

**Red Lion Borough Council
Meeting Minutes
Monday, May 9, 2016**

Members

Cynthia Barley
Danielle Kabacinski
Christina Frutiger
Anthony Musso
Kelly Henshaw
Nevin Horne
Dennis Klinedinst

Others

Dianne Price, Borough Manager
Mike Craley, Solicitor
Jeff Shue, Engineer
Mayor Steven Kopp
Stacy Myers, Recording Secretary

Visitors

Robert Frutiger
Loren McCleary
Ben Rodkey
Jim Jones
Scott Kopp

Felix Milner
Bill Henry
Henry Herrman
Pastor Jay McWilliams
Jeff Herrman

1. The meeting was called to order @ 7:00p.m. As a representative of City On a Hill Alliance and Pleasant View Church of the Brethren, Pastor Jay McWilliams offered a prayer. All present participated in the pledge to the flag.
2. Mr. Musso made a motion to approve the April 11th, 2016 Meeting Minutes; Mrs. Frutiger seconded. Motion carried with a 5-2 vote; Mr. Klinedinst & Mr. Horne opposing.
3. **VISITORS AND PUBLIC COMMENTS**—The following were present to address Council:
 - Albert Loder, of 104 First Avenue asked for explanation of why his sidewalk repair was denied. The asphalt at the curb was too high, not allowing a good slope for water runoff. If Mr. Loder can mill some of that out and make it more level, it would be satisfactory.
 - Scout Leader Jim Jones and Boy Scout Troop #35, from St. John’s United Church of Christ were present as part of their “Citizenship in the Community” merit badge.
4. **PUBLIC SAFETY**—Mr. Musso--
 - **Fire Company Report**—Ben Rodkey reported for April:
 - 55 total calls; 15 of those were in the Borough.
 - June 4th, from 10am-2pm.—Open House at fire station.
 - St. Baldrick’s event was held last month. It was a good turnout, raising over \$2,800.
 - A previous Fire Company member may possibly be returning to serve as Fire Police.
 - Rear parking lot at fire hall—people have been parking in this private lot quite regularly. Fire Company is trying to handle this in a cordial manner for now.
 - **Ambulance Report**—distributed
 - **EMA Report**—Scott Kopp reported:
 - New EOP (Emergency Operations Plan) and manual are almost complete. This is not required, but is a suggestion by PEMA to have.
 - Street Fair in August will be the first time utilizing the “Special Events Planning” section of the EOP.
 - Red Lion recently hosted the joint York Township-Red Lion EMA meeting in the new facility upstairs. Next joint meeting will be held at York Township on May 19th.

- Addressed rumor that Alan Reed (replacing Scott as EMA Director in 2017) did not have adequate certification. Scott has given Alan’s appointment letter from the Governor, along with his other certifications, that he has held for over 10 years, to Councilman Horne.
 - **Cameras in the square**—Mr. Musso made a motion to order & install two cameras (one in front of Municipal Building; one on Historical Museum) for a total cost of \$7,760. No license plate reader will be included in the purchase. There will be a \$60/month maintenance fee that will cover the DVR and the cameras. Mrs. Frutiger seconded the motion. The company will monitor the camera accuracy & operation; the footage can be viewed also, should someone choose to hack into it. Motion carried with a 5-2 vote; Mr. Klinedinst & Mr. Horne opposing. Permission to install the camera on the Municipal Building will be asked of the Red Lion Municipal Authority.
 - Councilman Musso made a motion to appoint Baker & Son, Inc. as the primary towing company & salver for the Borough. Baker & Son, Inc. now have their salvage license, so they can and have been, towing for the State. Should it be necessary for Brian Baker to have police assistance when collecting any vehicle from a property, this can be coordinated with State Police. Mrs. Kabacinski seconded. All were in favor; motion carried.
5. **MAYOR KOPP’S REMARKS AND RECOMMENDATIONS**—Mayor Kopp reported:
- May 5th, he attended the National Day of Prayer service at Bethany United Methodist Church. He thanked the local pastors for putting on an outstanding program.
 - May 8th, he officiated a wedding in Lancaster County.
 - He encourages everyone to support our veterans and attend the Memorial Day parade & ceremony (Fairmount Park) on Monday, May 30th.
6. **RESOLUTIONS**—none
7. **AGREEMENTS**—the following were before Council for action:
- Agreement with Mike Zelger for use of Nitchkey Field equipment—draft was before Council. Some language in Paragraph “1D” needs revised; reads “from the time he is using facilities after Recreation Baseball stops”. (will remove “using fields” from that paragraph). This agreement has been submitted to Mr. Zelger, but Mrs. Price has not received feedback to date. Mrs. Kabacinski made a motion to approve the contract with Mike Zelger for use of Nitchkey Fields equipment from May 7th to August 31st, 2016. Mr. Horne seconded. All were in favor; motion carried.
 - Agreement to authorize electronic access to PennDOT systems—this is for the Borough’s TAP Grant. PennDOT requires all paperwork to be submitted through their electronic system now. Mrs. Frutiger made a motion to accept the Agreement and to authorize Council President to sign it; Mrs. Barley seconded. All were in favor; motion carried.
 - Agreement for Street Lighting—agreement with Met-Ed, switching streetlights over to LED lights. Agreement will be in place for 10 (ten) years. Mrs. Barley made a motion to approve the agreement with Met-Ed; Mrs. Frutiger seconded. All were in favor; motion carried.
8. **ENGINEER’S REPORT**—Jeff Shue reported:
- Engineer for Troy Leiphart is willing to adjust his plans to get the grading out of the right-of-way for the Rail Trail. Revised plans should be submitted, but not in time for Planning Commission to hold a meeting in May.
 - Information was sent to the Red Lion Municipal Authority regarding the property behind Kaltreider-Benfer Library.
9. **SOLICITOR’S REPORT**—no report

