



**Mount Joy Borough**  
**Administration & Finance Committee Meeting Minutes**  
**March 27, 2025, at 6:30 pm**

**Members Present:** Chairman Youngerman, Councilors Hall & Kark.

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

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

**Executive Session:** Youngerman announced there were no Committee Executive Sessions held outside of a public meeting between February 27, 2025, and March 27, 2025.

On a **MOTION** by Kark, and a second by Hall, approval was given for the agenda for the March 27, 2025, Administration and Finance Committee meeting. *Motion carries unanimously*

**Public Input Period:**

Bruce Haigh, 540 Rose Petal Ln., West Ward Council member, spoke concerning Florin Hill. He said they have evidently started construction. He said that a Homeowners Assoc. meeting was held last week and that he asked two different people if it was open to the public and were told no and that Florin Hill phase three would not be discussed at the Homeowners Assoc. meetings. He said he does not know what is going on, where the construction entrance is supposed to be, or where the Conservation District has been involved, and that he has already received some complaints about noise and dust. He asked Brett Hamm to contact the Conservation District and find out what is going on and follow up on the complaint.

He said the other item is 10D, request from Florin Hill postponing the Recreation fee. He said they received an unsigned letter from Anthony Faranda-Diedrich, and he does not understand why we would accept an unsigned letter, and that he talks about Section 1F of the Developer's agreement and there is no developer's agreement. Haigh said there is an agreement for completion of development or recreation and the fees are not even mentioned from the agreement for completion of development. He said that in the agreement for completion he also agreed to follow the current SALDO. He said the current SALDO sets the recreational fee differently than what was set in the 2004 decision. Pugliese stated that the recreational fee is in the agreement, item F, called Park Open Space Recreation and that the Solicitor did speak to it. He said it is part of the Land Development agreement with Florin Hill. Haigh said he did not see that and asked if the Borough Council oversees Land Development. Pugliese said yes, and that it is mentioned in the Solicitors' letters.

Josh Deering, 33 Frank St., spoke concerning the Hometown Heros banners. He said that some are torn and that there was talk about setting up a meeting about the maintenance of the banners and asked where we are with this.

Jessica Sheetz Nguyen, 223 Park Ave., spoke concerning Chiques Crossing, re-stating her concerns about traffic, the strain on the Mount Joy Borough Police Department and Fire Department, and the environmental strain.

**Approval of Minutes**

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

On a **MOTION** by Hall, and a second by Kark, approval was given for the minutes for the February 27, 2025, Administration and Finance Committee meeting. *Motion carries unanimously*

## **Administration, Budget, and Finance**

Manager's Report: Pugliese provided and reviewed the monthly written report. He stated that Council President Hall and himself signed all the paperwork for the Bond issue this afternoon. He stated that he spent the day on Wednesday with PSAB's lobbyists up in Harrisburg and had the chance to talk to several representatives and senators about items of interest, specifically to the Borough regarding streambank restoration and Emergency Medical Authorities.

Kark asked about 100 New Haven St., and if he is possibly looking at just townhouses and taking down the church now? Pugliese said yes, the apartments were just not going to work out there.

Kark asked about item 11F concerning the Clean Water Partners/Foundation Grant. He said the report states that we are working on obtaining easements for Phase 2 and that we are only waiting on VistaBlock documents. He asked if that is the easements for Flyway to get in. Pugliese said yes, and that we are looking at buffer easements as well.

Kark asked about item 17, the list of issues and alternates submitted by Council members and the public for Chiques Crossing. He asked if he got a response to this. Pugliese said yes, and that he seems to have received more communication from the public, a lot talking about the density of the traffic

Youngerman noted that the PLGIT monthly report was provided.

Update on the Employee Handbook. Pugliese stated he has not heard back from the Solicitor regarding some of the issues that were discussed several months ago.

On a **MOTION** by Kark, and a second by Hall, approval was given to move to the full Council to approve the 2025 Memorandum of Understanding with the Lancaster County Conservation District and authorize the Borough Manager to sign and return the MOU to the Conservation District.

Hall asked what we are doing here, and what if we don't do anything. Pugliese stated that Hamm went to the meeting today with the Conservation District. Hamm stated that the Conservation District is actively involved in the new MS4 process and the update for Act 167. He said that if all Municipalities do the MOU, that gives them the ability to put everyone together. Haigh said the MOU is a cooperation agreement as to what they are going to provide us with and what we are going to provide for them. Hall asked what they were providing. Youngerman noted that the first page says for the Municipalities that are subject to the MS4 reporting protocols, an executed MOU has an added value serving as the documentation required to satisfy several minimum control measures. Haigh said when you have the MS4 permit it does require you have this cooperative agreement. Youngerman noted that it does not sound very cooperative when it is one sided, with no say in the matter, and you must take it as it is. Haigh said that now, at least, we will be invited to the pre-application group. Hall said he withdraws his second on the MOTION. Youngerman said he will second the MOTION and move to a vote. *Motion carries with Kark and Youngerman voting YES and Hall voting NO.*

Youngerman acknowledged receipt of the GASB 75 information report for the fiscal year ending December 31, 2024. Youngerman stated that GASB 75 is about the Other Post Employment Benefits (OPEB) and stated that on page 15 there is a summary that tells you where we started, where we ended and the incoming and outgoing flows. He said it is all actuarial estimates and there are no real dollars involved and mostly actuarial assumptions.

