

Red Lion Borough Council Meeting Minutes
Monday, February 12th, 2024

Council present

Amy Lau
Cindy Barley
Chris Minnich
Dennis Klinedinst
Evan Hiester
Mark Holloway
Tony Musso

Others present

Dan Shaw, Borough Manager
Mayor Gene Lau
Mike Craley, Solicitor
Samantha Craley, Solicitor
Jeff Shue, Engineer
Brett Patterson, Public Works
Stacy Myers, Recording Sec'y

Visitors

Bob & Tina Frutiger
Hannah Beard
John Krantz

Meredith Yakelis
David Gonzalez
John Brownlee

Derek Eveler (Alliance Fire)
Dwight Almony
Chris Kenna

1. The meeting was called to order @ 7:00pm. Chris Kenna from 18 South offered a prayer followed by the pledge to the flag.
2. **Approval of Meeting Minutes**
 - Mr. Klinedinst made a motion to approve the January 2nd, 2024 Reorganization Meeting Minutes; Mr. Minnich seconded. All were in favor; motion carried.
 - Mr. Minnich made a motion to approve the January 8th, 2024 Meeting Minutes; Mrs. Barley seconded. All were in favor; motion carried.
3. **Visitors & Public Comment**
 - Brady Greer expressed her interest in serving on the Planning Commission and/or Borough Council (pending Chris Minnich's resignation). Michelle Poole had contacted her, thinking Brady would be a good candidate. Brady explained she is a Red Lion Borough resident with two sons who are high school seniors. She works as a Land Administration Manager for a large private property owner in Maryland. She deals with planning, operations management & open space management, so she would like to better use those qualifications. Council explained the vacant Council term runs to 12/31/2025, at which time Brady could run for reelection if she wished. There are committee meetings, Work Sessions & a good deal of time (evening hours) associated with the Council seat. She could also serve in the Planning Commission vacancy as well if she chooses. Council invited Brady to meet with Michelle & some Council members for more discussion.
 - York County Economic Alliance—David Gonzalez & Hannah Beard (Downtown, Inc., division under YCEA) were present to give a brief overview of the resources they can provide to businesses within the County's 72 municipalities. David reported on the York County Economic Action Plan, housing studies, development projects such as Codorus Greenway, networks, relationship & funding tools to enhance business expansion and attraction.
David also discussed the York County Land Bank Authority and their blighted property review committee which reviews & identifies blighted (condemned) properties. They can then aid municipalities to find available grant funds to remedy those properties.
Hannah Beard reported on Downtown, Inc. which enhances & encourages investment in York's Business Improvement District. She touched on their economic development, promotions, placemaking (beautification/cleanup) & public safety within York City. Hannah

also reported on BLOOM, the Business Empowerment Center which offers classes, training & grant funds to small businesses, woman-owned businesses, & minority-owned businesses. BLOOM was started in 2023 & to date, has 235 grant recipients.

David & Hannah urged everyone to check out YCEA & Downtown, Inc.'s website & event program schedule, as there are a lot of upcoming programs for people to attend & participate in.

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

- Since last month, tractor trailers (backing into the alley from W. Broadway) have hit his building 3 more times. Pictures were sent to Dan & Michelle. The alley is too narrow for tractor trailers, unless they back in, which then blocks the alley for trash trucks & other vehicles. Most times, these trucks are Sysco, delivering food to Sign of the Horse, but attempts to contact Sysco and the owner of the restaurant have gotten no results. Atty. Craley said, per Borough Code, truck traffic can be limited in alleyways, but this is a local delivery. And if it's prohibited in one alley/lane, it must be prohibited in all of them. If the tractor trailers hit the building, causing damage & then leave, that's hit & run & the drivers can possibly be cited. Mayor Lau has cameras in the area, so he has pictures & there should be video proof.

Mayor Lau doesn't want to limit traffic in that alley to one way, because it would penalize some of his students & local residents who live there. Plus, making it one way may be difficult for police to enforce. A metal pole or bollard could be installed on the mayor's property as long as it's not in the right-of-way. Mayor Lau is also urged to call the Police if/when his property is hit again.

