



# MOUNT JOY TOWNSHIP

• Lancaster County, Pennsylvania •

8853 Elizabethtown Road, Elizabethtown, PA 17022

717.367.8917 • 717.367.9208 fax

www.mtjoytwp.org

## Mount Joy Township Board of Supervisors

October 21, 2024 @ 7:00 p.m.

### AGENDA

1. Call meeting to order, moment of silence and pledge of allegiance.
2. Roll call of the Supervisors.
3. The Board of Supervisors held an Executive Session prior to tonight's meeting to discuss legal issues. An Executive Session will be held immediately following tonight's meeting to discuss personnel issues. Any official action to be taken based upon discussion held during the Executive Sessions will occur at an open public meeting.
4. Elizabethtown Public Library:  
Deb Drury, Executive Director, Elizabethtown Public Library will be in attendance to discuss the library funding for 2025.
5. Elizabethtown Area Chamber of Commerce:  
Denise Grove, Executive Director for the Elizabethtown Area Chamber of Commerce will be in attendance to discuss the funding for 2025.
6. Elizabethtown Area Water Authority  
Del Becker, Manager of EAWA, will be in attendance to discuss funding through Pennvest and EAWA's request for financial guarantees from its three (3) member municipalities.
7. Old Business:
8. Public Comment:  
An opportunity for the public to make comments on items included or not included on the agenda. The Board requests each person to offer comments to state their name and address for the record. All remarks are to be limited to five minutes.
9. Consent Calendar:
  - a. Approve and ratify the minutes of the September 16, 2024 meeting.
  - b. Approve payment of all bills via Bill List #20-2024 in the amount of \$264,668.80; Bill List #21-2024 in the amount of \$350,591.83; and ratify the payment of all payrolls for the period of September 6, 2024 through October 17, 2024 inclusive, in the amount of \$61,891.87, which represents three pay periods.
  - c. Adopt a resolution whereby, upon adoption, the Chairman, Vice-Chairman, Members of the Mount Joy Township Board of Supervisors, Manager, and Treasurer are authorized to sign checks except for the Highway Aid Fund and Elizabethtown Regional EMA Fund; and authorize the Chairman, Vice-Chairman, Members of the Mount Joy Township Board of Supervisors, and Manager to sign Highway Aid checks.

- d. Adopt a resolution whereby, upon adoption, the Chairman, Vice-Chairman, Members of the Mount Joy Township Board of Supervisors, Manager and Treasurer are authorized to sign the Municipal Building Loan checks at Ephrata National Bank.
- e. Budget Workshop Meeting: Authorize the Township Secretary to advertise the Budget Workshop Meeting to be held on Tuesday, November 12, 2024 beginning at 8:00 a.m. to discuss the 2025 Operating Budget.
- f. Year 2024 Annual Audit: Authorize the Township Secretary's preparation and placement of a legal notice pursuant to Section 917 of the Second Class Township Code, i.e. Act of May 1, 1933 (P.L. 103, No. 69), reenacted and amended November 9, 1995 (P.L. 350, No. 60), as amended, for the appointment of White, Rudy LLC, 436 Cloverleaf Road, PO Box 188, Elizabethtown, PA 17022, as Mount Joy Township's independent certified public account firm to perform the annual audit of the Township's records for calendar year 2024, as per the letter dated September 27, 2024 establishing the compensation to be paid at \$14,200.00, with action scheduled to be taken at the December 16, 2024 meeting; and 2) authorize the Chairperson of the Board of Supervisors to sign the engagement letter from White, Rudy LLC, whereby the scope of the annual audit to be performed of the calendar year 2024 records is set forth.
- g. Personnel: Approve pay increase for Tracey Weaver, Township Treasurer, effective October 21, 2024, upon completion of the probationary period as per the memo from the Township Manager dated September 21, 2024.
- h. Personnel Handbook: Adopt a resolution whereby, upon adoption, the Mount Joy Township Personnel Handbook, dated October 21, 2024, is adopted and will become effective immediately. (Public Works Department Job Descriptions are revised.)
- i. Resignation: Accept the resignation of Jayne Duncan as the Townships Citizen Representative to GEARS effective at the end of her current term, December 31, 2024.
- j. Piersol, Kenneth M. & Cindy L. – Small Stream Treatment Facility: Approve and sign the Installation and Maintenance Agreement for Small Stream Treatment Facility for Kenneth M & Cindy L Piersol, 2113 Cloverleaf Road, Mount Joy, PA 17552, and authorize the Township Solicitor to record the aforementioned document in/at the Lancaster County Courthouse.
- k. J. King Global Enterprise, LLC – Holding Tank Agreement: Approve and sign the holding Tank Agreement for the property at 1195 Trail Road N. and authorize the Township Solicitor to record the aforementioned document in/at the Lancaster County Courthouse.
- l. 1925 Sheaffer Road (Meridian Heights – Phase 1): 21-15-FLDP: Approve and sign the Stormwater Management Agreement and Declaration of Easement; Land Development Agreement; Agreement providing for Grant of Pedestrian Easement; Agreement Provided for Grant of Public Right-of-Way; Agreement Providing for Grant of Road Maintenance Easement; and authorize the Township Solicitor to record the aforementioned documents in/at the Lancaster County Courthouse.
- m. Tiny Estates; 22-14-PLDP: Accept Letter of Credit #2320017276, in the amount of \$124,219.70, as issued by Univest Bank & Trust Company to guarantee the proper installation of all improvements, excluding public sewer and public water facilities, associated with the Tiny Estates land development plan located at 867 Schwanger Road.
- n. Heisey, John M; 24-03-LLCP: 1) Approve and sign the Agreement Provided for Grant of Riparian Conservation Easement; Deferred Improvements Agreement; and Grant of Public Right-of-Way; and authorize the Township Solicitor to record the aforementioned document in/at the Lancaster County Courthouse. 2) Accept Check #6553 in the amount of \$23,438.25 for fee-in-lieu of road improvements along Mount Pleasant Road (Township-owned section).

