

Red Lion Borough Council Meeting Minutes
Monday, February 10th, 2025

Members present

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

Others present

Michelle Poole, Borough Manager
Mayor Gene Lau
Jeff Shue, Engineer
Samantha Craley, Solicitor
Mike Craley, Solicitor
Brett Patterson, Public Works
Amanda Runkle, Secretary/Treasurer
Stacy Myers, Recording Sec'y

Visitors

Aleksa Keithan
Jen Dettinger
LuAnn Hildebrand
Walter McCarthy

John Brownlee
Wendy Fink
John Leonard
Donald Dippner

Jordan Ilyes
Mindy Evler
Erica Gemmill
Sean Grove

1. The meeting was called to order @ 7:00pm. Mark Holloway offered a prayer, followed by the pledge to the flag.
2. **Approval of Meeting Minutes**—Mr. Klinedinst made a motion to approve the January 13th, 2025 Meeting Minutes; Mr. Musso seconded. All were in favor; motion carried.
3. **Visitors & Public Comment**—
 - **Franklin Street Social**--As several of tonight's visitors wanted to discuss the traffic congestion & parking on Locust Lane, Mr. Musso explained the proposal to make Locust Lane a one-way street (westbound between Franklin & Neff) with signs directing traffic to exit via W. Maple Street, being that Maple is fairly wide. No Parking signs are being proposed to be installed down Locust Lane also. Mr. Musso felt this was the best solution to address the traffic/parking problems that nearby residents are experiencing, and he believes the rest of Council agrees with him. Mr. Musso also said Jordan Ilyes (developer) has offered to release 30 of his residential parking spaces to be used for the Social Hall parking. The apartments are already at capacity & Jordan has 30 more parking spaces than he needs or is required to have. Atty. Craley said the determination to use those extra spaces for the commercial use is up to the Zoning Officer & Borough Manager. Michelle confirmed Jordan needed 194 residential spaces per Ordinance and 154 are currently in use, so there are 40 extra spaces, but Jordan is proposing 30 of those to be temporarily gated off separately to be used for the food hall. The other 10 spaces will be "wobble room" if necessary. She & the ZO are amenable to this proposal. Mrs. Barley made a motion to approve the temporary allocation of 30 parking spaces from residential to commercial for a 6-month period. Mr. Holloway seconded. All were in favor; motion carried. We will then revisit this in August. Mr. Klinedinst also suggested installing 15mph speed limit signs along Locust Lane at the same time all the others are being installed.
Council heard concerns of neighboring property owners:
 - **John Leonard, W. Maple Street resident**, voiced his concerns about Social Hall visitors parking the entire way down Locust Lane, some of which block the resident's driveways/parking area. He stressed the need for the "No Parking" signs to be along Locust Lane once it's made one-way. John also asked if W. Maple Street will get paved, as it already has potholes & deteriorating spots. With this additional traffic, he fears it will get worse. Mr. Musso said there's a street project list and a yearly budget that the Borough must work with. Staff can look at W. Maple to see its condition & need for repair.
 - **Erica Gemmill, W. Maple Street resident**, is happy to see Locust Lane become one-way in hopes of alleviating traffic congestion, but she still has concerns that motorists will come down Locust & make a U-turn at the bottom. She stressed the need for ample signage to direct motorists, including "No U-Turns" & "No Outlet" signs. In order for the signs to be enforced by PSP, an Ordinance will be passed. Erica also submitted pictures of all the cars parked along Locust Lane while the Social Hall is busiest, but there have also been people parking on the Rail Trail because of parking shortages. The pedestrian walkways need to be marked as well to ensure safety of walkers.
 - **Atty. Craley discussed specifics of the No Parking & clear sight triangles at intersections**—the Maple Street/N. Franklin Street intersection is being proposed to have one parking space removed to

increase the clear sight distance. The N. Franklin/Locust intersection will not need any spaces removed. Staff will get the measurements of the space so Atty. Craley can draft the Ordinance.