- Mr. Klinedinst mentioned that the Municipal Lot is usually parked full, especially on weekends & if the kiosk isn't working, motorists are parked for free. This needs to be resolved.
- He swore in some new Alliance Fire members at a recent Fire Company meeting.
- He recommended all of Council watch the documentary "All the Queen's Horses", stating it offers a good insight into how a Mayor & Council should oversee things.

5. **Public Safety**—Mr. Holloway:

- **Fire Company Report**—Fire Captain Derek Eveler reported for January--85 calls (17 in Red Lion Borough), 20 calls (both stations ran together). Rescue vehicle is currently out for repair, but should be back by end of this week.
- **Ambulance Report**—distributed.
- **EMA Report**—distributed. John Brownlee reminded Council of the Elected Officials seminar that will be held Sat, Feb. 17th from 9-11am at the County Control offices. Mr. Klinedinst reminded elected officials who did not take NIMS training must do so.
- **Fire Police request**—Mrs. Barley made a motion authorizing Alliance Fire Police to attend Fawn Grove Borough events (Kennard Dale graduation and Olde Tyme Days Parade). Mr. Minnich seconded. All were in favor; motion carried.
- **Police Report**, covering 10/1/2023 thru 12/31/2023 included:
 - **Crashes**—45 crashes (4 w/injury or death), 1 DUI, 16 hit & run, 6 distracted driving, 145 citations & 165 warnings.
 - **Crime**—115 investigations, 67 arrests (12 drug-related), 40 crimes against persons (27 assaults, 3 robberies), 35 crimes against property (16 thefts, 10 criminal mischiefs, 2 embezzlements), 47 crimes against society (13 DUI's, 16 drugs).

6. **Solicitor's Report**—Atty. Craley reported:
 - Adoption of the revised Parking Violation Ordinance—this has been advertised & is ready for Council action. Mrs. Barley made a motion to adopt the amended Ordinance; Mr. Klinedinst seconded. All were in favor; motion carried.
 - Towing vehicles—as a follow-up from last month's discussion about when the Borough would or would not need Police approval...the Borough can have a vehicle towed if it's considered abandoned. Section 401 of Title XV of the Borough's Code of Ordinances gives authorized personnel of the municipality authorization to have vehicles towed from public property (if parked for at least 48 hours).
7. **Engineer's Report**—Jeff Shue reported:
 - 2024 Street Projects/Bidding—
 - Base Bid project will include West Chestnut (from Main St. to Rock Lane) and Myrtle Lane and will involve curb repair & ADA ramps and storm sewer repairs (on Chestnut) & reclamation of street & resurfacing (on both streets), estimated cost \$279,000.
 - Alternate #1 contract—Lemon Lane (from Marshall St. to Taylor)—reclamation & resurfacing, estimated cost \$140,000.
 - Alternate #2 contract—West Elm Lane (from S. Charles St. to N. Railroad Lane)—reclamation of street & resurfacing, estimated cost of \$60,000.
 - Base repair—will be bid to be completed as needed throughout the Borough. Mr. Klinedinst made a motion to authorize the above bidding with an award at March's Work Session; Mrs. Barley seconded. All were in favor; motion carried.
 - Amphitheater design—Jeff will be prepared at March's meeting to ask for Council approval to bid this project for an award in April.
 - Broadway public parking wall construction—per the Consent Agreement signed by Council, this has a deadline to be bid by March 8th. Jeff will be prepared at March's meeting to ask for Council approval to bid for an award in April. Since Council doesn't meet until March 11th, Council was amenable to Jeff moving forward with the advertisement & paperwork.
 - Franklin Street/Country Club Rd. storm sewer restoration—Jeff has reviewed the report & is working with staff to coordinate the extent of work that will be necessary on this failing storm sewer. He doesn't anticipate the work being done until late summer.
 - Charles Street Bridge--He has reviewed paperwork related to this project & has a rough estimate of \$70,000 for the work which will be two-fold (at least), involving necessary roadway work & patching concrete on the underside of the bridge. Sidewalk repair/replacement will be necessary as well. Since there's no deadline for the work, it could be budgeted for 2025.
 - Gas company is planning work at Pine Street & Chestnut Street—Jeff & staff will coordinate the Borough work with theirs.
8. **Parks & Recreation**—Mrs. Lau & Meredith Yakelis reported:
 - Santa's Shanty—to be modernized this year. Other ideas to make it more attractive & welcoming are being considered.
 - Basketball—there are 7 teams this year.
 - Cheer program—will be done at the end of February.
 - ARC has a volunteer opportunity in the community—Meredith, Michelle & Becky (Gibney) have met to discuss.

