



Mount Joy Borough
Administration & Finance Committee Meeting Minutes
January 23, 2025, at 6:30 pm

Members Present: Chairman Youngerman, Councilors Hall & Kark.

Others Present: Zoning & Codes Officer, Brett Hamm; Assistant Borough Manager, Jill Frey; Community & Economic Development Coordinator/Grants Coordinator, Rachel Stebbins; and Borough Manager, Mark Pugliese.

Chairman Youngerman called the Meeting to Order at 6:30 pm. Hall arrived at 6:31 pm.

Executive Session: Youngerman announced there were no Committee Executive Sessions held outside of a public meeting between December 19, 2024, and January 23, 2025.

On a **MOTION** by Kark, and a second by Youngerman, approval was given for the agenda for the January 23, 2025, Administration and Finance Committee meeting. *Motion carries unanimously*

Public Input Period:

Bruce Haigh, Councilman, West Ward, spoke of numerous concerns with Florin Hill. He said he was not aware DEP sent a technical deficiency letter on Nov. 4, 2024, that shows they are losing 20% infiltration. He said it is in violation of Act 157. Haigh suggested that Florin Hill provide the Borough with all comments so we can get the project to fruition.

Fred Bean, 1112 Collina Lane, gave his support for phase 3 of the Florin Hill project as it was initially laid out. He said we need to make sure the Borough complies and adheres to the stormwater management plan. Bean also mentioned that the swale in his backyard fills with water when it rains heavily and that he hopes the engineers will look at that, so it does not compound any problems going forward.

On a **MOTION** by Kark, and a second by Youngerman, approval is given for the minutes from the December 19, 2024, Administration & Finance Committee meeting. *Motion carries unanimously. Hall abstains due to not being present at the meeting.*

Administration, Budget, and Finance

Manager's Report: Pugliese provided and reviewed the monthly written report.

Pugliese spoke of the Municipal complex and suggested looking at change orders. He asked if there is a limit to what the Manager can approve. Hall replied that the Building Ad-Hoc committee discussed this and suggested that with anything \$9000 or less, or anything that creates cost savings, the Manager can approve; anything over \$9000 would have to be approved by Borough Council and Committee meetings if there is a quorum. It was suggested to put "approval of change orders" on every committee meeting agenda and if there are none, then so be it. He said that as soon as the notice to proceed goes out to the contractors, the Building Ad-Hoc committee will most likely be dissolved.

Youngerman commented on the Penn Dot Signal Improvement Project wondering if it resulted in more signals. Pugliese replied that he did not think so due to signals belonging to the Borough, not Penn Dot. Pugliese will keep everyone posted as best he can.

PLGIT monthly report provided.

Discussion with possible motion regarding the employee handbook, part 2.

Frey reported the change in wording for part-time holidays in the handbook as requested. She also mentioned the additional proposed changes on the back page and suggested they be looked at and discussed at the next meeting. Youngerman asked if we heard back from the Solicitor concerning comments on the handbook. Pugliese said no.

On a **MOTION** by Kark, and a second by Hall, approval was given to send to the full Council, recommending the award of the Little Chiques Park Streambank Restoration Project, Phase 2 to Flyway Excavating in the amount of \$267,000.00. *Motion carries unanimously.*

Youngerman gave an update on long-term finance planning report. He provided a chart to committee members of OPEB estimated costs over the years. Youngerman asked Hall what is meant by smoke and mirrors when referring to OPEB amounts. Hall said that the OPEB number is what the potential amount could be over time, but we do not have to set back money for it. He said that we pay as we go, and we will continue to pay as we go, and that most of the cost is in health insurance.

Land Development, Zoning, Codes & Stormwater

Land Development, Zoning, codes & Stormwater Administrator Report: Hamm provided and reviewed the monthly written report.

Discussion with possible motion regarding Final Subdivision and Land Development Plan for Florin Hill: Anthony Dietrich-Faranda, from Florin Hill, said that they have talked about completing the project for the last 18 months and have made significant progress. He said there were hundreds of comments received, and hundreds of comments responded to, in hopes of completing Phase 3. He said that they are requesting that the committee approve the plan to move on to full Council.

