal Twp is and would like to bring Elizabethtown Borough into the conversation.

**At Council's direction, I contacted the Borough Solicitor to prepare and advertise an ordinance. In process.**

17. **Cresco Labs** - Jill and I met with Cresco personnel to discuss open items. **No Updates.**
18. **Zoning, Codes, and Stormwater Administrator** - On Wednesday, December 27, 2023, I met with Duane Bradley, and he advised me that he has accepted a position in another municipality and that his last day of employment with the borough will be on January 12, 2024. This will indeed be a loss for the Borough. I plan to have a discussion at the Admin & Finance Committee meeting regarding the position.
19. **Heating in Council Chambers** – The heating in Council Chambers as well as Zoning & Codes Office has stopped working. Repairs will include replacement of an "Inducer Motor Assembly" and a "Heat Exchanger". We have received a quote for repairs at \$3,379.50. The issue is that the supplier does not have the exchanger in stock and there is an anticipated wait time of 4 weeks for the part to come in. However, it could be as long as 12 weeks depending on the manufacturer's timeline.
- The contractor was able to locate the part they needed from a supplier in the mid-west and are having it shipped here. The Borough will need to pay for the shipping. I would suspect that the repairs should take place within the next two to three weeks.**
20. **Police Pension Contributions** – Last month there was discussion regarding the continued practice of eliminating/ waiving of police officer contributions to the uniform pension plan. This will be an agenda item along with an email from our labor attorney where his overall tone is that the Borough would be hard pressed to come up with a motive or reason to have the officers start contributions

-----End Of Report-----

**BOROUGH OF MOUNT JOY**  
**Lancaster County, Pennsylvania**  
**RESOLUTION NO. 2024-01**

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF MOUNT JOY,  
LANCASTER COUNTY, PENNSYLVANIA, APPOINTING AND/OR REAPPOINTING  
MEMBERS OF VARIOUS BOARDS, COMMISSIONS AND POSITIONS WITHIN THE  
BOROUGH ORGANIZATION.

WHEREAS, the Borough of Mount Joy has appointed persons to various positions whose terms expire as of the January 1, 2023;

WHEREAS, Borough Council acknowledges the expiration of these terms;

WHEREAS, Borough Council desires to appoint persons/firms to fill the positions which will expire;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mount Joy, Lancaster County, Pennsylvania, as follows:

The Council of the Borough of Mount Joy appoints or reappoints, as the case may be, the following individuals and firms to the positions for the terms as presented hereinafter:

Vacancy Board Chairperson	Robert R. Jerman	1 Year	Term expires 1/1/2025
Engineer	RETTEW Engineering	2 Year	Term expires 1/1/2026
Solicitor	Morgan, Hallgren, Crosswell & Kane, PC	2 Year	Term expires 1/1/2026
Auditor	Boyer & Ritter, LLC	2 Year	Term expires 1/1/2026
Authority	Larry Derr	5 years	Term Expires 1/1/2029
Borough Planning Commission	Kyle Miller	4 Years	Term expires 1/1/2026
Borough Planning Commission		4 Years	Term expires 1/1/2026
Borough Planning Commission (ALT)		4 Years	Term expires 1/1/2027
Zoning Hearing Board	George Leyh	5 Years	Term Expires 1/1/2027
Zoning Hearing Board (ALT)		5 Years	Term Expires 1/1/2027
Zoning Hearing Solicitor	Goodman & Kenneff	2 Years	Term expires 1/1/2026
Civil Service Commission (ALT)	Dr. David Eichler	6 Years	Term expires 1/1/2030
Borough Secretary	Mark G. Pugliese I	2 years	Term expires 1/1/2026
Assistant Borough Secretary	Jill Frey	2 Years	Term expires 1/1/2026

Open Records Officer	Mark G. Pugliese I	2 years	Term expires 1/1/2026
Open Records Officer (ALT)	Jill Frey	2 years	Term expires 1/1/2026
Zoning, Codes, & Stormwater Administrator	Duane Brady	2 years	Term expires 1/1/2026
Borough Treasurer	Scott Kapcsos	2 years	Term expires 1/1/2026
Assistant Borough Treasurer	Lisa Peffley	2 Years	term expires 1/1/2026
Depository	Northwest Bank	2 years	Term expires 1/1/2026
Depository	Pennsylvania Local Government Investment Trust (PLGIT)	2 years	Term expires 1/1/2026
Tax Collector	County of Lancaster	1 year	Term expires 1/1/2025

DULY ADOPTED this 2nd day of January 2024, by the Borough Council of the Borough of Mount Joy in lawful session duly assembled.

Attest: \_\_\_\_\_  
(Assistant) Borough Secretary

\_\_\_\_\_  
Council (Vice) President

[BOROUGH SEAL]

**BOROUGH OF MOUNT JOY**  
**Lancaster County, Pennsylvania**  
**RESOLUTION 2024-02**

A RESOLUTION OF THE COUNCIL OF MOUNT JOY BOROUGH, LANCASTER COUNTY, PENNSYLVANIA DECLARING ITS COMMITMENT TO SUCCESSFULLY DELIVER THE SCHOOL LANE ACTIVE TRANSPORTATION PROJECT AWARDED FUNDING BY THE LANCASTER METROPOLITAN PLANNING ORGANIZATION (MPO) AS PART OF THE CONNECTS2040 IMPLEMENTATION PROGRAM ON NOVEMBER 27, 2023.

WHEREAS, Mount Joy Borough applied for *connects2040* Implementation Program funding through the Lancaster MPO on July 28, 2023.

WHEREAS, the Lancaster Metropolitan Planning Organization (MPO) approved MPO Transportation Improvement Program (TIP) funding for the School Lane Active Transportation Project on November 27, 2023.

WHEREAS, under the *connects2040* Implementation Program the project sponsor is responsible for costs associated with all phases of pre-construction. This includes preliminary engineering, final design, environmental permitting and clearance, utility relocations, and right-of-way plan development and acquisition phases. The awarded federal funds from this program provide for construction costs, including construction inspection. The project sponsor must be committed to fully funding and completing the project.

WHEREAS, the School Lane Active Transportation Project was awarded based on the submitted scope of work. Substantial additions or reductions in the project scope of work must be approved by Lancaster County Planning Department (LCPD) staff. If the change in scope of work results in a much different project with a significantly expanded or limited intent from when it was awarded funding, the situation may be presented to the Lancaster MPO for recommendation to reevaluate the funding award, which may include up to cancellation of the project.

WHEREAS, all projects funded by the *connects2040* Implementation Program are expected to make continuous progress to meet expected timeframes for completion of project phases. Construction projects are expected to complete pre-construction phases within two years and final design within one year. The construction phases should be completed within three years of preliminary engineering. If there are serious concerns about the successful management and/or delivery of the project, LCPD staff will reach out to the project sponsor to affirm their commitment to fully funding and completing the project. The project sponsor and their consultant must provide an explanation for any delays and describe the actions being taken to address the situation. If a project sponsor is not confident in their ability to successfully deliver the project, then LCPD staff will ask that they voluntarily cancel the project. If the project sponsor does not voluntarily cancel

the project, staff may present the situation to the Lancaster MPO for recommendation to cancel the project.

WHEREAS, the project sponsor may decide to cancel the project and drop out of the program at any time during pre-construction. Projects must be cancelled before going to construction.

WHEREAS, all projects funded by the *connects2040* Implementation Program will be carried out through the Lancaster MPO's local project delivery assistance program. A local project manager will be assigned to assist with the project management and delivery.

NOW, THEREFORE, IT BE RESOLVED that the Council of Mount Joy Borough commits to the successful delivery of the School Lane Active Transportation Project.

DULY ADOPTED this 2nd day of January 2024, by the Borough Council of the Borough of Mount Joy in lawful session duly assembled.

Attest: \_\_\_\_\_  
(Assistant) Borough Secretary

\_\_\_\_\_  
Council (Vice) President

[BOROUGH SEAL]





December 11, 2023

CERTIFIED MAIL:  
RETURN RECEIPT REQUESTED

Mount Joy Borough  
21 East Main Street  
Mount Joy, PA 17552  
Attn: Borough Manager

**RE: STATE ONLY OPERATING PERMIT RENEWAL APPLICATION**  
**Cargill Mt. Joy Facility – Mt. Joy, Pennsylvania**

Dear Mr. Pugliese:

In accordance with Title 25 of the Pennsylvania Code Section 127.43a, notice is provided that Cargill Cocoa & Chocolate Inc, now Cargill Cocoa & Chocolate North America (Cargill), intends to submit an air quality operating permit renewal application to the Pennsylvania Department of Environmental Protection (PADEP), Southcentral Regional Office in Harrisburg, Pennsylvania by January 1, 2024. The application is for renewal of State Only Permit No. 36-03116 for Cargill's Mt. Joy, Pennsylvania facility.

Title 25 Section 127.43a requires that applicants for air quality operating permits must give written notification to each local municipality and county in which the permitted activity is located. Comments regarding the application renewal may be submitted to the PADEP during the thirty (30) day comment period, commencing with receipt of this notification.

Should you have any questions with regards to the permit renewal application, please contact me at (717) 653-3031 or the PADEP office below:

Pennsylvania Department of Environmental Protection  
Southcentral Regional Office  
Bureau of Air Quality Management  
Air Quality Program  
909 Elmerton Avenue  
Harrisburg, PA 17101  
(717) 705-4702

Sincerely,

Cargill Cocoa & Chocolate NA

A handwritten signature in black ink, appearing to read "Scott Zimmerman", followed by a long horizontal line.

Scott Zimmerman  
EHS Specialist II

**Mount Joy Borough Council**

**Memorandum of Understanding**

**(MOU)**

**Terms and Conditions for Employment as Police Chief**

THIS MEMORANDUM of the terms of employment for Robert Goshen ("Goshen"), Chief of Police ("Chief" or "Employee") by Mount Joy Borough ("Borough" or "Employer"), Lancaster County, Pennsylvania, in the Borough's Police Department ("Department") is made and endorsed by the parties hereto on the dates indicated below based on the following terms and conditions of employment (the Employee and the Borough shall be collectively referred to as the "Parties"):

**WITNESSETH:**

WHEREAS, Employer and Employee recognize that the position of Police Chief is not included in the police bargaining unit represented by the Mount Joy Borough Police Officers Association ("Union" or "Association") and,

WHEREAS, subject to the above and to the other conditions hereinafter set Employer and Employee desire to memorialize the terms of their understanding of the terms and conditions of employment of Goshen as the Borough's Police Chief; and

NOW, THEREFORE, Employer and Employee agree to the following terms and conditions of employment which will apply for so long as Employee is employed by the Employer as a Police Chief or until changed by mutual agreement:

**I. EMPLOYMENT.**

- A. Parties agree that the terms of employment commence on January 1, 2024 Goshen, as Police Chief, shall perform the functions and duties of that position as defined and modified from time to time, by the Borough including supervising and managing the Borough's police officers, enforcing the laws of the Commonwealth and performing supervisory, investigative and patrol duties as operationally needed and directed by the Borough.
- B. Employee agrees that he will at all times faithfully and to the best of

his abilities perform his duties as Chief Administrative Officer of the Mount Joy Police Department to the reasonable satisfaction of the Mayor and Borough Council.

**II. TERM.**

- A. Employer and Employee recognize that under applicable laws, regulations, and ordinances, the position of Police Chief is a position not covered by the collective bargaining agreement and that the Employee serves at the pleasure of the Borough Council. The terms of this MOU and the Police Chief's performance shall be reviewed by the Borough Council and Mayor on an annual basis.

