



Mount Joy Borough
Administration & Finance Committee Meeting Minutes
May 23, 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 6:31 pm.

Executive Session: There were no Executive Sessions held by the Administration and Finance Committee between April 25, 2024, and May 23, 2024. Nothing is currently planned for tonight's meeting.

On a **MOTION** by Hall, and a second by Kark, approval is given for the Agenda for the May 23, 2024, Administration and Finance Committee meeting. *Motion carries unanimously.*

Public Input Period: No one

On a **MOTION** by Hall, and a second by Kark, approval is given for the Minutes of the April 25, 2024, Administration and Finance Committee meeting. On a **MOTION** by Kark, and a second by Hall, for a change on page 2, paragraph 4, correction to the number \$3000,000.00 to \$300,000.00. On a **MOTION** by Youngerman for a change on page 2, paragraph 1, line 6, change "provide" an easement to "accept" an easement. The property is Dohl's so he would "provide" an easement to the Borough. Youngerman **WITHDRAWS** his motion. *Motion carries unanimously with change to be made on Page 2.*

Administration, Budget, and Finance

Manager's Report: Pugliese presented his report and highlighted #9, Vista Block provided a traffic impact study for the Chiques Crossing proposal. The review of the traffic impact study will be summarized for the Council. Rapho Township would be advised of the need to do a traffic impact study. It was affirmed that the study should be based on the number of units originally planned or less. Advertising for the building comes out tomorrow.

South Central Transit is still arguing with PennDOT about advertising in the bus shelters.

Florin Hill Update: Pugliese stated that Rettew is reviewing the agreement and will meet with Pugliese and Mr. Haigh next week.

Update on new hires for Part-time Receptionist and Rental Property Inspector: A conditional offer has been made for Rental Property Inspector position. Frey and Edgell are in the process of interviewing for the Part-Time Receptionist position and will make recommendations for second interviews.

Update regarding property line issue between 15 & 9 East Main Street: Pugliese has posed a question to the Solicitor to review.

Update & discussion with possible motion regarding summer work schedule: Discussion on how schedule could be staggered to give office staff the opportunity to have a 4-day work week. Frey stated that office staff are content with the current work hours. Public Works may try a 4-day 9-hour work week with Supervisor's permission.

Discussion with possible motion – Main Street America: Discussion on the program, what the advantages might be. This is a national program; Main Street Mount Joy was a Pennsylvania organization. There are resources available to members of the program. You do not have to be a non-profit to be a member. Pugliese will contact the organization for more information on benefits.

Discussion with possible motion regarding verbiage on public meeting agendas referencing who may offer public comment: Youngerman stated a concern with our language on who can speak at our public meetings. The borough uses “resident or property owner;” Youngerman feels the Sunshine Law language is a little different, resident or taxpayer. After further discussion, it was decided table for now.

Codes, Zoning, and Stormwater

Land Development, Zoning, Codes & Stormwater Administrator Report: Hamm presented his report and highlighted: there is a lot of activity with permits, he is moving on rental property permits, and sorting out violations and complaints from the start of the year.

The Planning Commission met on May 8 and is starting to look at the comprehensive plan and updating. The Zoning Hearing Board met, approved a variance for Dairy Queen, and denied a variance for Donegal Springs Road.

Hamm noted that he received his BCO Certificate and submitted a change to the state for his name to update as the Borough's building code officer.

Hamm attended officer training in Gettysburg on May 7th.

Community & Economic Development Coordinator

Community & Economic Development Report: Stebbins presented her report and highlighted the Scavenger Hunt scheduled for Fourth Friday in Mount Joy tomorrow and the advertisement on the back of the Merchandiser featuring Mount Joy. Sheets for the scavenger hunt were passed out. There are prizes of gift cards and gift baskets by various businesses in Mount Joy.

Discussion with possible motion regarding “Launch Kit” offer for Borough business' websites: Stebbins is working on a possible collaboration offer from a company in Columbia of help with websites for Mount Joy businesses at a deep discount. The business would complete their application, Stebbins confirms that they are a Mount Joy business, then passes on to Launch Kits. Stebbins stated that she had good experience with them. Websites are maintained and updated by Launch Kits with cost paid by the business, the borough is not involved once they confirm the business.

Grant Updates

Update on T-Mobile “Hometown” Grant: This is a quarterly grant. Stebbins is coordinating with the Historical Society and should have the grant to submit by June. This grant can be used for façade work, plaques to designate historical homes, additional trashcans, trees, planters, and flowers. Up to \$50,000 can be requested each quarter.

Update on SMT Grant for First Aid kits for all Borough/Authority buildings and vehicles: Thirty-one kits were purchased and received and will be in each Borough and Authority vehicle.

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council the affirmation of Resolution 2024-13, a resolution showing the intent to allow the suspension of a banner across East Main Street for Fire Department Mount Joy's recruiting drive from October 25, 2024, to November 4, 2024.

Motion carries unanimously.

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council the adoption of Resolution 2024-14, a resolution appointing Brett Hamm as the Borough Building Code Official.
Motion carries unanimously.

Legislative Updates

HB 1976 – To require municipalities that have over 5,000 residents to allow by right multifamily dwellings in all commercial zones and limit the number of required parking spaces to 1: Pugliese stated this came from another Borough Manager not Borough Association. This update would interfere with our zoning and reduce the number of parking spaces for residents in a commercial area. Most Managers feel this oversteps and should be left to the Municipalities.

HB 2045 – require municipalities to allow by right, “duplex housing, triplex housing or quadplex housing as permitted used on a lot where a single-family residence is a permitted use, in a city, borough, town or township with a population of at least 5,000 residents: Hall is concerned that anywhere you can put a single home, up to four homes in a row could be placed but connected. Kark brought up the memorandum of the bill which states in underused office space, multi-use housing could be placed. He pointed out that parking and handicap access would be in place and be able to adapt for residential. This would encourage builders to increase housing in these types of properties. Discussion continued on the bill.

Public Input Period: No one

Executive Session: None

On a **MOTION** by Hall, and a second by Kark, approval is given to adjourn the meeting at 7:45 pm.
Motion carries unanimously.

Respectfully submitted,

Mark I Pugliese
Borough Manager/Secretary

NEXT ADMINISTRATION AND FINANCE COMMITTEE MEETING
Thursday, June 27, 2024, at 6:30 pm in Council Chambers