



**Mount Joy Borough Council**  
**Administration & Finance Committee Meeting Minutes**  
**April 28, 2022**

Members Present: Chairman Youngerman, Councilors Hall and Roering.

Others Present: Mark Pugliese, Borough Manager; Jill Frey, Assistant Borough Manager; Linda Gainer, Part-time Receptionist

Chairman Youngerman called the meeting to order at 6:30 pm.

**Executive Session** – To be held under Item 12 of this agenda to discuss personnel matters.

On a **MOTION** by Roering, and a second by Hall, to approve the agenda for the April 28, 2022, Administration and Finance Committee meeting. A **MOTION** was made by Youngerman, with a second by Roering, to add Item 6P, a Resolution proclaiming, in Mount Joy, May 15 – 21, 2022, Police Week and National Peace Officers Memorial Day on Sunday, May 15, 2022. *Motion for Amendment carries unanimously. Vote on original Motion carries unanimously.*

**Public Input Period:**

Mark Myers, 712 Arbor Rose, reiterating that Arbor Rose Association has ownership of the pipe in the easement on Arbor Rose lots 30-38. Residents would like to choose which side of the six feet of the easement to place screening plantings. He asks for a resolution tonight on this matter.

On a **MOTION** by Hall, and a second by Roering, approval was given of the Minutes of the March 24, 2022, Administration & Finance Committee meeting. *Motion carries unanimously.*

**Administration, Budget, and Finance**

Pugliese provided the Manager's Report and highlighted items 4, Ground Ambulance Agreement with PSH Life Lion LLC; and 5, Municipal Services Authority. Roering asked what is being done on Item 24, inflation and the budget. Pugliese stated that he has talked to staff on holding costs.

Hall asked where we stand on Item 6, the Police Contract. Pugliese stated he met with the Police Association and went through the latest contract. Verbiage is agreed upon except one item. The Association has been given a timeline.

Discussion on allowing homeowners from Lots 30-38 Arbor Rose to plant up to six feet on either or one side of storm swale behind their homes. Discussion centered around if the Homeowners Association or the individual homeowners have rights regarding planting in the easement. Hall stated that we have a letter from our Attorney that is pretty clear that the easement was in the recorded plan and that the ordinance says the easement is to be thirty feet wide. Homeowners knew this when they purchased. Our Attorney alluded to a possible plan forward but not on the part of the Borough. The Homeowner's Association's Attorney needs to find out the path.

Discussion on Video Conferencing Policy. The Policy statement was posted on the TV before the meeting began. Pugliese made all Council Members "presenters" if the Borough uses zoom for meetings. Council Members can then participate in a meeting if not present in the building, but it is important for members to be present at meetings. The Video Conferencing Policy needs to be put in a standard policy form to be presented to and adopted by Council so we can begin broadcasting meetings. On a **MOTION** by Hall, and a second by Roering, approval was given for the Manager to create a standard format and move to Full Council. *Motion passes unanimously.*

Update on MOU with Lancaster County Conservation District. Public Works Committee directed Pugliese to work on the verbiage. Hoping to hear back on Monday.

Update on Terms & Conditions Agreement with ARRO Consulting. It is in the Solicitor's hands to create an agreement with terms, conditions and costs as those items were in question. The agreement is not back yet. ARRO is more hands on in creating plans in addition to reviewing plans for the Borough. Borough could go to a different company to create plans. Hall stated we had the contract in front of us for one year instead of two years with the idea of looking at other companies, but we didn't.

Discussion on the Memorial Day Parade. Pugliese stated, as he is new to the Borough, he didn't know if the Council participates in the parade. Youngerman stated that Council Members do not walk in the parade. Pugliese will be walking with the Mount Joy Chamber and invited any Council Member to join him.

Update on "Mount Joy Night" at the Barnstormers Game. Pugliese is promoting Mount Joy as best he can. There may be Mount Joy baseball teams out on the field for the National Anthem. He is trying to have the Donegal Band play. Hall stated that this shouldn't be promoted to sell tickets but to promote Mount Joy. Other people from Lancaster will be at the game, not just Mount Joy. He is open to any idea to promote Mount Joy. The Fire Department has it on their schedule, but he doesn't know what they are doing. Twelve tables have been reserved for the Mount Joy Chamber, six tables for Voyage Mount Joy and six tables for Main Street Mount Joy.

Discussion on Hometown Hero Banners. Pugliese stated that this program ended in 2019 but still receives calls and requests for flags. This was to be a short commitment but has become huge. Since the banners are all veterans, maybe the project can be transferred to one of the veteran organizations. The project has gotten too big for Main Street Mount Joy (MSMJ) to handle. Bruce Haigh spoke as a council member: The perception seems to be that because the Borough provides money to MSMJ that MSMJ is part of the Borough. There needs to be guidance from Council to MSMJ.

Update on Melhorn Stormwater Basin. Public Works to address at next meeting.

Discussion of easement at 40 Donegal Springs Road. Melhorn would have to fill out an application and go through a hearing with Borough Council. The process has to be followed.

A **MOTION** was made by Roering, to send to Full Council a request from Abbottstown Borough to pass a resolution calling for the legalization of cannabis in our state as well as expungement of previous crimes from the records of those convicted for partaking of a plant. *Motion dies for lack of second.*

Discussion on current Council committee structure & meetings. Roering suggested we look at other Boroughs and see how they do their meetings. His suggestion is to have one work meeting and a second meeting where voting would be done. It's difficult to attend all meetings held during the month. Items are discussed, not resolved, and brought back to the Council agenda for the next meeting. Discussion centered around length of meetings, and a meeting in the middle of the month to settle things. Pugliese was asked to poll other Borough Managers to see how they handle their meetings.

Discussion on Disruptive Tenant Appeal. Pugliese stated there is an ordinance that states three strikes and then eviction for apartment residents. Letter is sent to the property owner and the tenant by the Police, then Zoning & Codes. Council holds a hearing on appeals. We need to consult the Solicitor before setting a hearing for June. The tenant was not cited but is appealing on a first strike. A hearing date needs set so a letter can be sent to the tenant. Hall asked if we need a stenographer. Pugliese suggests that we should have a stenographer for the hearing. Hall stated to see what the Solicitor has to say, then put it on the agenda to set a hearing date.

On a **MOTION** by Youngerman, and a second by Roering, approval was given to move to full Council Resolution 2022-07, authorizing Council President and Borough Secretary to execute all documents and agreements with the Commonwealth Financing Authority in reference to a Watershed Restoration and Protection Program (WRPP) reference to a \$300,000.00 grant. *Motion carries unanimously.*

On a **MOTION** by Youngerman, and a second by Roering, approval was given to move to full Council Resolution 2022-08, authorizing Council President and Borough Secretary to execute all documents and agreements with the Commonwealth Financing Authority in reference to a Greenways, Trails, and Recreation Program (GTRP) reference to a \$60,554.00 grant. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Roering, approval was given to move to full Council Resolution 2022-09, proclaiming May 15 – 21, 2022 Police Week and National Peace Officers Memorial Day on Sunday, May 15, 2022, in Mount Joy. *Motion carries unanimously.*

### **Land Development, Zoning & Codes**

Zoning & Code Enforcement Report – No report presented.

On a **MOTION** by Youngerman, and a second by Roering, approval was given to move to full Council the release of the remaining escrow of \$15,526.07 from the construction escrow from 200 Plum Street Stormwater Management Plan. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Roering, approval was given to move to full Council the release of \$35,849.00 from Roots Beer Distributor construction escrow leaving an escrow balance of \$550.00 to address remaining requirements of the Borough Engineer. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Roering, approval was given to move to full Council to name Commonwealth Code Inspection Services as Interim Codes & Zoning Officer retroactive from April 18, 2022, to May 6, 2022. *Motion carries unanimously.*

### **Grant Updates**

The Grant Tracking Document was presented and Pugliese reviewed.

