

Red Lion Borough Work Session Meeting Minutes
Monday, December 2nd, 2024

Members present

Amy Lau
Cindy Barley
Brady Greer
Evan Hiester
Mark Holloway
Tony Musso

Others present

Dan Shaw, Borough Manager
Michelle Poole, Asst. Borough Manager
Brett Patterson, Public Works

1. Work Session began @ 7:00pm.
2. **Public Safety**—Mark Holloway reported:
 - From the Manager’s Report—questions on Workers Comp answered.
 - Ambulance Report showed shootings/stabbings on the report for the last 11 months. Is that just in RL Borough? Mark may visit ambulance personnel to verify.
 - FYI, the broken utility pole on First Avenue/N. Charles is still there.
 - Franklin Street Social Hall parking & traffic congestion was discussed, as well as clear sight triangles of Maple, Cherry, N. Franklin, Locust & High Street. Evan commented on a traffic study, which is planned for spring. Could we add “Resident Parking Only” signs (such as on Railroad) on N. Franklin Street? We couldn’t enforce the signs, but it may deter people from parking there. It was reported that St. Paul’s (First Ave) has some sort of agreement for overflow parking, so people are parking there & walking to the Social Hall via Railroad Lane. The Social Hall has only been open for a few weeks, so the newness hasn’t worn off yet. Motorists have to take some responsibility for their actions & driving too. The same issues were experienced when Black Cap first opened.
 - No Fire Company Report was received yet.
 - Santa riding on the Fire Truck through town is scheduled for Saturday, Dec. 7th after the Santa Breakfast.
 - Discussion was held on necessary chimney repairs at the Community Building. More details & pictures will be provided at next week’s meeting.
 - Brady asked what the Public Safety Committee does. Mark serves as a liaison between the Fire Company & Council, although as he attends their meetings, he’s learning more. He has questions about the Ambulance Company & would like to get in touch with them to get some clarity. Mark also said he drives around town frequently and, as he sees things needing addressed, he reports back to staff, Council, etc. For example, the accident that broke the utility pole on First Ave/N. Charles occurred almost 7 years ago. Dan has reported it several times and we’re just waiting for utilities to remove their services.
Are issues like traffic studies and/or pedestrian safety researched & suggested by the Public Safety Committee? Mark said it could be however, he doesn’t see a lot of pedestrian safety issues in town. Crossing/walking patterns for schoolchildren is technically a school district responsibility. Anytime safety concerns were raised with PSP, they address them, whenever possible.
Tony stated if the Borough subcontracts any type of law enforcement (which is not going to happen) even on a part-time basis, the State Police would walk away from the Borough. More discussion was held on Act 120 certification & the need to be certified to even issue a traffic ticket. Although PSP may have met with dissatisfaction when they first patrolled the Borough, over time, they’ve proven that illegal activity is going to have ramifications and people will find they won’t be able to get away with it.
3. **Parks & Recreation**—Amy Lau reported:
 - Suspending parking meters for the holiday season, December 9th thru January 6th. Council will take action on this at next week’s meeting.
 - Windsor Township field rental for an extended period—Committee is suggesting a fee of \$1,000 for the season, with WT helping to maintain the fields (not mowing). This will be acted upon next week.
 - Mike Chrzanowski expressed interest in serving on the Recreation Committee. Council will take action next week on this. He plans to research grants that could be used at Nitchkey and/or Fairmount.
 - Softball program—We may not have enough turnout for girls’ 6-14 years old, but we’ll talk to WT about opportunities they may have for players.
 - Suds ‘n’ Song—slated for Saturday, June 7th, 2025.

- Food Truck events & payment suggestions—how to make fee collection easier for staff. Rec Committee suggested charging a \$50 committal fee for Food Truck Fridays, but for larger/special events, charge a \$50 fee + 20% of gross sales.
 - Halloween Parade registration fee for commercial registrants is to be increased from \$25 to \$35/unit & limit it to two units.
 - Summer Camp discussion was held.
 - Discussion was held on renting the Leo Center to gain revenue. \$50/hr. with a \$100 security deposit was proposed, and this will be added to the Fee Schedule.
 - Recreation Committee meeting dates for 2025—will still be the 4th Monday of each month (6pm) but will be held at the Borough Building.
 - Santa Breakfast—Saturday, December 7th @ 8:30-10:30am.
4. **Municipal Services**—Tony Musso stated Chris Minnich would like to be reappointed to the Municipal Authority. Council can act on this next week.
5. **Planning & Zoning**—Evan Hiester reported:
- A committee will be formed (Evan, Denny, Mark, Michelle) to create a 2025 Fee Schedule based on the spreadsheet provided by Michelle.

Economic Development

- Discussions were held on the transient vendor fees. Other municipalities' fees will be reviewed & recommendations will be brought to Planning Commission, 12/20/24.
 - Discussion was held on plantings as part of the 2025 Red Lion Beautification Initiative. Locations include in front & at sides of Leo Center, as well as Boundary Avenue/entryway to Fairmount Park & at the Veterans Memorial. Jenn Dettinger is putting together costs for these & researching possible grants for this type of project.
 - Discussion was held on a proposed Farmer's Market. A list of vendors has been created by their location (Red Lion Borough, Felton, etc.). An application will also be created for vendors. A meeting will be scheduled with Borough staff for further discussion.
 - Benches made of a recycled plastic, and donated/sponsored by various clubs, organizations & businesses were proposed to be placed along the Red Lion Mile, which Evan believes would be a beneficial location. Most Council members agreed with this idea, but Tony said, the minute it becomes a hangout for vagrants, or the benches get vandalized, etc., they need to be removed, and this must be stressed to those who donate them. In addition, the benches should be anchored in some way, so they're not stolen or moved around.
6. **Public Works**—Brett Patterson & Dan Shaw reported on a 2024 chassis with plow & accessories available for purchase at a discounted rate through COSTARS. Money has been added to the 2025 budget for this & action can be taken next week.
7. **Administration**—Cindy Barley reported:
- Next week, action will be taken on the Ordinance for the Fire Tax.
 - Next week, action will be taken on the 2025 Budget.
 - Next week, Michelle Poole will be appointed as Borough Manager & Open Records Officer, and Jay Nolt will be appointed to BCO, based on Dan Shaw's retirement date.
 - 2025 Meeting Dates to be approved next week. Of note, the 2025 Budget Meeting will be held Wednesday, September 17th, 2025 @6pm.
 - Resolution to appoint Hamilton & Musser as Borough Auditors will be adopted next week.
 - Resolution will be adopted next week to approve a revised joinder agreement allowing Robert Joyner to receive a 2% multiplier for his pension.
 - Staff is still waiting on the generator to arrive, and Joe Mulá was to contact Columbia Gas regarding a larger gas line they said was necessary.
 - Various motions to add Council members to bank accounts while removing Dan Shaw will be discussed next week.
 - Of note, the Borough recently received a dividend check through Workers Compensation.
8. **Executive Session**—Council recessed to Executive Session at this time, 8:17pm. No action will be taken.
9. **Adjournment**—Work Session adjourned after the Executive Session.

Respectfully submitted by:

Stacy Myers, Recording Secretary