



## Mount Joy Borough Administration & Finance Committee Meeting Minutes May 28, 2026, at 6:30 pm

**Call to Order:** Youngerman called the meeting to order at 6:30pm.

**Members Present:** Chairman Youngerman and Councilor Gruber were present. Councilor Hall was also present via Zoom and phone call. Youngerman announced for the record, there is a quorum present for the meeting. Councilor Hall left the meeting at 6:49pm.

**Others Present:** Codes & Zoning Officer, Brett Hamm, Community & Economic Development Coordinator, Rachel Stebbins.

**Executive Session:** Youngerman announced there was no executive session held between the April 23, 2026, and May 28, 2026, Administration & Finance Committee meetings.

A **MOTION** was made by Gruber, with a second by Youngerman, approval was given for the agenda for the May 28, 2026, Administration and Finance Committee meeting. A **MOTION** was made by Gruber, with a second by Youngerman, to amend the agenda to add item # 8D for discussion and possible motion concerning Lancaster County Conservation District inspection report. *Motion carries unanimously.* Hall said he did not see on the agenda for a town hall meeting for the 175<sup>th</sup> celebration. A **MOTION** was made by Youngerman, with a second by Gruber, to amend the agenda to add item #9H to hold a Town Hall meeting in Council Chambers the morning of June 27, 2026. Hall said he will have to leave the meeting before the vote for this comes up. He said he will strongly advocate against it if it comes to Council. *Motion carries 2 to 1. Hall voting no.* Youngerman called for a vote on the main motion. *Main motion carries unanimously*

### **Public Input Period**

Bruce Haigh, Boro Council, West Ward, asked if he can hold comments until we get to item 8D concerning LCCD's inspection report. Youngerman said he will allow that.

Josh Deeing, 33 Frank St., spoke on newly added Item 9H. He said he would not be in favor of a town hall meeting on June 27, 2026.

### **Approval of Minutes:**

On a **MOTION** by Gruber, with a second by Youngerman, approval was given for April 23, 2026, Administration & Finance Committee meeting. *Motion carries unanimously.*

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

Community & Economic Development Report: Stebbins provided the monthly written report.

**Grant updates:** Stebbins reported that Senator Malone came to the Borough office for a check presentation for the AED Grant we received, and the story was on the news.

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

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

Discussion with possible motion to move forward to Council the proposed lot line change of Northwest Bank parking lot at 23 N. Barbara St. Mr. Banwell is in attendance. Hamm reported that you have an existing property that had been two separate parcels back when it was Union National Bank. They combined the two parcels into one and put a parking lot on the eastern third of the parcel. Hamm said that what is being proposed is to re-subdivide the parcel, make and make it two separate parcels. The intent is that Mr. Banwell is going to purchase that parking lot to be utilized in coordination with his new property on the corner of E. Main St. and N. Barbara St, which is the old bed and breakfast, which is now going to be a short-term rental within a special event venue. He said the requested off-street parking is a condition of the Zoning Hearing Board and there are no improvements needed.

On a **MOTION** by Gruber, and a second by Youngerman approval was given to move to full Council the proposed lot line change of the Northwest Bank parking lot at 23 N. Barbara St. *Motion carries unanimously.*

Update regarding the LERTA list:

Youngerman asked Hamm if he has anything to speak of concerning the LERTA. Brett asked if there was anything the committee wanted to see. He said he knows the current list expires this year, like September, October timeframe. He said we may have to discuss it closer to that time. Youngerman we will have to bring it up again and take action.

Discussion with possible motion concerning Lancaster County Conservation District (LCCD) inspection report. Haigh said LCCD found erosion sediment pollution control violations, which was report #34, where they made recommendations, but they did not take any enforcement action. Now we are on to inspection report #35 with continued violations. He said he is asking the Admin & Finance Committee to have the Codes and Zoning Officer go out there tomorrow, before Council meets on Monday, and take pictures and verify and document the problems there. He said if Hamm can document that, then he would like to see that passed on to the Council meeting in June and to issue another notice of violation to Charter Homes and Neighborhood, and also to coordinate with LCCD. He said LCCD has opened the door for us now because they made notice of violations.

A **MOTION** was made by Youngerman, with a second by Gruber, to send to full Council a recommendation to issue a notice of violation to Charter Homes under Chapter 226, based on the code Officers' inspection and LCCD inspection report #35. Pugliese reported that they were in a Zoom meeting today and that Charter Homes and Partners were advising that they were going to be moving on with sidewalk and Curb repairs in an attempt to get the streets dedicated to the Borough. Pugliese reported he told them the Borough will be inspecting the curbs and sidewalks before they do any type of resurfacing and that we will not accept issues with curbs. He said he also talked to them about the traffic circle and indicated there are issues there as well. Youngerman called for a vote on the motion. *Motion carries 2-0; Hall no longer in attendance.*

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

Manager's Report: Pugliese provided and reviewed a monthly written report.