- Valentine Dance had 22 kids & 18 adults in attendance. \$350 was raised with \$148.22 in expenses.
- March 30th—Easter Bunny Breakfast from 8:30-10:30am with a special needs egg hunt being held @ 11am (registration requested). Volunteers welcome!
- Summer Camp will be held from June 10th thru August 16th. A cost increase is being considered. Cost per child **was** \$85/child with each additional sibling receiving a 50% discount. Mrs. Lau is in favor of the cost increase, stating the staff does a great job with camp & it's one of the best in the area. Increments of an increase will be discussed, as well as a required commitment of at least one week's attendance from each camper.
- Suds 'n' Song—Meredith has met with Shriners & some brewers. Council thinks a committee should be created to discuss details & for decision-making. Prior to Dianne Price's resignation, Mrs. Lau asked for an income/expense report for the Suds event. She received the report, but the money received does not match bank deposits. There may be more explanations for this, but current Rec staff may not have those answers.
- Food Truck Friday—possible locations to hold this event were discussed, i.e. the park, the parking lot at the new Borough Office, Vulcan Field. Mayor Lau offered to make banners to make the public aware of the new location. The time for the event may be changed to 5pm-8pm (from 4:30-7pm). Other activities such as open mic, trivia, & karaoke were suggested to be added to each of these events. Council urges rules & regulations to be created and be in place for this year and going forward. Mrs. Lau doesn't think this should be the Rec Director's job, but maybe the Rec Committee can come up with suggestions to bring before Council.
- July 4th Celebration—fireworks will be held July 3rd & set off by Bixler Pyrotechnics again, but at a lower rate this year (\$12,000 this year, down from \$15,000 last year).
- The Musical Box Theatre asked about renting Fairmount Park in order to hold a Melodies and Canvases Festival. Council was not agreeable to this as it's a public park. Rec Board can research different locations for the theater to use if they wish.
- Mrs. Lau met with Becky Gibney to discuss Community Building & pavilion rentals, i.e. scheduling, contracts, taking money, etc. A spreadsheet was created of Becky's process. Some ideas to simplify rentals & an increased building rental fee of \$400 were suggested.
- Bowers Pavilion rental—maybe all rentals should be conducted in a centralized location & have 1 person handle this as well as building/pavilion rental.
- Key code of Community Building—Dan, Michelle & Brett now have keys to the Director's Office, but details regarding changing the key code after the building is rented should be researched. Dan will call the company for details on how to do this.
- Mrs. Lau would still like to see an in-house income & expense report of some sort (different from Quickbooks), not just for Rec but across the board for all events.
- Permission for "Get Outdoors (GO) York" program wants to place an etching post in Fairmount Park. Council is amenable to this.
- Fees for camp & billboards at Nitchkey—currently \$200/year for advertising billboards....Council suggested keeping the cost at \$200 and check other municipalities and/or programs to see what they're charging.
- Of note, a nearby resident requests that the two gates at the parking lot behind Nitchkey Field stay locked during the off-season to deter parking/parties in that area. If residents are seeing illegal activity, Police should be called.

