

Detective Summary of Cases

CASE DESCRIPTION	Previous Month 2019	NEW CASES March 2019	Monthly CLOSED CASES	TOTAL
Accident, Hit & Run	0			0
Arson	0	1		1
Assault	0	1		1
Assist Other Agency	0			0
Burglaries	34		(5)	34
Criminal Mischief / Vandalism	5			5
Child & Family Offense (Abuse)	1	1		2
Death Investigation	3			3
Drug Offense	0			0
Harassment by Communication	0			0
Fraud (Forgery, Id Theft, etc.)	15	1	1	15
Receiving Stolen Property	1			1
Robbery	8			8
Suspicious Activity	0			0
Theft	37	1	1 (6)	37
Trespass	0			0
Miscellaneous	3			3
Threat to Official	1			1
Sex Offense				
Adult	0			0
Juvenile	3	2		5
TOTAL OPEN CASES	111	7	2	116
New Cases Assigned	7	MTH		
Closed Cases*	12	YTD		
Warrants Served	0	MTH		
Surveillance Hours Conducted**	0	MTH		

*cold cases are marked in ()

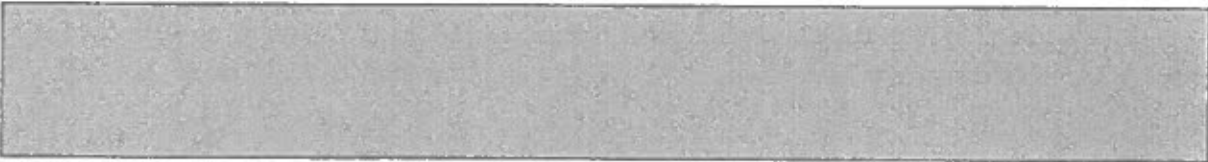
MOUNT JOY BOROUGH (36413) UCR Report
 MTD 03/01/2019 thru 03/31/2019

<u>Category</u>	<u>UCR Code/Description</u>	<u>MTD Count</u>
	AID/ASSIST	4
	AID/ASSIST OTHER POLICE DEPT/AGENCY	1
	ASSIST AMBULANCE	1
	CRASH	5
MISCELLANEOUS		
	CRIMINAL TRESPASS	1
	INTELLECTUAL DISABILITY CASE/COMMITMENT	2
	SCATTERING RUBBISH	1
	TRESPASS LETTER	1
	WARRANT SERVICE	1
NOISE		
	CHILD CUSTODY	2
	DOMESTIC	3
	PARENT / CHILD	1
	SUSPICIOUS ACTIVITY	1
	TRAFFIC COMPLAINT	4
	403 - ASSAULT WITH OTHER DANGEROUS WEAPON	1
	404 - ASSAULT WITH HANDS, FISTS, FEET	2
	608 - THEFT SHOPLIFTING	2
	609 - THEFT ALL OTHER	3
	701 - VEHICLE THEFT AUTOMOBILES	1
	802 - ASSAULT - NON-AGGRAVATING HARASSMENT PHYSICAL CONTACT	1
	803 - ASSAULT - NON-AGGRAVATING HARASSMENT PHYSICAL CONTACT - DOMESTIC VIOLENC	1
	910 - ARSON ALL OTHER STRUCTURES	1
	1102 - FRAUD ACCESS DEVICE FRAUD	1
	1508 - WEAPONS PROHIBITED OFFENSIVE WEAPON	1
	1702 - SEX OFFENSES INDECENT ASSAULT	2
	1802 - DRUG VIOLATION POSSESSION OF MARIJUANA	2
	1803 - DRUG VIOLATION POSSESSION OF OPIUM / COCAINE	1
	2101 - DUI DUI CRASH RELATED	1
	2102 - DUI DUI NON-CRASH RELATED	6

MOUNT JOY BOROUGH (36413) UCR Report
 MTD 03/01/2019 thru 03/31/2019

<u>Category</u>	<u>UCR Code/Description</u>	<u>MTD Count</u>
	2301 - DRUNKENNESS PUBLIC DRUNKENNESS	3
	2402 - DISORDERLY CONDUCT HARASSMENT - BY COMMUNICATIONS	2
	2404 - DISORDERLY CONDUCT HARASSMENT - CONDUCT / DOMESTIC VIOLENCE / ALARMED	1
	ALL OTHERS	1
	2684 - ORDINANCE VIOLATIONS BURNING	1
	2901 - RUNAWAY RUNAWAY	1
	3520 - CRASH ALL OTHERS - NON-REPORTABLE	1
	3702 - MISSING PERSON JUVENILE	1
Total UCR Count for MOUNT JOY BOROUGH POLICE DEPARTMENT		<u><u>65</u></u>

Total UCR Incidents Previous Year Month of Mar, 2018	87
Total CAD Incidents Previous Year Month of Mar, 2018	501
Total Incidents Previous Year To Date	1453



Total UCR Reportable Incidents For Month of Mar, 2019	65
Total CAD Incidents For Month of Mar, 2019	499
Total Incidents Year to Date	1626

BOROUGH OF MOUNT JOY POLICE DEPARTMENT

Maurice Williams
Chief of Police

21 East Main Street
Mount Joy, PA 17552

ARREST REPORT MARCH 2019

TRAFFIC ARRESTS

Drivers Required to be Licensed	1
Driving While Operating Privilege is Suspended or Revoked	11
Failed to Drive Within a Single Lane	1
Flee/ Elude Police	1
Limitations on Backing	1
Maximum Speed Limits	5
Meeting or Overtaking of School Bus	1
Notice of Change of Name or Address	1
Obedience to Traffic- Control Devices	6
Operation Following Suspension of Registration	1
Operation of Vehicle Without Official Certificate of Inspection	13
Operation of Vehicle With Suspended License	2
Prohibitions in Specified Places	1
Prohibition on Expenditures For Emission Inspection Program	1
Registration & Certificate of Title Required	2
Registration of Snowmobile or ATV	1
Required Financial Responsibility	1
Restraint Systems	1
Unlawful Activities	1

TOTAL MAR 2019 52
Total MAR 2018 76

CRIMINAL ARRESTS

Assault	3
Bad Checks	3
Drug Possession	1
DUI	8
Electronic Incapacitation Device	1
Endangering Welfare of Children	1
Possession With Intent to Use Drug Paraphernalia	1
Public Drunkenness	3
Receiving Stolen Property	1
Scattering Rubbish	1
Strangulation	1
Terroristic Threats	1
Theft	3

TOTAL MAR 2019 28
Total MAR 2018 33

BOROUGH OF MOUNT JOY POLICE DEPARTMENT

Maurice Williams
Chief of Police

21 East Main Street
Mount Joy, PA 17552

JUVENILE ARRESTS

Theft.....1

TOTAL MAR 2019 1
Total MAR 2018 1

**MOUNT JOY BOROUGH POLICE DEPARTMENT
CAD INCIDENT COUNT**

3/1/2019 thru 3/31/2019

Miscellaneous/Unknown	229
Ambulance Call	36
Court/Hearings	3
Crash	6
Fire Call	2
Follow Up	47
Investigation	15
Parking	6
Phone Call	49
Premise Check	21
Processing	0
Service Call	78
Special Detail	2
Traffic Arrest	4
Traffic Detail	0
Verbal Warning	0
Warning	1
Warrants	0
CAD INCIDENT COUNT	499


**MOUNT JOY BOROUGH POLICE DEPARTMENT
MONIES COLLECTED MARCH 2019**

	331.120	Borough Tickets (Other)	\$120.00
	321.310	Bicycle Registration	\$0.00
	380.010	Alarm Fees	\$400.00
	321.600	Mercantile Licenses	\$0.00
	362.100	Police Reports	\$60.00
331.11	331.120	Clerk of Court Disbursement	\$432.12
331.11	331.120	Magisterial Court Disbursement	\$1,993.23
	410.183	York Co. DUI Reimbursement	\$244.92

TOTAL March 2019 \$3,250.27

Total March 2018 \$2,633.01

Submitted by:



Received by:

D. Ward

New Detective Cases

	2011	2012	2013	2014	2015	2016	2017	2018	2019
January	15	17	11	0	6	6	7	5	3
February	18	17	4	8	12	6	9	5	3
March	4	17	5	6	11	6	8	7	7
April	5	5	8	4	5	8	6	6	
May	11	34	7	1	13	2	3	14	
June	15	13	8	3	10	2	7	3	
July	17	7	10	5	8	3	20	12	
August	17	7	8	4	10	12	7	3	
September	23	13	10	1	6	4	6	4	
October	7	9	9	11	6	13	7	6	
November	7	9	9	7	4	10	7	4	
December	8	10	4	12	6	10	9	4	

FDMJ Monthly Incident Report Summary

March 2019

Responded to **41 alarms** for the month of February 2019 – **144 total alarms** for year as of 03/31/19

Time in service of **16 hours and 38 minutes**

Average manpower per incident: **8 members per call for month - (6a-4p 22 call - 3 members)**

Total Man-hours: **104 hours and 56 minutes**

Calls by Municipality First Due: **27 first due alarms**

- Mount Joy Borough - 10
- Rapho Township - 15
- Mount Joy Township - 0
- East Donegal Township – 2

Apparatus used;

- Engine 75-1 - 18
- Engine 75-2 - 7
- Truck 75 - 8
- Squad 75-1 - 1
- Traffic 75 - 4
- Duty Chief Vehicle - 18
- Duty Officer Vehicle – 4

Property pre-incident value: \$950,000.00

Property fire loss: \$100.00

Property post incident saved: \$949,900.00

2019 FDMJ responds to a call every 15 hours

Total Training hours of 40 members trained for 541 hours and 30 minutes

Fire Prevention Details – none

Community Service Details – 2 public events, 1 standby and 3 duty crew nights.

Notable First Due Calls:

03/16/2019 – Building fire E Main St Mount Joy Borough - \$100.00 fire loss (suspicious fire).

Fire Department Mount Joy

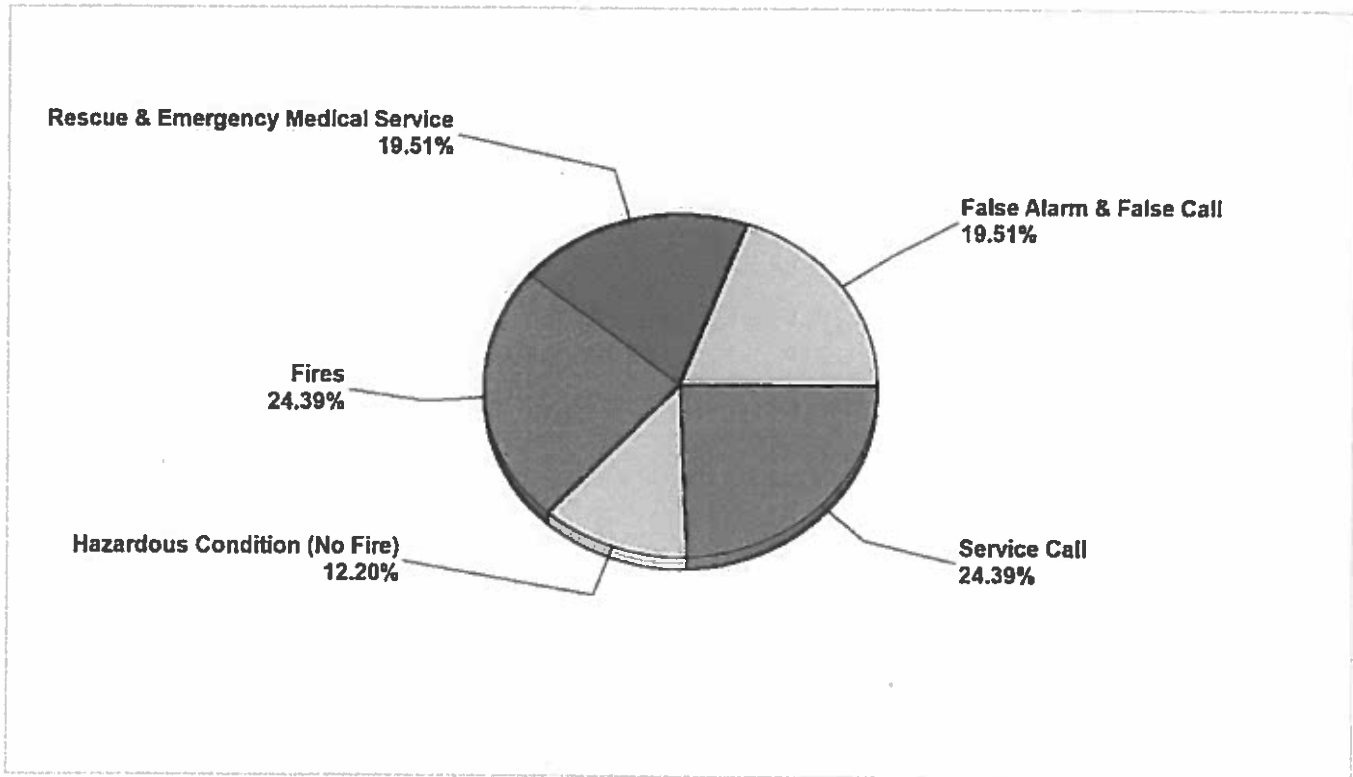


Mount Joy, PA

This report was generated on 4/10/2019 2:52:31 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 03/01/2019 | End Date: 03/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	10	24.39%
Rescue & Emergency Medical Service	8	19.51%
Hazardous Condition (No Fire)	5	12.20%
Service Call	10	24.39%
False Alarm & False Call	8	19.51%
TOTAL	41	100.00%