Pugliese reported that because he is on the PSAB Board of Directors, he can go to the annual conference for free and that if anyone else wants to go, the money is available. Hall said he would be interested in going but may conflict with his schedule. Kark said it would not work for him to go at this time. Youngerman said to send it out as an email invite to see if anyone else is interested in going.

Discussion with possible motion on summer internships. Pugliese said that Councilor Hall brought it up at the last meeting as a possibility. He said they received an email and a resume from an individual who is interested in putting in some summer hours here between May 12<sup>th</sup> and August 22<sup>nd</sup>. He said our only problem is where we would put them other than the Council room. Hall asked what type of work the Borough would have them do. Pugliese said there are things she could help with, such as grant research. He said he was told that she is a drone operator and that would be beneficial with Little Chiques Park, and the work being done there to document what is happening. Hall said that if she has a drone, there could be a long list of things to use that with, such as park space, roads, historic structures, etc. Youngerman asked if this is a paid position. Pugliese said no.

Megan Harlacher, an interested intern, called in to the meeting. Youngerman asked if she gets college credits for the internship. She said yes, and that she wanted to clarify that she will be taking a drone course starting next semester, so she has not yet done that, but with the course, she will be getting her license with it.

Hall said she would bring value to the Borough. Youngerman said that we do not have a plan for an internship. Hall said that we can come up with one. Youngerman said that being Josh Deering is her contact person with the Borough, Youngerman asked Deering to work with the Manager to come up with an internship plan and by May 5<sup>th</sup> Council meeting we can bring that plan to Council for approval. Kark said that usually the college or professor must sign off permission for the internship. Youngerman suggested to get this moving along so she can get that permission.

Discussion with possible motion regarding Committees being able to authorize the expenditure of funds without full Council permission. Pugliese stated that it was asked at Public Works if there is an amount that a committee could authorize spending that would not have to be approved by the Council. Hall said the answer is \$0. He said the committee has three people and it takes five to make a quorum. Kark asked if there was an example given where this is a hardship. Pugliese said the tree stump on Marietta Ave., that Public Works took the tree down but did not remove the stump, but it needed to be removed, so it was Public Works that had to take care of it then. Youngerman said that a better way may be to authorize an emergency fund for expenditures as needed under authorization of the Manager. Hall said that allowing a committee to decide to spend money is allowing them to make a policy without a quorum. No motion was made.

### **New Municipal Services Building**

Discussion with possible motion regarding any updates and/or change orders. Pugliese reported on the manager's approval of Change Order #1, the removal of a tree in the amount of \$1,572 and a credit in the amount of \$800 for removal of the softball backstop and moving of the shed.

Hall requested that Pugliese break down the future agendas saying, "needs approved" and "already approved. Youngerman asked that Pugliese be sure to include it on the Council agenda.

### **Codes, Zoning, & Stormwater**

Land Development, Codes, Zoning, & Stormwater Administrator Report: Hamm provided and reviewed the monthly written report. Hamm stated that permits are picking up, as well as complaint violations.

Discussion with possible motion regarding Cornerstone Lot W4 Access Easement (carried over from previous month). Brian Johnson, representing Kinsley Properties was present and highlighted the request for the access easement. He said that they could move it off Borough property, but that the current request makes for better movement for trucks. Kark agreed that the requested set up is ideal from a truck driver perspective. Youngerman asked how it will benefit the Borough. Johnson said that it will not benefit the Borough, but it will not harm it either.

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council Cornerstone Lot W4 Access Easement. *Motion carries; Hall and Kark voting YES, Youngerman voting NO.*

Discussion on Chiques Crossing/Vista Block Easement. Brandon Conrad, representing Vista Block was present. Pugliese re-stated that he received many comments and concerns from the public but has not had time to compile a whole list. Youngerman asked if he heard from one person in favor of the project. Pugliese said that no one was straight in favor, but some were just suggestions and not concerns or oppositions. Youngerman said that he needs verification from the developer, such as costs, alternatives and other claims before he can make a judgement. Kark asked Mr. Conrad if anything has changed since the last meeting regarding appeasing the Borough. Conrad highlighted the non-easement option stating that this would mean thirty times the length of pipe which will impact roads and cost more to maintain. He suggests that the Borough request how Vista Block can contribute funds to "give back" as a thank you for cost savings of granting the easement. Hall suggested not debating options in Committee before the list of suggestions is compiled. Youngerman asked Pugliese to verify numbers with the Authority. Pugliese said he would like to have the list completed by the end of next week. Hall suggested the Committee authorize the Council President and Borough Manager to meet with Vista Block to discuss an arrangement.

