



Mount Joy Borough Council
Administration & Finance Committee Meeting Minutes
April 27, 2023

Members Present: Chairman Youngerman, Councilor Hall, Councilor Roering

Others Present: Borough Manager, Mark Pugliese; Zoning & Codes Officer, Duane Brady; Part-time Receptionist, Linda Gainer

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

Executive Session: No Executive Session held by Committee between 3/24/23 through 4/27/23.

On a **MOTION** by Roering, and a second by Hall, approval is given for the Agenda for the April 27, 2023, Administration and Finance Committee meeting. *Motion carries unanimously.*

Public Input Period: No Public Input

On a **MOTION** by Hall, and a second by Roering, approval is given of the Minutes of the March 23, 2023, Administration and Finance Committee meeting with a correction of the month from February to March. *Motion carries unanimously.*

Administration, Budget, and Finance

Manager's Report: Pugliese presented the Manager's Report and asked for questions. There is nothing to highlight.

Further Discussion on length of Council and Committee meetings: Youngerman asked if anyone had anything further to add. Pugliese stated he has started putting the preliminary agenda out ahead of time and then the draft as usual.

Discussion on Act 172 of November 21, 2016: Pugliese stated he had nothing new to report. Hall asked where we should start. Pugliese suggested that this can be taken to Council unless this committee wants to come up with a policy to present. Youngerman stated that Council doesn't know the options. Pugliese stated that he will work to create a document.

On a **MOTION** by Roering, and a second by Hall, approval is given to move to Full Council discussion on Act 172. *Motion carries unanimously.*

Discussion on results of air quality test conducted in current Municipal Building: Report is in the packet. It shows where the samples were taken. The air ducts need to be cleaned and there is some indication of black mold in the Sergeant's office of the Police Department. The air ducts could be connected creating an issue in more than one space. There are air cleaners running in various areas of the offices. Pugliese has contacted several companies for duct cleaning and is waiting for replies on cleaning all duct work. Testing should be repeated, again, a month or two after ducts are cleaned. Additional air cleaners could be purchased for the Chief and Sergeant's offices.

On a **MOTION** by Hall, and a second by Roering, approval is given to move to full Council, authorizing the Council President to sign a letter of support for the Lancaster County Planning Commission to the updating of the countywide, watershed-based stormwater management plan/Act 167 Plan with a correction of the date to April 5, 2023. *Motion carries unanimously.*

Advisement: Pugliese is passing on the information that Harvey's Main Street Bar-B-Q has made application to the PA Liquor Control Board.

On a **MOTION** by Hall, and a second by Roering, approval is given to move to full Council the adoption of the Mount Joy Borough & Mount Joy Borough Authority Safety Committee Mission Statement.

Motion carries unanimously.

Land Development, Zoning, & Codes

Codes & Zoning Report: Brady presented his report and stated that he has started rental inspections on empty units within larger property managers. It's going well. Brady is also working to close open complaints and violations. Third party work with Codes Administrators is going well; there is good communication. The transition from CCIS is being handled. There is no Zoning Hearing Board meeting in April, but one is scheduled for May.

On a **MOTION** by Hall, and a second by Roering, approval is given to move to full Council adoption of the Planning Commission Map. *Motion carries unanimously.*

Discussion on status of proposed amendments to Chapter 195 of the Borough Ordinance: Brady has met two times with the Planning Commission and has put together comments for Council. The Planning Commission has asked Brady to put together a draft ordinance on short term rentals and will have our Solicitor look over it. There are nineteen proposed changes to take ordinance from the 2009 standard to the 2018 standard. Short-term rental and long-term rentals will be separate. There is wording about lead paint in the ordinance which has been taken out as Brady does not have training to test for lead paint.

Brady showed a visual map of the Borough created by Steve Gault that is to be imbedded into the Borough website. Residents can see what is in the Borough for parks, trails, etc. The information came from the 2011 regional planning document. The map can be easily updated.