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

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	6	14.63%
113 - Cooking fire, confined to container	1	2.44%
114 - Chimney or flue fire, confined to chimney or flue	1	2.44%
142 - Brush or brush-and-grass mixture fire	1	2.44%
151 - Outside rubbish, trash or waste fire	1	2.44%
311 - Medical assist, assist EMS crew	2	4.88%
322 - Motor vehicle accident with injuries	4	9.76%
324 - Motor vehicle accident with no injuries	1	2.44%
352 - Extrication of victim(s) from vehicle	1	2.44%
412 - Gas leak (natural gas or LPG)	2	4.88%
424 - Carbon monoxide incident	1	2.44%
442 - Overheated motor	1	2.44%
444 - Power line down	1	2.44%
511 - Lock-out	1	2.44%
551 - Assist police or other governmental agency	7	17.07%
552 - Police matter	1	2.44%
553 - Public service	1	2.44%
731 - Sprinkler activation due to malfunction	2	4.88%
733 - Smoke detector activation due to malfunction	2	4.88%
735 - Alarm system sounded due to malfunction	4	9.76%
TOTAL INCIDENTS:	41	100.00%

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

Fire Department Mount Joy

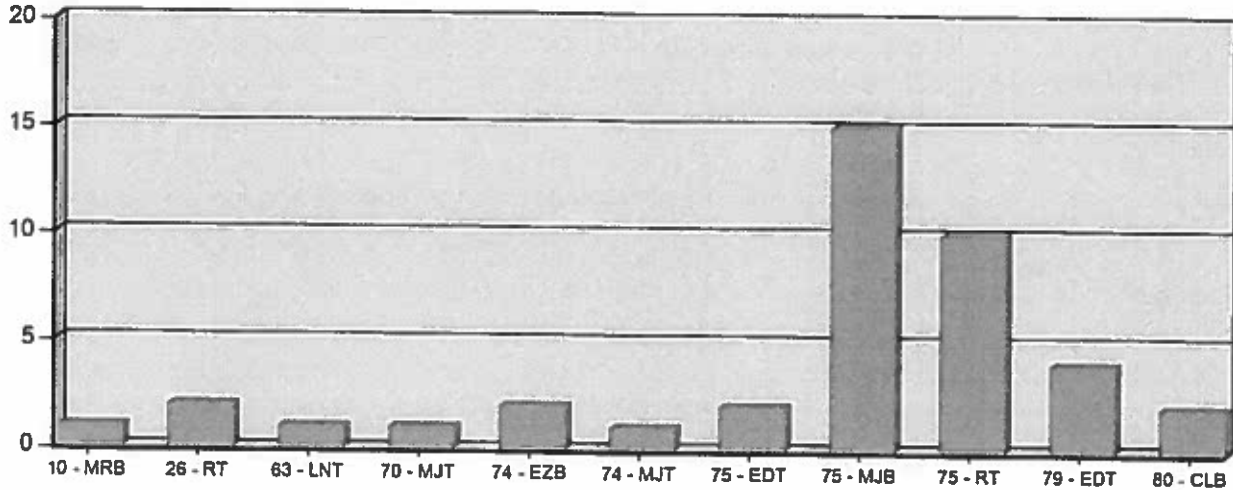


Mount Joy, PA

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Incident Count per Zone for Date Range

Start Date: 03/01/2019 | End Date: 03/31/2019



ZONE	# INCIDENTS
10 - MRB - 10 Marietta Borough	1
26 - RT - 26 Rapho Township	2
63 - LNT - 63 Lancaster Township	1
70 - MJT - 70 Mount Joy Township	1
74 - EZB - 74 Elizabethtown Borough	2
74 - MJT - 74 Mount Joy Township	1
75 - EDT - 75 East Donegal Township	2
75 - MJB - 75 Mount Joy Borough	15
75 - RT - 75 Rapho Township	10
79 - EDT - 79 East Donegal Township	4
80 - CLB - 80 Columbia Borough	2

TOTAL: 41

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 4/10/2019 2:51:59 PM

Incident Statistics

Start Date: 03/01/2019 | End Date: 03/31/2019

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		8	
FIRE		33	
TOTAL		41	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$950,000.00		\$100.00	
GO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		14	
Aid Received		6	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
4		9.76	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 75	0:07:36	0:09:32	
AVERAGE FOR ALL CALLS			0:08:58
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 75	0:03:52	0:05:14	
AVERAGE FOR ALL CALLS			0:04:50
AGENCY	AVERAGE TIME ON SCENE (MM:SS)		
Fire Department Mount Joy	23:56		

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.

Fire Department Mount Joy

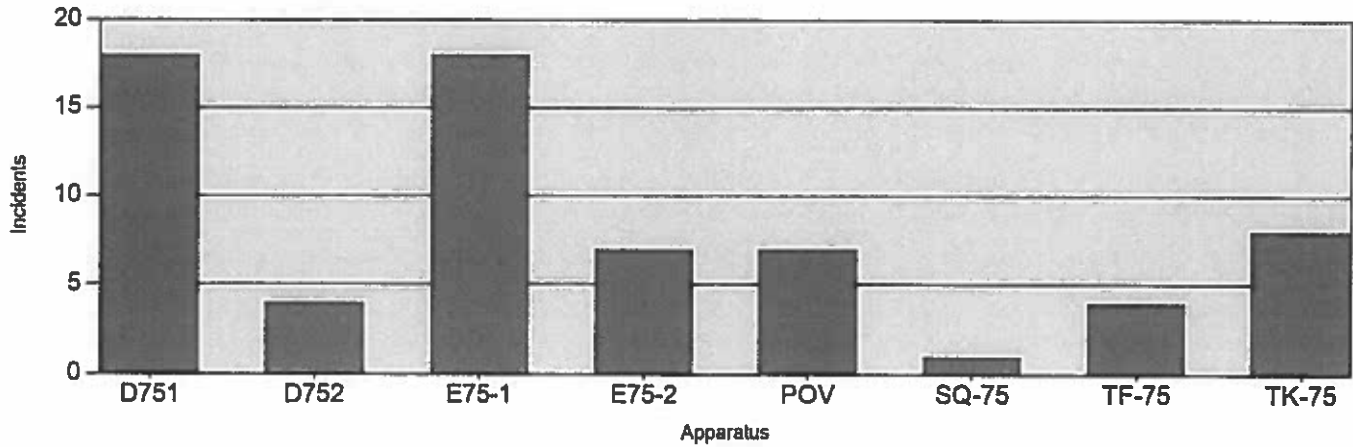


Mount Joy, PA

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Incident Count per Apparatus for Date Range

Start Date: 03/01/2019 | End Date: 03/31/2019



APPARATUS	# of INCIDENTS
D751	18
D752	4
E75-1	18
E75-2	7
POV	7
SQ-75	1
TF-75	4
TK-75	8

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

Fire Department Mount Joy



Mount Joy, PA

This report was generated on 4/10/2019 2:59:22 PM

Incident Count with Man-Hours per Zone for Date Range

Start Date: 03/01/2019 | End Date: 03/31/2019

ZONE	INCIDENT COUNT	MAN-HOURS
10 - MRB - 10 Marietta Borough	1	2:37
26 - RT - 26 Rapho Township	2	0:42
63 - LNT - 63 Lancaster Township	1	3:41
70 - MJT - 70 Mount Joy Township	1	1:30
74 - EZB - 74 Elizabethtown Borough	2	2:17
74 - MJT - 74 Mount Joy Township	1	3:30
75 - EDT - 75 East Donegal Township	2	7:36
75 - MJB - 75 Mount Joy Borough	15	36:12
75 - RT - 75 Rapho Township	10	38:32
79 - EDT - 79 East Donegal Township	4	5:28
80 - CLB - 80 Columbia Borough	2	2:52
TOTAL	41	104:56

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.

Fire Department Mount Joy

x

Mount Joy, PA

This report was generated on 4/10/2019 2:59:44 PM

Losses for Date Range

Start Date: 03/01/2019 | End Date: 03/31/2019

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
1	\$100.00	\$0.00	\$100.00	\$100.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2019-125	03/16/2019	111 - Building fire	\$100.00	\$0.00	\$100.00	100.00%

Only REVIEWED incidents included

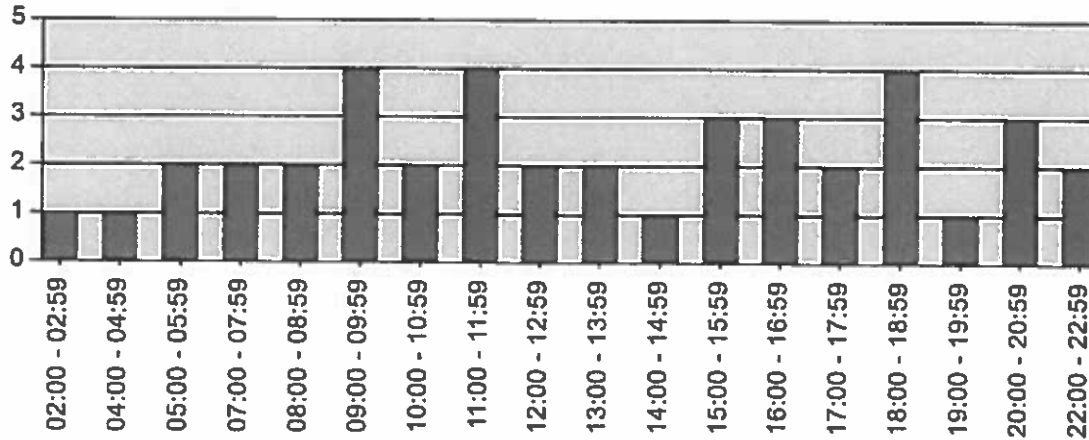
Fire Department Mount Joy

Mount Joy, PA

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Incidents by Hour for Date Range

Start Date: 03/01/2019 | End Date: 03/31/2019



Hour	# of Calls
02:00 - 02:59	1
04:00 - 04:59	1
05:00 - 05:59	2
07:00 - 07:59	2
08:00 - 08:59	2
09:00 - 09:59	4
10:00 - 10:59	2
11:00 - 11:59	4
12:00 - 12:59	2
13:00 - 13:59	2
14:00 - 14:59	1
15:00 - 15:59	3
16:00 - 16:59	3
17:00 - 17:59	2
18:00 - 18:59	4
19:00 - 19:59	1
20:00 - 20:59	3
22:00 - 22:59	2

Only REVIEWED incidents included

Fire Department Mount Joy

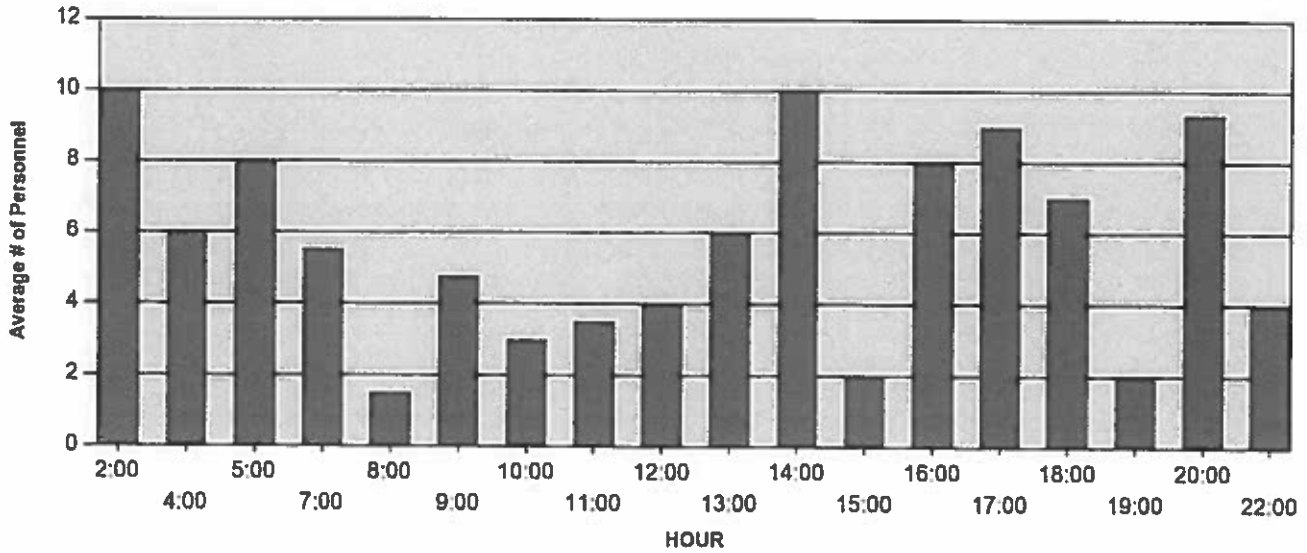


Mount Joy, PA

This report was generated on 4/10/2019 3:01:35 PM

Average Number of Responding Personnel per Hour for Date Range

Start Date: 03/01/2019 | End Date: 03/31/2019



HOUR	AVG. # PERSONNEL
02:00 - 02:59	10.00
04:00 - 04:59	6.00
05:00 - 05:59	8.00
07:00 - 07:59	5.50
08:00 - 08:59	1.50
09:00 - 09:59	4.75
10:00 - 10:59	3.00
11:00 - 11:59	3.50
12:00 - 12:59	4.00
13:00 - 13:59	6.00
14:00 - 14:59	10.00
15:00 - 15:59	2.00
16:00 - 16:59	8.00
17:00 - 17:59	9.00
18:00 - 18:59	7.00
19:00 - 19:59	2.00
20:00 - 20:59	9.33
22:00 - 22:59	4.00

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.



March 27, 2018 to April 30, 2018 – Mount Joy Borough Only

Dayshift truck in service every day about 0620 until 1840.

Nightshift truck in service every day about 1820 until 0640

Total calls: 61

Total patients not transported - 18

SVEMS Mount Joy unit:

Class 1 – 20

Class 2 - 11

Class 3 – 20

Patients not transported – 14

Total calls for SVEMS – 51

Covered call by outside unit:

3/28/2019 – M86-2, breathing problem, class 1. MJB unit on a call in the Boro.

