



**Mount Joy Borough
Administration & Finance Committee Meeting
March 26, 2026, at 6:30 pm**

1. Call to Order
2. Roll call – Youngerman, Hall, Gruber
3. Executive Session – There was an Executive Session held after the February 26, 2026, and March 26, 2026.
4. Consider a motion to approve the Agenda for March 26, 2026, Administration and Finance Committee meeting.
5. Public Input Period - Comments of Any Borough Resident or Borough Property Owner (3 Minute Limit).
6. Approval of the Minutes of February 26, 2026, Administration & Finance Committee meeting.
7. Auditors Update
8. Community & Economic Development Coordinator
 - A. Community & Economic Development Report
 - B. Grant Updates
 - i. Consider a motion to move to full Council authorization for the Borough Manager to sign proposal with RETTEW for the Project Scope and fee for construction of Phase 1 of the Little Chiques Park Master Site Plan in the amount of \$65,100.00.
 - C. Consider a motion to move to full Council providing the Borough Manager to enter into a contract with “The Kracker Bees”, a three-piece band for the 175th Celebration.
 - D. Consider a motion to move to full Council, authorization to print 30 posters for the 175th Celebration.
 - E. Discussion with possible motion regarding an edit/change to the 175th logo design.
 - F. Discussion with possible motion to provide elected officials and/or Committee members with a polo shirt with 175th embroidered logo for June event.
 - G. Consider a motion to move to full Council authorizing the Community & Economic Development Coordinator to apply for the MAP Grant for the new comprehensive plan.
9. Codes, Zoning, and Stormwater
 - A. Land Development, Zoning, Codes & Stormwater Administrator Report
 - B. GM Property, 401 West Main Street Subdivision Plan

- i. Section 240-25 – Preliminary Plan. As recommended by the Borough Engineer, consider a motion to move to full Council, approval of a waiver of the requirement to provide a preliminary plan and in the alternative, move directly to final plan with the justification that there are no improvements associated with this plan.
- ii. Section 240-43.H.4 – Improvement of Existing Streets. As recommended by the Borough Engineer, consider a motion to move to full Council, the approval of a waiver of the requirement to improve West Main Street to the ultimate width and provide additional rights-of-way and associated street improvements with the justification that they are in good repair, and no improvements are proposed with this plan.
- iii. Section 240-43.H.4 – Improvement of Existing Streets. As recommended by the Borough Engineer, consider a motion to move to full Council to deny the request to not provide additional right-of-way on Springville Road and recommend the applicant show the existing dwelling as an existing dimensional nonconformity.

NOTE: The applicant proposed additional right-of-way of 8.5 feet to be offered dedication to Mount Joy Borough along Springville Road at the appropriate time in the future has been added to the plans.
- iv. Section 240-43.H.4 – Improvement of Existing Streets. As recommended by the Borough Engineer, consider a motion to move to full Council to deny the request to waive improvements including curb and sidewalk on Springville Road and recommend the applicant enter into an agreement that would defer road improvements to a time the Borough would deem such road improvements as feasible.

NOTE: The applicant requests that the Borough Solicitor prepare a Deferral Agreement that would defer road improvements and additional right-of-way to a time when the Borough deems road improvements are feasible.
- v. Section 240-55.G – Landscaping and Street Trees. As recommended by the Borough Engineer, consider a motion to move to full Council to approve the applicants' request to waive the requirement to provide additional trees and landscaping with the justification provided.
- vi. Section 240-57 – Public Dedication of Park and Recreation Land. As recommended by the Borough Engineer, consider a motion to move to full Council the approval of the waiver of the requirement to provide land for dedication or pay fee in lieu of for park and recreational use with the justification provided.
- vii. Section 240-62.A.1 – Wetland Study. As recommended by the borough engineer, consider a motion to move to full Council the approval of the waiver request of the requirement to provide a wetland study and in the alternative, provide a reference to the National Wetland Inventory with the justification that the property is developed and not in close proximity to a water course.
- viii. As recommended by the Borough Engineer, consider a motion to move to full Council approval of the final subdivision plan for 401 West Main Street, provided that all comments are addressed to the satisfaction of the Borough Engineer, Borough Solicitor and Borough Staff.
- ix. NOTE: GM Property Solutions, 401, 409, and 413 West Main Street – Rezoning Request. Hearing scheduled for April 6, 2026.

- C. Discussion with possible motion to allow staff to temporarily utilize an inspection service of their choice until such time that Council may appoint an inspection firm.

10. Administration, Budget, and Finance

- A. Manager's Report
- B. PLGIT Monthly Report
- C. Discussion with possible motion regarding a closer and more informed working relationship with the Borough Authority.
- D. Informational – P3B Holdings, LLC will be proposing two 3-story residential buildings consisting of 72 total units on 5.20-acre site located at 202 Fairview Street.
- E. Discussion with possible motion regarding Pine Street entrance to Little Chiques Park.

11. New Municipal Services Building –

- A. Updates – Substantial Completion date has been pushed back
- B. Change Orders,
 - i. Borough Manager.
 - 1. Drywall and paint unfinished walls in closet. \$1,410.00 - Approved
 - 2. Double Limit Switches in sally port. - \$956.00 – Approved
 - 3. 3D custom graphics in Council Chambers. - \$5,533.00 - Denied
 - ii. There are no Change Orders for Committee to move to full Council to approve.
 - iii. Total Change Orders to date \$36,346.24.
 - iv. Pending –
 - 1. Handicap door actuator for door A101D (inside lobby door). \$5,541.00 – Item in dispute.
 - 2. Adding Wi-Fi access points in Council Chambers. Unknown cost
 - 3. Adding lights to illuminate flag poles. Unknown cost.
- C. Consider a motion to move to full Council, approval of plaque for the new Municipal Service Building.
- D. Discussion with possible motion regarding Borough graphics for Council Chambers.
- E. Discussion Mount Joy Borough Authority Proposed Terms and Conditions and Use Agreement for New Municipal Building.
- F. Discussion with possible motion regarding moving the map displays in from current chambers to new Service Complex. NOTE; Council already voted to permit Historical Society to hang informative signs in Council Chambers.

12. Public Input Period - Comments of Any Borough Resident or Borough Property Owner (3 Minute Limit).
13. Executive Session – None
14. Any Other Matter to Come Before the Committee.
 - A. Manager Memorandum
15. Adjournment

NEXT ADMINISTRATION AND FINANCE COMMITTEE MEETING – Thursday, April 23, 2026, at 6:30 PM in Council Chambers.

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