



**Mount Joy Borough**  
**Administration & Finance Committee Meeting Minutes**  
**April 24, 2025, at 6:30 pm**

**Members Present:** Chairman Youngerman, and Councilor Kark. Councilman Hall was absent.

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

Chairman Youngerman called the Meeting to Order at 6:30 pm. Youngerman announced Councilor Hall was not going to be able to attend tonight's meeting.

**Executive Session:** Youngerman announced there were no Committee Executive Sessions held outside of a public meeting between March 27, 2025, and April 24, 2025.

On a **MOTION** by Kark, and a second by Youngerman, approval was given for the agenda for the April 24, 2025, Administration and Finance Committee meeting. *Motion carries unanimously.*

**Public Input Period:**

No Public Input given.

**Approval of Minutes**

On a **MOTION** by Kark, and a second by Youngerman, approval was given for the minutes for the March 27, 2025, Administration and Finance Committee meeting. On a **MOTION** by Youngerman, and a second by Kark, an amendment was given to change the bottom of page 1, Approval of Minutes, from the word agenda to minutes. *Motion for amendment carries unanimously. Original motion carries unanimously.*

**Administration, Budget, and Finance**

Manager's Report: Pugliese provided and reviewed the monthly written report. He mentioned an email he received from Amtrak, noting that BMP 107 should have the end wall complete by the end of September 2025. Youngerman stated for the record that Amtrak is very demanding when it comes to stormwater management, but they do not seem to have the same regard for others.

Pugliese updated Florin Hill, stating that the revised plan is substantial and the ponds are slowly clearing up. He said the new NPDES plan has been submitted, and is being reviewed by Rettew and DEP.

Kark asked if there were any updates on Chiques Crossing. Pugliese said that in talking to Mr. Conrad from Vista Block the cost to run the forced main around versus under the creek would not be as much as originally thought, however the Authority would be responsible for the cost of the maintenance of the line, and this could have an impact on Mount Joy Borough residents. He said that Vista Block is still interested in putting money toward some project in the Borough.

Youngerman noted that the PLGIT monthly report was provided.

Update on the Employee Handbook. Pugliese stated he had not heard back from the Solicitor concerning comments from the handbook. He said that she is backlogged with work for the Borough, but that part of that is from the large workload, especially with Florin Hill.

Discussion with possible motion regarding internships for college students. Pugliese provided a draft program / schedule for the intern provided by an email from Josh Deering.

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council the discussion with possible motion of the college student internship program as stated in the email provided by Josh Deering. *Motion carries unanimously.*

Discussion with possible motion regarding the Borough Solicitor and the Labor Attorney. Pugliese stated that the Labor Attorney is used for the Police Collective Bargaining Agreement, or CBA. He said that Council was not happy with the one they used three years ago for the CBA, that he was smart but not very responsive. Pugliese reported that the mayor suggested reviewing the Borough Solicitor. Pugliese said that she is good and has been with the Borough for a long time. He reiterated that they are getting caught up with the Solicitor's workload.

Youngerman stated that he was always interested in reviewing the Borough's professionals. He said he would like Councilor Hall here for more discussion concerning the Solicitor but can move on concerning the Labor Attorney.

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council discussion regarding a change in the Labor Attorney for the Mount Joy Borough. *Motion carries unanimously.*

Discussion regarding 2024 Auditors report presentation. Pugliese said they planned to come and present to full Council on May 5, 2025. Youngerman and Kark agree to keep it for May 5, 2025.

Land Swap Agreement. Pugliese reviewed the agreement presented between Mount Joy Borough and Mount Joy Borough Authority. He stated that Mount Joy Borough would have full possession of the Public Works building and Mount Joy Borough Authority would have full possession of the Parks building. He stated that all the motions presented are legal documents to have the land swap take place. Youngerman asked if voting would still be held at the Florin Station. Pugliese said no, it will be held at Glossbrenner Church.