4/2/2019 – M86-5 residential rescue class 1. MJB unit was on a call in the Boro. **No transport**

4/2/2019 – M86-5 person struck class 1. MJB unit on a call in the Boro.

4/6/2019 – M86-2 MVA, class 1, MJB unit on a call in the Boro. **No transport.**

4/9/2019 – M86-2 sick person, class 3. MJB unit on a call in Mount Joy Township.

4/19/2019 – M86-2 residential rescue, class 1. MJB unit on Routine. **No transport.**

4/20/2019 – M86-1 breathing problem, class 1. MJB unit on a call in Mount Joy Township.

4/21/2019 – M86-2 fall, class 3. MJB unit on a call in West Hempfield. **No transport**

4/24/2019 – M86-2 fall, class 3. MJB unit on a call in East Hempfield.

4/30/2019 – M86-2 unconscious, class 1. MJB unit on a call in the Boro.

Total calls: 10

Total patients not transported – 4

Highlights:

SVEMS next EMT academy to begin June 10, 2019.



MOUNT JOY BOROUGH COUNCIL REPORT FOR APRIL 2019 ACTIVITIES

DESIGN

- East MSMJ display window is now booked out to January 2020 with Mount Joy artists.
- Hometown Hero banners are all displayed. We switched sides of the pole to display over the sidewalks and lowered them. They are more visible and have generated more interest. We are placing the last order for Hometown Hero banners the first week in May (10 more).
- Looking into replacing some street trees in the MSMJ area.
- Looking for funding for new fiberglass/concrete flower planters. Wooden ones are too high maintenance and starting to fall apart.

PROMOTION

- Won 101.3 radio station contest on "Best Small Town in Lancaster County" and worked with them to bring radio show downtown at Pies Galore & More. Worked with 101.3 to interview 6 businesses on air and get free advertising.
- April 4th Friday/Saturday event was "Icy and Spicy" featuring iced drinks and spicy foods. Restaurants were busy both days.
- May 4th Friday is a "Downtown Party" and will feature more outside-oriented activity and live music.
- June 4th Friday is a "Geocaching" event.
- Preparing for Car Show on July 27.

ORGANIZATION

- MSMJ is starting to develop a new 5 year Strategic Plan.
- We were awarded 2019 National Accreditation by Main Street America, the organization that runs the Main Street program, and is a subsidiary of the National Historic Preservation Trust.

ECONOMIC DEVELOPMENT

- Helped landlord show his space and recruit Kelli's Oil Room into 51 East Main Street. She will retail essential oils, related products, hold classes.
- Worked with St. Mark's United Methodist Church to convert the Aspire Community Center (45 East Main Street) to a new commercial space. Helped show the space to 6 potential businesses. Looking to have a new retail business in there in next month.
- Developed a new "Downtown Passport" program (attached) to encourage people to spend \$ downtown. Free for businesses and public to participate, and chance for public to win a basket of items from participating businesses. Will run program 2x/year for 3 months at a time. Several businesses started working with MSMJ for the first time because of this program.



FUNDING ACTIVITIES

- Investigating funding for 2020 “Festival of the Arts” event through Pennsylvania Partners in the Arts (PPA) Project Stream grant opportunity.
- APPLIED – (03/27/19) - \$4000 from Lancaster County Community Fund for Festival of the Arts.
- APPLIED – (03/28/19) - \$4000 from WalMart for retail signage.
- APPLIED – (03/28/19) - \$1000 from Home Depot for tools, ladder to start a tool bank for retail to borrow.
- APPLIED – (04/04/19) - \$1000 from Harbor Freight Tools for tools, ladder to start a tool bank for retail to borrow.

2019 EVENT SPONSORS

- **Chocolate Walk (2019)**
 - Hershey Chocolate = Product donation – (2) 5lb bars chocolate
 - Weaver Nut & Candy = Product donation – Choc. covered espresso beans
 - Wilbur Chocolate = Product donation – Peanut Butter Meltaways
 - LANCO Federal Credit Union = Major Sponsor
 - Members 1st Federal Credit Union = Major Sponsor
 - Wellington Chase Apartments = Sponsor
- **Cruisin’ Cuisine Car Show (2019)**
 - LANCO Federal Credit Union = Major Sponsor
 - Members 1st Federal Credit Union = Major Sponsor
 - Wellington Chase Apartments = Sponsor
- **Winterfest (2019)**
 - LANCO Federal Credit Union = Major Sponsor
 - Members 1st Federal Credit Union = Major Sponsor
 - Wellington Chase Apartments = Sponsor
- **Display Window (2019)**
 - 2nd Display Window rented for 6 months in 2019



10-9

MILANOF-SCHOCK LIBRARY
 1184 Anderson Ferry Road, Mount Joy, PA 17552
 Tel: 717.653.1510 Fax: 717.740.2140
www.mslibrary.org

Serving East Donegal Township, Marietta Borough,
 Mount Joy Borough, Mount Joy Township and Rapho Township

Named *BEST SMALL LIBRARY IN AMERICA* by the Gates Foundation & Library Journal

March 2019

Compiled by Barbara Basile, Executive Director

Contributors: Kim Beach, Susan Craine, Jan Betty, & Kirstin Rhoades

March 2019 Statistics	2019	2019 YTD	2018	2018 YTD	2017
TOTAL CIRCULATION	14,490	44,705	15,936	44,486	16,217
Overdrive	900	2841	1012	2737	853
NEW PATRONS	67	209	74	214	65
PATRON COUNT	6,186	17,997	7,197	19,945	7,197
DVD RENTALS	255	719	308	859	324
COMPUTER LOG-INS	494	1493	621	1917	663
WIRELESS ACCESS	567	1602	501	1330	
PASSPORTS	154	419	199	474	167
Community Room Rentals	0		5		3
Test proctoring	5				
Volunteer Hours	147.75	427.25	144.75	474.25	136
Youth Services	<u>Programs</u>	<u>Children</u>	<u>JUV 6-9</u>	<u>Teens</u>	<u>Adults</u>
Children's programming	13	100	95	34	145
STEM (under 11)	5	89	5	0	76
STEM (11+)	2	0	22	10	11
Teen programs	1	0	0	4	2
Offsite	3	67	182	0	39
2019 SRP sign-ups	0	0		0	0
1000 Books Participants	9(2019)				
Adult Programs	9	67			
STEM (adult)					
Financial Stability (HUB)	2				7 adults 22 1-1 assists

Executive Summary

Let's talk building and construction. Shed project is finally moving forward. The shade-sail project is set for placement on the side of the building to create a great spot for summer programs for years to come. The Keystone Grant has found me on the roof. I was excited to see the roof – not so excited to see the puddles up there, but it helps to understand the problem. Roof photos will be a great asset to the Keystone application.

We have been in full event planning mode – see the staff reports below for details. It was wonderful meeting with our donors and planning the volunteer appreciation lunch with staff. The speed of light has nothing on this team!!

Personnel (Susan and Barbara)

- The back office is humming with all the event preparations.
- Seeking a technology use policy for staff/volunteers in the library

Community Relations (Barbara et al)

- Attended Rotary meetings, and did PR for them regarding shredding event in April and students of the month.

- Attended Chamber Lunch and their Auction committee meeting.
- About Child Trauma fundraising meeting.
- Attended Mount Joy Borough Council meeting.
- Donegal HUB meeting and Leadership team.
- Jan continues outreach in Marietta and Maytown.

Youth Services (Jan)

- Green eggs and ham was a sellout
- Kirby now has 6 children reading with him and is a very happy puppy.
- Lancaster Parks and Rec led Preschool Science class by making (and reading) Oobleck!
- Summer Reading event program information delivered to Library System for County promotions.

Facility (Barbara)

- Shade Sails and planters should be under construction the first two weeks of May.
- After discussion with the Friends Group, shed down payment made – lined up for end of May
- Keystone Grant – mostly completed (deadline April 26)
- Carpet in meeting room to be cleaned by May 14 (Chamber Mixer)
- Winter Ended on Time – Thanks Mount Joy Minnie!

Public Relations/Promotions (Kirstin)

- WEBSITE 6102 page views
- CONSTANT CONTACT E-NEWS – March Newsletter: Sent to 2412 people
- SOCIAL MEDIA: 40+ Facebook postings – created 4 separate events
- FB posts included: Community Yard Sale, “Donegal High School’s Women in Business Group” and Used Book Sale (20.3K people)!
- Instagram – promoted programs and educational resources.
- 2 PRESS RELEASES - Distributed via news media, municipalities, and Chamber of Commerce.
- New POSTERS – 8
- Bench Banners – 1 (Blood Drive)
- WEBSITE Updated March programs and created 3 new banners for the home page (Blood Drive, Community Yard Sale, Blueberries are Back).
- Updated print calendars; printed as posters and hung in lobby and kids’ area.
- Kept up used paperback tables.
- Updated/printed Jan’s Kindergarten bookmarks.
- Created print and email invitation for Chamber Mixer.
- Created bookplates for volunteer appreciation lunch.
- Updated Friends’ Yard Sale posters; printed. Updated slot rental form; printed.
- Submitted a photo of Hermie the Bookworm for a campaign called “Seven Million Acres: Pride of Place” on Facebook and Instagram.
- Asked Dave de Vitry, Marietta website admin, to post our contact info and a few program announcements on the site. They agreed and will post the location of our Little Free Library and Monthly Story Time on their page.
- Organized a Food Drive in coordination with the “Love Your Neighbor” campaign for MJ Food Bank.

Volunteers/Programming/Fundraising (Barbara and Kim)

- Printed, stuffed and mailed business fundraising letter.
- Logged almost 200 patron donations; printed, stuffed, addressed and mailed thank you letters.
- Hosted 8 Donegal juniors who are part of the Lancaster Chamber’s “Women in Business”
- Brought another new volunteer on board.
- Dave Schell, MSMJ, and I discuss edonline ticket sale software. System IT to install new application.
- Set up and worked at Donor Appreciation.
- Interviewed by Merchandiser staff for the 3-part “My Hometown” program series.
- Continued meetings for Birthday Bash and Benefit Auction.

Mount Joy Borough

Zoning & Code Department

REPORT

To: Borough Council; Borough Manager

From: Stacie Gibbs- Zoning, Codes and Planning Administrator

Date: April 2019

Re: April 2019 Zoning, Code and Planning Report

UPDATES

- Laurel Harvest Labs: Application has been resubmitted to the State.
- The Mount Joy Borough Planning Commission took no action to make changes to the Official Map.
- Kick off meeting for the Complete Streets Implementation Guide funding grant at the Lancaster County Planning Commission took place on May 3, 2019.

REPORT

- Conducted rental inspections.
- Completed right-to-know request (previously working on) +/- 10hours.
- Drafted April 2019 Planning Commission minutes.
- Spoke with and researched numerous potential uses for realtors and interested parties to purchase 228 E. Main Street. All phone calls and meeting notes have been saved to the property file.

MEETINGS

- Attended staff meetings.
- Attended Mount Joy Train Station bi-weekly meetings.
- Attended Council meeting.
- Attended Planning Commission meeting.
- Met with Brian Brubaker and new property owner of 4 Joy Avenue to discuss proposed fence location.

- Met with H & R Transload, staff and owners of 208 S. Market Avenue as the owners came in to speak about the proposal from H & R Transload previously.
- Met with owners of 26 W. Main Street and CCIS to discuss ADA ramp.
- Met with owner and staff at 522 Creekside Lane to discuss possibly moving his fence as it relates to existing SW easement.
- Met with Todd Smeigh, DC Gohn and staff to discuss the Lancaster Career and Technology Center (LCCTC) vacant land in the Borough.
- Met with owner at 313 Chocolate Ave., and Dave to look at her sump pump discharge location at her request.
- Met with property owner of 550 Clay Alley to discuss and review plans for new home.

TRAINING

- 4/11/19-Completed Part 2 of the Complete Streets Webinar Series. Why Complete Streets Are Important - What They Are and What They Are Not Session 2: Best Practices.
- 4/18/19 – Completed Part 3 of the Complete Streets Webinar Series. Why Complete Streets Are Important - What They Are and What They Are Not Session 3: Complete Streets Planning and Policies.