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council the authority for the Council President and Borough Manager to meet with Vista Block to discuss an agreement to benefit Mount Joy Borough. *Motion carries unanimously.*

Consider a motion to move to full Council a request from Florin Hill partnership postponing the Recreation Fee of \$1,000 at the time of the application for building permits and authorize the Borough manager to enter into this amendment on behalf of the Borough.

Anthony Dietrich-Faranda, representing Florin Hill was present. He referred to the letter provided in the packet and said that there is a provision they did not catch that says they need to pay for recreation fees before the plan development approval. He said they want to pay when they have a building permit, as

they have in the past, which in this case will need an amendment. He said the amount does not change, just the timing of when the payments are received.

Hall suggested paying 25% at the time of the first permit and the balance on permit twenty-five. Youngerman said that Florin Hill made the mistake of not catching it, so he wants to let it stand as is.

On a **MOTION** by Hall, and a second by Kark, approval was given to move to the full Council for the Solicitor to draw an amendment to the Florin Hill land development agreement stating that the recreation fees be collected at 25% at the issuance of the first permit with the balance collected when the twenty-fifth permit is issued.

On a **MOTION** by Hall, with a second by Kark, an amendment to the original motion was given to change from when the permit is "issued" to when the permit is "applied for". *Motion carries. Hall and Kark voting YES. Youngerman voting NO.*

A vote was called for the original **MOTION**. *Motion carries. Hall and Kark voting YES. Youngerman voting NO.*

Discussion on the rezoning of a portion of Wood Street from Light Industrial to a Residential classification. Pugliese asked if the Committee had the desire to rezone.

Hall said that he is not opposed to rezoning, but that he would rather wait until an applicant comes forward with a zoning proposal. Youngerman asked if we can rezone without a request. Hall said yes, and that the Borough has done that in the past.

Pugliese said that a concern would be if someone wants to use it for light industrial purposes, whether it be storage units, or a garage mechanic, if the people on the block, or across the street, if they really want their surroundings going from a single-family home to, for example, storage units.

On a **MOTION** by Hall, and a second by Kark, approval was given to move to the full Council for staff to begin the process to rezone a portion of Wood Street to medium density residential. *Motion carries unanimously.*

#### **Community & Economic Development Coordinator**

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

On a **MOTION** by Hall, and a second by Kark, approval was given to move to the full Council, authorizing the Community & Economic Development Coordinator to apply for the NFWF Grant in the amount of \$250,000 for Phase 3 of the Little Chiques Park Streambank Restoration Project. Application due 5/13/2025. *Motion carries unanimously.*

#### **Ordinances/Resolutions**

None pending.

#### **Public Input Period**

Bruce Haigh, West Ward Council Member, spoke concerning Chiques Crossing. He said that according to Lancaster News, the Lancaster County Planning Commission reported there are more dwelling units than households. He suggested that staff contact the Planning Commission and find out what the true numbers are. He said it is true, that there is a shortage of *affordable* housing but disagrees that Chiques Crossing meets the requirements of affordable housing. He said he agrees with the Committee to try and negotiate a benefit to the Borough.

Haigh spoke concerning Cornerstone Lot W4. He said he looked at the lot and feels it could be shifted off the Borough and the employee entrance could be moved. He said he feels there is a way to avoid Borough Property.

Dave Christian, 227 Park Ave., spoke concerning Chiques Crossing. He commended the Committee for sitting with the developer to discuss options. He noted he submitted a lengthy letter of suggestion to the Committee and stated his opposition to the project.

Jessica Sheetz Nguyen, 223 Park Ave., spoke concerning Vista Block/Chiques Crossing. She said she has questions about the number of units because the number keeps changing. She spoke concerning the Borough trying to leverage things. She said she does not know how the Borough would do that and suggested they just say no, we cannot have the project there.

Josh Deering, 33 Frank St., spoke concerning the employee handbook and asked when the public will be able to see it. He spoke concerning the PSAB conference and said that if no one else wants to go, that other Committee members can go. He spoke concerning guidelines for the Committee meetings and asked how to handle the process of the meeting, specifically with regard to interaction with the public.

Debra Eberly, 3775 Mount Joy Rd., spoke, expressing her concern with Chiques Crossing, stating that she is totally against the project for many reasons and has been dealing with this since 2021.

Ken Eberly, 3775 Mount Joy Rd., spoke, expressing his concerns with Chiques Crossing, stating he is against the project. He said Mr. Conrad himself stated that if they had known about the problems before, they would not have purchased the property, and that is his problem, and now he is trying to make his problem the Boroughs problem. He said that a lot of his statements are inaccurate and advises the Borough to be careful. He also stated that traffic will be a huge issue.

Doug Nolt, 211 Park Ave., said thank you to the Borough for taking time with the Chiques Crossing project and looking out for the Borough and the residents interests.

**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 9:20pm. *Motion carries unanimously.*

Respectfully submitted,

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

Mark I Pugliese  
Borough Manager/Secretary