**III. COMPENSATION and BENEFITS.**

- A. The Employee will exercise his duties with full faith, fidelity, loyalty, and allegiance to the Commonwealth of Pennsylvania, the Borough and its taxpayers and residents.
- B. Goshen's salary shall be determined on an annual basis by Borough Council. Goshen is an exempt management employee and is not entitled to overtime pay or any other benefits listed in the collective bargaining agreement unless those benefits are specifically listed in this MOU.
- C. Goshen shall be entitled to the same health and prescription benefits that are provided to the Borough's police union employees under the police collective bargaining agreement. Goshen shall pay the same health care contribution and prescription co-pays that are payable by the Borough's police employees under the police collective bargaining agreement. Goshen if he so desires shall have the right to opt out of Borough health benefits upon providing written notice to the Borough that he has health coverage from another source.
- D. Goshen shall be entitled to life and disability insurance provided by the Borough.
- E. Goshen shall be subject to the Borough's leave policies including accrual of leave policies. Should employee resign or retire from Borough employment.

and provide ninety (90) days' notice of said resignation or retirement employee shall be paid his accrued unused leave. Employee shall not be paid his accrued leave if he fails to provide this notice.

- F. Goshen shall be entitled to all holidays which shall be accrued on the date the holiday occurs. If Goshen works the holiday he shall be entitled to a day off subject to the approval of the Mayor.
- G. Goshen shall be provided four (4) weeks of annual vacation. Vacation shall be earned throughout the year whereby Goshen shall be entitled to two weeks on January 1 and the balance on June 1. Goshen shall be permitted to carry over each year a maximum of one week of vacation that must be used in the next calendar year. Any vacation between September 1 and December 15 must be preapproved by the Mayor.
- H. Goshen shall be entitled to participate in the police pension plan and make the same pension contributions as required in the police collective bargaining agreement.
- I. **OVERTIME/COMPENSATORY TIME:** Goshen is considered an exempt, salaried management employee for purposes of the Fair Labor Standards Act, as well as for purposes of any other applicable state and federal labor and employment laws and regulations. Employee's current annual base salary is intended to compensate said employee for all the work time which may be necessary to perform employee's job, regardless of the number of hours actually worked, and overtime pay is not available to employee.

If employee is required to attend to Borough business outside of normal business hours, including but not limited to attendance at Council and Committee meetings, attendance at special events and their planning, and to represent the Borough in an official capacity employee will be entitled to compensatory time at the rate of one hour for each hour spent outside of normal business hours.

Goshen must keep a record of all compensatory time accrued and approved, and also provide such information to the mayor via a verified and approved timekeeping program in which the mayor will have direct access to.

Goshen must use such compensatory time within sixty (60) days after it is accrued, and use of compensatory time must not interfere with normal

**Police operations.**

If employee plans to use compensatory time, employee must notify the Police Department office that he is doing so and provide a schedule of when employee will be in the office. Any use of compensatory time in excess of four hours in a single day will require approval of the mayor. Compensatory time not used within sixty (60) days will be lost. Employee shall not be entitled to any payment for compensatory time upon separation from employment.

- J. This MOU sets out Goshen's pay and benefits which shall be reviewed annually at the end of each calendar year to determine any adjustment to pay and benefits for the next calendar year. Annual increases shall be based on Employee's overall performance, including annual performance evaluations, daily performance observations made by Borough Council and the Mayor. Any pay increase shall be determined by Borough Council in its discretion.
- K. Employer shall reimburse Employee for all necessary and reasonable business expenses, including dues for work related organization(s), incurred in the performance of Employee's duties and in accordance with the Borough's policies governing reimbursement of expenses as established or as amended from time to time. Approval for expenditures shall be brought before and approved by Borough Council prior to the same being incurred.
- L. The Employee will be provided twenty-four (24) hour use of a department vehicle in his official capacity, which will include driving to and from work to home. The vehicle may only be used for official use related to the duties of the Police Chief. Insurance, fuel, maintenance, and repairs to this vehicle will be paid by the Department. Employee is required to comply with all Borough policies regarding the use of such vehicle, including any existing or future policy regarding cell/smart phone use or the use of other technology while operating the vehicle.
- M. The Borough shall provide employee with uniforms and related items in accordance with a standard issue of uniform items to be determined by the Borough. Such items are to be used only in connection with police service to the Borough. The Borough may, at its sole discretion, repair or replace, upon request by an employee, any uniform item no

longer fit for service. Such item, if deemed to be unsuitable for service, shall be returned to the Borough and the Borough shall authorize the purchase of a replacement item in kind. The Borough shall pay for the cleaning of all uniform items in accordance with the rules and regulations to be determined by the Borough. All uniforms and related items issued by the Borough are the property of the Borough and shall be returned to the Borough upon termination of employment.

- N. Employee will be provided an internet capable phone by the Borough which will be purchased by and monthly fees paid by the Borough. Employee shall use this phone for work-related purposes and comply with any Borough policies regarding technology/phone usage. Employee will be permitted reasonable personal use of this phone subject to Borough policies. The Borough Council and the Mayor shall have the right to review the phone usage to ensure that all phone usage is in compliance with Borough policies.
- O. Employer agrees to pay such professional and civic dues and for such professional subscriptions of the Employee as are necessary for the Employee's performance of his duties as Police Chief as established and approved by the Mayor.
- P. The expenses of attending educational seminars and professional conferences or meetings shall not be reimbursed unless prior approval of the Mayor or Borough Council is sought and obtained. Any seminar, conference, or meeting attended by the Employee at his own expense must be attended during the Employee's own time or vacation time unless prior approval of Borough Council is obtained to attend, without loss of compensation or vacation time. Reimbursement of any expense shall be approved by Borough Council or its designee.
- Q. Employee duties shall be his sole full-time employment and Employee shall not perform any work for any other employer including consulting services without the express pre-approval of Borough Council.

#### V. PERFORMANCE EVALUATION.

- A. Employer or Employer's designee shall review and evaluate the performance of Employee annually beginning in 2020; Employer shall provide the Employee with a copy of the evaluation and give the

Employee the opportunity to discuss said evaluation with the reviewer. Employee may supplement the evaluation with a written response to the Employer within thirty (30) days of Employee's annual review.

- B. The Mayor shall, from time to time, attempt to define such goals and performance objectives as are necessary for proper management of the Department and the implementation of the Department's policies. Such goals and objectives may be reduced to writing and may be formulated in consultation with the Employee.

## VI LIABILITY INSURANCE.

- A. The Borough shall provide, at no cost to the employee, liability insurance to provide insurance coverage consistent with applicable law for any liability resulting from employee's good faith execution of his Borough police duties. Employee's liability policy coverage levels shall be the same as the coverage levels provided to bargaining unit employees.

## VII. MISCELLANEOUS.

- A. Governing Law. This Memorandum shall be construed and interpreted in accordance with the laws of the Commonwealth of Pennsylvania.
- B. Entire Agreement. This Memorandum contains the entire agreement between the parties. There are no oral or written terms other than those herein contained. This Memorandum may not be modified unless approved in writing and signed by the parties. Employee is not entitled to any benefit or term of compensation not listed herein.



**IN WITNESS WHEREOF**, the parties have executed this Memorandum on the \_\_\_\_\_ day of January, 2024.

**Mount Joy Borough**

**By:** \_\_\_\_\_  
**President, Mount Joy Borough Council**

**Date Signed:** \_\_\_\_\_

**By:** \_\_\_\_\_  
**Robert Goshen**

**Date Signed:** \_\_\_\_\_

# Mount Joy Borough Council

14e

## Memorandum of Understanding (MOU) Terms of Employment for the Position of Borough Manager

**THIS MEMORANDUM** of the term of employment for Mark G. Pugliese I (Employee) as Borough Manager by Mount Joy Borough (Borough or Employer), Lancaster County, Pennsylvania is made and endorsed by the parties hereto on the dates indicated below based on the following terms and conditions of employment.

1. **EMPLOYMENT STATUS:** Employee is employed as a non-civil service, at-will Manager. Employee is also a non-bargaining unit, exempt employee under the Fair Labor Standards Act and is not eligible for overtime pay. This issue is discussed in more detail under paragraph 8 of this MOU. Because employee is not part of any bargaining unit, this MOU sets forth your terms and conditions of employment.
2. **DUTIES:** Employee shall perform the duties of the Manager as established by the job description for the position of Manager, as may be amended in the future, as well as such other legally permissible and proper essential duties and functions as assigned /required by statutory law and as the Council shall, from time-to-time, assign.
3. **SALARY:** Employee's annual salary shall be based on the performance of the Manager and shall be determined by the Borough Council.
4. **RELOCATION:** Chapter 40 of the Code of Ordinances requires the manager to establish a permanent residence in the Borough. Council waives that requirement.
5. **BENEFITS:** While an active employee, employee shall be entitled to all health care and other insurance benefits available to the Borough's non-uniformed employees as set forth, inter alia, in the Borough's Employee Handbook, as amended from time to time.
6. **LEAVE TIME:** While an active employee, employee shall be entitled to all categories of leave time available to the Borough's non-uniformed employees as set forth, inter alia, in the Borough's Employee Handbook, as amended from time to time.

As a recognition of prior municipal service, the Borough will provide employee 20 days (four weeks) of vacation starting January 1, 2022, after which employee will accrue vacation normally.

7. **PENSION BENEFITS:** Employee shall be entitled to participate in the existing Non-Uniformed Employees' Pension Plan of the Borough. Both parties agree to make any necessary contributions in accordance with the existing or future requirements of the existing Non-Uniformed Employees' Pension Plan.
8. **OVERTIME/COMPENSATORY TIME:** Employee is considered an exempt, salaried management employee for purposes of the Fair Labor Standards Act, as well as for purposes of any other applicable state and federal labor and employment laws and regulations. Employee's current annual base salary is intended to compensate said employee for all the work time which may be necessary to perform employee's job, regardless of the number of hours actually worked, and overtime pay is not available to employee. Council anticipates that employee will be in the Borough office (or performing tasks for the Borough at meetings out of the office) during the Borough's normal business hours of 7:00 am to 4:00 pm to enable employee to meet with other Borough employees, to meet with or interact with citizens and other persons having business with the Borough, and to respond to inquiries from members of Council. If employee is required to attend to Borough business outside of normal business hours, including but not limited to attendance at Council and Committee meetings,

employee will be entitled to compensatory time at the rate of one hour for each hour spent outside of normal business hours. Employee must keep a record of all compensatory time accrued and approved and also provide such information to Council as part of your regular Manager's Report. Employee must use such compensatory time within sixty (60) days after it is accrued, and use of compensatory time must not interfere with normal Borough operations. If employee plans to use compensatory time, employee must notify the Borough office that he is doing so and provide a schedule of when employee will be in the office. Any use of compensatory time in excess of four hours in a single day will require approval of the Council President. Compensatory time not used within sixty (60) days, unless Council agrees to a carry over, will be lost. Employee shall not be entitled to any payment for compensatory time upon separation from employment.

9. **DIRECT REPORT:** Consistent with the terms of the Borough Code, employee shall be responsible to Borough Council for the discharge of his duties as Manager.
10. **OUTSIDE EMPLOYMENT:** No outside employment by employee is authorized unless approved in advance by Borough Council and in no case shall any outside employment interfere with employee's duties as Manager. If employee does engage in outside employment the Borough, then requests the following:
  - a. The Borough must approve, in advance, any outside employment.
  - b. For each outside employment engagement, please indicate how employee will be using leave time to ensure that the Borough is not paying him while employee is engaged in outside employment.
  - c. Employee will further be expected to understand that any arrangement for outside employment must not conflict with the Borough's interest or Borough employment and that any compensation received will not conflict with any law or regulation governing public officials.
11. **USE OF CELLULAR TELEPHONE:** Employee's use of a Borough- issued cellular telephone must be limited to official business, and any personal use that results in additional costs to the Borough shall be reimbursed by the Manager.
12. **PERFORMANCE REVIEW:** Borough Council will perform at least an annual (and perhaps more frequently, based on Council's view) review of employee as Manager to determine employee's performance as Manager. Council believes that this review is necessary to ensure that employee, as Manager, and Council are mutually accountable to the performance standards set and to set a baseline for discussions regarding employee's future compensation as Manager. Employee will be reviewed on his adherence to the essential functions of employee's job description, employee's adherence to the budget as set by Council, and employee's adherence to any goals set by Council and communicated to employee. These goals may be amended from time to time but they presently include, and are not limited to, the following:
  - a. Working cooperatively with the Mayor and Borough Council.
  - b. Attending all regular meetings of Borough Council and additional meetings, when requested
  - c. Adhering to the annual Budget set by Council and advising Council if the Budget exceeds the Budget prior to expenditure in excess of any particular budget line.
  - d. Promptly and regularly advising Borough Council or its designated committee of all disciplinary actions above level of oral reprimand.

