



Mount Joy Borough Council
Administration & Finance Committee Meeting Minutes
June 29, 2023, at 7:00 pm, following Special Council Meeting

Members Present: Chairman Youngerman, Councilor Hall

Others Present: Borough Manager, Mark Pugliese; Zoning & Codes Officer, Duane Brady; Part-time Receptionist, Linda Gainer

Chairman Youngerman called the Meeting to Order at 7:00 pm.

Executive Session: No Executive Session held by Committee between 5/25/23 through 6/29/23. There will be an executive session under Item 11 to discuss a legal matter.

On a **MOTION** by Hall, and a second by Youngerman, approval is given for the Agenda for the June 29, 2023, Administration and Finance Committee meeting. *Motion carries unanimously.*

Public Input Period

Ned Sterling, 13 West Main Street, had a question on last month's Council meeting, June 5, 2023, Item 12A, Ordinance 01-2023, to revise regulation of governing municipal uses. He asked why the item was dropped from the agenda and will it be reissued. Pugliese stated that Ordinance 01-2023 passed. Sterling also commented that the Grandview property is an open recreation space for Florin that will not be there if the borough builds on the Grandview property. Will the Borough move the recreation area to another spot? Hall stated the DCNR regulates how much space is required. If there is not enough space to comply, another space could be designated. Grandview, however, far exceeds what Florin needs in recreation space. Pugliese stated that the proposed building would be on lot #1, leaving lot #2 as open space; an agreement would be kept to not build on lot #2.

Sterling asked why the tree replacement has been halted. Is there a timeframe or just as the person gets to it. Pugliese pointed out that the person planting the trees is not charging the Borough.

Sterling asked about the traffic study at Crossings at Chiques Creek. Pugliese stated that there is no information at this time.

On a **MOTION** by Hall, and a second by Youngerman, approval is given for the Minutes of the May 23, 2023, Administration and Finance Committee meeting. *Motion carries unanimously.*

Administration, Budget, and Finance

Manager's Report: Pugliese has nothing to add to the report. He stated billing for water/sewer/trash went out so the office will be busy in July. He is still waiting on PennDOT to be able to start the multimodal transportation grant work. We received an extension on the RACP grant until December 20, 2023.

The Park Advisory Board has met and will meet again on July 18th at Little Chiques Park. Youngerman suggested putting the Park Advisory Board information on the website.

Appointment of an individual to fill vacant Borough Treasurer position: Scott Kapcsos has been appointed the new Manager for the Borough Authority and has agreed to take on the Borough Treasurer position.

On a **MOTION** by Hall, and a second by Youngerman, approval is given to authorize the Borough Manager to prepare a resolution appointing Scott Kapcsos as Borough Treasurer to go before Borough Council.
Motion carries unanimously.

On a **MOTION** by Hall, and a second by Youngerman, with a question, approval is given to move to full Council, authorization for Council President and Secretary to enter into an agreement with the Mount Joy Borough Authority for facilities reimbursement. Youngerman felt the building address should be on the agreement and “or at another location” and Hall stated that the agreement should be retroactive to July 3, 2023. Hall felt that a new address could be added to the agreement if the Borough moves to another address.
Motion carries unanimously.

Discussion on a letter from the attorney for the Florin Hill Homeowners Association regarding the lack of movement by the builders in completing the development as well as the Association planned course of action: Youngerman asked if the roads are the primary issue. Pugliese stated that yes, the attorney letter spells out what the Homeowners Association wishes to do. We have a letter from our Solicitor on what the Borough could do. Pugliese followed our Solicitor’s comments to get an update on the costs on what needs done from the builder but there has been no reply. The Borough can request a 10% added financial security and see how the builder responds. Pugliese will let the committee know next month if a response is received.

On a **MOTION** by Hall and a second by Youngerman, approval is given to move to full Council authorization for the Borough Manager and Councilor Youngerman to attend PSAB’s PA Municipal 2023 Legal Update Seminar on August 2 & 3, 2023, at a cost of \$275.00 each.
Motion carries with 1 to 0, with Youngerman abstaining.

Land Development, Zoning & Codes

Codes & Zoning Report: Brady stated that he has processed 65 – 70 permit requests in June. A large item that Brady has dealt with, along with the Police Department, is the small trailer park at 454 W. Main Street. Three of the trailers were condemned with the families ordered out.

Grant Updates

Pugliese gave grant updates in his Manager’s Report. Youngerman asked what Pugliese’s experience was in submitting a grant application, being denied, then reapplying. Pugliese stated that sometimes a change in language is needed.

Borough Building Ad Hoc Committee

General Updates: The June meeting was cancelled. Pugliese stated that the direction of the Council is to reduce the building size by 10%. The Police Chief and Pugliese have some suggestions about where to cut space and Pugliese will work with the architect. Currently three vacant offices are planned but one vacant office will be kept. The concern is where do we need to be for the future. Staff need appropriate space to work in. The Police Department may continue to evolve and have contracted officers or go regional. There is nowhere to go with additional officers. Depending on state mandates we could, in the future, need full-time ADA or HIPPA personnel. Youngerman asked if the concern is more storage or offices. Hall sees storage space reducing as less paper needs to be stored and more documents are stored on computers. Pugliese stated there is a set length of time to keep paper files; there is no resolution to destroy paperwork that is currently beyond the keep date.

Public Input Period

Bruce Haigh, West Ward, speaking on Florin Hill in general. He has looked at all the records, it's not a good agreement that was back ended. 2012 was the last time that construction costs were done, and construction costs are up 250% since then. There is a procedure in the SALDO that you can ask the developer for an update on costs. If they cannot agree, the Borough can determine what the cost should be. Our Solicitor can be consulted on how to use the SALDO.

Executive Session

Committee broke into an Executive Session at 8:00 pm to discuss a legal matter regarding public easement. Committee came out of Executive Session at 8:11 pm.

Any Other Matter to Come Before the Committee

On a **MOTION** by Hall, and a second by Youngerman approval was given to adjourn the meeting at 8:11 pm. *Motion carries unanimously.*

Respectfully submitted,



Mark G. Pugliese I

NEXT ADMINISTRATION AND FINANCE COMMITTEE MEETING
Thursday, July 27, 2023, at 6:30 pm in Council Chambers