MOUNT JOY BOROUGH-Violations: " 4/1/2019 - 4/30/2019

APRIL 2019 CODE REPORT

Property
Closed

Total number of Closed Property Violations: 44

Open

Total number of Open Property Violations: 31

Streets/Side
Open

Total number of Open Streets/Side Violations: 1

76

MOUNT JOY BOROUGH-MultiSelect Permits App Date: 4/1/2019 - 4/30/2019

APRIL 2019 ZONING AND CONSTRUCTION PERMIT REPORT

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee
Building						
Pending						
190615	4/25/2019		DONEGAL BUSINESS & PROF CTR ET AL	432 S ANGLE ST	Renovations for tenant fit-out	\$195.00
					Total 1	\$195.00
Above ground pool						
Active						
190607	4/23/2019	5/1/2019	KARICHNER ELIZABETH A KARICHNER G	342 CHOCOLATE AVE	Install above ground pool with deck	\$40.00
Pending						
190593	4/12/2019		RUPP MARK W & MERILYNN	640 UNION SCHOOL RD	Above-ground pool	\$40.00
					Total Above ground pool 2	\$80.00
Com-Renovations						
Active						
190598	4/17/2019	4/23/2019	FOX CHAPEL PUBLISHING	903 SQUARE ST	Renovations	\$1,015.00
Complete						
190580	4/4/2019	4/9/2019	H&R TRANSLOAD LLC	900 SQUARE ST	Install new elevator	\$255.00
					Total Com-Renovations 2	\$1,270.00
porch roof						
Active						
190604	4/22/2019	4/30/2019	BRUBAKER ROBERT J BRUBAKER SHERRY	478 CHARTER LN	Install new roof to house and expand de	\$65.00
					Total porch roof 1	\$65.00
Res-Renovations						
Active						
190581	4/4/2019	4/11/2019	CHAD AND TONYA WINTERS	674 WOOD ST	Fire Renovations to kitchen and upstairs	\$321.00
					Total Res-Renovations 1	\$321.00
SFD						
Pending						
190595	4/17/2019		BYLER BARBARA AND ANTHONY ZAYA	550 CLAY ALY	New single family Dwelling	\$689.00
					Total SFD 1	\$689.00
					Total Building 8	\$2,620.00
ROW						
Repair						
Active						
190592	4/12/2019	4/12/2019	KARICHNER ELIZABETH A KARICHNER G	342 CHOCOLATE AVE	Repair gas leak	
					Total Repair 1	\$0.00
					Total ROW 1	\$0.00
Use						
Use						
Active						
190597	4/17/2019	4/23/2019	FORRY KATHRYN M FORRY JOHN S	51 E MAIN ST	New Business - Kelli's Oil Room	\$60.00
					Total Use 1	\$60.00
					Total Use 1	\$60.00
Zoning						
Active						
190588	4/10/2019	4/10/2019	SCHELL JESSICA	137 COLUMBIA AVE	Install new shed	\$40.00

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee
Zoning						
Total 1						\$40.00
Deck						
Active						
190583	4/9/2019	4/9/2019	CAROL ROSS	1002 ASHWORTH ST	Install decks	\$40.00
190612	4/25/2019	4/25/2019	MARLEY RONALD EUGENE & SHARON V	41 ORCHARD RD	Deck porch and stairs over existing concr	\$40.00
Total Deck 2						\$80.00
Driveway						
Active						
190577	4/2/2019	4/2/2019	FRYE KRISTINE & JOHN AND MARGARET	1041 DONEGAL SPRINGS RD	Expand Driveway	\$40.00
Total Driveway 1						\$40.00
Fence						
Active						
190596	4/17/2019	4/22/2019	TRAVIS AND DAWN FEESER	4 JOY AVE	Install fence and patio	\$40.00
190591	4/12/2019	4/12/2019	MAGGIO NICHOLAS & AMBER MCCRACKE	218 SAGAMORE HL	Install fence	\$40.00
190614	4/25/2019	4/25/2019	PATRICIA LORETO MILTENBURGER	429 S PLUM ST	Install fence	\$40.00
Total Fence 3						\$120.00
Patio						
Active						
190605	4/23/2019	4/23/2019	BITTNER SPENCER E BITTNER KRISTIN L	222 DELTA ST	Install new patio	\$40.00
190602	4/22/2019	4/22/2019	FERRUZZA DAVID J & MARY M	424 COLUMBIA AVE	Install paver patio and walkway	\$40.00
Total Patio 2						\$80.00
Shed						
Active						
190586	4/10/2019	4/10/2019	FREY RODERICK AND CYNTHIA	227 DELTA ST	Install shed	\$40.00
190610	4/24/2019	4/24/2019	FISHER TIMOTHY A	602 MARTIN AVE	Expand shed	\$40.00
Total Shed 2						\$80.00
Tent						
Active						
190575	4/1/2019	4/1/2019	HUMMERS PROPERTIES LLC	410 E MAIN ST	Erect tent for temporary sale of flowers	\$40.00
Total Tent 1						\$40.00
Total Zoning 12						\$480.00
Total Permits: 22						\$3,160.00

BUILDING PERMITS ANALYSIS OF FEES RECEIVED

MONTH	2016	2017	2018	2019
JANUARY	\$ 450.00	\$ 792.00	\$ 496.00	\$ 645.00
FEBRUARY	\$ 1,500.00	\$ 1,196.00	\$ 837.00	\$ 375.00
MARCH	\$ 1,268.00	\$ 4,532.00	\$ 3,729.00	\$ 1,293.00
APRIL	\$ 930.00	\$ 1,190.00	\$ 2,980.80	\$ 3,160.00
MAY	\$ 3,501.00	\$ 5,312.00	\$ 7,371.00	
JUNE	\$ 4,185.00	\$ 1,324.00	\$ 1,295.00	
JULY	\$ 9,363.00	\$ 3,650.00	\$ 10,276.00	
AUGUST	\$ 3,633.00	\$ 1,996.00	\$ 4,237.00	
SEPTEMBER	\$ 1,020.00	\$ 2,046.00	\$ 2,273.00	
OCTOBER	\$ 4,255.00	\$ 4,030.00	\$ 6,431.10	
NOVEMBER	\$ 1,120.00	\$ 6,478.00	\$ 2,027.00	
DECEMBER	\$ 1,923.00	\$ 1,370.00	\$ 593.68	
TOTALS	(\$ 33,148.00 Budgeted \$30,000)	(\$33,916.00 Budgeted \$30,000)	(\$42,546.58 Budgeted \$35,000)	(\$5,473.00 Budgeted \$35,000)

MOUNT JOY BOROUGH-StormWater Permits App Date: 4/1/2019 - 4/30/2019

APRIL 2019 STORMWATER PERMIT REPORT

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee
StormWater						
Exemption						
Active						
190611	4/24/2019	4/24/2019	FISHER TIMOTHY A	602 MARTIN AVE	Expand shed	\$50.00
190608	4/23/2019	5/1/2019	KARICHNER ELIZABETH A KARICHNER G	342 CHOCOLATE AVE	install deck for pool	\$50.00
190606	4/23/2019	4/23/2019	BITTNER SPENCER E BITTNER KRISTIN L	222 DELTA ST	Install new patio	\$50.00
190603	4/22/2019	4/30/2019	BRUBAKER ROBERT J BRUBAKER SHERRY	478 CHARTER LN	Expand Deck	\$50.00
190601	4/22/2019	4/22/2019	FERRUZZA DAVID J & MARY M	424 COLUMBIA AVE	Install paver patio and walkway	\$50.00
190600	4/22/2019	4/22/2019	TRAVIS AND DAWN FEESER	4 JOY AVE	Add patio and concrete	\$50.00
190589	4/10/2019	4/10/2019	SCHELL JESSICA	137 COLUMBIA AVE	Install shed	\$50.00
190587	4/10/2019	4/10/2019	FREY RODERICK AND CYNTHIA	227 DELTA ST	Install shed	\$50.00
190584	4/9/2019	4/9/2019	CAROL ROSS	1002 ASHWORTH ST	Install decks	\$50.00
190578	4/2/2019	4/2/2019	FRYE KRISTINE & JOHN AND MARGARET	1041 DONEGAL SPRINGS RD	Expand Driveway	\$50.00
Total Exemption 10						\$500.00
Total StormWater 10						\$500.00

Total Permits: 10 \$500.00

STORMWATER PERMITS COMPARISON SPREADSHEET

MONTH	2016	2017	2018	2019
JANUARY	X	X	X	\$ 100.00
FEBRUARY	\$50.00	\$ 100.00	\$ 100.00	\$ 200.00
MARCH	\$300.00	\$ 250.00	\$ 325.00	\$ 325.00
APRIL	\$400.00	\$ 250.00	\$ 200.00	\$ 500.00
MAY	\$550.00	\$ 300.00	\$ 350.00	
JUNE	\$550.00	\$ 300.00	\$ 250.00	
JULY	\$375.00	\$ 350.00	\$ 375.00	
AUGUST	\$325.00	\$ 400.00	\$ 150.00	
SEPTEMBER	\$500.00	\$ 300.00	\$ 50.00	
OCTOBER	\$675.00	\$ 275.00	\$ 200.00	
NOVEMBER	\$250.00	\$ 100.00	\$ 50.00	
DECEMBER	\$100.00	X	\$ 50.00	
TOTALS	(\$4,025.00 Budget \$2,500.00)	(\$ 2,625.00 Budget \$2,500.00)	(\$2,100.00 Budgeted \$2,500.00)	(\$1,125.00 Budgeted \$2,000.00)

MOUNT JOY BOROUGH-ROW Permits App Date: 4/1/2019 - 4/30/2019

APRIL 2019 STREET OPENING PERMIT REPORT

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee	
ROW							
Repair							
Active							
190592	4/12/2019	4/12/2019	KARICHNER ELIZABETH A KARICHNER G	342 CHOCOLATE AVE	Repair gas leak	\$75.00	
						Total Repair 1	\$75.00
						Total ROW 1	\$75.00
						Total Permits: 1	\$75.00

STREET OPENING PERMITS COMPARISON SPREADSHEET

MONTH	2016	2017	2018	2019
JANUARY	\$ 50.00	\$ 50.00	\$ 375.00	\$ 300.00
FEBRUARY	\$100.00	X	\$ 75.00	\$ 150.00
MARCH	\$450.00	\$ 50.00	\$ 130.00	X
APRIL	\$ 50.00	\$100.00	X	\$ 75.00
MAY	\$ 50.00	X	\$ 225.00	
JUNE	\$100.00	\$150.00	\$ 75.00	
JULY	\$150.00	\$100.00	\$ 150.00	
AUGUST	\$ -	\$ 50.00	\$ 300.00	
SEPTEMBER	\$ -	\$ 50.00	\$ 150.00	
OCTOBER	\$ -	\$150.00	\$ 75.00	
NOVEMBER	\$ 50.00	X	\$ 300.00	
DECEMBER	\$100.00	\$ 50.00	\$ 225.00	
TOTALS	(\$1,100.00 Budgeted \$1,000.00)	(\$750.00 Budgeted \$1,000.00)	(\$2,080.00 Budgeted \$1,000)	(\$525.00 Budgeted \$1,300)

MOUNT JOY BOROUGH-Rental Permits App Date: 4/1/2019 - 4/30/2019

APRIL 2019 RENTAL LICENSE REPORT

PermitNo	App Date	Issue Date	Owner	Project Addr	Descript	Fee
Rental						
2019 Residential Rental						
Active						
190594	4/16/2019	4/16/2019	KAZDA CRAIG KAZDA ERIC D	230 LAKESIDE XING	230 LAKESIDE CROSSING	\$50.00
190590	4/11/2019	4/11/2019	AMATO DARIO	443 S PLUM ST	443 s plum	\$50.00
190585	4/10/2019	4/10/2019	HOUSER DEBORAH A	209 W MAIN ST	209 W MAIN STREET	\$50.00
190582	4/9/2019	4/9/2019	LSF9 MASTER PARTICIPATION TRUST C/	65 W DONEGAL ST	65 W DONEGAL STREET	\$50.00
190579	4/2/2019	4/2/2019	LISA SAYLOR	5 N HIGH ST	5-7 N HIGH ST	\$200.00
190576	4/1/2019	4/1/2019	RODGERS DAVID & LUCY	213 KEINATH ST	213 KEINATH ST	\$50.00
Total 2019 Residential Rental 6						\$450.00
Total Rental 6						\$450.00
Total Permits: 6						\$450.00

RENTAL LICENSES COMPARISON SPREADSHEET

MONTH	2016	2017	2018	2019
JANUARY	\$ 700.00	\$ 7,600.00	\$ 23,600.00	\$ 32,100.00
FEBRUARY	\$25,850.00	\$26,800.00	\$ 29,650.00	\$ 18,375.00
MARCH	\$31,750.00	\$31,350.00	\$ 14,250.00	\$ 17,650.00
APRIL	\$ 3,500.00	\$ 2,900.00	\$ 1,050.00	\$ 450.00
MAY	\$ 3,850.00	\$ 50.00	\$ 150.00	
JUNE	\$ 750.00	\$ 50.00	\$ 100.00	
JULY	\$ 500.00	\$ 100.00	\$ 150.00	
AUGUST	\$ 50.00	\$ 250.00	\$ 400.00	
SEPTEMBER	\$ 150.00	\$ 150.00	\$ 200.00	
OCTOBER	\$ 200.00	\$ 50.00	\$ 100.00	
NOVEMBER	\$ 100.00	X	X	
DECEMBER			X	
TOTALS	\$67,400.00 (Budgeted \$62,000.00)	\$69,300.00 (Budgeted \$65,000.00)	\$69,700+ \$725 late fees = \$70,425 (Budgeted \$68,000)	\$68,575.00 + \$900.00= \$69,475 late fees (Budgeted \$70,000)

MOUNT JOY BOROUGH Inspections by STACIE GIBBS: 4/1/2019 - 4/30/2019

APRIL 2019 CODE OFFICER RENTAL INSPECTION REPORT

Type / No / TaxNo / Subtype / Task / Notes	Pass/Fail/Comp Fee	Inspector	Date
Tenant - Property			
617 W MAIN ST APT B - Tenant - Property		4506678100000	
Tenant Space	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> SG		4/16/2019
1 CO Detector 1 smoke in basement			
202 E MAIN ST APT 4 - Tenant - Property		4509017600000	
Tenant Space	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> SG		4/3/2019
replace fire extinguisher investigate cause of bubbling plaster in living room wall area and ceiling and make repairs as needed.			
202 E MAIN ST APT 2 - Tenant - Property		4509017600000	
Tenant Space	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> SG		4/3/2019
202 E MAIN ST APT 3 - Tenant - Property		4509017600000	
Tenant Space	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> SG		4/3/2019
Repair roof area above laundry and replace ceiling tile.			
202 E MAIN ST APT 1 - Tenant - Property		4509017600000	
Tenant Space	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> SG		4/3/2019
206 N BARBARA ST - Tenant - Property		4503433500000	
Tenant Space	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> SG		4/23/2019
68 E MAIN ST APT 3 - Tenant - Property		4502022500000	
Tenant Space	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> SG		4/10/2019
Change in tenant inspection revealed: 10-year lithium smokes needed in living room, 2 bedrooms and upstairs fire extinguisher upstairs egress door took a few minutes to open that leads to rear porch and stairway. Needs to be repaired so easily openable in emergency. Electrical outlet in bedroom next to baseboard has a charge but not working properly.			
68 E MAIN ST APT 3 - Tenant - Property		4502022500000	
Tenant Space	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> SG		4/17/2019
134 E MAIN ST - Tenant - Property		4508177800000	
Tenant Space	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> SG		4/17/2019
Total Inspections: 9			



**BOROUGH OF MOUNT JOY
STORMWATER MANAGEMENT REPORT**

TO: Mount Joy Borough Council

FROM: Dave Salley, Stormwater Enforcement Officer

DATE: May 1, 2019

RE: Stormwater Management Report for April 2019

Stormwater/Public Works:

- Annual MS4 reporting
- Met with contractors for DEP BMP grant projects and scheduling repairs
- Met with contractor for a quote for Grandview Bioswale grading and hydroseeding
- Green Infrastructure seminar pertaining to funding sources, maintenances of green infrastructure, and changing landscapes for parks
- Review 550 Clay Alley building proposal
- Stormwater complaint responses
- Review sidewalk/street plans with resident and business owner
- Meeting w/ ARRO discussing Locust Ln detention basin issues and options
- Meeting w/ DEP discussing comments on the Borough's Pollution Reduction Plan
- Meeting w/ H&R Transload and their future plans
- Little Chiques wildflower meadow spraying
- Street walkthrough at the Lakes for dedication
- Meeting w/ resident to discuss fence installation and stormwater easement
- Attended PEMA press conference
- Three-week Complete Streets webinar series
- Meeting w/ DC Gohn and Gus to discuss curb installation
- Mowing and park maintenance
- Compost Site discussion with Mount Joy Township
- Connectivity, complete streets, and sidewalk discussion w/ representative from PennDOT Connects
- Discussion w/ DC Gohn about future development at LCCTC

Activities:

- Attended Public Works Committee
- Attended Council meeting
- Attended Staff meeting
- Attended Train Station meeting
- CCWA meeting

CHIQUES CREEK WATERSHED ALLIANCE 2019 WATERSHED EXPO



This year's Watershed Expo is a featured event in the Lancaster County Conservancy's Water Week!