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council the adoption of the "Swap of Land Interests Agreement" as prepared by the Borough Solicitor and to authorize the Council President and Borough Secretary to ratify said Agreement. *Motion carries unanimously.*

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council to approve and execute of a "Quickclaim Deed" between Mount Joy Borough and Mount Joy Borough Authority conveying the property at 134 North Market Avenue to the Borough Authority. *Motion carries unanimously.*

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council the adoption of Resolution 2025-08, a resolution authorizing the conveyance of certain property identified as 134 North Market Avenue to Mount Joy Borough Authority and authorizing acceptance of certain interests in real estate to be conveyed by Mount Joy Borough Authority and to authorize the Council President and Borough Secretary to ratify said Resolution. *Motion carries unanimously.*

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council the ratification of a Lease Agreement as prepared by the Borough Solicitor between Mount Joy Borough Authority (Lessor) and Mount Joy Borough (Lessee) document storage space at 134 North Market Avenue. *Motion carries unanimously.*

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council the ratification of a Lease Agreement as prepared by the Borough Solicitor between Mount Joy Borough (Lessor) and Mount Joy Borough Authority (Lessee) material storage space at 25 South Melhorn Drive. *Motion carries unanimously.*

New Municipal Services Building – Discussion with possible motion regarding any updates and/or change orders. No change orders to review and nothing to discuss.

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

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

Discussion concerning Subdivision at 1000 East Main Street, Mount Joy Wire. Brian Cooley, from D.C.Gohn Associates, was present and reviewed the Mount Joy Wire proposal to sub-divide the land at 1000 East Main Street. He stated that they are asking for three modifications. The first is a waiver of the preliminary plan, the second is a waiver of the existing street improvements, and the last is a waiver of the street trees.

Youngerman said there seem to be plans to sell the land in anticipation of some future development that may or may not occur. He asked how the land is currently zoned. Cooley said it is zoned industrial and will stay that way. Youngerman asked if anyone is buying the land. Cooley said he believes there is an

agreement in place. He said that the final sub-division plan is a deferral agreement until such time that the land is developed. Youngerman noted that the Administration & Finance Committee were examining the documents that were presented.

Youngerman said that he is not comfortable proceeding with a decision since he is just seeing this for the first time. Cooley said that the plan has been before the Planning Commission in April and they recommended approval and that is why he is here tonight. Youngerman asked for a timetable for approval and asked that if it is not approved tonight, if it will be approved after 90 days by default. Pugliese said yes, it would be approved by default after 90 days. Hamm said the filing date was February 21, 2025, and processed February 24, 2025. Youngerman said he is just not going to vote.

Cooley said that all the documents provided lay out the reasons for the sub-division. Kark asked for an explanation on the difference between preliminary plans and final plans. Cooley said that the preliminary plan goes through Planning Commission, Admin & Finance and Council, and then on to the final plan which basically changes the title from preliminary to final and goes through all committees again. He said that this is a sub-division plan and that although there are modifications the ultimate standard is a deferred agreement because we do not know the future plan of the sub-division at this point. He said the presentation tonight is normal protocol for a subdivision.

Youngerman asked if we know who bought the land. Cooley said yes that Guardian Barrier bought the property and that their headquarters is in the Borough. Hamm said the intent of the project is to alleviate large truck traffic from the Borough and it is good to keep business within the Borough.

Pugliese said that we can move it to full Council for discussion and possible motion.

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council discussion and possible motion for the sub-division at 1000 East Main Street, Mount Joy Wire. *Motion carries unanimously.*

Cooley asked if there is something we should change concerning the timelines going forward since the project timelines are based on meeting dates and this seemed to be a problem this time around and it was never a problem before. Youngerman said they usually do not get the documents this close to a meeting. Cooley said that Pugliese and Hamm are great to work with, he just wanted to make sure he should not be doing something different. Youngerman said that he does not like to just rubber stamp projects and can be hardnosed, and so this issue was on him and we are good with the way things have been moving forward.