Grant Updates

Pugliese presented the Grant worksheet and noted that items 30 & 31, we did not get these grants last year and are reapplying. Item # 13 we were awarded at the beginning of last year and PennDOT has had the application since July of 2022. We have until 2025 to complete this.

Borough Building Ad Hoc Committee

General Updates: Deering stated that there is nothing new to report since last month. The committee is waiting for the ordinance change. Then survey work and test pits can be finished. Then the Critical Path Method (CPM) can be updated.

On a **MOTION** by Hall, and a second by Roering, approval is given to move to full Council, the authorization for Council President to sign a letter requesting a six-month extension for completion of the application for the \$3,000,000.00 RACP Grant. *Motion carries unanimously.*

Ordinances

Review Ordinance 01-2023, an ordinance to amend the Mount Joy Borough Code of Ordinance, Chapter 270, Zoning, to revise regulations governing municipal uses, as well as comments from Lancaster County Planning Commission and Mount Joy Borough Planning Commission: Comments from the Lancaster County Planning Commission were good. Mount Joy Planning Commission likes the ordinance but not the current situation which prompted the ordinance change. Brady stated different members of Mount Joy's Planning Commission have different opinions on the building project and question the ordinance. Our Solicitor suggested changing the ordinance now rather than having an issue come up with every project. Brady stated that the Borough may have to add an additional Fire Department or a pumping station for the Water Authority in years to come. Youngerman stated that decisions can be made as they come up. Pugliese stated that a project will come to full Council anyway. Even with the ordinance, it is still up to Council to make a decision.

Resolutions

On a **MOTION** by Hall, and a second by Roering, advising the Resolution 2023-07 SHENTEL Franchise Agreement Resolution will be before Council for their consideration at their May 1st, 2023, meeting as approved by this Committee and full Council. It was noted that Brightspeed is also putting in fiber optics for the internet.

Motion carries unanimously.

On a **MOTION** by Roering, and a second by Hall, approval is given to move to full Council, adoption of Resolution 2023-08, a resolution authorizing the application for a grant under the Watershed Restoration and Protection Program (WRPP) in the amount of \$300,000 for the Little Chiques Creek Restoration Project. *Motion carries unanimously.*

Public Input Period

Josh Deering, 33 Frank Street, commented that Pinkerton Road looks great. The sidewalks are working and are a good thing. The Planning Commission is an advisory body to advise the Council. The conversation and vote may have been a little different if the member had been present. Brightspeed has been to his house to update the internet. Deering asked how Zoning will handle the overgrown grass and weed season. Is there a policy or does the Officer patrol looking for violators? Brady stated that monitoring is complaint driven; it is not legal to look for violations. Brady had six calls this week. If he sees a violation, it will be taken care of. He will be getting clarification from our Solicitor on the legality of looking for violations.

Executive Session: None held.

Any Other Matter to Come Before the Committee

Pugliese stated that he received an email, which he forwarded to members, that Main Street Mount Joy is disbanding. Some concerns are the Memorial Day Parade, and the planters on Main Street that have been gifted to the Borough. Pugliese will talk with the Mount Joy Chamber for ideas. Hall stated the parade is covered for this year. Deering stated that a service group might be willing to take the planters on. Pugliese will try to meet with the Economic Development Corporation of Lancaster. Hall stated that Main Street Mount Joy is an official Main Street program and was eligible, and made the Borough eligible, for grants. The Borough needs to look at what to do to move forward and be able to keep grant funds coming.

On a **MOTION** by Roering, and a second by Hall, approval is given to adjourn the meeting at 7:43. *Motion carries unanimously.*

Respectfully Submitted,



Mark G. Pugliese
Borough Manager/Secretary

**NEXT ADMINISTRATION AND FINANCE MEETING
Thursday, May 25, 2023, at 6:30 PM in Council Chambers**