- **Walt McCarthy, 347 W. Maple Street**, said once Locust Lane becomes one-way & traffic comes around Maple Street, he foresees the heavier use, truck traffic from Leiphart Storage, Silverback Services, etc. will cause the deteriorating street to get worse. Is there a way Maple Street can get repaired sooner rather than later? Mr. Musso said it's possible; staff will review & discuss.
- **Jordan Ilyes, developer of Franklin Street Social** apologized to the nearby residents of the hall & said his intention was never to inconvenience anyone, but to bring a good thing to the Borough. He thanked the Borough & residents for their patience as we work through these parking issues & find solutions.

4. **Mayor Lau's Remarks & Recommendations**—Mayor Lau reported:

- He will continue researching the Monarch Butterfly Project he had mentioned previously, as he believes it would be a great idea for Red Lion.
- Trash collection & recent delays—He knows there were weather delays, but he noticed collection times get later & later and, in some areas, trash was missed completely.

5. **Public Safety**—Mr. Holloway reported:

- EMA, Fire Company & Ambulance reports have been received.
- Thank you to Michelle for getting the employee safety program restarted.
- Thank you to staff for moving the “speed bump ahead” signs on Franklin Street to be more visible.
- **Resolution 2025-7** to adopt the Hazard Mitigation Plan for York County. Designed by the County, this aims at reducing risks from natural & human-made hazards. Mr. Holloway made motion to adopt Resolution 2025-7; Mrs. Barley seconded. Motion carried with Mr. Holloway & Mr. Klinedinst opposing. Mr. Holloway opposed some of the verbiages in the plan. He would prefer the plan not to insinuate “we are the most vulnerable”.
- **Fire Police requests**—Mr. Holloway made a motion to approve the Fire Police requests for Dallastown & Fawn Grove Boroughs. Mrs. Barley seconded. All were in favor; motion carried.
 - Requests made by Fire Police:
 - Red Lion's Halloween Parade had been tentatively scheduled for Monday, Oct 27th; however, it may be moved to Tues, Oct 28th, as Red Lion's Fire Police won't be available the 27th. For safety reasons, we need to have fire police at the parade. There have been issues in the past with angry motorists trying to navigate around the parade route, so fire police are requesting PSP to be readily available that night as well.
 - For the New Year's Eve event, more barricades are needed.
 - Street Fair—requests were made for parking enforcement to be present, as there are a lot of parking problems on the closed streets. Traffic congestion on those streets has also been a problem.
 - July 4th Fireworks—this may possibly be held at the school this year. Borough staff & Rec Committee can look into this.

6. **Solicitor's Report**—Atty. Craley gave an update on Elm Lane in hoping to resolve the issue of abandoning/vacating it. He said the Borough isn't really vacating it because it was never opened. He would like to amend the 1971 Ordinance by removing the “vacate” since the Borough never adopted it. It will go back to being a private access lane with the Borough having no claim to it. Atty. Craley urged Elm Lane residents to research their deeds to see what property right-of-way, etc. looked like prior to 1971.

Elm Lane/Pleasant View Street residents Mindy Eveler & Sean Grove requested the Borough install a Stop sign at the end of Pleasant View Street (before crossing over Lancaster). Council agreed a sign needs to be installed for safety reasons. Sean asked that staff talk with him prior to installing the sign as it will be near his property line. Mrs. Barley made a motion to move forward with the Stop sign installation at Pleasant View & Lancaster; Mr. Holloway seconded. All were in favor; motion carried.

PSP Report—Atty. Samantha Craley gave a report for incidents in Red Lion Borough from Oct 2024 thru EOY.

Crash report—29 crashes (3 w/injury or death), 1 DUI, 8 hit & run, 2 distracted driving crashes, 86 citations issued, 168 warnings.

Crime report—89 investigations, 63 arrests, 11 drug investigations, 39 crimes against persons (assault, robbery, etc.), 29 crimes against property (burglary, retail theft, etc.), 28 crimes against society (nuisance, firearms, resisting arrest).

This info & other municipal police data can be found by going to psp.pa.gov & clicking on “Resources”, then “PSP Data” to access CAID (Community Access to Information Dashboard).