- e. Implementing and adhering to directives and policy guidance provided by the Mayor and by Borough Council in the manner and the timeframes set forth therein.
  - f. Demonstrating the ability to work with existing personnel, Department Heads and appointed professionals in a manner which creates a team approach to problem solving where all points of view are respected and regular communication achieved.
  - g. Meeting the expectations of your job description as incorporated by reference herein.
13. **BONDING:** The Borough shall bear the full cost of any fidelity or other bonds required of employee under any law, ordinance, or contract.
14. **INDEMNIFICATION:** Unless it has been judicially determined that an act of the Manager caused a tortuous injury, and that such act constituted a crime, actual fraud, actual malice, or willful misconduct, the Borough shall defend, save harmless and indemnify employee against any tort, contract, statutory, or other liability, claim, demand or other legal action, whether groundless or otherwise, arising out of, or in any way relating to, an act, or an omission to act, occurring in or as a result of employee's duties as Borough Manager. This obligation applies without regard to whether the liability involved is covered by insurance and it applies without regard to whether the liability results from judicial decision by the Borough or its insurer to compromise or settle a claim, suit, complaint, or other legal allegation unless otherwise earlier terminated as set forth herein.
15. **SEVERABILITY:** If any section, provision, or any portion thereof of this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement shall not be affected and shall remain in full force and effect.
16. **GENERAL PROVISIONS:** The parties further agree that the foregoing comprise the terms and conditions of employment. Notwithstanding the foregoing, this MOU, which outlines the terms and conditions of employment as Manager shall not be construed as a contract nor is it a guarantee of any specific term of employment, salary, or other benefit. Any provisions, compensation or benefits contained in any other prior letter, any discussion or any other document previously addressing the terms and conditions of employment were (and are) void and, therefore, had no legal effect as of the date of this Agreement.
17. **TERM:** Consistent with Section 1142(b)(2) of the Borough Code, this Agreement shall be in effect as of January 1, 2024, and will terminate no later than two years after the effective date of the agreement or the date of the organizational meeting of council following the next municipal election, whichever occurs first. Notwithstanding the term of this Agreement, employee will remain an at-will employee and, consistent with Section 1142(b)(3) of the Borough Code, this Agreement does not guarantee employment through the term of this Agreement or confer upon employee any legal remedy based on specific performance.

\_\_\_\_\_  
Council (Vice) President (Employer)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mark G. Pugliese I (Employee)

\_\_\_\_\_  
Date

14f

12/27/2023

Mr. Mark Pugliese  
Borough Manager  
Mount Joy Borough

RE: Letter of Resignation

Mr. Borough Manager,

This letter is to formally notify the Borough that I am resigning my position as Mount Joy Borough Codes, Zoning, and Stormwater Administrator. My last day in the office will be January 12<sup>th</sup>, 2024.

I would like to thank you and Borough Council for the opportunity to work for the Borough over the last year. I have enjoyed much of my time here and working with the great people the Borough employs. I have learned much in my time with the Borough about the nature of my work and myself. Between now and 1/12/24, I will continue to do my work to the best of my ability, attempting to leave the department in a better position than I received it and work for as smooth a transition as possible.

I wish the Borough and all the staff success in the future and look forward to opportunities to maybe work together again in the future.

Respectfully,

X 

Duane J. Brady Jr.  
Codes, Zoning, and Stormwater Administrator.  
Mount Joy Borough



# MOUNT JOY TOWNSHIP

• Lancaster County, Pennsylvania •

RECEIVED

NOV 27 2023

8853 Elizabethtown Road, Elizabethtown, PA 17022

717.367.8917 • 717.367.9208 fax

[www.mtjoytwp.org](http://www.mtjoytwp.org)

November 21, 2023

Mount Joy Borough Council

21 E. Main Street

Mount Joy, PA 17552

Mount Joy Borough Planning Commission

21 E. Main Street

Mount Joy, PA 17552

Re: Proposed Change to the Mount Joy Township Official Map – Sheet 3 Recreational Facilities

Dear Mount Joy Borough:

Mount Joy Township is proposing to amend Sheet 3 of the Official Map pertaining to recreational facilities. Since proposed trail connections extend into Mount Joy Borough, I am forwarding the proposed ordinance and map sheet for review by Borough Council and the Planning Commission per the Pennsylvania Municipalities Planning Code Section 408. Mount Joy Township will hold a public hearing on the proposed ordinance at the Board of Supervisors' January 15, 2024 meeting. The key change with the amended Official Map Sheet 3 is the addition of a proposed fourth Township park site located along Sheaffer Road.

Please forward any comments or recommendations to us at your earliest convenience. Do not hesitate to reach out to us with any questions or concerns in the meantime.

Sincerely,

Justin S. Evans, AICP

Zoning Officer

Enclosures

Copy: Mark G. Pugliese – via email

Patricia Bailey, Township Secretary

## **TOWNSHIP OF MOUNT JOY**

Lancaster County, Pennsylvania

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**ORDINANCE NO. \_\_\_\_\_**

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### **AN ORDINANCE TO AMEND AND UPDATE THE OFFICIAL MAP FOR THE TOWNSHIP OF MOUNT JOY, LANCASTER COUNTY, PENNSYLVANIA.**

BE AND IT IS HEREBY ORDAINED AND ENACTED by the Board of Supervisors of the Township of Mount Joy, Lancaster County, Pennsylvania, as follows:

Section 1. Legislative Intent. The Pennsylvania Municipalities Planning Code ("MPC") authorizes the Township to prepare and adopt an Official Map of the Township showing existing and proposed public streets, public grounds, public parks, playgrounds and open space reservations.

In 2000, the Township prepared two maps for its Official Map showing these proposed improvements and reservations, which Official Map was adopted by Ordinance No. CLXXVII and recorded to Record Book 7274, Page 609, and Plan Book J-211, Page 25, in the Office of the Recorder of Deeds in and for Lancaster County, Pennsylvania. The Township has updated and amended the Official Map from time to time. The Township has now prepared a revised recreational facilities map and desires to update the Official Map to reflect the existing recreation and open space, recreation and open space held by the Lancaster County Conservancy, proposed recreation and open space, and existing and proposed trails.

Section 2. Amendment to Official Map. The Board of Supervisors of the Township of Mount Joy hereby amends the Official Map approved by Ordinance No. CLXXVII and recorded to Record Book 7274, Page 609, and Plan Book J-211, Page 25, in the Office of the Recorder of Deeds in and for Lancaster County, Pennsylvania, as amended by Ordinance No. CXCIX and recorded at Document No. 53535024 and Plan Book J-220, Page 122, in the Office of the Recorder of Deeds in and for Lancaster County, Pennsylvania, and as further amended by Ordinance No. CCXXII and recorded at Document No. 5538030 and Plan Book J-227, Page 138, in the Office of the Recorder of Deeds in and for Lancaster County, Pennsylvania, and as further amended by Ordinance No. CCXXVIII recorded at Document No. 5569848 and Plan Book J-229, Page 6, in the Office of the Recorder of Deeds in and for Lancaster County, Pennsylvania, and as further amended by Ordinance No. CCLXI recorded at Document No. 5856392 and Plan No. 2010-0052-J in the Office of the Recorder of Deeds in and for Lancaster County, Pennsylvania, and as further amended by Ordinance No. 267-2010 as recorded at Document No. 5884374 and at Plan Instrument No. 2010-0162-J the Office of the Recorder of Deeds in and for Lancaster County, Pennsylvania, and as further amended by Ordinance No. 281-2013 recorded at Document No.



6072451, and at Plan Instrument No. 2013-0082-J, and as further amended by Ordinance No. 303-2016 recorded at Document No. 6273103 and at Document No. 2016-0201-J, by deleting the Map entitled Recreational Facilities Sheet 3 March 2010 and inserting in its place the map entitled Official Map – Sheet 3 Recreational Facilities – January, 2024 attached hereto as Exhibit A and incorporated herein.

Section 3. Recording of Amendment to Official Map. The proper officials of the Township are authorized to take all steps necessary to record the Amendment to the Official Map in the Office of the Recorder of Deeds in and for Lancaster County, Pennsylvania, as required by Section 402(c) of the MPC. The proper officials of the Township are further authorized to transmit certified copies of the Amendment to the Official Map to those entities required to be provided with copies by the MPC.

Section 4. Incorporation of Governing Law. The provisions of Article IV of the Pennsylvania Municipalities Planning Code, as amended, are hereby incorporated by reference to govern the effect of the adoption of the Official Map, issuance of permits and approvals for land reserved on the Official Map, and all other matters relating to the Official Map.

Section 5. Severability. In the event any provision, section, sentence, clause or part of this Ordinance shall be held to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such invalidity, illegality or unconstitutionality shall not affect or impair the remaining provisions, sections, sentences, clauses or parts of this Ordinance, it being the intent of the Board of Supervisors that the remainder of the Ordinance shall be and shall remain in full force and effect.

Section 6. Effective Date. This Ordinance shall take effect and be in force five (5) days after its enactment by the Board of Supervisors of the Township of Mount Joy as provided by law.

DULY ORDAINED AND ENACTED this \_\_\_\_ day of \_\_\_\_\_, 2024, by the Board of Supervisors of the Township of Mount Joy, Lancaster County, Pennsylvania, in lawful session duly assembled.

TOWNSHIP OF MOUNT JOY  
Lancaster County, Pennsylvania

Attest: \_\_\_\_\_  
(Assistant) Secretary

By: \_\_\_\_\_  
(Vice) Chairman  
Board of Supervisors

[TOWNSHIP SEAL]

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME, THE  
UNDERSIGNED OFFICER, A NOTARY PUBLIC IN AND FOR THE AFORESAID COMMONWEALTH  
AND COUNTY PERSONALLY APPEARED \_\_\_\_\_ WHO ACKNOWLEDGED  
HIMSELF/HERSELF TO BE THE CHAIRMAN OF THE BOARD OF SUPERVISORS OF THE  
TOWNSHIP OF MOUNT JOY, LANCASTER COUNTY, PENNSYLVANIA, AND THAT HE/SHE, AS  
SUCH OFFICER, BEING AUTHORIZED TO DO SO, EXECUTED THE FOREGOING OFFICIAL MAP  
BY SIGNING THE NAME OF SUCH TOWNSHIP BY HIMSELF/HERSELF AS SUCH OFFICER AS  
THE ACT AND DEED OF THE TOWNSHIP AND FOR THE PURPOSE OF RECORDING THE  
OFFICIAL MAP AS REQUIRED BY THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE.

IN WITNESS THEREOF, I SET MY HAND AND OFFICIAL SEAL.

