



Mount Joy Borough
Administration & Finance Committee Meeting
July 23, 2026, beginning at 7:35 pm

Call to Order: Youngerman called the meeting to order at 7:35pm.

Members Present: Councilors Gruber, Hall and Youngerman.

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

Executive Session: Youngerman announced there was no executive session held between the June 25, 2026, and July 23, 2026, Administration & Finance Committee meetings.

A **MOTION** was made by Hall, with a second by Gruber, for approval of the agenda for the July 23, 2026, Administration and Finance Committee meeting.

Pugliese said that as he was working through emails he found items that did not make it onto the agenda. He asked the Committee for someone to consider making a motion to add the items.

A **MOTION** was made by Hall, with a second by Gruber, to amend the agenda to add Item 7C regarding Resolution 2026-11, to authorize the application for the PA Municipal MAP program for the Comprehensive Plan, Item 8D regarding LERTA, Item 9C regarding land development plan for Florin Hill, Phase III, and Item 10C regarding the Building Project. *Amendment carries unanimously.*

Youngerman called for a vote on the main motion. *Main motion as amended carries unanimously.*

Public Input Period:

No Public Input.

Minutes:

No minutes to approve. The Administration & Finance Committee minutes from June 25, 2026, are not yet complete.

Community & Economic Development Coordinator:

Community & Economic Development Report: Stebbins provided the monthly written report and entertained questions. Stebbins reported she is excited to have interest in some businesses downtown.

Grant updates: Provided on Stebbin's report.

Resolution 2026-11; MAP program:

A **MOTION** was made by Hall, with a second by Gruber, to approve Resolution 2026-11, authorizing an application for the PA Municipal Assistance Program.

Youngerman asked if we should put a dollar amount in the motion. Stebbins said that she believes we have \$10,000 budgeted for this and then the other Municipalities have anywhere from \$2,000 to \$5,000 toward the program. Youngerman asked if this program is a match. Stebbins said the match is tricky because all of the Municipalities are pulling together for it and we are still working on the numbers. Hall asked when the deadline is. Stebbins said the deadline is September 1, 2026, if we want to do it for this round. She said it is a rolling program, so they present it twice a year. Pugliese said we could put an amount in the Resolution that states up to \$X.

A **MOTION** was made by Hall, with a second by Gruber, to make an amendment to the Resolution that we include a dollar amount equal to that which was in the budget, or that which was approved at a regular meeting, whichever came later chronologically. *Amendment carries unanimously.*

Youngerman called for a vote on the main motion. *Main motion as amended carries unanimously.*

Codes, Zoning, & Stormwater:

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

Sketch Plan Review – Janus School – 205 Lefever Rd.:

A **MOTION** was made by Hall, with a second by Gruber, to send to full Council a request from Janus School for a subdivision of a tract of land and development of 35 single-family homes and related improvements.

Youngerman said there is no hurry to fast track this or do favors to any developers. He said he would like to see the developer and engineer come so we can ask questions. Hamm said the purpose of the sketch plan is to get the basic idea in front of the Borough to see if there may be an interest and then they start the actual plan.

Youngerman called for a vote. *Motion carries 2 to 1; Youngerman voting NO.*

Subdivision Land Development Waiver Request – Janus School – 205 Lefever Rd.:

A **MOTION** was made by Gruber to send to full Council that the Janus School waive the requirement to process a second land development plan. *Motion fails for lack of second.*

LERTA Information Provided:

Discussion with possible motion regarding the LERTA Ordinance, to review the current list and suggest edits with a goal of completion by January 2027.

Youngerman said that staff should continue to work on the LERTA list and reach out to the School District and County as well. He said it is good to have a goal. He asked if anyone feels we should take it to Council. Hall said it is good to let Council know so if they have any suggestions. Hall said he is willing to put the list together with suggestions of anyone else.

LERTA Information (#2):

Hall stated there was information provided from the Solicitor concerning the process of the LERTA application. He said the Ordinance says if you want to take advantage of the LERTA, it must be done in writing at the time he or she secures a building permit for the new construction or improvement.

Administration, Budget, and Finance:

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

Youngerman noted that the PLGIT monthly report was provided.

Florin Hill – Phase III:

Youngerman stated that Florin Hill Developers are requesting a reduction in financial security for Florin Hill, Phase III. Pugliese reported that the original financial security posted was \$3,215,014. and Rettew is recommending a reduction of \$1,009,316., which would leave \$1.3 million in financial security. Youngerman asked what happens if we do not reduce financial security. Pugliese said he does not know. Hall said he is not comfortable acting on any reduction until we are clear on a few things, such as the numbers of the reduction amount and the results of the walk through. Youngerman said he still wants to do more research on this, but that if you look at Rettew's letter, it states, this is what is done and this is what is not done and therefore we recommend reduction. Gruber agreed that we should wait. Youngerman asked if we should bring this to Council. Hall said there is no rush.

New Municipal Services Building – General Updates and Discussion:

Pugliese said there are a lot of outstanding issues, and a big thing is the water in the Police Station. He said we need to get in touch with eciConstruction. Hall asked if we submitted a punch list. Pugliese said there were two punch lists submitted by Crabtree on our behalf. Hall said that he has been included in on emails and there seems to be a lot of movement in the Police wing and asked why there is no movement in the Borough wing. Pugliese said we have to take a harder stance to get things done and possibly pull the contractors in. Deering said he is frustrated. He said the initial walk through was April 29, 2026, and then a second walk through was done May 15, 2026. He said he does not think Joe Crabtree has a list. He said we should copy Crabtree on any list we send the contractors. Hall said to add to the punch list that the men's bathroom door squeaks terribly. Deering said to keep on the Police flooding issue because that could be a major issue.

Update on Mount Joy Borough/Authority Agreement:

Pugliese said that there needs to be wording in the Agreement concerning policy and updates regarding reimbursement of some services. Once things are updated from our side, it will then go back to the Authority's attorney.

Borough Building Project update:

Youngerman reported there is a request for retainage reduction from the contractor. He said the recommendations are ultimately at the Borough's discretion. He said the recommendation by Crabtree is to reduce to \$125,000, or \$75,000 if certain items are or would be complete. He asked what the current number is. Pugliese said he does not know and would have to check. Youngerman asked if we are able to use any of that retainage for repairs, updates or corrections that are not done. Pugliese said that is pretty much what the retainage is for. Youngerman asked if there was any motion to be made concerning the retainage. No motion was made.

Public Input:

Josh Deering, 33 Frank St., asked if there has been any discussion of Borough staff hours, such as being open later or open one or two days a week until 5 or 5:30pm? He said there are a lot of people that work until 5pm and if they need something from the Borough it would be nice to have that option for them. He wanted the Committee to think about that.

Deering spoke on 13-15 E. Main St. and the status of that. He said he feels the properties should be split and that we should get the process moving with that.

Deering spoke on the Florin Hill pond on Reagan St. he said there seems to be a massive stormwater project going on there, they cut down trees and put in some sort of underground storage facility and high pipes. He asked if this work was approved, who is looking at it, and what is going on there. Pugliese said Rettew has someone there watching and it was approved as part of the original plans.

Executive Session – No Executive Session.

Any Other Matter to Come Before the Committee:

No other matter to come before the Committee.

On a **MOTION** by Hall, and a second by Gruber, approval was given to adjourn the meeting at 8:55pm. *Motion carries unanimously.*

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'MI' with a stylized flourish.

Mark I Pugliese
Borough Manager/Secretary