JUNE 5, 2019

5:30 - 8:00 PM

Manheim Farm Show

502 East Adele Avenue, Manheim

Exhibitors including:

- PA Fish and Boat Commission
- Lancaster Co. Solid Waste Mgt. Auth.
- Lancaster Environmental Center
- Lancaster Co. Conservation District
- Penn State Ag. and Environ. Center
- Lancaster County Beekeepers Society
- Lancaster Farmland Trust

...and many others!

Live music by Songsmith!

FREE ICE CREAM AND DRINKS!!

Bring the whole family for a fun, educational evening! Explore the creek at the Manheim Farm Show. Launch water balloons. Paint a rain barrel. Check out some creek creatures. Make a fish print t-shirt. Try the Collect-a-Stamp challenge. See fish up close!

Expo highlights include:

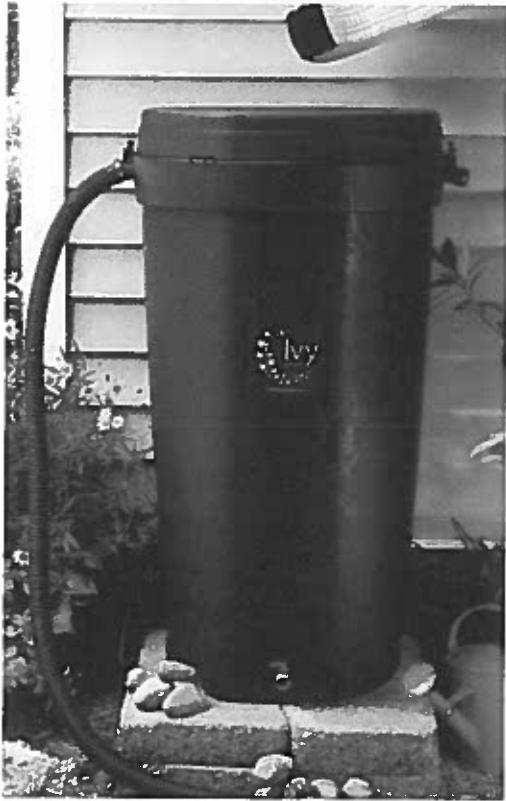
- Rain barrel painting and raffle
- Tesla electric car display
- Home composting workshop
- Creepy crawly creatures
- Water balloon slingshot
- Streambank fencing exhibit
- A model rain garden
- Plant giveaway
- Fly fishing demonstration
- Well water protection
- Beekeeping display
- Spotted Lanternfly and West Nile Virus information
- Electrofishing demonstration
- Food available for purchase
- FREE ice cream and drinks courtesy of Kreider Farms
- FREE reusable shopping bag



Come learn about your watershed!

Chiques Creek Watershed Alliance
971 North Colebrook Road, Manheim, PA
(717) 665-3827 chiquescreekwatershed.org
Check us out on Facebook!
WE ALL LIVE DOWNSTREAM!

Rain Barrel Sale!!!



Top Four Reasons to Harvest Rainwater

- Protect our rivers and streams from runoff pollution
 - Use rainwater to grow healthy and lush plants
 - Supplement your water supply
- Rainwater is a free resource that's easy to harvest and use!
 - You can reduce your water bill
- You'll have a fresh, green way to wash your cars and pets
- You'll be an inspiring example of environmental stewardship

If you are interested in purchasing a rain barrel. Please contact David Salley by phone 717.653.8226 or email: dsalley@mountjoypa.org

Supply is limited!!!

For a limited time purchase your Classic Black 50-gallon Ivy Rain Barrel at a discounted price

\$75.00

EVENTS TO ATTEND

Lancaster Native Plant & Wildlife Festival
April 27, 2019
9 AM
Manheim Township Public Library



Chiques Creek Watershed Expo
June 5, 2019
5:30 - 8 PM





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

TO: Sam Sulkosky, Borough Manager

FROM: Dennis Nissley, Public Works Director

DATE: May 1, 2019

RE: Public Works Department Activities for April 2019

Following is a list of activities for the Public Works Department for April 2019:

- Parks – Cleaning up parks
- Parks - Weed spraying
- Parks – Provide park inspection service to Mount Joy Township
- Parks/PW – Mowing
- PW – Sinkhole repairs, Columbia Ave, and School Lane
- PW – Street sweeping
- PW – Pothole repair
- Stormwater – Clean out and replace rip rap at discharge areas
- Stormwater – Repair stormwater inlets
- Signs – Replacement and repairs as needed
- Compost Site – Screen mulch and topsoil
- Compost Site – Haul dirt to landfill
- Attend Borough Council meeting and Public Works meeting
- Attend various staff meetings
- Attend Green Infrastructure workshop conducted by PRPS at State College
- Conduct interviews for open Parks/PW maintenance technician position
- Conduct interview for seasonal parks maintenance technician position
- Meet with DEP and Nate Merkel from ARRO to review PRP questions
- Meet with Mount Joy Township to discuss compost site availability
- Meet with owner of H&R Transload and neighboring property owner to discuss changes
- Meet with various property owners to address sidewalk questions
- Address curbing requirements at Gus's restaurant
- Participate in street inspection at The Lakes
- Watch Complete Streets webinar
- Provide information and meet with ARRO to develop specifications for Florin Station roof bidding documents
- Attend Restore PA media event at Borough basin

- Meet with Todd Smeigh to discuss future development at LCCTC.
- Attend APWA meeting – topic was Wood Carpet for playgrounds
- Meet with Nate Merkel from ARRO and contractors for swale projects to discuss status of completing projects.
- Meet with property owner to discuss new house plans on Clay Alley
- Meet with ARRO to review sinkholes in Locust Lane stormwater basin

To: Mayor Bradley, Mount Joy Borough Councilors & Samuel Sulkosky, Borough Manager

From: Joseph Ardini

April 2019 Authority Administrator Report

1. Water Plant Project:

- The contractor completed paving at the water plant and compost facility, grading of the relocated driveway was also started.
- PA DEP conducted a final walkthrough of the facility and well site, we are awaiting the issuance of an operating permit.
- East Donegal Township issued the certificate of occupancy permit for the facility.
- ARRO will be contacting Stacie Gibbs for the completed building permit at the well building.
- General Contractor continues to work on punch list items prior to the 21-day startup of the facility.

2. Nitrate Resin Replacement Project at the Carmany Road Water Plant:

- Authority received the operating permit from PA DEP to place the first refurbished nitrate unit on-line.
- Contractor began work on nitrate unit #2, the vessel was drained, and media removed.
- Minor repairs were done to the vessel, interior painting was completed, and water samples were taken for analysis.

3. The Authority adopted the 2019-2020 operating budgets for water & sewer which become effective May 1, 2019.

4. At the April 1, 2019 Authority meeting, the board approved increases to the water and sewer rate schedules. The increases will take effect with the second quarter billing in 2019. The charges on an average quarterly residential bill of 12,000 gallons is currently \$192.96 the charges will adjust to \$203.04 with the increase. This is a quarterly increase of \$10.08 for water and sewer services.



**BOROUGH OF MOUNT JOY
MEMORANDUM**

TO: Public

FROM Samuel Sulkosky, Borough Manager

DATE: May 2, 2019

RE: May 6, 2019 Manager's Report

Administration:

- PLGIT – Current yield as of 03-27-2019 is 2.51%.

Marietta Avenue Pedestrian Project: Received final ROW plans from Secretary of Transportation.

Jacob Street Bridge: Contractor on site in June 2019.

Other Items of Note:

- Public Works Committee meeting.
- Public Safety Committee meeting.
- County manager's meeting.
- Gannett Fleming meeting.
- Interstate Acquisition Services – final meeting on Marietta Avenue Pedestrian Project.
- SVEMS – Crisis in EMS.
- Chamber of Commerce.
- Senator Aument's Town Hall.
- PEMA Media Event.
- EDC of Lancaster County.
- LCPC Places2040 meeting.
- Trout Ebersole and Groff – Borough Audit.
- Worked on HMGP, FMP and GTRP Grants.

Borough of Mount Joy

Lancaster County, Pennsylvania

Resolution No. 13-19

Be it RESOLVED, by the authority of the Borough of Mount Joy
(Name of Political Subdivision)

Lancaster County, Pennsylvania (Name of County) hereby request a Greenways,
Trails and Recreation Program (GRTP) of \$ up to \$250,000 from the PA
Department of Community & Economic Development to be used for Pedestrian Walkways and
Borough Parks Improvements with the local 15% match

Be it FURTHER RESOLVED, that the Applicant does hereby designate Samuel Sulkosky,
Borough Manager (Name and Title) and/or William A. Hall, Council President (Name and
Title) as the official(s) to execute all documents and agreements between the Borough of
Mount Joy (Name of Applicant) and the Pennsylvania Department of Community &
Economic Development to facilitate and assist in obtaining the requested grant.

I, Samuel Sulkosky qualified Borough Secretary of the Borough of Mount
Joy (Name of Applicant), Lancaster County, PA (Name of County) hereby
certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority
vote of the Mount Joy Borough Council (Governing Body) at a regular meeting held
May 6, 2019 (Date) and said Resolution has been recorded in the Minutes of the Borough
of Mount Joy (Applicant) and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough
of Mount Joy, PA, this 6th day of May 2019.

ATTEST

Borough Secretary
President

Borough Council

(BOROUGH SEAL)

GREENWAYS, TRAILS AND RECREATION PROGRAM (GTRP)

Program Guidelines | January 2019

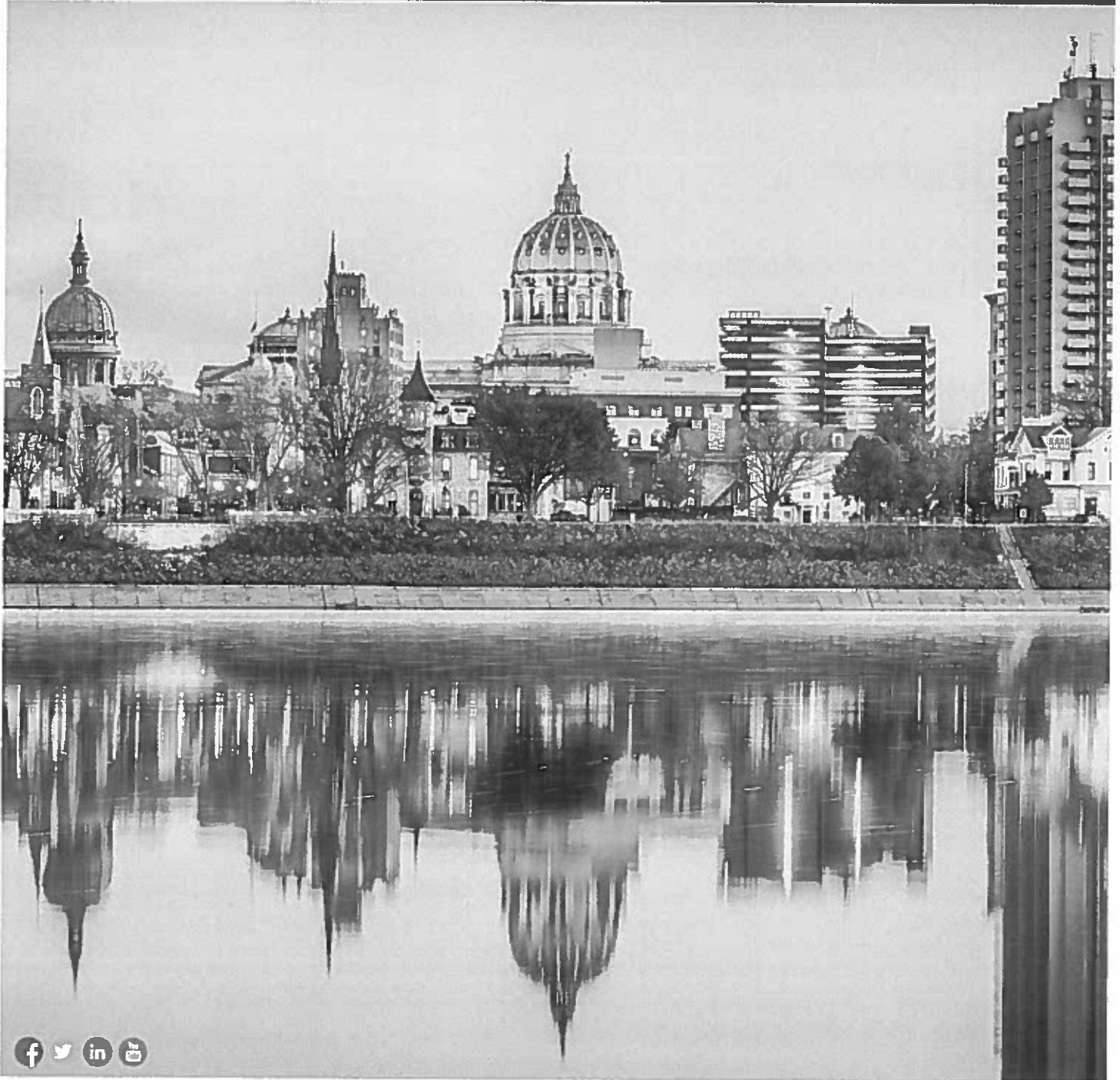


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Section I – Statement of Purpose

Act 13 of 2012 establishes the Marcellus Legacy Fund and allocates funds to the Commonwealth Financing Authority (the “Authority”) for planning, acquisition, development, rehabilitation and repair of greenways, recreational trails, open space, parks and beautification projects.