Update – Chiques Crossing – Youngerman said that this was discussed earlier in the meeting.

Discussion on final land development plan for Cornerstone, Lot 6A. Scott Debella, from KCI Technologies, was present and reviewed final land development plan for Cornerstone, Lot 6A. He reviewed the preliminary plan, street improvements, street trees, and the stormwater Ordinance regarding volume controls.

Youngerman asked what the ramifications would be if they are not meeting the qualifications for stormwater requirements. Debella said where you infiltrate water where there are already sinkholes, it increases the possibility of more sinkholes forming. He said the benefit is that the water will be discharged and released slowly at the orifice.

Pugliese asked if this is the final lot that is going to be developed. Debella said that Lot 5 has a small piece that has a developable pad, but that 90% of it is in the basin. Pugliese asked what the Planning Commission had to say. Hamm said they suggested talking to Rapho Township about the traffic studies and if a traffic signal may be required. He said if so, the developer is obligated to make that happen.

Youngerman asked how many trucks will be coming out of there. Hamm said we do not know, and that they can use Strickler Road as well. Youngerman said there would be a line of trucks alongside Starbuck's. He said we seem to have to approve whatever comes before us and give the rubber stamp of approval. He said he needs more time to look over this. Hamm said that there is 10 days before the Council meeting to look over it if it were to progress to full Council.

Kark gave a **MOTION** to move to full Council the approval of the Final Land Development Plan for Cornerstone, Lot 6A. No second given. Youngerman said the *motion fails for lack of second* and can come back next month.

Debella asked if the Committee would like any hard copies of anything. Youngerman said he would like the traffic study and more details and asked if they would be able to receive it ahead of time.

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

Community & Economic Development Report: Stebbins provided and reviewed the monthly written report, as well as any updates on Grants. She invited anyone interested in participating in the Memorial Day Parade on May 24, 2025, to let her know.

Discussion with possible motion regarding People, Parks, & Community Foundation Grant. Stebbins reported that for the pickleball courts; with this grant, combined with everyone else involved, they will have enough money for the courts. She said she would like to change the narrative to focus on the pickleball courts. She said the grant also has focus on community support which the pickleball courts have. Kark asked for an update on the possibility of moving the courts to the basketball site. Stebbins said this will be up for discussion at the Parks & Rec Committee meeting in May.

On a **MOTION** by Kark, and a second by Youngerman, approval was given to move to full Council the adoption of Resolution 2025-09 concerning the People, Parks, & Community Foundation Grant. *Motion carries unanimously.*

#### **Ordinances/Resolutions**

None pending.

#### **Public Input Period**

Josh Deering, 33 Frank St., asked if there is any movement or discussion on the breaking of 13 or 15 East Main Street on to a separate deed. He said it would be nice to get that separated.

He spoke from a Planning Commission view point on the traffic study. He said it seems there are structures being built and then they fill it. He said we do not know how accurate their traffic updates have been through the years.

He spoke of Cornerstone, Lot 6A. He said the stormwater is going into their own stormwater basin which is on Lot 5. He said if we do not approve this, they would use their own basin and then develop and then have to fix sink holes.

He spoke of the sub-division of Mount Joy Wire. He said it is a grass field between Mount Joy Wire and Cargill and that they just want to sell it off.

#### **Executive Session:**

No executive session.

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

Youngerman said that he appreciates Deering bringing up 13 and 15 East Main Street. He said to get the most value out of this Borough property it would be best to divide the properties. Pugliese said that 13 East Main Street, the old candy store, would have to be taken down. Youngerman asked what it is zoned as. Hamm said it is in the commercial business district. Deering said it is best to get on it.

On a **MOTION** by Kark, and a second by Youngerman, approval is given to adjourn the meeting at 9:46pm. *Motion carries unanimously.*

Respectfully submitted,



Mark I Pugliese  
Borough Manager/Secretary