10. **PARKS AND RECREATION**—Mrs. Kabacinski reported:

- April 23rd Sportsman Show raised \$758 to go towards recreational sports
- May 1st Revolution game raised \$976
- To date, concession stands profit is approx. \$1,000
- Proposal to amend the Parks Ordinance to include Vulcan Field. The Ordinance that lists all rules & regulations for Fairmount Park should also apply to Vulcan Field, which is used as another recreational space for the Borough. Language should be revised from “Fairmount Park” to “all parks and fields”.

Section 16-101 of the Ordinance designates that “exceptions to this prohibition may be authorized in writing by the Mayor of Red Lion and Chief of York Regional Police Department”. This will be revised to read “Mayor of Red Lion or Borough Council”.

Ordinance violations are enforced by the Codes Enforcement Officer and/or the Mayor; however, if there is a misdemeanor or a summary under the State Crimes Code (or other State Statute), the State Police would enforce.

Mrs. Kabacinski made a motion authorizing Mr. Craley to draft and advertise the revised Parks Ordinance for action at the June Council meeting. Mr. Musso seconded. All were in favor; motion carried.

- Clarification on whether decisions at Committee meetings, which **are** advertised meetings, can be made at the time of the Committee meeting. Mr. Craley suggested that if money is being spent or anything that binds the Borough legally, should be brought to regular Council meeting for action. In addition, if there is any doubt about any activity, it should be brought to the Council meeting for action.
- May 23th, 2016--Recreation Meeting will be moved up a week so it will not fall on the Memorial Day holiday. The meeting will be held @ Nitchkey Field.

11. **MUNICIPAL SERVICES**—Mrs. Barley reported:

- Lights for municipal parking lot have been delivered and the parking kiosk has been ordered.
- Jeff Herrman, from Red Lion Municipal Authority reported the following:
 - May 11th—water shut offs for delinquent bills
 - East Broadway/East Avenue Project—will go out for bid soon; waiting on Highway Occupancy Permit from PennDOT
 - EK Services completed the work on West Gay/North Charles Street project.
 - Dredging project at Cabin Creek is now complete.
 - May 14th—Cabin Creek Watershed Day event to be held at Windsor Wonderland from 11am-3pm. Events & activities to be focused on the importance of the water in our local watershed.

12. **PUBLIC WORKS**—Mr. Klinedinst reported:

- Handicap parking space was requested for 114 Henrietta Street. Mr. Klinedinst made a motion to table this request until more information can be gathered from the residents; Mr. Musso seconded. All were in favor; motion carried.
- Sidewalk & curb permit—this is not required now, but consensus of Council would like to require an inspection on a sidewalk repair/replacement. A small fee could be charged to imply the applicant must comply with Borough specifications. The language of the current Ordinance that states the fee for the permit and inspection “to be set” will be revised to read “shall be set”. This fee can be set at any time. Mr. Musso made a motion authorizing Mr. Craley to prepare and advertise the amended Ordinance for action at the June meeting. Mrs. Frutiger seconded. All were in favor; motion carried.
- Mrs. Kabacinski made a motion to authorize Mr. Craley to advertise the amended Yard Waste Ordinance to allow grass clippings to be included with regular residential trash. Mr. Musso seconded. All were in favor; motion carried.

- Stormwater culvert work is being conducted on Bellevue Road.
 - Letters were sent to two residents on West Gay & Charles Streets regarding sidewalk repairs. Mrs. Price stated the contractors have contacted her about this.
 - Sinkhole on Country Club Road (by Franklin Street). As this is a State road, Mrs. Price contacted both PennDOT and Stan Saylor's office.
13. **PLANNING, ZONING AND REDEVELOPMENT**—Mr. Horne reported:
- There will be no May Planning Commission or Redevelopment meetings.
 - Zoning Hearing will be held Tuesday, May 17th @ 6:00p.m.
 - Letters are being drafted inviting local businesses to attend Redevelopment meetings.
14. **ADMINISTRATION**—Mrs. Frutiger reported:
- June Council Work Session will be held on June 6th with only four members.
 - Council requested an Overtime Payroll report to be included with their monthly reports.
 - Mrs. Price distributed her report.
15. **COMMUNICATION**—nothing further.
16. **Approval of bills**—Mr. Musso made a motion to approve the bills; Mrs. Frutiger seconded. All were in favor; motion carried.
17. **Adjournment**—Mrs. Barley made a motion to adjourn the meeting @ 8:11p.m. Motion carried, with Mrs. Barley & Mr. Horne abstaining. Meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary