



Mount Joy Borough Council
Administration & Finance Committee Meeting Minutes
June 23, 2022

Members present: Chairman Youngerman, and Councilor Roering. Councilor Hall not able to attend.

Others present: Borough Manager, Mark Pugliese; Assistant Borough Manager/Finance Officer, Jill Frey; Zoning/Codes Officer, Stacie Gibbs (via zoom); Part-time Receptionist, Linda Gainer

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

Executive Session: There will be an Executive Session toward the end of the meeting to discuss both a real estate issue and a legal issue.

On a **MOTION** by Roering, and a second by Youngerman, to approve the June 23, 2022, Administration & Finance Committee Agenda. *Motion carries unanimously.*

Public Input Period:

Bruce Haigh, 504 Rose Petal Ln, sent Pugliese an email with his comments on the current committee structure and meetings with suggestions on combining committees and shortening the response time to vote on items.

On a **MOTION** by Roering, and a second by Youngerman, approval was given of the Minutes from the May 26, 2022, meeting. *Motion carries unanimously.*

Administration, Budget, and Finance

Manager's Report was presented, and several items will be highlighted as part of the meeting. Youngerman asked for correction of a word under #5.

Under #12, the Mount Joy Community Foundation met on June 16, 2022, to reorganize. Elections were held. Pugliese will be a non-voting member. The officers will be presented to Council and ratified by Council.

Update on Melhorn Stormwater Basin. More clarification is needed before moving ahead. Discussion centered around a letter from ARRO dated April 20, 2022, answering questions posed by the Public Works Committee concerning the figures used to create the Melhorn Basin. On a **MOTION** by Roering, and a second by Youngerman, approval was given to move to Full Council, for permission for the Borough Manager to approach Melhorn's regarding BMP107 and the current engineer's report. *Motion carries unanimously.*

Discussion on current Council committee structure & meetings.

Roering spoke in favor of restructuring and combining committees. Roering reviewed the list of other Boroughs and how they structure their meetings.

On a **MOTION** by Roering, and a second by Youngerman, approval was given to move to Full Council, discussion on Council structure and meetings. *Motion carries unanimously.*

On a **MOTION** by Roering, and a second by Youngerman, approval was given to move to Full Council, the authorization for the Borough Manager to attend PSAB PA Municipal Legal Update scheduled for July 27 & 28, 2022, in Harrisburg at a cost of \$325.00. *Motion carries unanimously.*

On a **MOTION** by Roering, and a second by Youngerman, approval was given to move to Full Council, authorization for the Borough Manager to sign a Letter of Intent with Member's First Credit Union to become a Select Employer Group. Pugliese stated this makes the Borough a member of the credit union, giving employees use of the services of Member's First. *Motion carries unanimously.*

On a **MOTION** by Roering and a second by Youngerman, approval was given to move to Full Council to authorize the Council President and Borough Manager to sign the provided documents for Amendment No. 3 to the Mount Joy Police Pension Plan. *Motion carries unanimously.*

On a **MOTION** by Roering, and a second by Youngerman, approval was given to move to Full Council, authorizing the Borough Manager to have the Borough Solicitor prepare and advertise ordinance(s) for both the uniform and non-uniform pension plans. *Motion carries unanimously.*

Discussion on a vehicle purchase for Borough Manager. Pugliese stated he often uses his own vehicle for Borough business during the day. His concern is with insurance if something happens to his vehicle. This will be brought back for further discussion at next Administration & Finance meeting.

Land Development, Zoning & Codes

No report to present at this time. Full report will be ready for Council meeting.

On a **MOTION** by Roering, and a second by Youngerman, approval is given to move to Full Council to accept the letter of resignation of Alecia Hair from the Zoning Hearing Board. *Motion carries unanimously.*

Discussion on LCCTC's request to post one financial security for both the Basin, to be in the Borough and Lot 14 which is in MJ Township. This is a policy decision whether to allow. Gibbs stated the request has less administrative cost to the LCCTC. Our Solicitor, ARRO, Gibbs and Youngerman are not in favor of allowing one financial security to be posted. Gibbs has been directed to create a letter stating that no action has been taken, the Borough is not in favor of the request.

On a **MOTION** by Roering, and a second by Youngerman, approval was given to move to Full Council to waive the "Application Fee" for Fire Department Mount Joy in the amount of \$275.00. Fee was in reference to the adding of a sprinkler system to the fire station. *Motion carries unanimously.*

Grant Updates

Pugliese referenced the Grant Tracking Document. A lot of grants have been submitted in the last few months. No information on the ARPA grant. We are still collecting funds from last year and waiting on reimbursement on the Smart Growth Transportation Grant.

Project Updates

Train Station - Pugliese stated he has heard nothing on the underground water basin conveyance of deed or the agreement. Paid parking should be complete by August.

Borough Building Ad Hoc Committee – Pugliese met with the architect today to review numbers, square footage. He will be meeting with him again after July 4th. Discussion centered around financials, interest rates, length of loan. PFM provided a New Money Analysis and would be willing to present the figures to our committee or Full Council.

Police Collective Bargaining Agreement has been signed and executed.

Ordinances

At the last Council meeting, our Solicitor was asked to create several ordinances. One on nuisance animals, one on no truck traffic on Pinkerton Road and surrounding roads, and an amendment to the Pension Plan.

Legislative Updates – none

Public Input Period

Renee Schatz spoke about the Melhorn Basin and asked if it would be possible for her engineer to speak to Pugliese to explain her numbers before approaching Melhorn. The basin flooded in a 25-year storm even though the numbers from ARRO indicate a 100-year flood. Schatz reminded members that the Melhorn Basin flooded into the railroad tracks instead of the Mount Joy Basin. She welcomed the Council members to come look and walk the basin.

Bruce Haigh, President of Whittemore and Haigh Engineering, suggested that Council review the 1999 survey and original drawings for the basin. He also asked that the survey be redone to include what there is right now. Then go to the Solicitor for guidance. You cannot go by an as-built survey.

Executive Session – Members broke into an Executive Session to discuss real estate and legal issues at 8:15 pm. Executive Session ended at 8:27 pm. No decisions were made.

Any Other Matter to Come Before the Committee

On a **MOTION** by Roering, and a second by Youngerman, approval was given to move to Full Council, the names of the officers of the Community Foundation for ratification. *Motion carries unanimously.*

On a **MOTION** by Roering, and a second by Youngerman, to adjourn the meeting at 8:29 pm. *Motion carries unanimously.*

Respectfully submitted by,



Mark G. Pugliese I
Borough Manager/Secretary

NEXT ADMINISTRATION & FINANCE COMMITTEE MEETING
THURSDAY, JULY 28, 2022, IN COUNCIL CHAMBER