



Mount Joy Borough Council
Administration & Finance Committee Meeting Minutes
July 26, 2018

Members present: Chairman Youngerman (arrived at 7:15 pm), Councilor Reese, Councilor Glessner.

Others present: Borough Manager Samuel Sulkosky, Executive Director MSMJ Dave Schell, Josh Deering and Mayor Bradly.

Councilor Reese called the meeting to order at 7:10 PM.

Councilor Reese announced that an Executive Session was held on June 28, 2018 for real estate issues. No decisions were made.

The Committee was not able to approve the minutes due to the absence of Chairman Youngerman and Councilor Glessner was not present at the June 28, 2018 meeting.

On a MOTION by Glessner and second by Reese, the agenda for the July 26, 2018 meeting was approved. *Motion carries unanimously.*

Public Input Period: None

Chairman Youngerman arrived – 7:15 pm.

Motion made by Reese, seconded by Youngerman to approve the minutes from June 28, 2018. Motion carried unanimously. Glessner abstained.

Administration, Budget, and Finance:

Mount Joy Community Foundation: Sulkosky reviewed with the Committee Articles of Incorporation and Bylaws received July 26, 2018 from Randy Moyer of Barley Snyder. The Foundation will be a local fundraising organization that will initially focus on raising the \$50,000 needed to conduct the feasibility and marketing studies. The Foundation will include about 5 directors, appointed by Council. The Borough would assist with initial legal costs in establishing the Corporation estimated to be \$5,000 to \$8,000. It was noted that the Foundation was for educational and charitable purposes for Mount Joy Borough and the surrounding municipalities. The Foundation is broad based and can be used for various purposes in the future. The Foundation will be established as a 501(c)(3) for tax deductibility purposes and is modeled after the West Lampeter Community Foundation. Sulkosky noted that the Foundation would reduce the period required to get to the point where the determinability of the potential for a year-round aquatic and recreational facility by 12 to 18 months. Sulkosky stated that we should have a good indication of the project's viability by early 2019. Whereas the lease option would not provide an indication until 2020.

On a motion by Youngerman, seconded by Reese, the Committee recommended that the Bylaws and Articles of Incorporation and appointment of Director be forwarded to full Council, motion carried unanimously.

The Committee recommended having Attorney Moyer present at the Council meeting to address any questions.

On a motion by Youngerman, seconded by Reese, the minutes for the June 28, 2018 meeting were approved with Glessner abstaining.

Sulkosky discussed with Council the contract situation with Lebanon Farms Disposal. The refuse contract is from January 1, 2015 through December 31, 2017 with two annual renewal option years for 2018 and 2019. Sulkosky met with Lebanon Farms this week and was informed that Waste International has purchased Lebanon farms. Sulkosky will meet with Barbara Baker with LCSWMA in order to gather information needed to make a recommendation on whether to exercise the option or bid the contract.

The Committee discussed the social media policy. Sulkosky made a recommendation that the social media policy be forwarded to the Borough's solicitor for legal review. Glessner stated that he asked the Borough Manager to work on developing a social media policy. The Committee discussed various aspects of the social media, executive session confidentiality, employee oversight, elected official's rights. Sulkosky stated that he would withhold submittal for one week to the Solicitor, so any Committee member can submit comments or concerns to be included in the solicitor's review. The Mayor declined having a copy of the social media policy being sent to him. The Committee recommended that the Manager forward the policy with comments to the solicitor.

Manager's Report:

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

1. PLGIT interest rate up to 2.12%.
2. Marietta Ave. – Right of Way acquisition will be starting and the signature of Council President is needed.
3. Jacob Street Bridge: HNTB ROW Plans have been signed and returned. Bidding letting is scheduled for March 2019.
4. LCBA Dinner has been rescheduled for October 3, 2018.
5. Met with Dave Henry with Northwest Bank which is paying 1.49%. The process of moving accounts was initiated.
6. Multimodal grant is due by July 31, 2018. The components will consist of 83 pedestrian street lights, three bus shelters and 11 lighted crosswalks in the amount of \$1.4 million. The local match of 30% for the Multimodal Transportation Grant is waived until December 31, 2018.
7. D & R Charles Construction appeal concerning Property maintenance Violations will be on Council's August 6, 2018 agenda as a hearing. The need for a court reporter was discussed in case of an appeal. On a motion by Youngerman, seconded by Reese to forward the hearing request to full Council and agreed to have a court reporter, Youngerman and Reese yes, Glessner no.
8. Sulkosky informed the Committee of the Borough's participation in Millersville University United Way's Day of Caring on September 8, 2018.
9. Mayor Bradley discussed with Committee the consideration of declaring an emergency due to recent flooding. The Mayor said primary consideration of a declaration was for possible reimbursements. Since a state declaration for Lancaster County would not occur so the reimbursement potential was not available and no Borough declaration was needed.

Land Development, Zoning & Codes:

Codes Report was presented in writing.

Grant update:

ARLE grant was submitted and confirmation was provided to the Committee.

Public Input Period: Josh Deering mentioned warming and cooling shelters are available. Deering asked about grants for parks sidewalks. Sulkosky said that would be a separate grant that would be under the DCED Greenways and Trails grant which opens February 1, 2019. Deering inquired about the street lights. Sulkosky stated that he had been working on this project with Bob Marker of MSMJ for months, had consulted with a lighting consultant Kent Lazor with Spring City Electrical.

Executive Session: None.

Other items: Youngerman asked about the Public Works recommendation concerning sidewalks. All of Council has received the recommendation.

Adjournment:

On a motion by Reese, seconded by Glessner, all in favor, the meeting was adjourned at 8:58 pm.



Submitted by: Samuel Sulkosky, Borough Manager/Secretary