Mount Joy Borough
Administration & Finance Committee Meeting Minutes
September 24, 2026, at 6:30 pm

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

Members Present: Chairman Youngerman and Councilor Hall. Councilor Gruber joined via Zoom at 6:40pm. Youngerman announced for the record, there is a quorum present for the meeting.

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

Executive Session: Youngerman announced there was no executive session held between the August 27, 2026, and September 24, 2026, Administration & Finance Committee meetings.

A **MOTION** was made by Hall, with a second by Youngerman, for approval of the agenda for the September 24, 2026, Administration and Finance Committee meeting. A **MOTION** was made by Hall, with a second by Youngerman, to amend the agenda to add Item 8.G. Land Development Waiver Request for 205 Lefever Rd., Janus School. *Amendment carries unanimously. Main motion as amended carries unanimously.*

Public Input Period
Bruce Haigh, Borough Council, West Ward, spoke regarding item 8F, to consider a Financial Security Reduction #1 as requested by Charter Homes & Neighborhoods. He said that Rettew has not received the as built and this should not be granted.

Approval of Minutes:
A **MOTION** was made by Hall, with a second by Youngerman, approval was given for August 27, 2026, Administration & Finance Committee meeting. Youngerman stated the word Hakko was mis-spelled. *Motion carries unanimously with spelling error corrected.*

A **MOTION** was made by Hall, with a second by Youngerman to proceed now with Item 10C, the discussion on the appraisal of E. Main St. properties. *Motion carries unanimously.* Proceed to Item 10C.

Councilor Deering, present at meeting, introduced Pricilla Gibson from Coldwell Banker Realty. Gibson provided and reviewed an appraisal of 17-23 E. Main St. She stated the properties would sell better if they were sold separately; the Jury property and the Candy Store. Hall stated that legally the properties have to be sold either at an auction or with a sealed bid and suggested sealed bid would be the best option.

A **MOTION** was made by Hall, with a second by Gruber, to send to full Council to accept sealed bids on 13 and 15 E. Main St. together, and the combined property known as 21 E. Main St., and have the Solicitor prepare bid docs and have the right to refuse any and all bids and that we advertise a period of four months beginning shortly after the October 5, 2026, Council meeting, and that we open the bids at the next regular Council meeting after that four months. *Motion carries unanimously.*

Community & Economic Development Coordinator:
Community & Economic Development Report: Stebbins provided and reviewed the monthly written report including Grant Updates.

Stebbins reported on the sign at Kunkle Field / Borough Park. She said that one of the organizations in town suggested looking for a Grant to modernize the sign with possibly a light as well. Hall said he is in favor as long as it does not take money away from another project.

A **MOTION** was made by Hall, with a second by Gruber, to move to full Council to authorize staff to apply for the Susquehanna Greenway Mini-Grant in the amount of $25,000 for additional replacement picnic tables in Little Chiques Park. The Grant is 1:1.

Youngerman asked if the tables are that bad. Stebbings said yes, they keep painting over the rot. *Motion carries unanimously.*

Codes, Zoning, & Stormwater:
Land Development, Codes, Zoning, & Stormwater Administrator Report: Hamm provided and reviewed the monthly written report. Hamm reported the Zoning Hearing Board meets the fourth Wednesday of the month and the church at 9 Marietta Ave. is on the agenda.

LERTA Update – Hall stated that he and Councilor Gruber updated the list. He said if there is any interest, the list is ready.

Florin Hills Update – Hamm reported the restrictions for building permits have been lifted and that the latest reply from the Engineer is that the lot disclosure meets the requirements of the Ordinance.

Sketch Plan Briefing for American Legion Post 185 – Todd Smeigh, D.C.Gohn, was present representing American Legion. He stated that his client purchased properties formerly owned by Buffenmyer Co. at 560 Clay Alley and 544 W. Main St., which needed a waiver for zoning. He stated the zoning has been cleared for the use on these two parcels. He said he has received good feedback from the public. He said the members' only concern is for people possibly speeding back there. Hall said to make sure the stormwater management can handle what is being proposed, but otherwise a good idea.

Discussion regarding multiple code inspection vendors. Quote from Barry Isett & Assoc. provided. Pugliese reviewed the information provided regarding multiple code inspection vendors and said we used Barry Isett & Assoc. for the new building. He said they opened an office in Columbia now. Hall stated that there is no solid benefit and does not see the need to do this at this time.