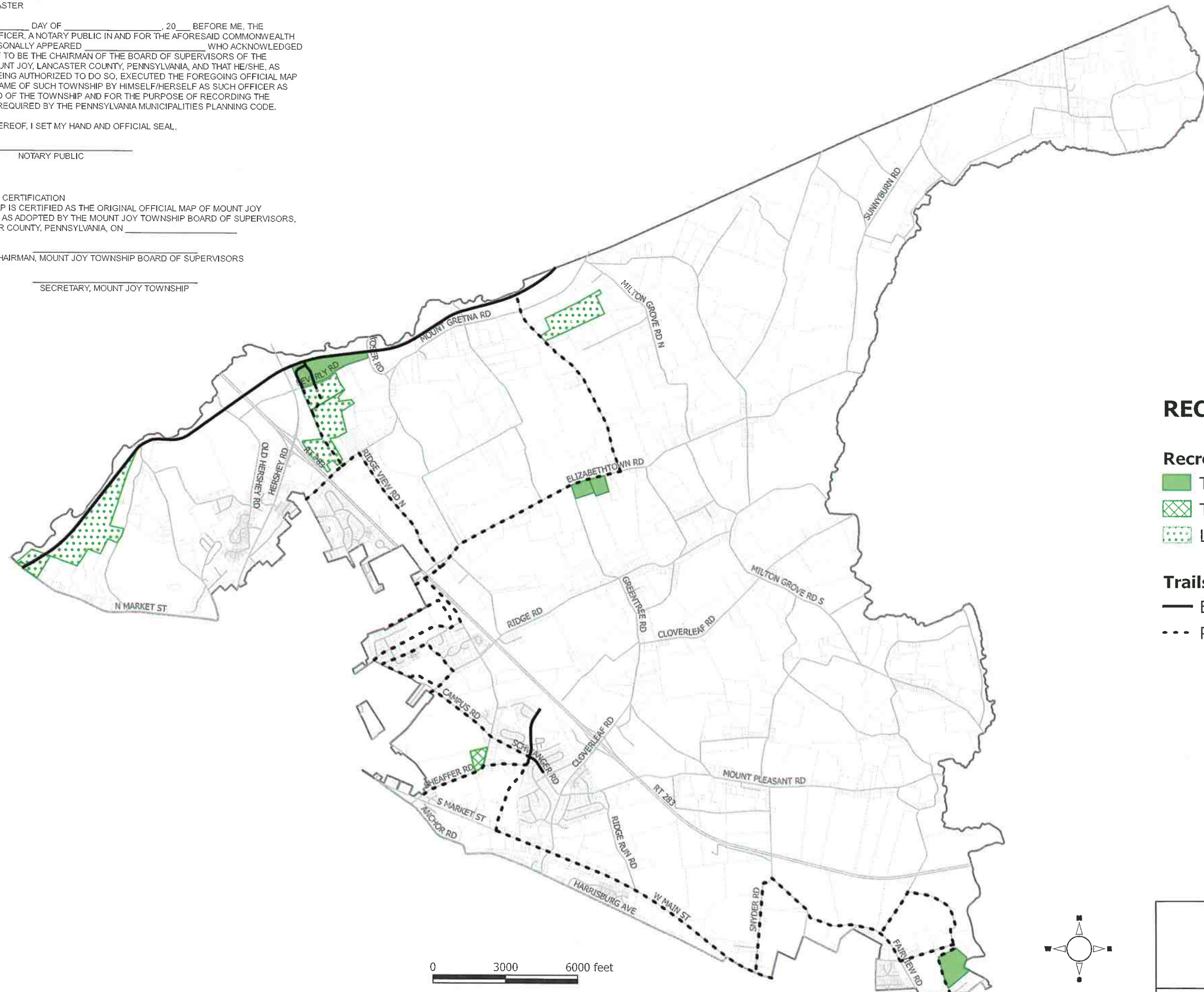
\_\_\_\_\_  
NOTARY PUBLIC

TOWNSHIP CERTIFICATION

THIS MAP IS CERTIFIED AS THE ORIGINAL OFFICIAL MAP OF MOUNT JOY  
TOWNSHIP AS ADOPTED BY THE MOUNT JOY TOWNSHIP BOARD OF SUPERVISORS,  
LANCASTER COUNTY, PENNSYLVANIA, ON \_\_\_\_\_




\_\_\_\_\_  
CHAIRMAN, MOUNT JOY TOWNSHIP BOARD OF SUPERVISORS

\_\_\_\_\_  
SECRETARY, MOUNT JOY TOWNSHIP





## RECREATIONAL FACILITIES

### Recreation & Open Space

-  Township - Existing
-  Township - Proposed
-  Lancaster Conservancy

### Trails

-  Existing
-  Proposed

## MOUNT JOY TOWNSHIP

8853 ELIZABETHTOWN ROAD  
ELIZABETHTOWN, PA 17022  
(717) 367-8917

[WWW.MTJOYTWP.ORG](http://WWW.MTJOYTWP.ORG)

OFFICIAL MAP - SHEET 3

RECREATIONAL FACILITIES - JANUARY 2024

# Borough of Mount Joy

Lancaster County, Pennsylvania

## Resolution No. 2024-03

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF MOUNT JOY, LANCASTER COUNTY, PENNSYLVANIA, REDUCING EMPLOYEE CONTRIBUTIONS TO THE POLICE PENSION PLAN FOR THE YEAR 2024.**

WHEREAS: Act 600 previously provided for the elimination / reduction of members' contributions if certain criteria were met, and

WHEREAS: Act 30 amended Act 600 by eliminating certain criteria for the elimination/reduction of contributions, and

WHEREAS: The only criteria for the elimination/reduction of contributions according to Act 30 is:

Any reduction or elimination of contributions shall be authorized on an annual basis by resolution or ordinance, and;

WHEREAS: the Borough of Mount Joy has reviewed the criteria and approves the reduction of member's contributions by the Police Pension Plan members to zero for the year 2024.

NOW, THEREFORE, BE IT RESOLVED, that Borough of Mount Joy does hereby ratify and affirm the elimination of members' contributions to the Police Pension Plan by its members for 2024.

ADOPTED, by the Council of the Borough of Mount Joy, at a public meeting this \_\_\_\_ day of \_\_\_\_\_ 2024.

ATTEST:

\_\_\_\_\_  
(Assistant) Borough Secretary

\_\_\_\_\_  
Borough Council (Vice) President

[BOROUGH SEAL]

**BOROUGH OF MOUNT JOY POLICE RETIREMENT PLAN  
4-42918**

**ACTUARIAL VALUATION REPORT**

FOR THE PLAN YEAR JANUARY 1, 2023  
THROUGH DECEMBER 31, 2023



**FOSTER & FOSTER**  
ACTUARIES AND CONSULTANTS



July 28, 2023

Re: Actuarial Valuation Report – Borough of Mount Joy Police Retirement Plan

We are pleased to present this report of the actuarial valuation of the Borough of Mount Joy Police Retirement Plan. This actuarial valuation report pertains to your defined benefit retirement plan. A defined benefit retirement plan defines the benefit payable at retirement. The annual deposit necessary to provide that benefit varies from year to year depending upon economic conditions, plan experience, and other factors. A separate fund for each plan participant is seldom identifiable under a defined benefit plan.

A distinction must be made between a defined benefit plan and a defined contribution plan, under which contributions instead of benefits are defined in the plan. This report does not pertain to any defined contribution plan you may have.

The funding valuation was performed to determine whether the assets and contributions are sufficient to provide the prescribed benefits and to develop the appropriate funding requirements for the applicable plan year. Use of the results for other purposes may not be applicable and could produce significantly different results.

Based on the employee data and other information you have supplied us, benefits as defined by the plan and payable upon retirement and other future contingencies have been determined. To do this, certain assumptions regarding rates of death, termination, disability, investment return, and salary increases (if applicable) have been utilized. The actuarial cost method used for your plan is the entry age normal cost method, as prescribed by the Municipal Pension Plan Funding Standard and Recovery Act (Act 205). Using the employee data, assumptions, and cost method, the cost of benefits allocated to the current plan year has been determined subject to the provisions of Act 205 and other pertinent regulatory requirements.

The law specifies a minimum municipal obligation (MMO) so that funding of your plan is considered adequate. A description of how to calculate your MMO for a given year is included in this report. State aid received for a given year may be used to fund the MMO which you have calculated.

Your plan must file an Act 205 form. These forms are filed with the State of Pennsylvania every two years. The forms will indicate if the MMO has been funded and will disclose other information.

The actuarial valuation is a budgeting tool which will help you calculate your MMO for the next two plan years. The report contains an analysis of the changes which have occurred during the past plan years. This report is arranged in order of increasing complexity. The minimum information necessary to budget for the upcoming year is given in the first two to three pages. Subsequent pages provide detail which may be needed by your accountant or other persons involved with your retirement plans.

The valuation has been conducted in accordance with generally accepted actuarial principles and practices, including the applicable Actuarial Standards of Practice as issued by the Actuarial Standards Board, and reflects laws and regulations issued to date pursuant to the provisions of the Municipal Pension Plan Funding Standard and Recovery Act (Act 205), as well as applicable federal laws and regulations. Future actuarial measurements may differ significantly from the current measurements presented in this report for a variety of reasons including: changes in applicable laws, changes in plan provisions, changes in assumptions, or plan experience differing from expectations. Due to the limited scope of the valuation, we did not perform an analysis of the potential range of such future measurements.

The funding percentages and unfunded accrued liability as measured based on the actuarial value of assets will differ from similar measures based on the market value of assets. These measures, as provided, are appropriate for determining the adequacy of future contributions, but may not be appropriate for the purpose of settling a portion or all of the plan's liabilities.

In conducting the valuation, we have relied on personnel, plan design, and asset information supplied to us and the actuarial assumptions and methods described in the Actuarial Assumptions and Methods section of this report. While we cannot verify the accuracy of all this information, the supplied information was reviewed for consistency and reasonableness. As a result of this review, we have no reason to doubt the substantial accuracy of the information and believe that it has produced appropriate results. This information, along with any adjustments or modifications, is summarized in various sections of this report.

In performing the analysis, we used third-party software to model (calculate) the underlying liabilities and costs. These results are reviewed in the aggregate and for individual sample lives. The output from the software is either used directly or input into internally developed models to generate the costs. All internally developed models are reviewed as part of the process. As a result of this review, we believe that the models have produced reasonable results. We do not believe there are any material inconsistencies among assumptions or unreasonable output produced due to the aggregation of assumptions.

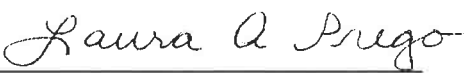
The undersigned is familiar with the immediate and long-term aspects of pension valuations and meet the Qualification Standards of the American Academy of Actuaries necessary to render the actuarial opinions contained herein. All of the sections of this report are considered an integral part of the actuarial opinions.

To our knowledge, no associate of Foster & Foster, Inc. working on valuations of the program has any direct financial interest or indirect material interest in the Mount Joy Borough, nor does anyone at Foster & Foster, Inc. act as a member of the Board of Trustees of the Borough of Mount Joy Police Retirement Plan. Thus, there is no relationship existing that might affect our capacity to prepare and certify this actuarial report.

If there are any questions, concerns, or comments about any of the items contained in this report, please contact us at 610-435-9577.

Respectfully submitted,

Foster & Foster, Inc.

By:   
Laura A. Prego, EA, MAAA, MSEA  
Enrolled Actuary 23-08067

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## **ACT 205 DISTRESS LEVEL DETERMINATION**

### **Distress Determination Method**

The municipal distress determination method uses the pension plan ratio of actuarial value of assets to liabilities, based upon the most recent actuarial valuation report. Each municipality will receive a separate distress score based on the aggregate funded ratio of its pension plans. The distress classifications are as follows:

<u>Funding Ratio</u>	<u>Score</u>	<u>Distress Level</u>
90% and above	0	None
70% to 89%	1	(I) Minimal
50% to 69%	2	(II) Moderate
Less than 50%	3	(III) Severe

### **2022 Distress Level Classification**

Based on the results of the January 1, 2021 Actuarial Valuation Report of all pension plans sponsored by the municipality, your municipality was assessed by the Municipal Pension Reporting Program (MPRP) to have a Funding Ratio of 105% resulting in a 2022 Distress Score of 0, Not Distressed.

Since your municipality was determined to have a Distress Score of 0, MPRP did not provide you with a Recovery Program Election Form since no voluntary nor mandatory remedies were available to you at that time.