7. **Engineer’s Report**—Jeff Shue reported:

- The Change Order to extend the contract for the W. Broadway retaining lot project was discussed at work session last week. This would extend the contract to February 25, 2025, when Jeff expects the contractor to be done.
- Fairmount Park Improvement Grant progress—this is out to bid with a bid opening scheduled for Feb 28th @ 10am (online opening). Of note, the paved trail length will be 350’, 6’ wide with a 2’ stone shoulder.
- C.S. Davidson is the Sewage Enforcement Officer for the Borough & has received notice of an on-lot septic failure at Bicking Avenue & Weaver Lane. Jeff is doubtful that DEP would permit a repair/replacement of the failing septic because the property does have access to sanitary sewer at the front of their lot. The property owner had already come to Red Lion Municipal Authority (approx. 2 years ago) about connecting to public sewer, but then the yard dried up, so nothing further was done. Council is amenable to CSD (as the SEO) to advise the property owner on this issue.

8. **Parks & Recreation**—Mrs. Lau & Becky Gibney reported:

- Breakfast with the Easter Bunny & egg hunt—Sat, April 19th
- Bethany Church has requested to use Nitchkey Field for their egg hunt on Sat, April 12th. Mrs. Lau made a motion to approve the church’s request, as long as it doesn’t interfere with any other event at Nitchkey; Mr. Holloway seconded. All were in favor; motion carried.
- Existing contract with CIA for cameras at the Community Building & park—the existing camera has been out of service since April 2024. CIA had given a quote of \$5,000 to replace only the one zoom camera. Advantage Security said two cameras can be purchased for that cost + the hardware, etc. Mrs. Barley made a motion to move forward with obtaining the actual cost from Advantage Security for the two cameras + equipment to monitor them; Ms. Greer seconded. All were in favor; motion carried. **Last year, Advantage gave a quote to use the existing cameras & replace the monitoring equipment, but we now need to replace the inoperable zoom camera with the two non-zoom cameras.**
- Mrs. Lau distributed the meeting minutes from the last Recreation meeting for Council review.
- Resolution for PennDOT to allow banners to be hung over state roads. Mrs. Barley made a motion to draft & adopt this Resolution; Mr. Klinedinst seconded. All were in favor; motion carried.
- Suds ‘n’ Song planning meeting will be held Wed, Feb 12th, 2025 @ 6pm (at Borough Offices).
- Red Lion Community Pre-School is requesting a Borough representative to attend their Board meetings, held every other month @ 6pm (at the American Legion). They’re typically held the 3rd Monday or Tuesday of each month; next one in March. Becky Gibney offered to serve as the rep & attend; Amy Lau will serve as a substitute.
- Movie night will be held Friday, Feb 28th @ 6:30pm at the Recreation Building. Doors will open @ 6pm. Free admission; light refreshments.
- July 4th Fireworks—Fairmount Park may still be the best location unless we hear from the school district.
- Halloween Parade—discussed previously about the Fire Police availability & that it may be held Tues, Oct 28th (rather than Mon, the 27th). Becky has already planned her staging areas for this event to ensure safety measures are in place.
- Food Truck contract—Mrs. Lau would like to be a part of any future discussions, as she had not been for the past contract discussion. A draft had been sent to Atty. Craley for review/revision so that costs & details for future events is in place. Three Food Truck events are planned for the 2025 season.

9. **Municipal Services**—Mr. Musso reported:

- Hauler information is being gathered as our contract with Penn Waste ends 12/31/2025. There are 2, possibly 3 haulers that may bid, although it was reported that Republic Services won’t take on any new municipalities unless they’re fully automated. Discussion was held. Penn Waste strongly suggested bidding be done in June or July.
- Resignation from RLMA--Mrs. Barley made a motion to accept the resignation of David Reichard; Mr. Holloway seconded. All were in favor; motion carried.
- Appointment to the vacancy on RLMA—Mr. Holloway made a motion to appoint Nevin Horne to the RLMA for a term expiring in 3 years. Mr. Klinedinst seconded. Motion carried with Mrs. Barley opposing.

10. **Public Works**—Mr. Klinedinst reported:

- Discussion was held on the proposed repair of the small chimney at the Rec building. Pictures of the chimney cracks & necessary work were shown. Last month, Mr. Klinedinst had made a motion to move forward with the bidding process for this work.
- Felton Borough requested Red Lion sweep their roads one time this Spring. Brett will gather quotes for the involved work & report back to Council.
- Linden Avenue lampposts—poles have been received. Met-Ed will need to shut off the power so the repairs can be made.