Section II – Eligibility

A. Eligible Applicants

Any of the following entities may apply for a grant under Greenways, Trails and Recreation Program (GTRP):

1. **Municipality** – Any county, city, borough, incorporated town, township or home rule municipality.
2. **Councils of Governments** – An entity organized by units of local government under an intergovernmental agreement, which provides cooperative planning, coordination and technical assistance to its member governments on issues of mutual concern that cross jurisdictional lines, and which does not act under the direction and control of any single member government.
3. **Authorized Organization** – An entity involved in research, restoration, rehabilitation, planning, acquisition, development, education or other activities, which furthers the protection, enhancement, conservation, preservation or enjoyment of this commonwealth’s environmental, conservation, recreation or similar resources. The organization must be a tax-exempt institution under section 501(c) (3) of the Internal Revenue Code of 1986 (Public Law 99-514, 26 U.S.C. § 501(c) (3)) and registered with the Bureau of Charitable Organizations or an educational institution involved in these authorized activities or a municipal authority.
4. **Institution of Higher Education** – An entity that is an accredited university, college, seminary college, community college or two-year college.
5. **Watershed Organization** – An entity recognized by the PA Department of Conservation and Natural Resources (DCNR) or the PA Department of Environmental Protection (DEP) that was established to promote local watershed conservation efforts in an identified watershed.
6. **For Profit Businesses** – other than “producers” of natural gas as defined in Act 13.

B. Eligible Projects

Eligible projects under the GTRP include:

1. **Public Park and Recreation Areas** – These projects involve the rehabilitation and development of public indoor and/or outdoor park, recreation and conservation areas and facilities. Parks and recreation areas are areas of land and/or water, for use as a neighborhood, community or regional public park and recreation site. Property may be acquired for active and/or passive recreation use to create new park and recreation areas and/or expand existing recreational sites.

2. **Greenways and Trails** – These projects involve the renovation and development of linear public facilities, such as bicycle, walking, equestrian, snowmobile, and nature trails; passive recreation areas; riparian forest buffers; wetland boardwalks; observation decks. Related support facilities including: access roads, parking areas, walks, comfort station, lighting, landscaping, and signage are also eligible. Greenways are areas of land and/or water which provides a linear recreation, conservation, or open space corridor along a natural or man-made feature.

Trails are designated land and/or water corridor with public access that provides recreation and/or alternative transportation opportunities to motorized and/or non-motorized user of all ages.

3. **Rivers Conservation** – These projects enhance rivers, streams, and watersheds for recreational purposes.

C. Eligible Use of Funds

Funds may be used by the applicant to pay for any of the following project costs:

1. **Development, Rehabilitation and Improvement** of public parks, indoor and outdoor recreation facilities, trails, greenways, and watershed implementation projects to include:
 - a. Construction activities. Construction contingencies are limited to 5% of actual construction costs.
 - b. Fixed equipment
 - c. The clearing and preparation of land.
 - b. Environmental site assessment.
 - c. Related engineering, design, and inspection costs not to exceed 10% of grant award.
 - d. Professional services including services, such as land surveying, preparation of bid documents, construction inspection, archaeological surveys, land surveys, PNDI surveys, appraisals etc.
 - e. Settlement cost, acquisition projects only.
 - f. Administrative costs of the applicant necessary to administer the grant. Administrative costs will include advertising, legal, and audit costs as well as documented staff expenses. Administrative costs shall not exceed 2% of the grant.
2. **Planning Projects** that “lay the groundwork” for future land acquisition, development and/or management of parks, recreational facilities, critical habitat, open space, natural areas, greenways, motorized and non-motorized trails and river/watershed corridors. Planning projects also include the development of business plans for expansion or establishment of outdoor recreation businesses.
3. **Acquisition** of land, easements, or rights of way for park and recreation areas, natural areas, greenways, trails, river/watershed conservation, critical habitat conservation and/or open space.

Natural areas are areas of land and/or water, which are important in preserving flora, fauna, native ecological systems, and geological, natural, historical, open space, scenic or similar features of scientific or educational value.

Critical habitats are areas of land and/or water which provides habitat for rare, threatened or endangered plant and animal species or ecological or natural communities which are at risk of destruction or substantial degradation.

Ineligible costs include but are not limited to public relations, outreach, communications, lobbying, litigation, fees for securing other financing, interest on borrowed funds, application preparation fees and other costs incurred prior to the approval of grant funds.

Section III – Program Requirements

A. Applicant Cost Share Requirements

Projects require a 15% local cash match of the total project cost or cash equivalents for the appraised value of real estate. If using the value of real estate as match, **an appraisal not older than 1 year will be required.** Match commitment documentation is required to be provided along with the application (see Appendix 1, Exhibit 3).

B. Planning and Permit Requirements

All recipients of funding under GTRP will be required to secure all necessary planning and permit approvals for the project from the federal, state, and local governments prior to disbursement of funds.

C. Other Requirements

1. Conflicts of Interest

An officer, director, or employee of an applicant who is a party to or who has a private interest in a project shall disclose the nature and extent of the interest to the governing body of the applicant and may not vote on any action of the applicant concerning the project, nor participate in the deliberations of the applicant concerning the project.

2. Nondiscrimination

No assistance shall be awarded to an applicant under this program unless the applicant certifies that the applicant shall not discriminate against any employee or against any person seeking employment by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the Pennsylvania Human Relations Act, which prohibits discrimination on the basis of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, or in violation of any applicable federal laws. All contracts for work to be paid with grant funds must contain the commonwealth's official nondiscrimination clause.

3. Project Records

The applicant must maintain full and accurate records, retained as Daily Activity Logs, with respect to the project and must ensure adequate control over related parties in the project. The Authority requires access to such records, as well as the ability to inspect all work, invoices, materials, and other relevant records at reasonable times and places in order to authorize daily activities and expenditures. Upon request of the Authority, the applicant must furnish all data, reports, contracts, documents, and other information relevant to the project.

4. Pennsylvania Prevailing Wage Act

All of the construction work associated with the project may be subject to the Pennsylvania Prevailing Wage Act, as determined by the Pennsylvania Department of Labor and Industry.

5. Certification of Expenses

The applicant shall sign a payment request form certifying that the expenses were incurred and were in accordance with the scope of work approved by the CFA. In lieu of a formal project audit and prior to final closeout of the grant agreement, the applicant shall be required to submit copies of all canceled checks verifying the expenditure of the Greenways, Trails and Recreation Program proceeds. Bank statements may also be submitted if electronic payment of the expenditure occurred.

6. Bidding Requirements

Applicants must comply with all applicable federal, state, and local laws and regulations dealing with bidding and procurement.

7. Control of Property, Deed Restrictions and Public Access

The applicant must demonstrate control of the property that will be developed, rehabilitated or for which a Site Development Drawing will be completed. All facilities and property funded must be accessible to the public for uses consistent with the purposes for which it was acquired.

8. Guideline Provisions

The GTRP guideline provisions may be modified or waived by the Authority unless otherwise required by law.

D. Fees

The Commonwealth Financing Authority charges a \$100 non-refundable application fee for Greenways, Trails and Recreation Program applications. The application fee must be paid electronically by credit or debit card through our secure, third-party vendor. Payment of the application fee must be completed prior to the certification and submission of the Electronic Single Application. Detailed payment instructions will be provided on the Certification Tab of the Electronic Single Application once all required fields have been completed.

Section IV – Grants

1. Grants shall not exceed a total of \$250,000 for any project.
2. Commencement of work prior to receiving authority approval will result in the project being ineligible for consideration.
3. To be eligible for reimbursement, project costs must be incurred within the time frame established by the grant agreement.

Section V – Application Procedures

1. To apply for funding, the applicant must submit the electronic on-line PA Department of Community and Economic Development Single Application for Assistance located at www.esa.decd.state.pa.us. Required supplemental information outlined in Appendix I of these guidelines must be attached electronically to the application as directed on the Addenda tab. For technical inquiries regarding the submission of the on-line application, contact the Customer Service Center at (800) 379-7448 or (717) 787-3405. Once submitted, please print one (1) copy of the application, including the required supplemental information, and mail to:

PA Department of Community and Economic Development
Office of Business Financing – CFA Programs Division
Greenways, Trails and Recreation Program
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Please reference the application ID number on any documents sent with the signature page.

2. Applications will be accepted between February 1st and May 31st of each year. All applications and required supplemental information must be received by May 31st.

Section VI – Application Evaluation

All applications for financial assistance will be reviewed by the Authority in conjunction with the PA Department of Community and Economic Development and the PA Department of Conservation and Natural Resources to determine eligibility of the proposed project as well as the competitiveness of the proposal. Applications are evaluated on a competitive basis using the following criteria:

1. The economic conditions of the region where the project is located.
2. The level of matching investment.
3. Regional nature of the project.
4. Local financial support.
5. Project readiness.
6. Current availability of greenway, recreational, and trail facilities in the area.
7. Financial need.

Section VII – Procedure for Accessing Funds

Following approval of an application by the Authority, a grant agreement and commitment letter will be issued by the Authority to the applicant explaining the terms and conditions of the grant. The grant agreement and commitment letter must be signed and returned to the Authority within 45 days of the date of the commitment letter or the offer may be withdrawn by the Authority.

The applicant shall obtain the services of a professional engineer, architect, or landscape architect licensed in Pennsylvania who will certify to the Authority during construction that the expenses were incurred and were in accordance with plans approved by the Authority. The Authority will release funds to the applicant at not less than 30-day intervals.

Section VIII – Program Inquiries

Program inquiries should be directed to:

PA Department of Community and Economic Development
Office of Business Financing – CFA Programs Division
Greenways, Trails and Recreation Program
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Telephone: (717) 787-6245
Fax (717) 772-3581
E-mail: ra-decdsitedvpt@pa.gov

These guidelines can also be accessed online at dced.pa.gov

Appendix I – Supplemental Information

In addition to completing the PA Department of Community and Economic Development Single Application for Assistance, please include the following items when applying for a grant under GTRP:

- Exhibit 1** Provide a narrative which discusses all of the following: (a) a description of the project; (b) the specific location of the project area; (c) current owner of the project site; (d) whether the project is consistent with an existing county or local comprehensive plan; (e) whether the project will result in a substantiated positive economic development impact; (f) the historical and proposed use of land served by the project; (g) the estimated start and end dates of construction; (h) the names of the municipalities that will participate in and benefit from the project; (i) a description of the existing greenways, recreational, or trail facilities in the area to be served by the project.
- Exhibit 2** A statement as to the estimated cost of the project. The estimate must be prepared by an engineer or other qualified professional and should be accompanied where appropriate by copies of the signed bid/quotations, contractor estimates, sales agreements or other documentation that verify project cost estimates.
- Exhibit 3** Funding commitment letters from all other project funding sources if applicable (including match and equity commitments). Letters should include the term, rate and collateral conditions and must be signed and dated. **If using the value of real estate as match, an appraisal not older than 1 year will be required.**
- Exhibit 4** A color-coded map detailing the location of the proposed project.
- Exhibit 5** The most recent financial statements of the applicant. Financial statement should include balance sheets, income statements, and notes to financials.
- Exhibit 6** A statement as to the amount of grant funding requested.
- Exhibit 7** A list of all state, federal, and local planning and permit approvals required for the project.
- Exhibit 8** A letter from the appropriate planning agency certifying that the proposed project is in compliance with the comprehensive land use plans.
- Exhibit 9** Public sector applicants, provide a resolution duly adopted by the applicant's governing board formally requesting the grant, designating an official to execute all documents, describing briefly the project scope, and identifying the grant amount (see Appendix II for a Sample Resolution).
- Exhibit 10** For acquisition projects, provide a copy of the sales agreement or easement accompanied by an appraisal prepared by either a Member, Appraisers Institute (MAI) formerly Institute of Real Estate Appraisers or a PA State Certified Appraiser.
- Exhibit 11** For all applicants, provide copies of notifications provided to county and municipal governing bodies advising them of the proposed project.
- Exhibit 12** For Authorized Organizations who are using grant funds for acquisition, provide copies of written consent from the county and municipality in which the land is situated.

Appendix II – Authorized Official Resolution

Be it RESOLVED, that the _____ (Name of Applicant) of _____ (Name of County) hereby request an Greenways, Trails and Recreation Program (GTRP) grant of \$ _____ from the Commonwealth Financing Authority to be used for _____.