Youngerman noted that the PLGIT monthly report was provided.

Update of Pine Street entrance to Little Chiques Park:

Mark said he sent an email to Mr. Conrad with no reply, so he sent him a letter.

Discussion with possible motion regarding the use of the Borough's 175<sup>th</sup> logo to be added to clothing as a fund drive for both the Historical Society and the Library:

Youngerman said there is a supplement to the local Merchandise highlighting the 175<sup>th</sup> anniversary and they used the logo. He suggested we may want to register a copyright for the logo if it is going to be used. Pugliese said he provided the logo to the Ad Hoc Committee but did not provide any instructions as to how to use it.

A **MOTION** was made by Gruber, and a second by Youngerman, to move to full Council regarding the use of the 175<sup>th</sup> logo to be added to clothing as a fund drive for both the Historical Society and the Library. *Motion carries unanimously.*

Discussion with possible motion regarding the Borough's website:

Mark stated the government now has standards coming concerning ADA compliance with websites. He said he has consulted with Phil Colvin who gave us a quote for updating our website. Youngerman said the compliance has not come to fruition yet and appreciates Pugliese's work on this. Youngerman asked if there are any samples of Colvin's work. Hamm said he built the Borough Authority's website and does all Fire Department Mount Joy's IT work. Youngerman said he would like to see some comparisons. Pugliese said he can provide that.

A **MOTION** was made by Youngerman, with a second by Gruber, to move to full Council a discussion and update regarding the Borough's website at the June 1, 2026, Council meeting. *Motion carries unanimously.*

Discussion with possible motion regarding MOU with Lancaster County Planning department:

Hamm said this is an agreement between the Borough and Lancaster County Planning on the process by which plans will be reviewed. Youngerman said it seems fine.

A **MOTION** was made by Gruber, and a second by Youngerman, to move to full Council for discussion and possible motion the MOU with Lancaster County Planning department. *Motion carries unanimously.*

A **MOTION** was made by Gruber, and a second by Youngerman, to move to full Council the appointment of Catherine Fitzhugh to the Parks and Recreation Advisory Board. *Motion carries unanimously.*

Discussion to hold a Town Hall meeting in Council Chambers the morning of June 27, 2026:

Youngerman said this was his idea and thought it would be nice for people to see a town hall meeting the morning of June 27, 2026. He thought it could be a way for residents to voice their thoughts and concerns. He said he does not intend to take away from the celebration but rather be an addition to the activities.

A **MOTION** was made by Youngerman, and a second by Gruber, to hold a town hall meeting in Council chambers on June 27, 2026, prior to the start of the 175<sup>th</sup> Celebration. *Motion carries unanimously.*

**New Municipal Services Building:**

Update: Pugliese said the move, over all, went well. He said there are some bumps along the way, as expected and we are working through those.

**Change Orders:**

A **MOTION** was made by Gruber, and a second by Youngerman, to move to full Council a change order for Harris Technology/Verkada intercom/keypad/access buttons for the security gate in the amount of \$11,484.76. *Motion carries unanimously.*

Pugliese reported total change orders to date are \$36,346.24. He reported the pending change orders; Remote Controls for overhead doors in the sally port for \$1,811.00. Combined total of door actuators for ADA door at lobby door and Council chambers for \$14,161.00 which was already approved by Council. Credit for lit dimensional sign lettering is \$5,671.00. Update: Mount Joy Borough Authority proposed terms and conditions and use agreement for New Municipal Building. Pugliese said there are no updates.

**Public Input:**

Bruce Haigh, Borough Council, West Ward, asked Pugliese if he could send him the email that was received from Anthony. Haigh said he wanted to talk about the Pine St. extension. He said an email was sent to Pugliese and Hamm about the Mount Joy Company Land Development Plan. He said Pine St. was originally generated as part of this plan from back in 1947 and there does not seem to be any Pine St. extension. He said we need to make sure we get all the consultants we have on board and re-evaluate and see what legal action we can take on the extension. He said Borough Council clearly indicated like 18 months ago that we were going to vigorously oppose it.

Catherine Fitzhugh, Charlan Blvd., happy they are talking about rebuilding the website.

Josh Deering, 33 Frank St., comments regarding LERTA. We are very close to the deadline now. This expires 8/1/2026. This started in April of 2021. This needs to be a priority item. Youngerman said to put it on the June's Council agenda.

**Executive Session** – Police Contract & possible legal issue. Youngerman said they do not anticipate a decision or a vote.

Committee went into executive session at 8:16pm. Committee came out of executive session at 8:30pm. Youngerman said there was a legal matter discussed and no decision was made by the Committee but expect it to come to full Council at Monday, June 1, 2026, Council meeting and possibly a decision made.

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

None

On a **MOTION** by Gruber, and a second by Youngerman, approval was given to adjourn the meeting at 8:32pm. *Motion carries unanimously.*

Respectfully submitted,



Mark I Pugliese  
Borough Manager/Secretary