### **2024 Distress Level Classification**

Your municipality will receive a new 2024 Distress Level Classification from MPRP based on the results of the January 1, 2023 Actuarial Valuation Report of all pension plans sponsored by the municipality. At that time, your municipality will be provided with a new election form of voluntary and mandatory remedies, if applicable.

## PENNSYLVANIA FUNDING REQUIREMENTS

### **Municipal Pension Plan Funding Standard and Recovery Act of 1984 (Act 205)**

The information given below will aid you in using this report to calculate your minimum municipal obligation.

The minimum municipal obligation to be used for budget purposes is equal to the plan's financial requirement (1. below reduced by 2. below).

1. The financial requirement is the sum of items a, b, and c below.
  - a. Total Normal Cost is the product of:
    - i. Annual payroll from January through September for the plan year immediately preceding the year for which you are budgeting plus estimated compensation for the final three months of the year (i.e. September compensation times 3).
    - ii. Total normal cost as a percentage of compensation.
  - b. Total Amortization Requirement is the funding of the plan's unfunded liabilities. You may reduce the total amortization requirement by 25% if eligible and you elected this remedy on your Act 205 Recovery Program Election Form. If plan assets exceed your actuarial accrued liability, the total amortization requirement will be \$0.
  - c. Total Administrative Expenses is an estimate based on your most recent plan experience.
2. To arrive at the minimum municipal obligation, the following reductions are made to the financial requirement.
  - a. Total Member Contributions are estimated by using the member contributions from the plan year immediately preceding the year for which you are budgeting.
  - b. The Funding Adjustment is one-tenth of the amount by which plan assets exceed the actuarial accrued liability.

Minimum municipal obligations remaining unpaid as of December 31 of the year in which it is due shall be added to the following year's minimum municipal obligation and increased with interest at a then determined rate.

A calculation sheet for your upcoming budget year is found on the next page. We will need a copy of your final budget calculations for our records.

## MINIMUM MUNICIPAL OBLIGATION

### For Calendar Year 2024 Budgeting Purposes Borough of Mount Joy Police Retirement Plan 4-42918

1. Total Annual Payroll (W-2 payroll for 2023)	\$ _____
2. Total Normal Cost Percentage	_____ 18.40%
3. Total Normal Cost (Item 1. x Item 2.)	\$ _____
4. Total Amortization Requirement	\$ _____ 0
5. Total Administrative Expenses (Estimated based on recent experience)	\$ _____ 7,125
6. Total Financial Requirements (Item 3.+ Item 4.+ Item 5.)	\$ _____
7. Total Member Contributions (Member Contribution Rate x Item 1.)	\$ _____
8. Funding Adjustment	\$ _____ 44,892
9. Minimum Municipal Obligation (Item 6. - Item 7. - Item 8.)	\$ _____

\_\_\_\_\_  
Signature of Chief Administrative Officer

\_\_\_\_\_  
Date Certified to Governing Body

**Note: The 2024 Minimum Municipal Obligation is based on the most recent Actuarial Valuation Report on January 1, 2023.**

## SUMMARY OF ACTUARIAL RESULTS

This actuarial valuation report is for the plan year beginning January 1, 2023. The report provides the information you need to determine your 2024 and 2025 minimum municipal obligations.

This report has been prepared in accordance with the Municipal Pension Plan Funding Standard and Recovery Act (Act 205) of 1984. The entry age normal cost method has been used as required by Act 205.

	<u>January 1, 2023</u>	<u>January 1, 2021</u>
<b>Normal Cost</b>		
Total Normal Cost	\$215,761	\$169,020
Annual Employee Compensation	1,172,404	917,392
Total Normal Cost as a percentage of compensation	18.40%	18.42%
<b>Unfunded Actuarial Accrued Liability</b>		
Actuarial Accrued Liability	6,880,446	6,196,379
Actuarial Value of Assets	7,329,362	6,884,900
Unfunded Actuarial Accrued Liability	(448,916)	(688,521)
<b>Budgeting Information</b>		
Amortization of Unfunded Actuarial Accrued Liability	0	0
Funding Adjustment (one-tenth of over funding, if any)	44,892	68,852
Estimated Administrative Expenses	7,125	5,875

### Analysis

Total normal cost as a percentage of compensation has decreased from 18.42% to 18.40%.

The change in the asset valuation method decreased the unfunded actuarial accrued liability by \$1,221,560.

Your plan experienced an actuarial loss of approximately \$1,546,000. This loss was primarily due to an asset loss of approximately \$1,504,000 as a result of the return on the actuarial value of assets being less than the assumed rate of return of 7.75%. Please note that the actuarial value of assets is a smoothed value over five years where investment gains and losses in a particular year are not fully recognized over one year but rather spread over a five-year period.

## **CHANGES SINCE PRIOR VALUATION**

### **Plan Changes Since Prior Valuation**

This report includes the following plan change since the prior valuation:

- Effective January 1, 2022, a DROP provision was added to the plan.

### **Actuarial Assumption/Method Changes Since Prior Valuation**

There were no assumption changes since the prior valuation.

This report includes the following method change since the prior valuation:

- The asset valuation method has been changed from the current fair market value of assets to the five-year smoothed value of assets.

### **DEVELOPMENT OF AMORTIZATION PAYMENT**

There are no amortization bases as of the beginning of the plan year.

## ACTUARIAL ASSUMPTIONS AND METHODS

Interest Rate	Rates are compounded annually, net of investment related expenses. <i>We will continue to monitor this assumption in light of the target asset allocation of the trust and the expected long-term return by asset class.</i>
Preretirement	7.75%
Postretirement	7.75%
Mortality Rate	<i>The mortality assumptions sufficiently accommodate anticipated future mortality improvements.</i>
Preretirement	None.
Postretirement	PubS-2010 Healthy Retiree Mortality projected 5 years past the valuation date using the most recent projection scale (currently Scale MP-2021).
Beneficiary	PubS-2010 Contingent Survivor Mortality projected 5 years past the valuation date using the most recent projection scale (currently Scale MP-2021).
Disabled	PubS-2010 Disabled Mortality projected 5 years past the valuation date using the most recent projection scale (currently Scale MP-2021).
Retirement Age	Normal retirement age as defined in Summary of Plan Provisions. <i>Due to the size of the plan, a conservative retirement assumption was used.</i>
Disability Rate	None. <i>Due to the size of the plan and limited experience, no disability was assumed.</i>
Termination Rate	None. <i>Due to the size of the plan and limited experience, no termination was assumed.</i>
Salary Increases	5.00% increase each year until retirement. <i>This is based on a combination of historical salary increases as well as anticipated future salary increases.</i>
Cost of Living	3.00% inflation rate.
Marital Status	100% of Members are assumed to be married.
Spouse's Age	Males are assumed to be three years older than females.
Funding Method	Entry Age Normal Cost Method.

Actuarial Asset Method	Investment gains and losses are smoothed over a 5-year period. In the first year, 20% of the gain or loss is recognized. In the second year 40%, in the third year 60%, in the fourth year 80%, and in the fifth year 100% of the gain or loss is recognized. The actuarial investment gain or loss is defined as the actual return on investments minus the actuarial assumed investment return. Actuarial Assets shall not be less than 80% nor greater than 120% of the Market Value of Assets. Asset Value was reset to the Market Value at 1/1/2021.
Amortization Method	Amortization periods are prescribed by the Municipal Pension Plan Funding Standard and Recovery Act.
Administrative Expenses	Estimated administrative and actuarial plan expenses.



## GLOSSARY

Ultimate Cost of a pension plan is:

Benefit Payments  
Plus Expenses  
Less Investment Income

This cost cannot be determined until the last benefit has been paid. Regardless of which actuarial cost method is used, the ultimate cost remains the same.

Market Value of Assets is the fair market value of plan assets as of the valuation date. This amount may be adjusted to produce an Actuarial Value of Assets for plan funding purposes.

Actuarial Value of Assets is the asset value used in the valuation to determine contribution requirements. It represents the plan's Market Value of Assets, with adjustments according to the plan's Actuarial Asset Method. These adjustments produce a "smoothed" value that is likely to be less volatile from year to year than the Market Value of Assets.

Present Value of Benefits is the single sum value on the valuation date of all future benefits to be paid to current plan participants.

Cost Methods are budgeting tools, helping to ensure that your pension plan is adequately and systematically funded. Cost methods differ based on how they assign an annual cost to the current year and how they treat gains and losses.

Entry Age Normal Cost Method - Under this method, the normal cost is the sum of the individual normal costs for all active participants. For an active participant, the normal cost is the participant's normal cost accrual rate, multiplied by the participant's current compensation.

(a) The normal cost accrual rate equals:

(i) the present value of future benefits for the participant, determined as of the participant's entry age, divided by

(ii) the present value of the compensation expected to be paid to the participant for each year of the participant's anticipated future service, determined as of the participant's entry age.

(b) In calculating the present value of future compensation, the salary scale is applied both retrospectively and prospectively to estimate compensation in years prior to and subsequent to the valuation year based on the compensation used for the valuation.

(c) The accrued liability is the sum of the individual accrued liabilities for all participants and beneficiaries. A participant's accrued liability equals the present value, at the participant's attained age, of future benefits less the present value at the participant's attained age of the individual normal costs payable in the future. A beneficiary's accrued liability equals the present value, at the beneficiary's attained age, of future benefits. The unfunded accrued liability equals the total accrued liability less the actuarial value of assets.

(d) Under this method, the entry age used for each active participant is the participant's age at the time he or she would have commenced participation if the plan had always been in existence under current terms, or the age as of which he or she first earns service credits for purposes of benefit accrual under the current terms of the plan.

Normal (Current Year's) Cost is the current year's cost for benefits yet to be funded. Under the Entry Age Normal cost method, it is determined for each participant as the present value of future benefits, determined as of the Member's entry age, amortized as a level percentage of compensation over the anticipated number of years of participation, determined as of the entry age. The normal cost may be shared by the employer and the employees based on plan provisions.

Unfunded Actuarial Accrued Liability (UAAL) is the difference between the actuarial accrued liability and the Actuarial Value of Assets. Under the Entry Age Normal Actuarial Cost Method, an actuarial gain or loss, based on actual versus expected UAAL, is determined in conjunction with each valuation of the plan.

Total Annual Payroll is the projected annual rate of pay for the fiscal year beginning on the valuation date of all covered Members.

## DISCUSSION OF RISK

ASOP No. 51, Assessment and Disclosure of Risk Associated with Measuring Pension Obligations and Determining Pension Plan Contributions, states that the actuary should identify risks that, in the actuary's professional judgment, may reasonably be anticipated to significantly affect the plan's future financial condition.

Throughout this report, actuarial results are determined under various assumption scenarios. These results are based on the premise that all future plan experience will align with the plan's actuarial assumptions; however, there is no guarantee that actual plan experience will align with the plan's assumptions. It is possible that actual plan experience will differ from anticipated experience in an unfavorable manner that will negatively impact the plan's funded position.

Below are examples of ways in which plan experience can deviate from assumptions and the potential impact of that deviation. Typically, this results in an actuarial gain or loss representing the current-year financial impact on the plan's unfunded liability of the experience differing from assumptions; this gain or loss is amortized over a period of time determined by the plan's amortization method. When assumptions are selected that adequately reflect plan experience, gains and losses typically offset one another in the long term, resulting in a relatively low impact on the plan's contribution requirements associated with plan experience. When assumptions are too optimistic, losses can accumulate over time and the plan's amortization payment could potentially grow to an unmanageable level.

