



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

Members Present: Chairman Youngerman, Councilor Hall and Councilor Kark.

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

Chairman Youngerman called the Meeting to Order at 6:30 pm with a roll call for attendance. Youngerman announced, for the record, a quorum was met to conduct business for the Administration & Finance Committee meeting.

Executive Session: Youngerman announced there was a Committee Executive Session held following the adjournment of the Administration & Finance Committee meeting on September 25, 2025, to discuss a personnel issue on yearly appraisals. He said there will be no executive session this evening.

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

Public Input Period:

Bruce Haigh, Borough Council, West Ward, spoke concerning item 7E, Florin Hill request. He said he received a document that came from DEP last night concerning the permit application with 11 attachments. He said that Anthony Faranda-Diedrich is now asking to start on BMP#2 and Rettew said no. He said BMP#2 was to be after the major amendment was approved by DEP and K&W moved it to before. Haigh said that the sequence for construction at Florin Hill is not in order and gave various examples. He said Council was very clear that they want BMP #107 to be priority, followed by BMP #125 and now they want to start excavation on BMP #2 next week. He suggested to not give approval to Florin Hills to start with BMP#2 until Rettew is fully confident in doing it where there will not be problems. Rettew needs time and will not have time by next week. Hall asked what is getting from DEP that is coming in late at night, saying he is concerned about the channels. Haigh said that he submitted a Right to Know Law request to DEP and that is the information that came in and that he did not get to read until 9pm last night.

Approval of Minutes:

On a **MOTION** by Kark, and a second by Hall, approval was given for the September 25, 2025, Administration and Finance Committee meeting minutes. *Motion carries unanimously.*

Administration, Budget, and Finance:

Manager's Report: Pugliese provided and reviewed the monthly written report. He reported that he received a call from an Amtrak representative and sent an email with our concerns. Kark inquired about the quote for the Website and being ADA compliant. Pugliese said they were not too bad and that he will send it out and have it for Council. He said he has other companies to talk to as well. Hall asked about the radios and if that is new information and if they are Phase 2 ready. Pugliese said they are not Phase 2 ready. He said the Police department has ordered half of what they need and PW have ordered what they need. He said they are getting away from mobiles and going to get cradles. Hamm said the Fire Department Mount Joy will be ready by the end of the year and switched over to Phase 2.

Youngerman noted that the PLGIT monthly report was provided.

Youngerman announced discussion with possible motion regarding the Manheim Central Comprehensive Plan Final Draft. Pugliese said he sent the final draft out to all Council members, Dave Christian has mobilized all his volunteers, and Youngerman sent out a page of suggestions. Hall said we must have time to get it done to meet the deadlines; we have budget coming; there are Holidays, etc. We are in a time crunch, and all things are equally important. Kark asked if the committee has looked at any of the plans. He said he skimmed it and could not wrap his head around what was important to us and that it is a very large document. Hall said anything they do in Rapho Township puts a draw on services in Mount Joy Borough. Youngerman asked if the President of Council can set up a committee? Hall said yes, he could do it right now. Youngerman gave suggestion of someone to make a motion that could say Council shall

consider adoption of a response to Manheim Comp Plan. Pugliese said someone could request Council President to form a committee and have comments back to Council by Dec. 1 deadline.

On a **MOTION** by Youngerman, and a second by Hall, approval was given to move to full Council to consider adoption of a response to the Manheim Regional Plan as decided by an Ad-hoc committee appointed by the Borough Council President and make other recommendations to staff and Council as appropriate. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council, awarding the construction bid for Phase 3 of the Little Chiques Park Streambank Restoration Project in the amount of \$290,000.00 to Stonewood Landshaping, Inc. *Motion carries unanimously.*

Florin Hill – Discussion with possible motion to permit work to be started on Florin Hill Phase 3 underground retention / infiltration basin. Pugliese stated that this subject goes back to what Councilor Haigh said during public comments. Pugliese said there were copies provided to the committee the email correspondence from the Borough Engineer, Department of Environmental Protection, and Lancaster County Conservation District. He said that Florin Hill wants to jump the gun and start doing work on the underground filtration. He said he had already emailed them and said no and that if the committee is fine with that decision, they do not have to act if they do not want to. Hall said that Council has given the Manager the authority to make the decision.