9. **Municipal Services**—Mr. Minnich reported:
- RLMA Board remained the same, no restructuring of the Board other than Authority Engineer is now Entech.
 - Feb. 14th—water shut offs for delinquent bills.
 - RLMA Meeting—Wed, Feb. 28th @ 7pm.
 - March 13th—Source Water Protection Meeting @ 6:30pm at Red Lion Municipal Office.
 - January water bills were mailed with a reminder about residents posting their house number in the rear of their properties (if backing up to a public alley/road) to assist zoning, emergency services, mail deliveries, etc.
10. **Public Works**—Mr. Klinedinst reported:
- Request for a 4-way Stop at S. Pine & W. Chestnut Streets. The resident at 601 S. Pine suggested it to deter speeding & hopefully avoid accidents at the intersection. Dan told her a Stop sign cannot be installed without a traffic study, but he did contact State Police to make them aware of the high-volume & high-speed times so they could possibly monitor the area. Jeff Shue is fairly certain that intersection would not warrant a 4-way Stop.
 - Traffic signal light repair—Dan & staff to monitor, where necessary.
 - Mr. Klinedinst is requesting the south side of Dixie Drive (between N. Main & Church Lane) be made “No Parking”. An Ordinance would be required. Mrs. Barley made a motion authorizing Atty. Craley to draft & advertise an Ordinance for action next month; Mr. Holloway seconded. All were in favor; motion carried.
11. **Planning, Zoning & Economic Development**—Mr. Hiester reported:
- Planning Commission will meet Monday, Feb. 26th @ 7pm.
 - Operation & Maintenance Agreement for stormwater at 214 N. Franklin Street (Ilyes property)—joint motion, next bullet point.
 - Operation & Maintenance Agreement for stormwater at 601 W. Maple Street (Ilyes property) Mrs. Barley made a motion to approve both of the O & M Agreements; Mr. Minnich seconded. All were in favor; motion carried.
12. **Administration**—Mrs. Barley reported:
- Mrs. Barley made a motion to regretfully accept Chris Minnich’s resignation from Borough Council; Mr. Klinedinst seconded. Should Council accept this tonight, they have 30 days to fill the vacancy. The vacancy can be advertised on the Borough website & this can be discussed @ Work Session. An appointment to the position can then be done at Council’s March 11th regular meeting. Atty. Craley will bring a blank Resolution to be completed after the appointment. Qualifications include must be a Borough resident for at least one year & must be a registered voter. All were in favor; motion carried. If no appointment is made by March 11th, it goes to the Vacancy Board. Council thanked Chris for his years of service to the Borough & we wish him well!
 - Requests for contractor payments:
 - BLM Construction and Remodeling, LLC for \$24,383.52 & \$9,495.96
 - East coast Contracting for \$76,225.97 (tonight’s check to be signed is for \$72,841.44, but Dan said the invoice is for \$76,225.97, so payment will need to be revised before it’s sent).
 - Mrs. Barley made a motion to approve the above payments as they’re listed on the agenda; Mr. Minnich seconded. All were in favor; motion carried.
 - Mrs. Barley said the list of checks/payments, Council received tonight isn’t the list of checks to be signed tonight. Dan said some on the list are electronic payments.

Council would like to see a standard/protocol for descriptions noted on checks. That would clear up some confusion. Mrs. Barley will discuss with Becky Magnani.

- Dan found historical books, stuffed animals & other items on the 3rd floor of the Municipal Building. What does Council want to do with them? The stuffed animals will be donated to the Legion for their toy drives & maybe the Historical Society wants the books.
 - Construction meeting will be held Wed, Feb. 14th @ 8am.
 - A letter will be sent to Gift Riteway (N. Main) to remove their torn awning.
 - As requested by Council, Dan obtained an appraisal of \$4,500 for 21 W. Broadway.
13. **Communication**—a letter of appreciation was received from C.S. Davidson for reappointing their office (Jeff Shue) as 2023-2024 Borough Engineers.
14. **Approval of bills**—Mr. Minnich made a motion to approve the bills; Mr. Holloway seconded. All were in favor; motion carried.
15. **Executive Session**—Council recessed to Executive Session @ 9:27pm to discuss potential litigation of Pine Street sidewalk replacement and a personnel issue. Council reconvened @ 10:13p.m. The following action was taken:
- Mrs. Barley made a motion to approve the settlement to receive \$500 each for the outstanding sidewalk repairs for 603 and 641 S. Pine Street. Mr. Holloway seconded. All were in favor; motion carried.
 - Mrs. Barley made a motion to amend the previous motion accepting Council Member Chris Minnich's resignation to state the Borough Council accepted his resignation at the end of the meeting. Mr. Hiester seconded. All were in favor; motion carried.
16. **Adjournment**—With no further business before Council, the meeting adjourned @ 10:14p.m.

Respectfully submitted by:

Stacy Myers, Recording Secretary