



Mount Joy Borough
Administration & Finance Committee Meeting Minutes
September 25, 2025, at 6:30 pm

Members Present: Chairman Youngerman, Councilor Hall and Councilor Kark.

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

Chairman Youngerman called the Meeting to Order at 6:30 pm with a roll call for attendance. Youngerman announced, for the record, a quorum was met to conduct business for the Administration & Finance Committee meeting.

Executive Session: Youngerman announced there were no Committee Executive Sessions held outside of a public meeting between August 28, 2025, and September 25, 2025. He said there will be an executive session this evening.

On a **MOTION** by Hall, and a second by Kark, approval was given for the agenda for the September 25, 2025, Administration and Finance Committee meeting. *Motion carries unanimously.*

Public Input Period:

Rae Ann Schatz, 1090 W. Main St., stated that the actions tonight regarding the Borough and Melhorn's basins deficient storage is of extreme importance to their business. She said that regarding BMP 125, removing the 13 parking places that were built in the basin, which reduced the required storage capacity in that basin would not burden the Borough with the costs due to the agreement that is in place since 2009. She asked the committee to move this request to full Council. Regarding BMP107, she asked the committee to make this a priority for the Borough and Rettew and to have this placed on the full Council agenda. She read a letter provided by her husband, Gary Schatz, expressing his concerns as well.

Bruce Haigh, President of Whitmoyer Haigh Engineering, representative of the Schatz's. He provided the committee with the stormwater agreement for Gus's Restaurant. He talked briefly about the basin, overflow, infiltration, calculations, storage capacity, storage requirement, and release rates. He also spoke of the 13 parking spaces at Gus's Restaurant. He said he is looking for the same thing as Rae Ann Schatz, to move this forward to Council.

Josh Deering, 33 Frank St., stated that he has to leave early and would like to mention a few things. Regarding the Borough properties, he said we should be showing the properties, and there is no need to wait. Regarding BMP107, he said we should send a violation notice and does not understand why we haven't. Regarding BMP125, he said if we take the 13 parking spaces, it could be a safe crossing. Regarding short-term rentals, he said he has worked on the Ordinance with the Planning Commission for a long time and is curious to see what the discussion will be.

Approval of Minutes:

On a **MOTION** by Kark, and a second by Hall, approval was given for the August 28, 2025, Administration and Finance Committee meeting minutes. *Motion carries unanimously.*

Administration, Budget, and Finance:

Manager's Report: Pugliese provided and reviewed the monthly written report. He also commented that the Borough's Website needs updated and that a new law that requires all websites to be ADA compliant. He said he has been in contact with a company called CivicPlus that may be able to assist with this.

Youngerman noted that the PLGIT monthly report was provided.

Youngerman announced a request for financial assistance for a dumpster at 1090 W. Main St. for the July 14, 2025, flooding event. Pugliese reported that the Schatz's are asking for help with the flood damage. Youngerman stated that he does not want to set a precedence. Kark and Hall agreed.

On a **MOTION** by Kark, and a second by Hall, approval was given to move to full Council that the Borough will sign the liability certificate for the Mount Joy Church of God for the Winter Fest. Hall said he does not recall doing this before. Pugliese said that the Borough did it last year and that there is no cost to the Borough.

A **MOTION** was given by Hall, and a second by Kark, to move to full Council a request from the Borough Authority to amend the Stormwater Management Agreement and Declaration of Easement signed by the Borough February 2, 2017, and recorded February 10, 2017. Pugliese reported that the basin on Donsco property is no longer needed, so the new agreement will not include Donsco. He said the new agreement was not provided this evening but will have it before the Council meeting. Hall said they need more clarity. *Hall withdrew the motion.* Youngerman suggested to have the Authority write a summary of intent. Hall suggested they come to a meeting.

Youngerman announced discussion on the Main Street properties owned by the Borough; 15, 17, and 21 E. Main St.

On a **MOTION** by Hall, and a second by Kark, approval was given to send to full Council that the Borough seek RFP's for realtors to help with the disposal of the three properties. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval was given to send to full Council to acknowledge receipt of the Non-uniform Pension and Police Pension Minimum Municipal Obligations (MMO's). *Motion carries unanimously.*

A **MOTION** was given by Hall, and a second by Kark, to move to full Council the adoption of Resolution 2025-15, a resolution supporting small investment area planning. Youngerman asked if we could have an example of what they are referring to. Pugliese said that this is completely new for Lancaster County and they want to see if we are on board with them as they try to move forward with planning. He said they did not say how much of an area they are talking about and said he does not know if they even know at this point. Youngerman said they did not draw any lines, but they did say the train station as an area. Hall said the train station is not an investment area, it is public land. He said he thinks they meant the area around the train station, and the County states in the letter that we can adjust it. Hall said that he would like to recommend they adjust it to our LERTA. He said that the train station area is important, and we said we wanted it to be improved and developed, and we did that by creating the LERTA and now we have an opportunity to use it. Youngerman said that he is skeptical of County ventures. Hall said that adjusting it to our LERTA makes sense, and if the County comes up with something stupid, we vote no. Youngerman said that, for the record, we are not asking to make any specific amendments to these investment areas, we just want to make sure we are moving in the right direction.