- Investment Return: When the rate of return on the Actuarial Value of Assets falls short of the assumption, this produces a loss representing assumed investment earnings that were not realized. Further, it is unlikely that the plan will experience a scenario that matches the assumed return in each year as capital markets can be volatile from year to year. Therefore, contribution amounts can vary in the future.
- Salary Increases: When a plan participant experiences a salary increase that was greater than assumed, this produces a loss representing the cost of an increase in anticipated plan benefits for the participant as compared to the previous year. The total gain or loss associated with salary increases for the plan is the sum of salary gains and losses for all active participants.
- Demographic Assumptions: Actuarial results take into account various potential events that could happen to a plan participant, such as retirement, termination, disability, and death. Each of these potential events is assigned a liability based on the likelihood of the event and the financial consequence of the event for the plan. Accordingly, actuarial liabilities reflect a blend of financial consequences associated with various possible outcomes (such as retirement at one of various possible ages). Once the outcome is known (e.g. the participant retires) the liability is adjusted to reflect the known outcome. This adjustment produces a gain or loss depending on whether the outcome was more or less favorable than other outcomes that could have occurred.
- DROP Liquidity Risk: This risk results from the provision which allows retired members to continue to accrue a guaranteed rate of interest on their accumulated DROP balances following separation of employment with Mount Joy Borough. The ratio of the accumulated DROP balances to the market value of assets as of each valuation date can present potential fund liquidity and actuarial liability risks.
- Contribution Risk: This risk results from the potential that actual employer contributions may deviate from actuarially determined contributions, which are determined in accordance with Act 205. The funding policy is intended to result in contribution requirements that if paid when due, will result in a reasonable expectation that assets will accumulate to be sufficient to pay plan benefits when due. Contribution deficits, particularly large deficits and those that occur repeatedly, increase future contribution requirements and put the plan at risk for not being able to pay plan benefits when due.

### Impact of Plan Maturity on Risk

For newer pension plans, most of the participants and associated liabilities are related to active members who have not yet reached retirement age. As pension plans continue in operation and active members reach retirement ages, liabilities begin to shift from being primarily related to active members to being shared amongst active and retired members. Plan maturity is a measure of the extent to which this shift has occurred. It is important to understand that plan maturity can have an impact on risk tolerance and the overall risk characteristics of the plan. For example, plans with a large amount of retired liability do not have as long of a time horizon to recover from losses (such as losses on investments due to lower than expected investment returns) as plans where the majority of the liability is attributable to active members. For this reason, less tolerance for investment risk may be warranted for highly mature plans with a substantial inactive liability. Similarly, mature plans paying substantial retirement benefits resulting in a small positive or net negative cash flow can be more sensitive to near term investment volatility, particularly if the size of the fund is shrinking, which can result in less assets being available for investment in the market.

To assist with determining the maturity of the plan, we have provided some relevant metrics in the table following titled “Plan Maturity Measures and Other Risk Metrics”. Highlights of this information are discussed below:

- The Support Ratio, determined as the ratio of active to inactive members, has decreased from 110.0% on January 1, 2017 to 100.0% on January 1, 2023, indicating that the plan has been maturing during the period.
- The Accrued Liability Ratio, determined as the ratio of the Inactive Accrued Liability, which is the liability associated with members who are no longer employed but are due a benefit from the plan, to the Total Accrued Liability, is 63.5%. With a plan of this maturity, losses due to lower than expected investment returns or demographic factors will need to be made up for over a shorter time horizon than would be needed for a less mature plan.
- The Funded Ratio, determined as the ratio of the Actuarial Value of Assets to the Total Accrued Liability, has increased from 101.3% on January 1, 2017 to 106.5% on January 1, 2023.
- The DROP Asset Ratio, determined as the ratio of the Accumulated DROP Balances to the Market Value of Assets has stayed approximately the same from January 1, 2017 to January 1, 2023.
- The Net Cash Flow Ratio, determined as the ratio of the Net Cash Flow (contributions minus benefit payments and administrative expenses) to the Market Value of Assets, decreased from -0.2% on January 1, 2017 to -3.5% on January 1, 2023. The current Net Cash Flow Ratio of -3.5% indicates that contributions are not currently covering the plan's benefit payments and administrative expenses.

It is important to note that the actuary has identified the risks above as the most significant risks based on the characteristics of the plan and the nature of the project, however, it is not an exhaustive list of potential risks that could be considered. Additional advanced modeling, as well as the identification of additional risks, can be provided upon request.

## PLAN MATURITY MEASURES AND OTHER RISK METRICS

	<u>1/1/2023</u>	<u>1/1/2021</u>	<u>1/1/2019</u>	<u>1/1/2017</u>
<b><u>Support Ratio</u></b>				
Total Actives	12	10	12	11
Total Inactives	12	12	11	10
Actives / Inactives	100.0%	83.3%	109.1%	110.0%
<b><u>Asset Volatility Ratio</u></b>				
Market Value of Assets (MVA)	6,107,802	6,884,900	5,239,750	4,923,006
Total Annual Payroll	1,172,404	917,392	1,006,894	879,759
MVA / Total Annual Payroll	521.0%	750.5%	520.4%	559.6%
<b><u>Accrued Liability (AL) Ratio</u></b>				
Inactive Accrued Liability	4,371,694	4,368,417	4,003,147	3,330,038
Total Accrued Liability	6,880,446	6,196,379	5,694,019	5,123,123
Inactive AL / Total AL	63.5%	70.5%	70.3%	65.0%
<b><u>Funded Ratio</u></b>				
Actuarial Value of Assets (AVA)	7,329,362	6,884,900	5,697,814	5,190,520
Total Accrued Liability	6,880,446	6,196,379	5,694,019	5,123,123
AVA / Total Accrued Liability	106.5%	111.1%	100.1%	101.3%
<b><u>DROP Asset Ratio</u></b>				
Accumulated DROP Balances	0	0	0	0
Market Value of Assets (MVA)	6,107,802	6,884,900	5,239,750	4,923,006
DROP Balances / MVA	0.0%	0.0%	0.0%	0.0%
<b><u>Net Cash Flow Ratio</u></b>				
Net Cash Flow <sup>1</sup>	(213,563)	(54,328)	(148,000)	(9,382)
Market Value of Assets (MVA)	6,107,802	6,884,900	5,239,750	4,923,006
Ratio	-3.5%	-0.8%	-2.8%	-0.2%

<sup>1</sup> Determined as total contributions minus benefit payments and administrative expenses.

## ACTUARIAL VALUE OF ASSETS

	<u>Actuarial Value</u>	<u>Market Value</u>
<b>Principal Life Insurance Company Accounts</b>		
FPI grouped accounts	\$7,329,362	\$6,107,802

### Determination of the Actuarial Value of Assets

	<u>2021</u>	<u>2022</u>
(1) Market Value at 1/1	\$6,884,900	\$7,566,844
(2) Contributions	196,706	148,424
(3) Benefit Payments and Expenses	<u>(339,699)</u>	<u>(361,987)</u>
(4) Non-Investment Increment, (2) + (3)	(142,993)	(213,563)
(5) Average Asset Value, (1) + (4) x 0.5	6,813,404	7,460,063
(6) Assumed Interest Rate	7.75%	7.75%
(7) Expected Investment Income, (5) x (6)	528,039	578,155
(8) Actual Investment Income	<u>824,937</u>	<u>(1,245,479)</u>
(9) Gain/(Loss), (8) - (7)	296,898	(1,823,634)
(10) Percentage of Gain/(Loss) to be recognized in the future	<u>60%</u>	<u>80%</u>
(11) Gain/(Loss) to be recognized in the future, (9) x (10)	\$178,139	(\$1,458,907)
(12) Market Value at 12/31/2022		\$6,107,802
(13) Total (Gain)/Loss to be recognized in the future		<u>1,280,768</u>
(14) Preliminary Actuarial Value of Assets, (12) + (13)		7,388,570
(15) 80% Corridor Limit		4,886,242
(16) 120% Corridor Limit		7,329,362
(17) Actuarial Value of Assets at 12/31/2022		\$7,329,362

## EMERGING RETIREMENT LIABILITY

This page is provided to help you evaluate your asset liquidity needs. For this purpose, the charges shown can be compared to the market value of assets. As of the current anniversary date, this amount is \$6,107,802.

<u>Plan Year</u> <u>Beginning</u>	<u>Number</u> <u>Retiring</u>	<u>Projected</u> <u>Monthly Benefit</u>	<u>Expected</u> <u>Charge to Assets</u>	<u>Cumulative</u> <u>Charges</u>
1/1/2023	0	\$0	\$364,449	\$364,449
1/1/2024	0	0	364,449	728,898
1/1/2025	0	0	364,449	1,093,347
1/1/2026	1	4,634	420,057	1,513,404
1/1/2027	0	0	420,057	1,933,461
1/1/2028	1	4,936	479,289	2,412,750
1/1/2029	0	0	479,289	2,892,039
1/1/2030	0	0	479,289	3,371,328
1/1/2031	0	0	479,289	3,850,617
1/1/2032	0	0	479,289	4,329,906

Number retiring recognizes only those who have benefits that will commence in that year.

Projected monthly benefit was calculated using the salary scale shown on the assumption page of this report.

Expected charge to assets is an estimate of the total monthly benefits payable from your plan. This display assumes new retirements at the beginning of the plan year and includes charges for those already retired. We have assumed that retired participants will live and receive benefits until the end of this display.

This display includes 10 retirees and 2 beneficiaries who are already receiving benefits.

This display does not include future cost of living increases for current or future retirees.

## CENSUS DATA

The census data is based on data supplied by the employer.

Active Participants			Inactive Participants	
<u>Age Group</u>	<u>Number</u>	<u>Projected Monthly Pension <sup>1</sup></u>	<u>Number</u>	<u>Monthly Pension</u>
Under 25	1	\$ 11,191		\$
25-29	1	12,478		
30-34	3	29,512		
35-39	2	16,957		
40-44	1	8,112		
45-49	3	18,971		
50-54	1	12,137		
55-59				
60-64				
65 & over				
Totals	12	\$ 109,359	0	\$ 0

### Participants Receiving Payments

<u>Age Group</u>	<u>Number</u>	<u>Monthly Benefit</u>
Under 40		\$
40-44		
45-49		
50-54	1	2,330
55-59	6	18,300
60-64	1	2,671
65-69	2	2,768
70-74	1	3,596
75-79		
80-84	1	707
85 & over		
Totals	12	\$ 30,371

<sup>1</sup> Projected monthly pension for Active Participants was calculated on the assumption that employees would experience annual compensation increases. Benefit amounts have been calculated at normal retirement age (current age if later).



## SUMMARY OF PLAN PROVISIONS

The following is a summary of plan provisions and does not alter the intent or meanings of the provisions contained in the contract or plan document.

### Plan Eligibility

Class	Police person whose employment is for not less than 40 hours per week at a definite salary.
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### Normal Retirement Benefit

Age	Attained age 50.
Service	Twenty-five years of accrual service.
Form	Monthly annuity payable for life.
Amount (accrued benefit)	The sum of (a) and (b): <ul style="list-style-type: none"><li>a) 50% of average compensation multiplied by accrued benefit adjustment.</li><li>b) \$100 multiplied by complete years of service in excess of 25 years, maximum \$100.</li></ul>

### Early Retirement Benefit

Service	Twenty years of accrual service.
Form	Same as normal retirement benefit.
Amount	Accrued benefit on early retirement date actuarially reduced using the actuarial assumptions reported in the last actuarial valuation.

### Late Retirement Benefit

Age	No maximum age.
Form	Same as normal retirement benefit.
Amount	Accrued benefit on late retirement date.

### Termination Benefit

Vesting percentage	100% on or subsequent to 12 years of service.
Form	Same as normal retirement benefit with income deferred until normal retirement date.
Amount	Equal to the sum of: <ul style="list-style-type: none"><li>a) The amount of retirement annuity which could be provided on normal retirement date by the participant's required contribution account.</li><li>b) Vesting percentage times the excess of the accrued benefit as of the date of termination over (a) above.</li></ul>

### Disability Benefit

Eligibility	A participant is disabled as a result of performing police work.
Form	Monthly income payable until normal retirement, death or recovery and a deferred annuity payable at the normal retirement date.
Amount	50% of a member's final one month salary prior to the date of disability offset by social security benefits and any disability insurance benefit payable which is funded by the Plan.

