



**Mount Joy Borough**  
**Administration & Finance Committee Meeting Minutes**  
**March 28, 2024, at 6:30 pm**

**Members Present:** Chairman Youngerman, Councilors Hall and Kark

**Others Present:** Borough Manager, Mark Pugliese; Assistant Borough Manager, Jill Frey; Zoning & Codes Officer, Brett Hamm; Rachel Stebbins, Economic Development; Part-time Receptionist, Linda Gainer

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

**Executive Session:** There were no Executive Sessions held by the Administration and Finance Committee between February 22, 2024, and March 28, 2024. Nothing is currently planned under Item 12.

On a **MOTION** by Kark, and a second by Hall, approval is given for the Agenda for the March 28, 2024, Administration and Finance Committee meeting with a change. The next meeting is on April 25, 2024, not April 22, 2024. *Motion carries unanimously.*

**Public Input Period:**

Bruce Haigh, West Ward Borough Councilor, is in support of Phase III of Florin Hill moving forward consistent with Phases I & II. However, there are three issues: open space, parking, and stormwater. They are missing the capability of the stormwater. Florin Hill wants individual trenches in each lot; they could put sub-surface. An extra half parking space at each property is not shown in the proposal. The current plan shows an increase of twenty-four homes from the 2004 plan. The street width needs to be 34' to satisfy street parking issues. Their application should not be authorized as it does not meet the requirements set.

Tod Dohl, 9 East Main St, sees that the property line issue between 9 and 15 East Main is on the Agenda. He's hoping to work together to see what is possible to move forward in a good direction.

On a **MOTION** by Hall, and a second by Kark, approval is given for the Minutes of the February 22, 2024, Administration and Finance Committee meeting. *Motion carries unanimously.*

**Administration, Budget, and Finance**

**Manager's Report:** Pugliese presented the Manager's Report. Hall asked if the Manager has heard from Amtrak. Pugliese stated no. There are three areas of washout along the tracks, Pugliese assumes these will be taken care of when tracks are shut down for work.

**Discussion on Municipal Services Complex Financing Update:** Zachary Williard of PFM gave a presentation on interest rates, loans, bonds and pay downs regarding the Municipal Services Complex Financing.

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council, the adoption of Resolution 2024-11, Reimbursement Resolution. *Motion carries unanimously.*

**Florin Hill Update:** Pugliese stated that Anthony Faranda-Diedrich and the attorneys are working on the agreement. Most areas of conflict are ironed out. Pugliese on the road width in Phase III at 34" to accommodate parking on both sides of the road. Sidewalks would be built out at 85% occupancy. These are two policy related issues identified today that need to be discussed with Council. The agreement will be held until it is complete as more issues may arise. The Borough received the review of the as built for stormwater. Faranda-Diedrich pointed out how the stormwater design is to be done to comply with current zoning standards. There will be compliance with DEP before being finalized. Florin Hill would like to discuss the agreement with Council in early May. Further discussion on sidewalks and stormwater.

On a **MOTION** by Hall and a second by Kark, approval is given to include on Council Agenda regarding agreement concerns of road width (34") and percentage of completion (85%) for completed sidewalks for developer to complete all sidewalks in Phase III. *Motion carries unanimously.*

**Act 172 Update:** Pugliese stated he has a letter from our Solicitor with a drafted resolution that defines active status. The resolution can be sent to Council to vote on. Youngerman would like to see a change to section C on the resolution. He doesn't agree that the volunteer must be a resident for an entire year if you paid taxes. Hall felt we should check with the Solicitor as someone could move several times through a year; is there anything that prevents being able to receive multiple reimbursements? Better wording might be "a majority of the year."

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council, the adoption of Resolution 2024-10, a resolution establishing criteria for volunteers to be eligible to participate under the Mount Joy Borough Volunteer service tax credit program. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council, authorization for the borough solicitor to advertise Ordinance 02-2024, an ordinance implementing a volunteer fire service earned income tax credit and real estate property tax rebate programs: enacting tax credits for volunteer members of volunteer fire companies; and establishing administrative procedures and appeals. *Motion carries unanimously.*

**Discussion of Property Line Between 9 and 15 East Main Street:** Tod Dohl was asked to submit his preferences on how to handle the property line between his property and the Borough's property. Discussion centered around how to properly sell the property and be fair as it is a Borough asset, but it encroaches on Mr. Dohl's property. Guidance is needed from the Solicitor on what are we allowed to do. This is a unique situation.

On a **MOTION** by Kark, and a second by Youngerman, approval is given to move to full Council, Lancaster County Board of Commissioners Resolution 33-2024 declaring Lancaster County a Non-Sanctuary County, and their request for local municipalities to do the same. Youngerman withdrew his second as this does not pertain to Mount Joy Borough. *Motion fails for lack of a second.*

**Update on Chiques Crossing:** The application for conditional use has been withdrawn.

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council, to withdraw the appointment of Daniel Bhatti as alternate to the Zoning Hearing Board due to residence requirement. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council, authorization for staff to apply for funds under the Community and Economic Development: COVID-19 ARPA PA Multi-purpose Community Facilities Program for funding towards the new Municipal Services Complex. *Motion carries unanimously.*

On a **MOTION** by Hall and a second by Kark, approval is given to move to full Council to acknowledge Letter of Credit for JDRC Mount Joy, LLC operating as subsidiary of Cresco Labs. *Motion carries unanimously.*

**Update on awarding contract for Little Chiques Park Master Plan consultant:** Pugliese stated that three firms have presented bids. One is on budget, one is below budget, and one is over budget. Pugliese will wait until the study group can make a recommendation. DCNR does not require choosing a low bid, but the Borough must take the low bid.

### **Codes, Zoning, and Stormwater**

Brett Hamm has been on the job four days. He and Sam Meckley have been working together. Brett has completed a webinar and is registered for a BCO 101 certification course during April 8 to 11.

**Briefing and sketch plan review, 400 E Main St:** Dairy Queen had to change their sketch plan as PennDOT will not give an occupancy permit for a separate entrance; it's a shared entrance with Advance Auto. Dairy Queen had to change their plan for the drive through so queuing will happen in their parking lot rather than on Rt 230. The plan must go back to the Zoning Hearing Board. Hall pointed out that the Borough may have to designate no parking along Rt 230 as there is nothing to indicate parking along E. Main Street. Dairy Queen may want to look at that as the developer and propose to the Borough.

**Briefing and sketch plan review, 30 Orchard Rd:** A representative for the physical therapy office at this address spoke about the site access and parking spaces. He is looking for two modifications to the plan: The street radius – 20' is required on either side of entrance but it is not 20' now. A utility pole would have to be moved. Curbing – there is an inlet on the low part of the parking lot. If a curb is installed, it would keep the water from flowing into the inlet, it would go over the curb. There is not a high turnover of cars, so a curb is not needed. The Borough Engineer recommended the curb in a February 22 letter, but the Planning Commission said no curbs two weeks ago.

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council consideration of the preliminary and final land development plan for 30 Orchard Road. *Motion carries unanimously.*

**Discussion regarding Awaken Properties Zoning Hearing Board Decision for 163 New Haven and 19 Poplar:** The ZHB denied the application from Awaken Properties to run these addresses as short-term rentals. The ZHB won at the ZHB level, but Awaken Properties is appealing the decision. Hall pointed out that Awaken is not appealing anything about the Borough but the ZHB. We should see what the Solicitor can do. If the ZHB upholds the decision and it goes to court, the ZHB has to defend its position.

On a **MOTION** by Hall and a second by Kark, approval is given to have the Solicitor to prepare a brief in defense of the decision of the Zoning Hearing Board. *Motion carries unanimously.*

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

Stebbins provided her report. A space has been cleared out upstairs in the Borough building for an office for Stebbins.

Pugliese mentioned that space was cleared in the Zoning Officer office for the rental inspection person. The filing cabinets from the Zoning office were moved into the Council Chambers.

**Grant Updates:** Pugliese presented the Grant Tracking worksheet. Pugliese is going to have department heads put together shovel ready information for opportunities for grants. Information and cost estimates would be gathered. Pugliese would take ideas from Council also.

**Ordinances:** See item 6, D,2

### **Public Input Period**

Bruce Haigh – the ordinance for short term rentals need to be solidified. There are half a dozen properties in violation of the ordinance. Financing for the Municipal Building – is the Authority giving an amount up front? Florin Hill - Anthony Faranda-Diedrich has more confidence in his stormwater people than Haigh does. The stormwater basin on Reagan Street is to overflow capacity. Rettew can lead in the right direction on stormwater.

**Any Other Matter to Come Before the Committee:**

On a **MOTION** by Youngerman, and a second by Kark, to make Monday, April 8, 2024, Eclipse Day in Mount Joy. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval is given to adjourn the meeting at 9 pm.

Respectfully submitted,

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

Mark G. Pugliese  
Borough Manager/Secretary

**NEXT ADMINISTRATION AND FINANCE MEETING**  
**Thursday, April 25, 2024, at 6:30 pm in Council Chambers**