Youngerman said there is a lot of material presented within the last week and wants to give the time necessary to review, and that he is not comfortable deciding tonight. He asked what a jurisdictional determination is. Faranda responded that a jurisdictional determination is a survey on wetland areas by the Army Corp of Engineers that stake it. He said there is nothing in the ordinance that requires that and nothing they are doing impacts those wetlands.

Pugliese stated that from a 90-day period of when the plans are submitted, they must be either approved or denied on a waiver requested from the applicant. He said something will need to be done today one way or the other.

Debbie Shutzky, Florin Hill land use council, said that most items to be addressed are required for post approval and will be satisfied once Council approves the plans. Kark would like to see the issues resolved before the plan is approved, primarily with stormwater and asking for an easement.

Shutzky said you can move this forward and Rettew will work with K&W to resolve these problems; there is not enough time for a response before the Council meeting; there is usually a two-week turnaround. She said that more modifications will need to be made, and this will come back around to the Committee and Council anyway.

Faranda stated how well they work with and appreciate Rettew's work with this project. He stated that this needs to keep moving along, or they will run out of time. He stated that they want to get the new issues resolved hopefully next week and then to Council.

Hall asked if there could be an indication that significant progress will be made by Feb 3. Jim Caldwell from Rettew stated that administrative issues can be put to the side, and they can address the design issues that needs to be solved with a form of a memo, so a solid recommendation can be brought to Council on Feb 3.

On a **MOTION** by Hall, and a second by Kark, (1) recommending moving to full council the approval of modification request for Florin Hill to Section 226-31.Q, Easement Width. A modification of the requirement for a minimum easement width of 30 feet for stormwater facilities with tributary area greater than 1,000 square feet and not within the right of way, based upon the justification provided and the alternatives provided, and the 100-year storm event design elevation is completely contained within any area of the swale less than 30 feet. *Motion carries unanimously.*

Youngerman stated for the record that this motion was Item number 1 on the written page entitled Possible motions for Florin Hill Final Subdivision and Land Development Plan, distributed to all committee members.

On a **MOTION** by Hall, and a second by Kark, (2) recommending moving to council the approval of modification request for Florin Hill to Section Motion to recommend to full 226-37C(1)(a)[3]- Minimum Pipe Cover. A modification of the equipment to provide a minimum pipe cover of one foot to stone subgrade to be waived for the proposed pipes MH-261 to I-262, I-262 to I-263, and I-263 to Ex. I-81 is based upon the justification provided to the Borough Engineer with the condition that the applicant provide supporting documentation that the 18-inch HDPEP meets the manufacturers' recommendations for H-25 loading condition with the minimum cover provided. *Motion carries unanimously.*

Youngerman stated for the record that this motion was Item number 2 on the written page entitled Possible motions for Florin Hill Final Subdivision and Land Development Plan, distributed to all committee members.

On a **MOTION** by Hall, and a second by Kark, (3) recommending moving to full council the approval of modification request for Florin Hill to section 226-37c(1)(d)[4]- Swale Side Slope. A modification of the requirement for side slopes for swales in residential areas have a maximum side slope of 4:1 based upon the justification provided to the Borough Engineer with the conditions that there is a slope stability analysis for the 2:1 side slopes; that side slopes are planted with a seed mix that is suited for steep slopes and requires minimal maintenance; and that nor embankment with slopes 25% or greater will be created outside the drainage swale. *Motion carries unanimously*

Youngerman stated for the record that this motion was Item number 3 on the written page entitled Possible motions for Florin Hill Final Subdivision and Land Development Plan, distributed to all committee members.

On a **MOTION** by Hall, and a second by Kark, (#4) recommending moving to full council the approval of the Florin Hill Subdivision and Land Development Plan on the condition that all remaining comments be addressed to the satisfaction of the Borough Engineer, Borough Solicitor, Borough Staff, Lancaster County Planning Department, Lancaster County Conservation District, and PA Department of Environmental Protection and that we receive a letter/email/memo/recordable communication from Rettew recommending page #7 from the Rettew letter dated 1/22. *Motion carries unanimously.*

Youngerman stated for the record that this motion was Item number 4 on the written page entitled Possible motions for Florin Hill Final Subdivision and Land Development Plan, distributed to all committee members

Community & Economic Development Coordinator

Community & Economic Development Report: Stebbins provided and reviewed the monthly written report.

