



**Mount Joy Borough**  
**Administration & Finance Committee Meeting Minutes**  
**September 26, 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; Community & Economic Development Coordinator / Grants Coordinator, Rachel Stebbins.

Chairman Youngerman called the Meeting to Order at 6:30 pm.

**Executive Session:** Youngerman announced there was a committee executive session held on September 19, 2024, to discuss a personnel issue regarding the 2024 evaluation of the Borough Manager. Youngerman said there will be an executive session tonight as Item 13 on the agenda and no decision will be made.

On a **MOTION** by Kark, and a second by Hall, approval is given for the agenda for the September 26, 2024, Administration and Finance Committee meeting. On a **MOTION** by Hall, and a second by Kark, approval was given for an amendment to the agenda to add item 7D to talk about the Stream Bank Restoration Phase II Proposal. *Ammendment carries unanimously.* Vote on main motion to approve the agenda as amended. *Motion carries unanimously.*

**Public Input Period**

Josh Deering, 33 Frank St., stated that he would like to understand more about the façade grant that has been mentioned. Pugliese said that the grant will be spelled out by Josele, and at this point, we have only applied for the grant, in hopes that we receive it. He said we do not want to put the cart before the horse.

Deering stated that Civil organizations in the Borough are very important. He said that with the splash pad coming up and possible opportunities for grants he does not understand why the Borough does not think they can help with that even though they have a new position that was created to work on those types of things. Pugliese stated that the Lions Club can find grants and that the Borough is willing to help with that. Hall said that if the Borough has the capabilities to do it, we should do it.

On a **MOTION** by Kark, and a second by Hall, approval is given for the Minutes of the August 22, 2024, Administration and Finance Committee meeting. A correction was given for page 2 changing the word "Alien" to "A. Lane". *Motion carries unanimously, as corrected.*

**Administration, Budget, and Finance**

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

Pugliese reported that there is movement on the property swap with the Authority. He said he just received agreement documents from the Authority's solicitor today and sent them to the Borough's solicitor for review.

Mark provided presentation and discussion on the 2024 budget projections. He said that although the budget looks ok, the Borough will need to somehow cover for the money we did not receive through the borrowing. He stated that we passed a resolution that we can reimburse ourselves grant monies and general expenses for the building project.

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council to take the needed balance out of General Fund reserve to cover the shortfall for the 2024 street projects with the understanding that when the borrowing becomes available, we will reimburse back from the proceeds of the borrowing.

Youngerman asked, due to lengthy discussion, if it is proper to postpone Item 7C, 'Discussion with possible motion regarding Employee Handbook'. Hall said no. Pugliese said he thinks the discussion will go quickly. Hall said there are a lot of items added as gives to the updated handbook and that he has heard of some pushback. Youngerman said he plans to go through the update line by line. Hall said he would like to see the current handbook and the updated version side by side. He said there is no rush to get this done. Pugliese said he would send the current handbook to the Committee for review beside the updated version.

Pugliese spoke regarding Phase II of the Streambank Restoration project. He said that there is no work to be started until January 2025 and that Rettew is proposing to do the engineering work for \$56,000.

On a **MOTION** by Hall, and a second by Kark, approval is given to send to full Council to accept the proposal from Rettew to design the Streambank Restoration. *Motion carries unanimously.*

### **Codes, Zoning, and Stormwater**

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

On a **MOTION** by Hall, and a second by Kark, approval was given to move to full Council to appoint Mitchell Scordo as an alternate member of the Mount Joy Borough Planning Commission. Mitchell Scordo gave an overview of his background, education and employment. He said he grew up in Mount Joy, loves Mount Joy and would love to serve here. *Motion carries unanimously.*

Presentation by Anthony Faranda-Diedrich regarding updates on Florin Hill, Phase 3, with possible motion to move to full Council the draft Phase 3 settlement agreement once all items are addressed to the satisfaction of the Borough Solicitor, Borough Engineer, and staff.

Faranda-Diedrich stated the last time the project was discussed with Administration & Finance Committee was in February of 2024. He said since then, they have addresses over 250 stormwater comments. He said there are two issues to resolve from the Borough's Solicitor, sidewalks and street widths.

A **MOTION** was given by Kark to send to full Council the draft Phase 3 settlement agreement once all items are addressed to the satisfaction of the Borough Solicitor, Borough Engineer, and staff.

Faranda-Diedrich stated that there needs to be more detailed discussion on the two issues concerning sidewalk and street widths. *Motion fails for lack of second.*

Discussion was had on Florin Hill mandatory sidewalk completion.

On a **MOTION** by Hall, and a second by Kark, approval was given to send to full Council a policy decision to require completion of sidewalks with 90% certificate of occupancy. Hall said this policy will trigger requirement for sidewalks to be complete. *Motion carries unanimously.*

Discussion was had on Florin Hill Phase III street widths.

On a **MOTION** by Hall, and a second by Kark, approval was given to send to full Council to accept 30-foot standard for cartway for Phase III Florin Hill development. *Motion carries unanimously.*

Discussion was had on Florin Hill Phase III settlement agreement.

On a **MOTION** by Hall, and a second by Kark, approval was given to send to full Council Phase III settlement agreement provided all items are addressed to the satisfaction of the Borough Solicitor, Borough Engineer, and staff prior to October 7, 2024, Council meeting.

Hall gave an amendment to the MOTION, with a second by Kark, to change the date from October 7, 2024, to October 3, 2024, so the information can be put into Council's packet. *Motion on amendment carries unanimously. Vote on main MOTION. Motion carries unanimously.*

Hall stated that the Mount Joy Planning Committee reviewed the draft Ordinance concerning short term rentals and provided a letter showing general support of the Ordinance with a few considerations. Kark said that he would like to push to modify the 3<sup>rd</sup> off street parking for short term rentals.

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

Community & Economic Development Report: Stebbins provided and reviewed her written report.

Youngerman suggested for the Spooktacular event that Codes, Zoning and Stormwater Officer, Brett Hamm, use the opportunity to put stormwater materials out for MS4 requirements. Hamm said he will be unavailable that evening due to Fire Department responsibilities but will provide literature for the event.

### **Ordinances / Resolutions**

Pugliese reported that Ordinance 04-2024 (short-term rentals) and Ordinance 05-2024 (property maintenance code) are both before the Lancaster County Planning Commission.

### **Legislative Updates**

No Legislative updates.

### **Public Input Period**

Josh Deering, 33 Frank St., spoke of the Heritage Grant coming in over budget and talk of removing certain items, such as the Market St. crosswalk connection. He said that is a bad idea. He said that if the Multi-modal Transportation Grant is coming in under budget, maybe that could be used for other road projects.

Deering asked if there is any word on the Mount Joy Community Foundation getting up and running. He asked if the Committees and Council feel the Mount Joy Community Foundation is necessary to get certain projects done. He stated that a 501c3 tax status is needed for certain projects and the Splash Pad will need the 501c3.

### **Executive Session**

Committee will move into Executive Session. Hall suggested the Committee adjourn first and then have Executive Session since no decision will be made.

### **Any other matter to come before the Committee**

None.

On a **MOTION** by Hall, and a second by Kark, approval is given to adjourn the meeting at 9:02pm. *Motion carries unanimously.*

Council went into Executive Session at 9:03pm with no decisions to be made.

Respectfully submitted,



Mark I Pugliese  
Borough Manager/Secretary

**NEXT ADMINISTRATION AND FINANCE COMMITTEE MEETING**  
**Thursday, September 26, 2024, at 6:30 pm in Council Chambers**