11. **Planning, Zoning & Economic Development**—Mr. Hiester reported:

- Parking & traffic issues on N. Franklin, Maple Street, High Street & Locust Lane—discussed earlier tonight, Mrs. Barley made a motion authorizing Atty. Craley to draft all involved Ordinances regarding parking, signage, etc. for all the involved streets. Mr. Musso seconded. All were in favor; motion carried.
- Jordan Ilyes' Land Development Plan, 214 N. Franklin Street—requesting status update, as Jordan is waiting to hear back from his engineer. He will move forward with the temporary fencing discussed earlier tonight.
- Farmer's Market application & specs were discussed. Market is proposed for the 3rd Saturday of each month. Atty. Craley reviewed the application. Insurance requirements were discussed. It's a minimal risk, but Mike wanted the Borough to be protected. Auto liability will have \$100,000 coverage & general liability will have \$500,000 coverage.

Mr. Hiester made a motion to approve the application with the proposed insurance coverage changes; Ms. Greer seconded. All were in favor; motion carried.

- Planting plan for the Leo Center, Fairmount Memorial & Boundary Avenue/park entrance—reviewed & discussed. Concerns of necessary weeding only once/month were aired. Committee member Jen Dettinger said the types of plantings & flowers planned should choke out most of the weeds, but the committee will maintain, as well as a few other local clubs who volunteered to help. Assessment was done on costs for the plantings. Seeding costs would range from \$60-\$100, plugs would be approx. \$500, and plants would be more costly. Grant funding will be sought & the committee is requesting a letter of permission from the Borough to apply for the grant.

Mr. Holloway made a motion to accept the planting plan and to issue a letter of permission to allow the plantings to be done on Borough property; Mr. Hiester seconded. All were in favor; motion carried.

12. **Administration**—Mrs. Barley reported:

- Mrs. Barley made a motion to appoint Michelle Poole as representative to the York Adams Tax Bureau; Mr. Musso seconded. All were in favor; motion carried.
- Mrs. Barley made a motion to authorize Atty. Craley to sign the application for the Wex credit card through COSTARS (for Borough staff use); Mr. Musso seconded. All were in favor; motion carried.
- **Resolution 2025-6**—to adopt the amended Joinder Agreement and the terms of the PA State Association of Boroughs Municipal Retirement Trust to be known as the Red Lion Employees Defined Contribution Pension Plan, effective January 1st, 2025. Mrs. Barley made a motion to adopt Resolution 2025-6; Mr. Musso seconded. All were in favor; motion carried.
- The Red Lion Borough Safety and Loss Control Policy was presented which will be the manual for the Safety Committee. Jay Nolt will be the new Accident and Illness Prevention Program Coordinator. Mr. Holloway made a motion to adopt the Safety & Loss Control Policy and to appoint Jay Nolt as the Coordinator; Mrs. Barley seconded. All were in favor; motion carried.
- Mrs. Barley made a motion to elect Michelle Poole as the Voting Delegate and Amanda Runkle as alternate for the PA Borough's Association election of officers on June 3rd, 2025 at the annual conference. Mr. Klinedinst seconded. All were in favor; motion carried.
- Discussion was held on the Microsoft Office 365 billing involving RLMA & the Borough. It was decided to table this until the March meeting until the Authority is made aware & the Borough can do more research.

13. **Communication**

- A thank you note was received from Robin at the Community Progress Council for allowing them to speak at Council's January meeting about Poverty Awareness Month.

- Letter of resignation was submitted by Stacy Myers after nearly 18 years as the Borough Recording Secretary. Sadly, Mrs. Barley made a motion to accept Stacy's letter of resignation; Mr. Musso seconded. All were in favor; motion carried.
14. **Approval of bills**—Mrs. Barley made a motion to approve the bills & statements; Mr. Musso seconded. All were in favor; motion carried. This approval includes the payment to Shiloh Paving & Excavating, Inc. for \$80,493.58 for work on the W. Broadway retaining wall & removal of foundation wall.
 15. **Adjournment**—With no further business before Council, Mrs. Barley made a motion to adjourn @ 9:20pm. Motion carried, meeting adjourned.

Respectfully submitted by:
Stacy Myers, Recording Secretary