10. Prospect Road Bridge:

- a. Discussion on and, if appropriate, a response to a neighboring property owner on the possibility of vacating of the road.
- b. Discussion on and, if appropriate, a motion relating to the method for vacating Prospect Road, between Mount Gretna Road and municipal boundary.

11. 1376 Campus Road – Temporary Sewer Service Agreement:

Discussion on and, if appropriate, a motion addressing the Temporary Sewer Service Agreement.

12. Campus Road – Speed Tables

Discussion on and, if appropriate, a motion pertaining to the removal of the remaining speed table in the area of the roundabout.

13. 2025 Spraying – Parks & Guiderails:

Discussion on and, if appropriate, accept the proposal in the amount of \$27,799.70 from Green Image Lawn Care, 3810 Bear Road, York, PA 17406 for the spraying of the parks and guiderails in 2025.

14. Payroll:

Discussion on and, if appropriate, a motion to authorize using Booher & Associates, 2173 Embassy Drive, Lancaster, PA 17603 to begin processing the Township's payroll with the first payroll of 2025.

15. Administrative staff reports:

16. Supervisor's reports and comments:

17. Reports: \*Written – on file

Administrator*	Mastersonville Fire Co.
Code Enforcement/Rental Inspections*	MESA*
Community Development Director*	Milanof-Schock Library*
Elizabethtown Area Water Authority*	Park and Recreation Board*
Elizabethtown Public Library	Planning Commission*
Elizabethtown Chamber of Commerce	Public Works Department*
Elizabethtown Regional Sewer Authority*	Regional Police Department*
Engineer	Rheems Fire Department Co.*
Fire Department Mount Joy	Sewage Enforcement Officer
Friendship Fire & Hose Co.*	Zoning Hearing Board*
GEARS*	Zoning Officer - Permits*

18. Correspondence:

- a. Invitation from Salisbury Township dated September 19, 2024; re: LCATS Annual Convention on November 7, 2024. (E-mailed to Supervisors 09-19-2024.)
- b. Newsletter from Elizabethtown Historical Society dated Fall 2024; re: Peach Alley Times. (E-mailed to Supervisors 09-20-2024.)
- c. PSATS News Bulletin, September 2024; re: Monthly newsletter. (E-mailed to Supervisors 09-24-2024.)
- d. Invitation from Elizabethtown Historical Society dated October 3, 2024; re: Open house. (E-mailed to Supervisors 10-07-2024.)
- e. PSATS Morning News, dated October 7, 2024; re: Governor signs Supervisor Compensation Bill. (E-mailed to Supervisors 10-7-2024.)

- f. E-mail from Max Cooper, Commissioner from Nether Providence, Delaware County, received October 16, 2024; re: Exploring the creation of an EMS Regional Authority. (E-mailed to Supervisors 10-16-2024.)

19. Other Business:

- 20. A special Board of Supervisors budget workshop meeting will be held on Tuesday, November 12, 2024 beginning at 8:00 A.M. The next regular meeting of the Mount Joy Township Board of Supervisors is scheduled to be held on Monday, November 18, 2024, beginning at 7:00 P.M.
- 21. Adjournment.