Be it FURTHER RESOLVED, that the Applicant does hereby designate _____ (Name and Title) and _____ (Name and Title) as the official(s) to execute all documents and agreements between the _____ (Name of Applicant) and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, _____, duly qualified Secretary of the _____ (Name of Applicant), _____ (Name of County) _____, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the _____ (Governing Body) at a regular meeting held _____ (Date) and said Resolution has been recorded in the Minutes of the _____ (Applicant) and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the _____ (Applicant),

this ____ day of ____, 20__.

Name of Applicant

County

Secretary

BOROUGH OF MOUNT JOY
Lancaster County, Pennsylvania

RESOLUTION NO. 14-19

WHEREAS, the Borough of Mount Joy has authority to authorize the purchase of goods and services by use of Procurement Cards; and

WHEREAS, PFM Financial Services LLC (“PFM”) has agreed to administer, on behalf of participating local governments and schools in the State of Pennsylvania, a Procurement Card system. The Procurement Cards will be issued to individual authorized employees of the Borough, by Bank of Montreal, a Canadian chartered bank with a branch at 115 South LaSalle Street, Chicago, IL 60603, with established limits and purpose; and

WHEREAS, it is the desire of the Borough of Mount Joy to enable each authorized individual employee to procure authorized supplies and other products for Borough of Mount Joy purposes in order to facilitate creative pedagogical and governmental processes and efficient Borough of Mount Joy operations; and

WHEREAS, it is the desire of the Borough of Mount Joy to reduce the economic burden on the resources of the Borough of Mount Joy by increasing efficiency and reducing the administrative costs of the Borough of Mount Joy and to respond to the exigencies of the day-to-day operations in accordance with the procurement process as established by Pennsylvania Statutes; and

WHEREAS, the Borough of Mount Joy recognizes that the Procurement Card is neither a substitute for public bidding nor the Borough of Mount Joy’s existing procurement program, and that the Procurement Card Program is not being implemented for the purpose of bid splitting and/or the avoidance of the statutorily mandated public bidding process; and

WHEREAS, the Borough of Mount Joy recognizes the economic and financial savings and benefits to be gained by establishing an electronic Procurement Card system and sponsors and endorses the Corporate MasterCard Procurement Card Program;

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

1. The Borough Manager is authorized to enter into an Agreement with Bank of Montreal to secure Procurement Cards for each authorized employee of the Borough of Mount Joy under such terms and conditions as approved by its legal counsel and the Borough of Mount Joy.
2. As a condition precedent to receiving the Procurement Card, each authorized employee shall execute a Procurement Card Use Agreement.
3. As a condition precedent to receiving the Procurement Card, Borough Manager shall establish a monetary limit of authority for each employee’s use of the Procurement Card.
4. As a condition precedent to issuance of a Procurement Card, Borough Manager shall establish in writing purchasing parameters in accordance with the law including but not limited to: (a) a

listing of goods and services which may be procured using the Card; (b) authorized vendors; (c) daily/weekly/monthly/annual monetary Procurement Card limits for each employee recipient of the Procurement Card. Employee recipients shall submit a list of Borough of Mount Joy goods and services to be annually purchased with the card, which shall be approved in writing by Borough Manager.

5. As a condition precedent to receiving the Procurement Card, each employee recipient shall sign an Agreement of Indemnity, which is included in the Procurement Card Use Agreement.
6. The Borough of Mount Joy hereby expressly authorizes the Borough Manager to execute the Member Account Agreement on its behalf.
7. Upon receipt and use of a Procurement Card, the cardholder shall submit receipts and such information as periodically requested by Borough Manager.
8. The Borough Manager shall establish procedures and internal controls to implement this program, to ensure that Procurement Cards are being used only for authorized Borough of Mount Joy business purposes and in compliance with applicable law, and to allow for easily verifiable audits of their use. These procedures and internal controls and any changes thereto shall be submitted to the Borough of Mount Joy at least annually for its review and input.
9. If Borough of Mount Joy has indicated to PFM that the account to be debited in connection with Borough of Mount Joy's use of the Procurement Cards will be an account of Borough of Mount Joy with the Pennsylvania Local Government Investment Trust. Borough of Mount Joy will specify the specific account to PFM, which serves as Administrator of the Pennsylvania Local Government Investment Trust, and PFM is authorized by Borough of Mount Joy to debit such account and make payment to Bank of Montreal in connection with Borough of Mount Joy's use of the Procurement Cards.

BOROUGH OF MOUNT JOY, LANCASTER COUNTY, COMMONWEALTH OF PENNSYLVANIA

I the undersigned, being the duly qualified and Secretary of the Borough of Mount Joy, Commonwealth of Pennsylvania, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the Borough of Mount Joy of said local governments duly called and held on May 6, 2019, so far as such minutes relate to the adoption of a resolution authorizing the issuance of individual procurement cards, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Secretary this 6th day of May, 2019.

Attest: _____
(Assistant) Secretary

By: _____
(Vice) President Borough Council

[BOROUGH SEAL]

Borough of Mount Joy

Lancaster County, Pennsylvania

Resolution No. 15-19

Be it RESOLVED, by the authority of the Borough of Mount Joy
(Name of Political Subdivision)

Lancaster County, Pennsylvania (Name of County) hereby request a Flood Mitigation Program (FMP) of \$ 150,000 (estimate) from the Pennsylvania Department of Community and Economic Development to be used for Mount Joy Borough Storm Water Basin Retrofit

Be it FURTHER RESOLVED, that the Applicant does hereby designate Samuel Sulkosky, Borough Manager (Name and Title) and/or Bill Hall, Council President (Name and Title) as the official(s) to execute all documents and agreements between the Borough of Mount Joy (Name of Applicant) and the Pennsylvania Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

I, Samuel Sulkosky qualified Borough Secretary of the Borough of Mount Joy (Name of Applicant), Lancaster County, PA (Name of County) hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Mount Joy Borough Council (Governing Body) at a regular meeting held May 6, 2019 (Date) and said Resolution has been recorded in the Minutes of the Borough of Mount Joy (Applicant) and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of Mount Joy, PA, this 6th day of May 2019.

ATTEST

Attest: _____
Borough Secretary

Council President

(Borough Seal)

FLOOD MITIGATION PROGRAM

Program Guidelines | January 2019

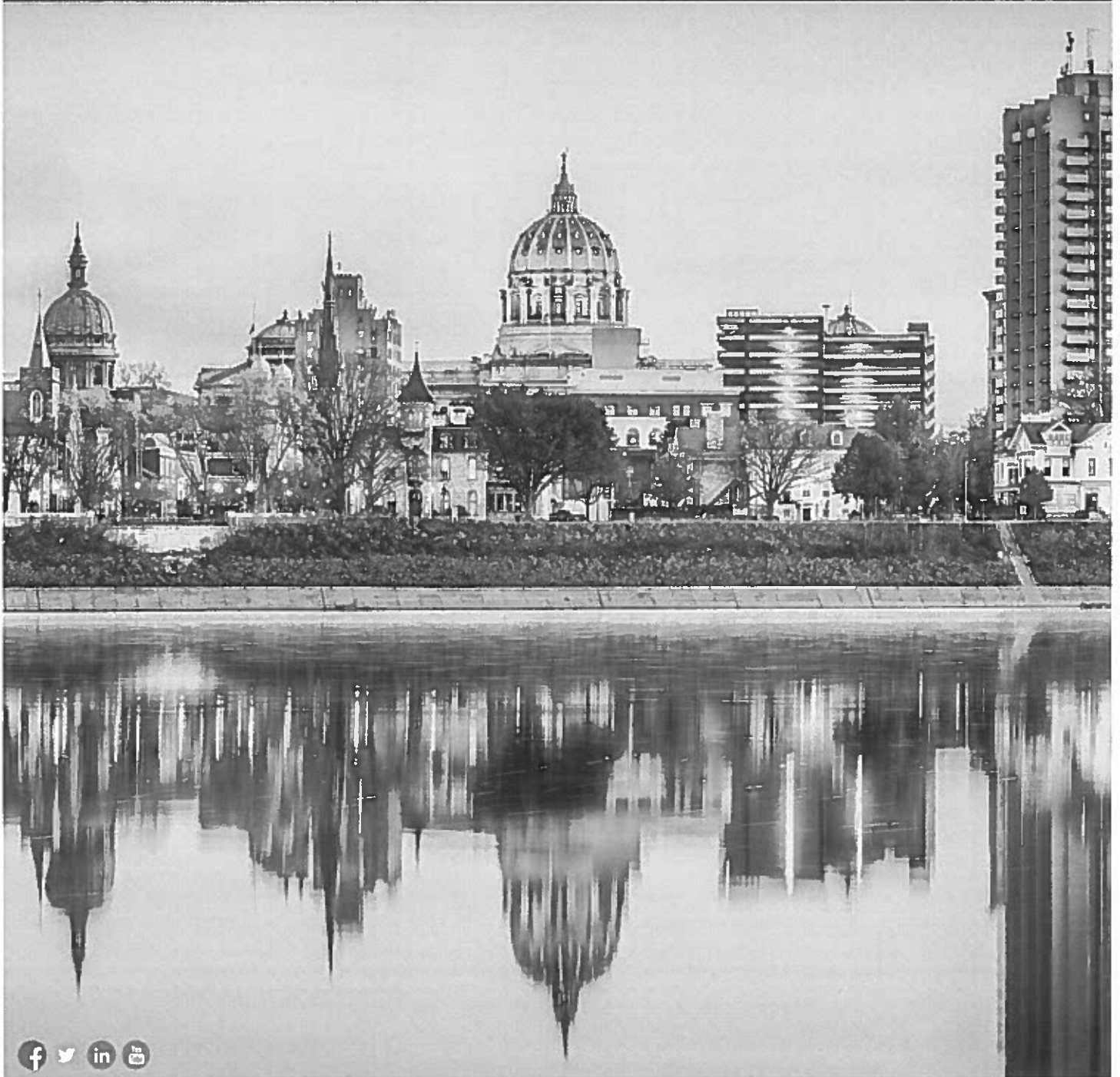


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Section I – Statement of Purpose

Act 13 of 2012 establishes the Marcellus Legacy Fund and allocates funds to the Commonwealth Financing Authority (the “Authority”) for funding statewide initiatives to assist with flood mitigation projects.

Section II – Eligibility

A. Eligible Applicants

Any of the following entities may apply for a grant under the Flood Mitigation Program (FMP):

1. **Municipality** – Any county, city, borough, incorporated town, township or home rule municipality.
2. **Councils of Governments** – An entity organized by units of local government under an intergovernmental agreement, which provides cooperative planning, coordination and technical assistance to its member governments on issues of mutual concern that cross jurisdictional lines, and which does not act under the direction and control of any single member government.
3. **Authorized Organization** – An entity involved in research, restoration, rehabilitation, planning, acquisition, development, education or other activities, which furthers the protection, enhancement, conservation, preservation or enjoyment of this commonwealth's environmental, conservation, recreation or similar resources. The organization must be a tax-exempt institution under section 501(c) (3) of the Internal Revenue Code of 1986 (Public Law 99-514, 26 U.S.C. § 501(c) (3)) and registered with the Bureau of Charitable Organizations or an educational institution involved in these authorized activities or a municipal authority.
4. **Institution of Higher Education** – An entity that is an accredited university, college, seminary college, community college or two-year college.
5. **Watershed Organization** – An entity recognized by the PA Department of Conservation and Natural Resources or the PA Department of Environmental Protection that was established to promote local watershed conservation efforts in an identified watershed.
6. **For Profit Businesses** – other than “producers” of natural gas as defined in Act 13.

B. Eligible Projects

Projects authorized by a flood protection authority, the PA Department of Environmental Protection (DEP), the U.S. Army Corps of Engineers (Corps) or the U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS) or identified by a local government for flood mitigation are eligible for the program.

Grants shall be awarded to eligible applicants for projects with a total cost of \$50,000 or more.

C. Eligible Use of Funds

Funds may be used by the applicant to pay for any of the following project costs:

1. Acquisition of land, rights-of-way, and easements necessary to construct an eligible project.
2. Engineering studies required for levee certification and Hydrologic Engineering Center's River Analysis System (HEC-RAS) studies.
3. Construction, improvement, expansion, repair, or rehabilitation of flood control projects. Construction contingencies are limited to 5% of the actual construction costs.
4. Debris removal.
5. Installation of security measures.
6. Construction engineering costs/inspections costs. Maximum of 10% of the grant award.
7. Permit fees.
8. Costs to secure appropriate bonds and insurance.
9. Administrative costs of the applicant necessary to administer the grant. Administrative costs will include advertising, legal, and audit costs as well as documented staff expenses. Administrative costs shall not exceed 2% of the grant.

Ineligible costs include but are not limited to public relations, outreach, communications, lobbying, litigation, fees for securing other financing, interest on borrowed funds, application preparation fees and other costs incurred prior to the approval of grant funds.

Section III – Program Requirements

A. Applicant Cost Share Requirements

A 15% cash match of the total project cost is required or cash equivalents for the appraised value of real estate. Eligible match contributions will be permitted for up to one year prior to the grant submittal deadline date through the life of the grant agreement as long as the eligible match expenditures are directly related to the project. If using the value of real estate as match, **an appraisal not older than 1 year will be required.** Match commitment documentation is required to be provided along with the application (see Appendix 1, Exhibit 7).

B. Planning and Permit Requirements

All recipients of construction funding under this grant are required to demonstrate that the project has secured any necessary planning and permit approvals for the project from the federal, state, and local governments prior to disbursement of grant funds.

C. Other Requirements

1. Conflicts of Interest

An officer, director, or employee of an applicant who is a party to or who has a private interest in a project shall disclose the nature and extent of the interest to the governing body of the applicant and may not vote on any action of the applicant concerning the project, nor participate in the deliberations of the applicant concerning the project.