### Deferred Retirement Option Plan (DROP)

Participation	A participant who is eligible for a Normal Retirement Benefit can elect to participate in the DROP for a maximum 4 year period. Termination of employment is required at the end of the DROP period.
Form	Monthly benefit is held in a separate interest-bearing account until it is distributed as a lump sum payment upon termination of employment. Interest to DROP account is credited at the actual rate earned but will not be less than 0% nor more than 4.5%. After termination of employment, the monthly benefit is payable for life.
Amount	Accrued benefit as of the date of participation in the DROP. No additional service will be earned after entry into the DROP.

### Survivor Annuity Death Benefit

#### Pre-Retirement Death Benefit

Eligibility	Fully vested participant who dies with an eligible spouse or dependent child.
Form	Monthly annuity deferred to the participant's normal retirement date payable until the later of (a) or (b) below: <ul style="list-style-type: none"><li>a) The date of eligible spouse's death.</li><li>b) The date there is no longer a surviving dependent child of participant.</li></ul>
Amount	50% of pension the member would have been receiving had they been retired at the time of death.

#### Post-Retirement Death Benefit

Eligibility	A participant who dies with an eligible spouse or dependent child.
Form	Monthly annuity payable until the later of (a) or (b) below: <ul style="list-style-type: none"><li>a) The date of eligible spouse's death.</li><li>b) The date there is no longer a surviving dependent child of participant.</li></ul>
Amount	50% of pension which was payable to the participant.

### Single Sum Death Benefit

Eligibility	Not eligible for a Survivor Annuity Death Benefit.
Form	Single sum payment.
Amount	Required contribution account on date of death.

### Cost of Living Adjustment

Amount	Adjustment to the retirement benefit related to the Consumer Price Index (up to 3.0% in such year) with an overall benefit limit of 130% of the normal retirement benefit.
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### Definitions

Average compensation	The average of an employee's monthly plan compensation for the latest 36 months.
Accrued benefit adjustment	<p>The quotient of (a) divided by (b), not to exceed 1.00:</p> <ul style="list-style-type: none"><li>a) The participant's accrual service, converted to complete months to date.</li><li>b) The sum of (a) and the number of months of service remaining to normal retirement date.</li></ul>
Required contribution account	Member's contributions accumulated to date of determination with 5.0% interest as stated in the plan

## ACCOUNTING DISCLOSURE INFORMATION

Present value of vested and nonvested accrued benefits are based on the valuation assumptions shown on the Actuarial Valuation Assumptions page (salary scale, if any, is not included in the calculation of accrued benefits).

	<u>1/1/2023</u>	<u>1/1/2021</u>
<b>Present Value of Vested Benefits</b>		
Members Receiving Payments	4,371,694	3,964,144
Inactive Members	0	404,274
Active Members	<u>1,207,544</u>	<u>772,577</u>
Total	5,579,238	5,140,995
<b>Present Value of Nonvested Benefits</b>		
Inactive Members	0	0
Active Members	<u>254,027</u>	<u>230,359</u>
Total	254,027	230,359
<b>Total Present Value of Accumulated Plan Benefits</b>	5,833,265	5,371,354

There have been no changes in the plan benefits, actuarial cost method, or actuarial assumptions or procedures affecting comparability of costs between periods.



## SOUTH CENTRAL TASK FORCE

911 Gibson Blvd  
Steelton, PA. 17113

15a

### Regional Urban Search and Rescue Volunteer Participation Form\*

**A LETTER OF ACKNOWLEDGEMENT BY THE *Fire Department Mount Joy***

(Emergency Services Department)

**EMERGENCY SERVICES DEPARTMENT AND *Mount Joy Borough***

(Municipality)

**FOR *Philip A Colvin* PARTICIPATION WITH THE SOUTH CENTRAL**

(Participant's Name)

**TASK FORCE REGIONAL URBAN SEARCH AND RESCUE TEAM.**

In 2020 the South Central Task Force Executive Board approved the Regional Urban Search and Rescue Team (US&R). This Regional Team was established to support Local County Technical Rescue Teams within the Region and provide support to the Commonwealth.

An US&R Team is a multi-disciplined organization which conducts search, rescue, and recovery in technical rescue disciplines, including structural collapse, rope rescue, vehicle extrication, machinery extrication, confined space (permit-required, non-cave, non-mine), trench, excavation, water operations, in sometimes arduous environments and possibly over multiple days.

Mutual assistance of emergency services is done in the preparation for, prevention of, response to and recovery from threats to public health and safety that are beyond the capability of an affected community. Conducting exercises, testing and training activities are included in this plan.

The Fire and Emergency Services Provider along with the Municipal Officials shall consider the resources necessary to provide and maintain reasonable emergency protection services to the municipality, prior to participating in any response or training initiated under the Regional Mutual Aid System.

The Municipal Manager and Fire and Emergency Services Chief hereby acknowledges this individual's participation with the South Central Task Force Regional Urban Search and Rescue are hereby assumed to apply to any and all participation by the Municipality and its fire and emergency service providers in mutual aid initiated under said system. To include but not limited to the following:

A responding political subdivision shall ensure that adequate insurance protection is in effect covering all vehicles and equipment used in response to an intrastate mutual aid request. Personnel of the responding political subdivision shall maintain direct and overall control of all vehicles and equipment utilized in an intrastate mutual aid response and shall ensure that vehicles and equipment are used within intended design specifications.

## SOUTH CENTRAL TASK FORCE

911 Gibson Blvd  
Steelton, PA. 17113

### Regional Urban Search and Rescue Volunteer Participation Form\*

Notwithstanding any other provision of law, a responding political subdivision shall provide appropriate workers' compensation insurance protection for municipal employees and volunteers representing the responding political subdivision when responding to a request under this system. Personnel of a responding political subdivision who sustain injury or death in the course of and arising out of their employment shall be entitled to all applicable benefits normally available to personnel while performing their duties for their employer. Responders shall receive any additional Federal and State benefits that may be available to them for line-of-duty deaths.

All activities performed under the mutual aid system are deemed to be governmental functions. The participating political subdivision shall provide no immunity, rights or privileges for any individual responding to an incident where the response has not been requested by a political subdivision.

SIGNED this Thursday, November 9, 2023.

**Brett R Hamm**

Print  
  
Sign

Emergency Services Chief

Click or tap here to enter text.

Print  

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Sign

Municipal Manager

# On-Street Parking Study for the Intersection of South Market Avenue and Wood Street



Mount Joy Borough Police Department





**On-Street Parking Study for the Intersection of South Market Avenue  
and Wood Street**

**December 2023**



**Prepared by:**

**Sgt. Scott Drexel**

**Chief Robert Goshen**

**Mount Joy Borough Police Department**

**21 East Main Street, Mount Joy, PA 17552**

**Office: 717-653-1650 | Fax: 717-653-0062**

### Introduction:

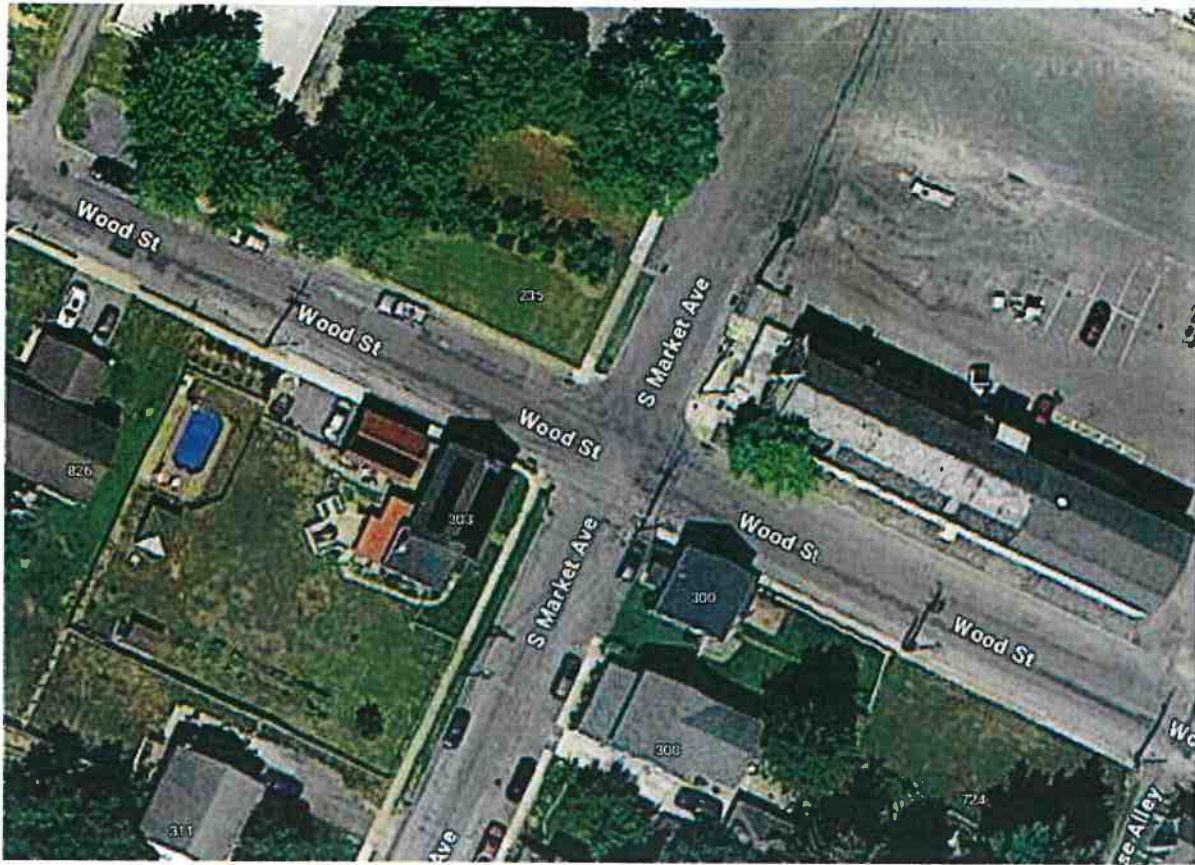
This study has been prepared for the Council of Mount Joy Borough to analyze the feasibility of on-street parking on Wood Street at the intersection of South Market Avenue, specifically as it related to the positioning and method of turning utilized by commercial vehicles entering/exiting Wenger Feeds located at 230 S. Market Avenue Mount Joy Borough.

This report examines the advantages and disadvantages that may occur by permitting on-street parking and provides recommendations for mitigating potential hazards and damages.

### Study Area:

The area of this study is Wood Street in Mount Joy Borough, specifically the intersection of Wood Street and South Market Avenue. This roadway is designated as an east-west local road which extends from Musser Road eastbound to Chocolate Avenue, and continues eastbound as an unimproved alley to its termination with Florin Avenue. This roadway is frequented by motor vehicles, commercial vehicles, school buses, farm equipment, bicyclists and pedestrians.





#### Existing Conditions:

After completion of the latest road improvement, the width of Wood Street is fairly consistent at 36 feet. Market Avenue is approximately 30 feet wide at the intersection with Wood Street on both the southern and northern sides. After completion of the resurfacing project on Wood Street, parking was restricted in two areas: the first being the southern curb line of Wood Street beginning at Market Avenue and extending westbound approximately 70 feet, and the second area being the southern curb line of Wood Street beginning at Market Avenue and extending eastbound approximately 100 feet. Parking restrictions were suggested by the Public Safety Committee of Mount Joy Borough after repeated incidents of damage occurring to the northeast and northwest corner. This damage was consistent with commercial truck traffic entering and exiting Wenger Feeds. South Market Avenue north from Wood Street was vacated by the Borough to Wenger Feeds, which now use this as their primary entrance and exit for commercial truck traffic.