Hall stated that he went to Lancaster County Borough's Association meeting and learned a lot. He mentioned about the dirt gravel and low volume road assistance program, which specifically involved possible money available for alleys. He mentioned Lancaster Clean H2O Partners has money available for trees, possibly on Orchard Rd at the new building, and possible money for a rain garden.

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to the full Council the approval to charge businesses to advertise in our bi-yearly newsletters.

On a **MOTION** by Hall, and a second by Kark, approval was given to amend the MOTION to include the rates for the businesses, set at a full page is \$100, half page is \$50, and a quarter page is \$25.

A vote for the amendment was made and carries unanimously.

A vote for the original motion was made and carries unanimously.

Grants

Pugliese reviewed the Grant tracking worksheet provided and reported on current grants submitted and pending.

On a **MOTION** by Hall, and a second by Kark, approval was given to move to the full Council to submit C2P2 Round 31 DCNR Grant in the amount of \$200,000 for Little Chiques Park Master Site Plan Development. Deadline is 4/2/2025 with a 50%/50% match. *Motion carries unanimously.*

Discussion with possible motion to move to full Council to submit Greenway, Trails, and Recreation, DCED grant in the amount of \$250,000 for a splash pad. Deadline is 5/31/2025 with a 15% match.

Pugliese said it would be good to know who is going to maintain the splash pad and what the cost of insurance would be.

On a **MOTION** by Hall, and a second by Kark to move to full council to submit Greenway, trails, and Recreation, DCED grant in the amount of \$250,000 for Splash pad. *Motion carries unanimously.*

Ordinances/Resolutions

On a **MOTION** by Hall, and a second by Kark, approval was given moving to full Council Resolution 2025-03, appointing Lancaster County Tax Collection Borough as collector of the Local Services Tax and Earned Income Tax for the Borough. *Motion carries unanimously.*

Legislative Updates

None.

Public Input Period

Dominic Castaldi, 1059 Regan, said he appreciates the due diligence on Florin Hill. He said the homeowner concerns have shifted from if our streets are going to be done to bigger things like stormwater and appreciates wanting to get it done right.

Castaldi mentioned that the Special Election is coming and that we should have gotten notification on that, and that polling stations will be open as normal.

Bruce Haigh, Borough Council, West Ward, spoke concerning Florin Hill, stating that K&W does the design, but then ignore issues. He mentioned that the metal pipe was something they designed and now he needs a modification to fix it. Hall said that the new comments from Faranda's letter are from new information given.

Josh Deering, 33 Frank, said that this all sounds very common for what Charter has done. He said that 25 years later, in phase 3, he hopes that the Council will really look at these waivers and modifications.

Hall mentioned that Millersville is always looking for placements for interns and asked if there is somewhere we can use them. He said that the Department of Military and Veterans affairs offers so many things for our veterans and suggested putting connections on the Borough website to their website. He said it is a positive outreach. He mentioned that the next meeting for Lancaster County Borough's Association is April 23rd in Ephrata, and that you get valuable information at these meetings. Hall suggested taking a turn hosting it at the new municipal building; there are 18 Boroughs that are a part of it, and you get good information.

Youngerman stated Tom Jones, the State representative, will be here Thursday, January 30, 2025.

Pugliese mentioned that he worked 1.5 years at the State building and that they do a lot of work with a little bit of money.

Pugliese said that an open house public meeting on the Little Chiques Park Master Plan will be held on January 29th, 2025, in the Council room and we will see it again on February 3, 2025, at the Council meeting.

Executive Session:

No executive session.

Any Other Matter to Come Before the Committee:

None.

On a **MOTION** by Hall, and a second by Kark, approval is given to adjourn the meeting at 8:56 pm. *Motion carries unanimously.*

Respectfully submitted,


Mark I Pugliese
Borough Manager/Secretary