2. Nondiscrimination

No assistance shall be awarded to an applicant under this program unless the applicant certifies that the applicant shall not discriminate against any employee or against any person seeking employment by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the Pennsylvania Human Relations Act, which prohibits discrimination on the basis of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, or in violation of any applicable federal laws. All contracts for work to be paid with grant funds must contain the commonwealth's official nondiscrimination clause.

3. Project Records

The applicant must maintain full and accurate records with respect to the project and must ensure adequate control over related parties in the project. The Authority requires access to such records, as well as the ability to inspect all work, invoices, materials, and other relevant records at reasonable times and places. Upon request of the Authority, the applicant must furnish all data, reports, contracts, documents, and other information relevant to the project.

4. Pennsylvania Prevailing Wage Act

All of the construction work associated with the project may be subject to the Pennsylvania Prevailing Wage Act, as determined by the Pennsylvania Department of Labor and Industry.

5. Certification of Expenses

The applicant shall sign a payment request form certifying that the expenses were incurred and were in accordance with the scope of work approved by the CFA. In lieu of a formal project audit and prior to final closeout of the grant agreement, the applicant shall be required to submit copies of all canceled checks verifying the expenditure of the Flood Mitigation Program proceeds. Bank statements may also be submitted if electronic payment of the expenditure occurred.

6. Bidding Requirements

Applicants must comply with all applicable federal, state, and local laws and regulations dealing with bidding and procurement.

7. Guideline Provisions

These program guidelines may be modified or waived by the Authority unless otherwise required by law.

D. Fees

The Commonwealth Financing Authority charges a \$100 non-refundable application fee for Flood Mitigation Program applications. The application fee must be paid electronically by credit or debit card through our secure, third-party vendor. Payment of the application fee must be completed prior to the certification and submission of the Electronic Single Application. Detailed payment instructions will be provided on the Certification Tab of the Electronic Single Application once all required fields have been completed.

Section IV – Grants

1. Grants shall not exceed \$500,000 for any project.
2. Commencement of work prior to receiving Authority approval will result in the project being ineligible for funding consideration.
3. To be eligible for reimbursement, project costs must be incurred within the time frame established by the grant agreement, except for costs related to engineering design.

Section V – Application Procedures

1. To apply for funding, the applicant must submit the electronic on-line PA Department of Community and Economic Development Single Application for Assistance located at www.esa.dced.state.pa.us. Required supplemental information outlined in Appendix I of these guidelines must be attached electronically to the application as directed on the Addenda tab. For technical inquiries regarding the submission of the on-line application, contact the Customer Service Center at (800) 379-7448 or (717) 787-3405. Once submitted, please print two (2) copies of the application, including the required supplemental information, and mail to:

PA Department of Community and Economic Development
Office of Business Financing – CFA Programs Division
Flood Mitigation Program
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Please reference the application ID number on any documents sent with the signature page.

2. Applications will be accepted between February 1st and May 31st of each year. All applications and required supplemental information must be received by May 31st.

Section VI – Application Evaluation

All applications for financial assistance will be reviewed by the Authority in conjunction with the PA Department of Community and Economic Development and the PA Department of Environmental Protection to determine eligibility of the proposed project as well as the competitiveness of the proposal. Applications are evaluated on a competitive basis using the following criteria:

1. Impact on the prevention of future flood damage.
2. Level of matching investment.
3. Financial need of the applicant.
4. Benefit to cost ratio.
5. Project readiness.
6. Number of homes and businesses that will benefit from the project.

Section VII – Procedure for Accessing Funds

Following approval of an application by the Authority, a grant agreement and commitment letter will be issued by the Authority to the applicant explaining the terms and conditions of the grant. The grant agreement and commitment letter must be signed and returned to the Authority within 45 days of the date of the commitment letter or the offer may be withdrawn by the Authority.

The applicant shall obtain the services of a professional engineer or architect licensed in Pennsylvania who will certify to the Authority during construction that the expenses were incurred and were in accordance with the plans approved by the Authority. The Authority will release funds to the applicant at not less than 30-day intervals.

Section VIII – Program Inquiries

Program inquiries should be directed to:

PA Department of Community and Economic Development
Office of Business Financing – CFA Programs Division
Flood Mitigation Program
Commonwealth Keystone Building
400 North Street, 4th Floor
Harrisburg, PA 17120-0225

Telephone: (717) 787-6245
Fax (717) 772-3581
E-mail: ra-dcedsitedvpt@pa.gov

These guidelines can also be accessed online at dced.pa.gov

Appendix I – Supplemental Information

In addition to completing the PA Department of Community and Economic Development Single Application for Assistance, please include the following items when applying for a grant:

Exhibit 1 Construction Projects:

Provide narrative description of the project and an engineering feasibility study conducted by a registered professional engineer that includes the following information: (a) a detailed description of the problem area along with a flood inundation map outlining the extent of the flood area; (b) the number and name of the municipalities that will potentially benefit from the project; (c) a detailed breakdown of the number of structures (homes, businesses, and industrial sites) that have experienced flood damage to include the number of times the structures have been flooded, the type and depth of flooding (basement or first floor), and the amount of damage sustained per flood event; (d) a detailed hydrologic analysis listing the recommended flood discharges for a series of annual events such as the 2-year, 5-year, 10-year, 25-year, 50-year, 100-year, 500-year; and a discussion on which hydrologic methods were considered and why the recommended discharges were selected; (e) an updated cross-sectional survey of the waterway and floodplain; (f) a simulated computer model using the U.S. Army Corps of Engineer's Hydrologic Engineering Center's River Analysis System (HEC-RAS) verifying the flood inundation limits for a 100-year flood discharge; (g) information on the cost effectiveness, annual maintenance (case of and cost), and constructability of the project; (h) preliminary construction drawings showing the features of the recommended project; (i) a preliminary rights-of-way acquisition plan showing types and limits of easements needed to construct and maintain the project; and (j) an annotated sketch that shows how the project will impact (change) the flood plain limits shown on the current FEMA Flood Insurance Mapping.

Levee Certification/HEC-RAS Projects:

Provide narrative description of the project and an engineering feasibility study conducted by a registered professional engineer that includes the following information: (a) a detailed description of the project including the specific location of the project site; (b) a detailed description of the problem area along with a flood inundation map outlining the extent of the flood area; (c) the number and name of the municipalities that will potentially benefit from the project.

- Exhibit 2** A thorough and detailed estimate for the total project cost. The estimate must be prepared by an engineer or other qualified professional and should be accompanied where appropriate by copies of the signed bid/quotations, contactor estimates, sales agreements or other documentation that verify project cost estimates.
- Exhibit 3** For construction projects, a set of construction drawings showing project details including but not limited to plans, profiles, payment sections, structural details, erosion and sedimentation control plan, miscellaneous details, and traffic control plan.
- Exhibit 4** For construction projects, a complete set of technical specifications addressing each construction item; these specifications, if applicable, should adhere to guidelines specified in the following: PennDOT 408 manual and ACI, ASTM, and AASHTO specifications.
- Exhibit 5** For construction projects, copies of land acquisition drawings showing property boundaries and the various property easements (both temporary and permanent) required to construct the project.
- Exhibit 6** For construction projects, a list of all state, federal, and local planning and permit approvals that will need to be obtained.

- Exhibit 7** Funding commitment letters from all other project funding sources (including match and equity commitments). Letters should include the term, rate, and collateral conditions and must be signed and dated. **If using the value of real estate as match, an appraisal not older than 1 year will be required.**
- Exhibit 8** The most recent financial statements of the applicant. Financial statement should include balance sheets, income statements and notes to financials.
- Exhibit 9** A statement as to the amount of grant funding requested.
- Exhibit 10** For construction projects, a letter from the appropriate planning agency certifying that the proposed project is in compliance with the comprehensive land use plans.
- Exhibit 11** For public sector applicants, provide a resolution duly adopted by the applicant's governing board formally requesting the grant, designating an official to execute all documents, describing briefly the project scope, and identifying the grant amount.
- Exhibit 12** For all applicants, provide copies of notifications provided to county and municipal governing bodies advising them of the proposed project.
- Exhibit 13** For Authorized Organizations who are using grant funds for acquisition, provide copies of written consent from the county and municipality in which the land is situated.

B-A & B



March 15, 2019

Mount Joy Borough
Maurice M. Williams, Jr.
Chief of Police
21 E. Main Street
Mount Joy PA 17552

Mount Joy Borough
Public Safety Committee

Mount Joy Borough Council

PROJECT: H&R TRUCK SCALE
PROJECT #: 170856
RE: 900 SQUARE STREET – PARKING PETITION

Dear Chief Williams, Mount Joy Borough Council Members, and Members of the Public Safety Committee:


H&R Transload, LLC, a Pennsylvania Limited Liability Corporation respectfully requests that the Mount Joy Borough amend the Parking Ordinance, Section 255-63, to eliminate on-street parking along South Market Avenue between Square Street and the dead-end at the railroad tracks. Please refer to the attached Site Plan, SP1.2. The Zoning of the H&R Transload parcel located at 900 Square Street is Light Industrial and is used for a Transloading Business to unload rail cars and store deliver grain from those rail cars. They wish to relocate a truck scale which is currently on a neighboring property on to this parcel. In order to allow proper tractor trailer flow around the site, it is important to allow trucks to travel East on Square Street and turn on South Market Avenue to enter the truck scale prior to loading from the grain bins. This tractor trailer flow as described above and shown on the Site Plan would eliminate the need for tractor trailers to back in and out of the property along Square Street, which would be a more dangerous condition for traveling cars.

Mike Higgins of H&R Transload has spoken with the current Owners of the homes located at 143 S. Market Avenue and 208 S. Market Avenue. Neither of these property owners had any issues with a "no parking" sign or striping being provided in front of their properties.

We understand and acknowledge that H&R Transload will contribute any cost associated with the Amendment, including but not limited to legal fees and advertising.

Should you have any questions or comments, please feel free to contact me at (717) 656-4183.

Sincerely,

CGA ARCHITECTS, INC.

Keijh Good
President

Enclosure

File/copy
H&R Transload, LLC/copy

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Trinity Lutheran Church

47 West Main Street, Mount Joy, PA 17552

April 8, 2019



Evangelical Lutheran Church in America
God's work. Our hands.

Senior Pastor

Rev. Michael J. Martine
pastormike@trinitymountjoy.org

Associate Pastor

Rev. Matthew Pensinger
pastormatt@trinitymountjoy.org

Director of Youth and Family Ministries

Michelle Shirk
michelle@trinitymountjoy.org

Office / Outreach Coordinator

Elayne Olson
elayne@trinitymountjoy.org

Business Manager

Jacquelyn Rinehart
jackie@trinitymountjoy.org

Parish Nurse

Judith Cosgriff, RN
judi@trinitymountjoy.org

Dir. of Children & Youth Choir

Christa Schimitsch
christa@trinitymountjoy.org

Adult Choral Director

Tara Beitzel
tara@trinitymountjoy.org

Organist

Joy Ide
joy@trinitymountjoy.org

Website

www.trinitymountjoy.org

Phone

717-653-4168

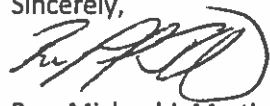
Mount Joy Borough
Public Safety Committee
C/O Mount Joy Borough Police Chief Maurice Williams
21 East Main Street
Mount Joy, PA 17552

Dear Chief Williams and Committee Members:

We had a close situation at the Borough's mid-block crosswalk in front of Trinity Lutheran Church recently, and it precipitated a few of us thinking about how we can make crossing at this location safer for not only our members, but for the general public as well. It seems to us that this particular crosswalk area should be signed and provided with the same markings as the Borough has installed at various other crosswalk locations along Main Street (at the Borough Office crossing, at the Sassafras Apartments/Park Avenue crossing, and one or two others).

Pedestrian visibility is perhaps more limited at the crosswalk in front of Trinity, than elsewhere in the Borough, because of the proximity of parked cars along the curb near the crosswalk. We feel the bright yellow warning signs, the more pronounced crosswalk painting (the heavy white blocks instead of the simple double lines), and some pedestrian crossing graphics on the roadway itself may increase the awareness of approaching motorists to the need to yield to pedestrians at this crosswalk. Several members cross here every Sunday as well as the general public during the week, and many cars go buzzing by unaware of the need (and the law) to stop.

With this recent close call, we are hopeful that signage and better pavement markings, similar to what is seen elsewhere along Main Street, can be implemented quickly. Any other thoughts or recommendations the Committee may deem appropriate to improve public safety at this crosswalk would be welcome as well. We strongly feel it is a matter of public safety. If our presence would be helpful at the next Public Safety Committee meeting, please advise, and I or a representative from our congregation will gladly attend. Thank you and we will anxiously await your reply to our inquiry.

Sincerely,

Rev. Michael J. Martine
Senior Pastor

C: Mr. Samuel Sulkosky - Mount Joy Borough Manager

14- B

Reply all | Delete Junk |

FW: Scout Troop 39 Request for Kid's Joy Land on July 13

BB Brian Brubaker
Today, 10:25 AM
David Salley

Reply all |

8/4/2019

PW meeting packet: Dennis asked if you could include this request for Monday if you have not done so.
Thanks, Brian

From: Glen Morrison <glendmorrison@gmail.com>
Sent: Wednesday, April 3, 2019 5:51 PM
To: Brian Brubaker <Brian@mountjoypa.org>
Subject: Scout Troop 39 Request for Kid's Joy Land on July 13

Hi, Brian:

Thank you for taking my call the other day. We really appreciate what you and the borough do for us!

If possible, we would like to have a Scout day around the pavilion at Kid's Joy Land on July 13 from 10:00 a.m. to 2:00 p.m.

We would like to put up maybe 2 or 3 small (2 person) tents to demonstrate what the scouts do. We understand that we can't have any fires or grills. We will probably hand out some snacks and promotional flyers. The troop is quite small right now so there may only be about 20 people.

Of course, let me know if you have any questions.

Thanks again,

Glen Morrison
Mount Joy Troop 39
(Also from the Morrison pollinator garden on North Angle Street.)