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council endorsing the Manager's denial of beginning BMP 2. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council sending a letter of recommendation to the Lancaster County Planning Commission in support of Councilor Haigh being appointed to the vacant "At Large Member" seat on the Lancaster County Planning Commission. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council to approve a draft letter from the Borough Solicitor to Constantine & Eleni Korgelis and set a date for the discussion and revocation of the parking lot easement. Pugliese stated that we can wait to set a date until this gets to Council. He said we have to give them a year's notice, and that will also give the Borough time to hear what the Engineer has to say. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council the signing of an Amended Storm Water Management Agreement between the Mount Joy Borough Authority and the Mount Joy Borough. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council authorization for the County to sell 311 & 315 Locust Lane in accordance with the PA Real Estate Tax Sale Law. Youngerman said the area is basically a stormwater basin with a bunch of sink holes. Pugliese said the stormwater management is not in the deeds, but there is a stormwater easement on the plans. Hamm said there is not much runoff there and reiterated there is a stormwater easement on the plans. Hall said that right now the question is if we are ok with selling this. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council approval of Resolution 2025-16, a resolution approving the meeting dates for 2026.

Hall made a **MOTION**, with a second by Kark, to amend on the Borough Council budget meetings, that we change November 12, 2026, to November 13, 2026. Hall withdrew motion for amendment.

Hall made a **MOTION**, with a second by Kark, to amend on the Borough Council budget meeting, that we change November 12, 2026, to November 17, 2026. *Motion carries unanimously.*

Hall made a **MOTION**, with a second by Kark, to amend on the Borough Council meeting schedule for 2026 to move the start time for the Planning Commission from a start time of 7:00pm to a start time of 6:30pm. *Motion carries unanimously.*

Youngerman called for a vote on the main motion for Resolution 2025-16, as amended. *Motion carries unanimously.*

Pugliese provided a handout of the preliminary 2026 draft General Fund Budget. He said it is a brief look, not all complete, and that he plans to have the budget ready by the Council meeting. He said there are items he would like to consider in the budget and explained he is looking to hire a full-time person to do administrative work to be shared by Public Works, Codes and Zoning, and Management. He said that Codes and Zoning would also like to look at performing commercial inspections. Hamm explained that instead of the inspector, Paul Paulsen, being in the office entering in to CSDatum, he would be out doing more inspections. Pugliese stated that there is a significant increase in the health care costs. Youngerman suggested that the health care cost increased more for Police than for non-uniform. Pugliese said no, it is the same plan and that there is an increased cost for insurance plans up to 27% over the last two years. Kark asked if we need a separate line item for the Anniversary celebration. Pugliese said yes. Hall said we need to put a number in there. Youngerman suggested to start at 25K, and discussion was had on the costs involved in the celebration.

Hall suggested 30K. Kark agreed. Hamm mentioned all the files for planning, zoning, and permitting that need to be moved to the new building and that his plan was to reduce the amount of files by scanning and saving what they can electronically, but that takes time. Hall said there are vendors that do that kind of thing, scan and file for businesses. Pugliese said he had a few vendors reach out to him and that he could meet with them about it. Hall said to get quotes for it.

New Municipal Services Building:

Pugliese reported that completion date for the new municipal building is March 22, 2026, and they are on schedule. He said there are no change orders for committee to move to full Council.

Codes, Zoning, & Stormwater:

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

Community & Economic Development Coordinator:

Community & Economic Development Report: Stebbins provided and reviewed the monthly written report, as well as any updates on Grants.

Kark asked about the information gathered about the possible Malmedy Memorial donor plaque. Pugliese said they will be coming to the next Council meeting and they will be presenting three options; bricks with sponsor, plaque with sponsor, or do nothing.

A **MOTION** was made by Kark, and a second by Hall, to move to full Council ratification of Resolution No. 2025-17, a resolution authorizing application for Multimodal Transportation Fund grant in the amount of \$30,000 for pickleball courts at Borough Park. Stebbins stated there was an error, and that all the Grant Resolutions on the agenda should be for the Local Share Grant, not Multimodal Transportation Grant. Kark withdrew the **MOTION**.

On a **MOTION** by Hall, and a second by Kark, approval was given for Resolutions No. 2025-17, No. 2025-18, No. 2025-19, and No. 2025-20, related to four separate Grants in the Local Share account to full Council for approval. *Motion carries unanimously.*

Public Input Period:

Rae Ann Schatz, 1090 W. Main St., asked where we are with the violation letter concerning the Melhorn Basin. Hamm said he has a draft with recommended corrections. Schatz also stated that if we reach out to business owners for fireworks, they might be willing to help.

Bruce Haigh, Borough Council, West Ward, said that utility prices will be increasing by 15% over the next several years and he thinks we will see the electric bills double.

Executive Session:

No executive session.

Any Other Matter to Come Before the Committee:

Pugliese reported that the November 2026 Council meeting will begin at 6:00pm due to the election.

On a **MOTION** by Hall, and a second by Kark, approval is given to adjourn the meeting at 8:55pm. *Motion carries unanimously.*

Respectfully submitted,



Mark I Pugliese
Borough Manager/Secretary