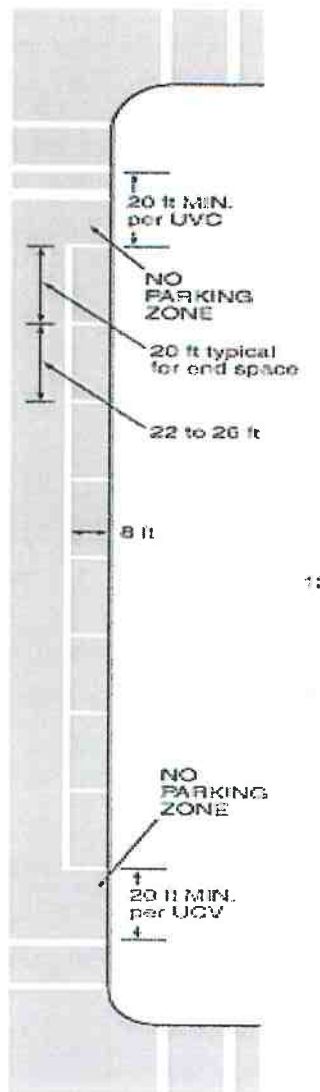
Damage to the northeast and northwest corners of Wood Street and Market Avenue is consistent with commercial truck traffic pulling their trailers over the corners while navigating the turn into the facility, as well as out. Lack of available turning space and driver negligence is most likely the cause for this.



Currently, there are no turning lanes, nor has any fog lines or dividing lines been added. This roadway is currently designated as a two-way local roadway with multiple points of entry and egress. Regulatory stop signs are present on Market Avenue governing northbound and southbound traffic only.

#### Assessment:

Stopping, standing or parking may be restricted along the curb or edge of a roadway if the distance between the center of the center line pavement markings (or the center of the roadway if center line pavement markings are not present) and the curb or edge of roadway is less than 19 feet on major arterial highways, or less than 18 feet on other roadways (*PennDOT pub. 212.114*). In addition, if the street width is such the area is adjacent to or opposite of a fire station driveway or any other type driveway or intersection where turning maneuvers would be restricted if parking were present. A minimum of (8) eight feet is the preferred width of on-street parking space (*PennDOT/MUTCD Section 3B.19 Parking Space Markings*).



Center line pavement markings were taken into consideration for this study. Center line pavement markings delineate the separation of traffic lanes that have opposite directions of travel. The MUTCD has specific criteria for requiring center lines and determining when center lines are recommended and when they are optional. Figure 1 provides a summary of these requirements (*MUTCD Section 3B.01*). For most local two-lane, two-way roadways, center lines are optional. Center lines can be placed on roads where engineering judgment or study indicates a need.

	Area Type	Road Class	Lanes	Daily Traffic (ADT)	Travel Width (ft.)
REQUIRED	Urban	Collectors Arterials	2	6,000+	20+
	Any	All	3+		
RECOMMENDED	Urban	Collectors Arterials	2	4,000+	20+
	Rural	Collectors Arterials	2	3,000+	18+
MAY CONSIDER	Any	All	2	Any	16+

Figure 1: MUTCD criteria for center line markings on paved two-way streets.

Yellow center lines are generally 4 to 6 inches wide, and are not required to be continuous, nor are they required to be located in the center of the roadway. It is important to note the MUTCD specifically annotates a single solid line may not be used as a center line marking on a two-way roadway. For this study, the potential benefit is minimal, as there are no hills or curves, nor does the posted speed limit of 25 mph allow for a passing zone.

### Turn Negotiation

When a vehicle makes a turn, the rear wheels will track on the inside at a tighter radius than the front wheels. This is known as off-tracking. For passenger vehicles and light trucks, off tracking rarely poses a problem, however, heavy trucks and buses are inherently larger, both in width and wheel base, and therefore require additional space to successfully negotiate a turning movement. Articulated vehicles such as a truck tractor and semi-trailer also require additional space due to the sweeping movement of the trailer. The difference between the tracking of the front steering wheels and the rear most wheels is the off-tracking distance.

#### Recommendations:

The two areas previously identified on Wood Street should be permanently designated as no-parking zones. Specifically, the southern curb line of Wood Street beginning at Market Avenue and extending westbound approximately 70 feet, and the second area being the southern curb line of Wood Street beginning at Market Avenue and extending eastbound approximately 60 feet should be designated no-parking zones. Yellow curb painting should also be considered for these areas to assist residents and motorists in identifying the restricted area. The impact to the residential community would be minimal. The residence located on the southwest corner of Wood Street and Market Avenue (303 Market Avenue) has ample off-street parking to the rear of the property, as well as parking available directly in front on Market Avenue. The residence located on the southeast side of the intersection of Wood Street and Market Avenue (300 Market Avenue) would still possess parking in front of their residence, as well as on street parking on Wood Street near the end their property. Parking would not be affected on the northern side of Wood Street, which is currently under-utilized. Although the parking restrictions will provide additional space for the positioning and negotiation of the turn into Wenger Feeds, driver negligence can only be addressed by their management and by law enforcement. If damage continues to occur, enforcement details should be considered.

**Mount Joy Borough**

# Memo

**To:** Borough Council  
**From:** Dennis Nissley, Public Works Director  
**CC:**  
**Date:** December 6, 2023  
**Re:** Manheim Street Swale

The following cost estimate is for Borough Public Works staff to complete the necessary improvements to the swale along Manheim Street on the Reuter property.

Materials and Supplies including Enkamat, silt sock, Hydroseed, rental equipment.	\$8500.00
Equipment Cost	\$14,400.00
Labor	<u>\$5600.00.</u>
Total	\$28,500.00





## OPINION OF PROBABLE CONSTRUCTION COST

Client: Mount Joy Borough Authority  
 Project Name: S. Jacob St. Storage, Shop, Garage  
 Description: Full Shop  
 ARRO Project No.: 6645.65

Prepared By: Jimmy L. Dennis  
 Checked By: Adam Van Horn  
 Preparation Date: December 4, 2023  
 Date Last Revised: \_\_\_\_\_

Key to Units: AC = Acre EA = Each SF = Square Foot VF = Vertical Foot  
 CF = Cubic Foot LF = Linear Foot SY = Square Yard  
 CY = Cubic Yard LS = Lump Sum TN = Ton

Item No.	Description	Qty.	Unit	Unit Cost	Total Cost
1	60' x 100' x 20' Steel Building (erected & insulated)	1	LS	\$253,960.00	\$253,960.00
2	Reinforced Concrete Foundation	1	LS	\$12,000.00	\$12,000.00
3	Manway Door (42" x 80" w/hardware)	4	EA	\$900.00	\$3,600.00
4	Garage Door (14' x 14')	5	EA	\$4,000.00	\$20,000.00
5	Window (42" x 48")	10	EA	\$800.00	\$8,000.00
6	Concrete Floor (reinforced)	6000	SF	\$9.30	\$55,800.00
7	Electrical	1	LS	\$115,360.00	\$115,360.00
8	Heating/Ventilation System	1	LS	\$30,600.00	\$30,600.00
9	50 kW Generator	1	LS	\$48,300.00	\$48,300.00
10	Office/Lunch Space	160	SF	\$55.00	\$8,800.00
11	Storage Space	100	SF	\$35.00	\$3,500.00
12	Restroom	64	SF	\$90.00	\$5,760.00
13	Pallet Style Shelving (4' depth, double stack)	140	LF	\$100.00	\$14,000.00
14	Bollard	10	EA	\$175.00	\$1,750.00
15	Site Work (pre & post grading)	0.33	Acre	\$20,000.00	\$6,600.00
16	Paving Restoration	500	SY	\$49.50	\$24,750.00
	Subtotal				\$612,780.00
	RSMeans City Cost Index	1.0			\$612,780.00
	Mobilization and Closeout (5%)				\$30,639.00
	Bonds and Insurance (2%)				\$12,255.60
	Subtotal				\$655,674.60
	Construction Contingency (20%)				\$131,134.92
	Construction Inspection (5%)				\$32,783.73
	Permitting (5%)				\$32,783.73
	Legal and Admin (10%)				\$65,567.46
	Engineering(10%)				\$65,567.46
	<b>TOTAL</b>				<b>\$983,511.90</b>

**Disclaimer:** This cost opinion prepared by ARRO represents its judgment as a design professional and is supplied for the general guidance of the Client. Since ARRO has no control over cost of labor, materials, equipment or services furnished by others, over contractors' methods of determining prices, over costs of financing, acquisition of land or rights-of-way or over competitive bidding, market or negotiating conditions, ARRO does not guarantee that this cost opinion will not vary from actual costs or contractors' bids to the Client. This cost opinion is valid for sixty (60) days from the most recent of the Preparation Date or Date Last Revised, unless there is a known substantive market shift or alteration in project scope affecting cost (in which case ARRO will advise the Client of such in writing), after which time the cost opinion should be reviewed and revised as necessary prior to any financial decisions being made by the Client.

**Assumptions.** This cost opinion assumes the following:



## OPINION OF PROBABLE CONSTRUCTION COST

Client: Mount Joy Borough Authority Prepared By: Jimmy L. Dennis  
Project Name: S. Jacob St. Storage, Shop, Garage Checked By: Adam Van Horn  
Description: Full Shop Preparation Date: December 4, 2023  
ARRO Project No.: 6645.65 Date Last Revised: \_\_\_\_\_

Key to Units: AC = Acre EA = Each SF = Square Foot VF = Vertical Foot  
CF = Cubic Foot LF = Linear Foot SY = Square Yard  
CY = Cubic Yard LS = Lump Sum TN = Ton

Item No.	Description	Qty.	Unit	Unit Cost	Total Cost
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- a. Project will be publicly bid (as opposed to privately constructed), and PA Prevailing Minimum Wage Rates will apply.  
b. Cost opinion Total includes soft costs (engineering and permitting, legal, and administrative) as a percentage of the anticipated construction cost.

Exclusions. This cost opinion does not include the following:

- a. Rock removal  
b. Easement acquisition costs and land purchases.  
c. Permit fees

December 6, 2023

To: Mount Joy Public Works Committee.  
From: Donegal Alumni Band  
Subject: Placement of a memorial bench.

The purpose of this letter is to explore the possibility of placement of a memorial bench in remembrance of Glen Leib.

Glen was a music educator in the Donegal School District for over 3 decades. He impacted and urged thousands of students to include music as a lifelong activity. He led the marching band in parades and many music festivals, including the Philadelphia Thanksgiving Parade and the Cherry Blossom Parade in Winchester, Va. Glen continued to inspire by founding the Donegal Alumni Band 19 years ago.

Glen passed away earlier this year. As a tribute to his service to the community, our group purchased a bench, which we hoped could be placed locally for people to enjoy.

The bench is about 6 ft long and 3 feet wide. (see attached picture).

Our first attempt for placement permission was rejected by the school district.

As an alternative, we ask for your consideration to place the bench in one of the borough parks. Ideally, it would be great to place the bench near the band stage in the park on Marietta Ave, where music shows are often presented. However, we would be thankful to have your permission to place the bench in support of your needs.

Installation costs and maintenance of the bench are subjects of discussion. We need your expertise to resolve those issues.

Thank you in advance for your consideration. We look forward to your reply.

Stan Tucker  
Donegal Alumni Band



In Memory of **Glen Leib**

DHS Band  
Alumni Band Director







**Smile and Wave**





# January 2024



Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1  <b>Office Closed</b> <i>New Year's Day</i>	2 Authority 4 PM  Council 7 PM	3	4	5	6
7	8 Public Works 6:30 PM  Christmas Tree Collection 	9  Parks & Rec 6:30 PM  Christmas Tree Collection 	10 Plan. Comm. 7 PM  Christmas Tree Collection 	11	12	13
14	15 Building Ad-Hoc 5:30 PM	16 Authority 4 PM	17	18	19	20
21	22 Civil Service Comm 5:30 (as needed) Public Safety 6:30pm	23	24 ZHB 7 PM	25 Admin. Fin. 6:30 PM	26	27
28	29	30	31			