A **MOTION** was given by Hall, with a second by Kark, for an *amendment* to substitute the wording in Resolution 2025-15, third paragraph, to say instead of supports "Mount Joy Train Station", to say supports "Mount Joy LERTA" as investment areas appropriate for future small-area planning. *Motion carries unanimously.*

Vote on main **MOTION**. *Motion carries unanimously as amended.*

Youngerman announced discussion on the 2026 budget. Pugliese reviewed the end of year expense report provided, showing 2025 adopted budget, year to date 1/1/25 through 8/31/25, and projected totals for 2025 and discussion was had on various line items. Discussion was had on the pay raise percentage base rate for non-uniform raises. Kark spoke of the performance evaluations we use and that it can be difficult. Youngerman said the consumer price index increased by 2.9%.

A **MOTION** was given by Hall, with a second by Kark, to move to full Council to set the pay raise percentage rate for non-uniform employees at a base rate of 2%.

A **MOTION** was given by Youngerman, with a second by Kark, for an *amendment* to lower the additional raises by ¼ percent for each level. Kark asked for an explanation as to why we would want to lower it. Youngerman said that we have a budget with a building project to fund, which benefits the staff and not really the community that much, but benefits the staff who is going to work in it. Vote on amendment shows Youngerman voting yes, Hall and Kark voting no. *Amendment fails 1 to 2.*

Vote on main **MOTION**. *Motion carries unanimously as amended.*

Youngerman announced discussion regarding BMP 125.

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council for the Solicitor to prepare a letter to Gus's Keystone Family Restaurant stating that the Borough would like to re-claim 13 parking spaces and that additionally we would like to meet and discuss the issue. Hall stated that we have to do something, and this motion gets us to the table to discuss and see what we can do. *Motion carries unanimously.*

Youngerman announced discussion regarding BMP 107.

Pugliese said that he had been working with Brett, sent a letter to Smucker's office, and also sent an email to Amtrak about the end wall to see what is going on. Hall suggested calling Rettew and saying that BMP 107 is an absolute necessity and priority. He said that he does not think if we take the 13 parking spaces and make BMP 125 to spec that it will fix the Schatz's problem. He said we will get better results if we concentrate on correcting BMP 107.

Youngerman announced discussion regarding Borough staff attending meetings.

On a **MOTION** by Hall, and a second by Kark, approval was given to send to full Council discussion of staff attendance at meetings. *Motion carries unanimously.*

New Municipal Services Building:

Pugliese reported that completion date for the new municipal building is March 22, 2026, and we are moving along as expected. He spoke of change order GC-9, a sink hole remediation at the sewer line at Orchard Rd. and Church St. and reported there are no changes orders for the Committee to move to full Council.

Youngerman announced discussion of the new Municipal building's wall plaque. Pugliese provided a mock-up of how the plaque will look. Hall suggested, as for Council members, the plaque should list everyone from the date the project was put forth to Council for a vote through the date of dedication. He suggested, as for the building Ad-hoc committee, to include everyone. He suggested, for Borough Manager, to list Mark Pugliese, and to include Jill Frey as Assistant Borough Manager. Youngerman agreed. Pugliese said he would make the changes and have a new mock-up for the next Admin & Finance Committee meeting.

Codes, Zoning, & Stormwater:

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

Youngerman announced discussion regarding short term rentals that were in operation prior to the Ordinance being enacted. The committee discussed at length various specific properties and if they should be grandfathered in, change zoning, get a special exception, create a new ordinance, or which direction they should take.

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council to begin the process of 109 N. Market Ave. rezoning from low density residential to commercial business district. *Motion carries unanimously.*

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council the appointment of James N. Boudier as an alternate to the Zoning Hearing Board. *Motion carries unanimously.*

Community & Economic Development Coordinator:

Community & Economic Development Report: Stebbins provided and reviewed the monthly written report, as well as any updates on Grants.

Youngerman stated that he would like to set up a table for the Spooktacular event as he did other years. The committee agreed.

Hall stated that he saw a FEMA preparedness grant and suggested looking to see if it may help us to mitigate stormwater issues.

Public Input Period:

Rae Ann Schatz, 1090 W. Main St., said thank you to the committee for moving the BMP125 item forward to Council. She said that BMP125 is deficient in storage and that 13 spaces would help according to Rettew and K&W.

Bruce Haigh, President of Whitmoyer Haigh Engineering, wanted everyone to understand that the numbers are Rettews, not his numbers. He said the Schatz's can be flooded by three different mechanisms. He said that BMP107 is too small, and therefore it discharges, comes down along the railroad tracks, and cannot get through the culvert. He said the culvert under Amtrak at the Schatz's can only take about 6 cubic feet per second. He said that BMP125 has two deficiencies as currently built. He said it discharges through the spillway on the 50 year storm, He said it comes out of the spillway at 10 and a half cubic feet per second and it can only go through the culvert at about six cubic feet per second, so it backs up on the Schatz's property. He thanked the committee for moving these items forward.

Executive Session:

On a **MOTION** by Hall, and a second by Kark, approval was given to forgo the executive session and to hold an executive session outside of the committee. *Motion carries unanimously.*

Any Other Matter to Come Before the Committee:

Youngerman announced a reminder that Dominic Castaldi will appear on the Council agenda to be on the Zoning Hearing Board. He also announced the draft meeting dates for 2026 are underway. Pugliese said they were given to look over and make sure there are no conflicts.

A **MOTION** was made by Hall to adjourn the meeting. *Motion fails for lack of second.*

Kark asked about the traffic light at Barbara St. and Main St., saying that he has heard complaints that it is too long and has sat waiting himself. He asked who adjusts the time. Pugliese said we will look into it and get it taken care of.

On a **MOTION** by Kark, and a second by Hall, approval is given to adjourn the meeting at 9:18pm. *Motion carries unanimously.*

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'MI', is written over a light gray rectangular background.

Mark I Pugliese
Borough Manager/Secretary