Discussion to consider a Financial Security Reduction #1 as requested by Charter Homes & Neighborhoods. Anthony Faranda-Diedrich, Charter Homes, spoke of the request for the reduction of financial security. He said the same request came before the Committee in July. He said he does not understand what the basis would be for denying this being the Brough is contractually obligated and the work is being done. Hall said the Borough Engineer, independent of the spreadsheet, called out a few items that were of concern. Faranda-Diedrich said that a lot more has been done since the request.

A **MOTION** was made by Hall, with a second by Gruber, to reduce the Financial Security Reduction #1 as requested by Charter Homes & Neighborhoods by $1,902,316.19, leaving a new outstanding financial security balance of $1,312,698.71, as recommended by Borough Engineer. *Motion carries 2 to 1; Youngerman voting NO.*

Discussion on land development waiver request for 205 Lefever Rd., Janus School. Bill Swarneck, from David Miller Assoc., and member of the board at Janus School was present. He stated that the land development plan was reviewed and the plan was already given to the Borough in 2024. He said it went all the way to approval but was not recorded. He said they are now presenting another land development plan for the parcel, and they have significantly scaled back the project from 2024, and for that reason they are requesting a waiver for the requirement to process a second land development plan.

A **MOTION** was made by Hall, with a second by Gruber, to move to full Council a request to waive the requirement to process a second Land Development plan and in the alternate submit a minor stormwater management plan with the justification that the area of new impervious is less than 1,000 square feet, pending all comments from staff, Solicitor and Engineer are satisfied. *Motion carries unanimously.*

Administration, Budget, and Finance:
Manager's Report: Pugliese provided and reviewed the monthly written report.

Youngerman led a discussion regarding the selection process for the Borough Manager position. Hall recused himself from the discussion. Youngerman asked Pugliese to put together a schedule for interviewing candidates for the position. Pugliese reported that the posting is on the PSAB Website, the Borough Website, LNP will have it on their website, and he is trying to get it on Indeed.

A **MOTION** was made by Youngerman, with a second by Gruber, to move to full Council to direct the Manager to create a process and timetable for the evaluation, consideration, and interview process of Manager candidates.

A **MOTION** was made by Youngerman, with a second by Gruber, to amend the motion to, at the end of the motion, say, "with the input of Council". *Amendment carries 2 to 1; Hall recusing himself.*

A **MOTION** was made by Youngerman, with a second by Gruber, to replace the first word, "Manager", with the word, "Ad-hoc Committee". *Amendment carries 2 to 1; Hall recusing himself.*

Vote on Original MOTION as amended carries 2 to 1; Hall recusing himself.

SCAN TECH – Discussion on proposal for scanning moldy/musty documents remaining in the old building with a possible motion. Pugliese reviewed the proposal with quotes provided. Hall said it is a lot of money and suggested to keep looking at other options.

Employee Handbook – A copy of the handbook was given to Committee members to look over and bring back for review at the October Administration & Finance Committee Meeting.

A **MOTION** was made by Hall, with a second by Gruber, to move to full Council to accept and approve the Minimum Municipal Obligation (MMO) for the non-uniform retirement plan in the amount of $165,391.00. *Motion carries unanimously.*

A **MOTION** was made by Hall, with a second by Gruber, to move to full Council to accept and approve the Minimum Municipal Obligation (MMO) for the police retirement plan in the amount of $246,185.00. *Motion carries unanimously.*

New Municipal Services Building:
Pugliese said details are in his report regarding updates.

Update on Mount Joy Borough Authority Proposed Terms and Conditions and Use Agreement for New Municipal Building. Pugliese said all the updates have been made and run through the Solicitor and suggests approving the proposed motion.

A **MOTION** was made by Hall, with a second by Gruber to move the Mount Joy Borough Authority Proposed Terms and Conditions and Use Agreement for the New Municipal Building to full Council, authorizing the Council President and Secretary to sign said agreement following approval and signing by the Mount Joy Borough Authority without changes. *Motion carries unanimously.*

Discussion regarding E. Main St. buildings. Committee agreed no further discussion is necessary.

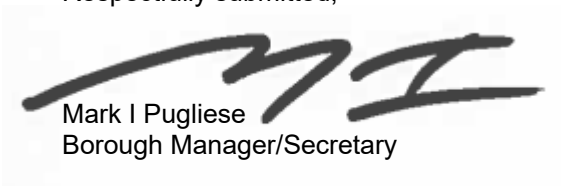
Public Input:
No Public Comment

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 8:37pm. *Motion carries unanimously.*

Respectfully submitted,



Mark I Pugliese
Borough Manager/Secretary