



Mount Joy Borough
Administration & Finance Committee Meeting Minutes
June 27, 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

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 May 23, 2024, and June 27, 2024. No executive session 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 June 27, 2024, Administration and Finance Committee meeting. *Motion carries unanimously.*

Public Input Period: None

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

Administration, Budget, and Finance

Manager's Report: Pugliese presented his written report. Noted item #1: Pugliese stated there is an appeal in progress for a Right to Know Request and the Solicitor is drafting a response. Noted item #9: Pugliese gave an update on the Kunkle Field/Heritage Grant, saying the project is to start mid-August and be done by late November of this year.

Update on new hires for Part-time Receptionist and Rental Property Inspector: Pugliese reported a candidate has been picked for the part-time receptionist position and references need to be checked before the offer is made. Pugliese reported that Paul Paulsen has started as our new rental property inspector.

Update & discussion with possible motion regarding property line issue between 15 & 9 East Main Street: Pugliese provided information received from the Solicitor:

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council to assert our rights on the said land in dispute regarding the property line between 15 & 9 East Main Street.

Youngerman stated that he wants to make sure we do the right thing concerning Mr. Dohl. Hall stated he does not like dragging this topic on month after month without having a decision that no one likes or agrees on. He stated that every solution we come up with, that we agree on, we can't do, and that this solution fixes the problem and clears it up. Kark said it seems to be the least painful of all.

Vote on original motion. *Motion carries unanimously.*

Discussion with possible motion regarding municipal office being closed on July 5, 2024: Pugliese explained that the Authority Manager approached him and let him know that he is giving all Authority staff off on July 5, 2024.

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council for Borough offices to be closed on July 5, 2024. *Motion carries unanimously.*

Codes, Zoning, and Stormwater

Land Development, Zoning, Codes & Stormwater Administrator Report: Hamm presented his written report. Hamm noted that Paul Paulsen has gotten a lot done in the four weeks he has been here. Hamm reported that he is currently going through a five-year accessibility project audit from the PA Dept. of Labor & Industry. Pugliese and Hamm reported on an issue concerning lead paint; they are currently working with the Solicitor to see what recourse the Borough has within our Ordinances.

Discussion with possible motion regarding discounted rental property inspections if prior inspection was completed within the last 13 months. Youngerman said that he does not think frequent inspections are necessary. Kark agreed with Youngerman. Hall said that he feels we should keep doing the inspections as currently established; when they are and at the rate they are. Hamm stated that the process is fine for now, but that he could see push back as we move forward with catching up on the inspections. Hall suggested that until it is a problem, let it be.

Community & Economic Development Coordinator

Community & Economic Development Report: Stebbins presented her written report which includes grant updates.

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council the adoption of Resolution 2024-15. A resolution to recognize funding sources for the RACP Project Borough of Mount Joy Municipal Services Complex, ME# 3546 at Orchard Road, Mount Joy, PA in conjunction with the Redevelopment Assistance Capital Program grant funding. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval is given to move to full Council authorization for Bond Counsel to advertise Ordinance 03-2024.

Pugliese stated that we are not going to have all the numbers by the August meeting. Hall asked if the Ordinance cannot be ready for the August meeting, if we can still award bids by August. Pugliese said yes. He said the Ordinance says we are not going to borrow more than XX amount of dollars. Hall said we are giving ourselves permission to borrow money. Youngerman said we will learn more at the Council meeting with PFM Financial Advisors present. He suggested that committee members come prepared with questions for Monday nights' meeting.

Vote on original motion. *Motion carries unanimously.*

Legislative Updates

None

Public Input Period: None

Executive Session: None

Any other matter to come before the Committee:

Kark asked if there is an update on the discussion for liability insurance for events. Pugliese said he thinks the issue is settled for now.

On a **MOTION** by Kark, and a second by Youngerman, approval is given to adjourn the meeting at 7:52 pm. *Motion carries unanimously.*

Respectfully submitted,



Mark I Pugliese
Borough Manager/Secretary