On a **MOTION** by Roering, and a second by Hall, approval was given to move to full Council to authorize the Borough Manager to submit application for Lancaster County ARPA monies for bank restoration and amenities at Little Chiques Park. *Motion carries unanimously.*

### **Project Updates**

Train Station – nothing to update on the water basin or paid parking.

Ground Service Ambulance Agreement – Public Safety Committee has moved this issue to full Council.

Borough Building Project -

Committee Recommendations – Josh Deering, Ad Hoc Committee Chairperson, presented his power point report. At the last meeting, the committee decided to move their recommendations to full Council. He asked for questions to be held until that meeting on Monday, May 2, 2022. Todd Vukmanic from Crabtree, Rohrbaugh & Associates will be at that meeting. The committee's recommendation to Council is to build a new building at the Grandview property on the lower side of Birchland Avenue and Orchard Road. There are deficiencies in the current building for the Borough offices and it's very clear there are deficiencies in the Police Department side. There is no space to go with any additional staff; some staff are working in closet sized space currently. The new building would be a 20,000 square foot complex.

Hall inquired if site studies had been done for the lot. The concern is ground water. Deering responded that no site studies had been done yet. Studies would need to be done to determine how the 20,000 square feet would be laid out on the site. Pugliese pointed out that the committee has done all they can do at this point with no contract with Crabtree. Deering stated they don't want to pursue the Grandview space if Council didn't support it. There is room for expansion on the site if needed in the future. Pugliese stated if we remain in the current building, renovations are costly. We would need space for Council to meet; we would need the current Council Chambers for the Police Department. There are security issues with the current space, etc. Deering suggested to move the recommendation to full Council. Committee Members agreed.

Pinkerton Road/ North Angle Street – Costs have increased since the resident meeting.

Brady's Alley – We are waiting on permits.

Re-routing of State Route 772 – Waiting to hear from PennDOT.

**Legislative Updates** – none

### **Public Input Period**

Bruce Haigh spoke as a Council member about the ARRO contract. There's been no discussion in Public Works meetings on the quality of work by ARRO or if we should be using another company. The committee has no problem with their rates. Hopefully, this can be resolved quickly.

Bruce Haigh, 504 Rose Petal Ln., speaking for Arbor Rose. If you can find a way forward to allow homeowners to plant privacy screening into the easement, make it happen.

Josh Deering, 33 Frank Street, commented on 6C, video conferencing policy, that it's important for committee members to attend their meeting in person rather than via zoom. Deering stated that the Hometown Hero banners started with the American Legion. It should be taken back to the American Legion. Deering commented on the 40 W. Donegal Street easement. He feels the easement needs to remain. The Lancaster County Planning Commission doesn't support letting it go. It doesn't meet block length. If you sit at Florin Avenue and watch the traffic; it's a high resident area and another access may be needed. Deering commented on the idea of the meeting structure and discussion on two meetings per month. His

concern is with the length of the meetings with only two per month. The individual committees have work that needs done. Would everyone attend a work session or attend if you have an interest, then voice your opinion?

Youngerman stated, on the topic of Council members attending meetings via zoom, that there needs to be a physical quorum present in the building for meetings.

**Executive Session** – Committee went into Executive Session at 9:00 pm. Executive Session ended at 9:05 pm. No decision was made.

**Any Other Matter to Come Before the Committee** – None

On a **MOTION** by Hall, and a second by Roering, approval was given to adjourn the meeting at 9:07 pm. *Motion carries unanimously.*

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'MGP', is written over a light gray rectangular background.

Mark G. Pugliese I

Borough Manager/Secretary

**NEXT ADMINISTRATION AND FINANCE COMMITTEE MEETING - THURSDAY, MAY 26, 2022, AT 6:30 PM in Council Chamber**