

Red Lion Borough Work Session Meeting Minutes
Monday, March 3rd, 2025

Members present

Cindy Barley
Dennis Klinedinst
Mark Holloway
Evan Hiester
Tony Musso

Others present

Michelle Poole, Borough Manager
Jay Nolt, Zoning Officer
Jeff Shue, Engineer
Amanda Runkle, Treasurer/ Secretary

1. Work Session began at 7:00pm.
2. **Locust Lane-** Tony spoke with Brett Patterson and Brian Pomeraning from Public Works at the actual Locust Lane location. Public Works has presented a new option to make Locust Lane one way from Franklin to Willow. Willow will be one way as well so exiting traffic will have to leave the parking lot of Franklin Street Social and go one way to Maple, which is as wide as Main St., giving plenty of room for trucks and the traffic from Franklin Street Social. Entrance will be from Locust Lane, and this will be sufficient for trucks bringing in supplies as well. Signs will need to be purchased for truck traffic and better signs showing the entrance to Franklin Street Social. Willow St is currently 16ft. so it is perfect for one way. Jeff Shue agrees this is the better option. All council members will meet onsite on Saturday, March 8, 2025, at noon to review.
3. **Public Safety-**Mark Holloway reported:
 - The ambulance report was not received yet.
 - The fire report came in late this afternoon.
 - Barrier for the roads when we have public events. Possible jersey wall with water in them, but it uses a lot of water. Currently the sawhorses we use do not suffice to keep traffic contained.
4. **Parks and Rec-** Amy Lau and Michelle Poole reported.
 - Using the Advantage proposal, replacing the current (1) camera with (2) two cameras would be \$4060 where CIA proposal to replace just the current camera would be \$4093. It was determined the contract with CIA was signed in 2017 and it was a 5-year contract, so we simply need to cancel this contract. Advantage will charge \$5 per camera to monitor them. Three people (Michelle, Brett, Becky G) will all have cloud access to view the cameras.
 - Mr. Klinedinst asked whether the cameras in the square are working, and Mrs. Poole confirmed that CIA is the only access to view so we cannot confirm. Mrs. Greer asked about the recording time frame. With CIA, they are held for 30 days and with Advantage, it changes to 2 weeks. Mrs. Poole will confirm. It has not been a problem since we typically know there is damage in a timely manner to view. Total cameras we currently have- 3 in square, 8 at splash pad and 1 in the rec building.
 - Conduct policy with rec participants – baking lady was not being respectful, so we ended that agreement, and Becky has found another candidate. Byron is also holding softball clinics and practices with no clearances or paperwork. He was advised he has until March 7 to get us all that information. Amy confirmed that the clearances are the coaches/ volunteer responsibility, and it is free to get them. The issue is that there were no rules or regulations previously and now we are holding people accountable with insurance and other compliance.
 - Proposed contract for Nitchkey Fields and Bowers Pavillion for council to review.
 - The Suds and Songs meeting will be held March 19, 2025, at 6pm.
5. **Engineer's Report**—Jeff Shue reported:
 - The bids for Fairmount are in and have been distributed. There are 13 bidders, with the lowest being Restuccia. Mr. Shue called DCED to confirm what we could do with the balance since the quote is less than the grant amount. He received a hard no for building repairs but we could use it for splash pad and trail repairs. The grant was \$234,000 and the lowest bid is for \$111,000. All council members agreed it would be best utilized on the walking trails.
 - Shiloh Paving's work at the W. Broadway retaining wall: Jeff said the final slab was poured and paving will take place this week or next depending on weather. It should be complete in the next two weeks. Draw payment will be due again soon and final payment will be due in April 2025.
 - Project on Prospect St/ Church- the property was just rezoned and they propose to take one house out and put 8 units in. Prospect is a state road so they cannot use it as an entrance/exit since they have access to a local road (Church). Need to widen Church Road to 24 ft going toward Prospect but leave the narrowing going the opposite direction on Church so Jeff suggests having the contractor widen Church full width to the next property line. This will include moving two poles and possibly adding a speed table due to speeding traffic.

Could also include a “NO Left Turn” onto Prospect and “NO Parking” signs on Church St. Jeff suggested not allowing the modification without the contractor widening the road the entire way and adding a sidewalk with curbing.

6. **Municipal Services**—Tony Musso reported:

- Nothing is going on currently.

7. **Public Works**—Dennis Klinedinst reported:

- On removal of the chimney on the Rec building and new roof installation. The meeting will be held tomorrow morning at 10 am with LoBar. Mark suggested we also get quotes from local contractors since general contractors will charge a 15-20% increase. Jeff explained LoBar has been awarded this contract from the state for unit prices through this program.
- Linden Ave lamp posts and lights- we are currently waiting on Met Ed to advise when they can shut them down.
- Felton Borough request to clean their streets- Brett has determined it will be \$100 per hour with our equipment and our employees at approx. 10 miles of road. Mrs. Barley thinks this is the neighborly thing to do and Mr. Klinedinst does not think we are prepared to complete this job.
- Sweeping will start in Red Lion Borough on March 17, 2025.
- They have approx. 800 water meters that must be installed by the end of the year.
- Generator for Lancaster St. is slated for this week or next week to get the meter installed.
- Tony requested we install 2 Yield signs at Church and Windsor.
- Mrs. Lau requested possible “NO Left turn” onto Railroad from Broadway.
- Microsoft 365 invoice- John Krantz and Mr. Klinedinst have accepted our proposal of 55% of the cost to them for the license.

8. **Planning, Zoning & Economic Development**—Evan Hiester reported:

- 201 S Charles St- potential tenant has withdrawn her application to include the music school at this location.
- Street Fair transient retail merchant license- planning commission is working through the non-profit cost. Atty Craley is working on a proposal for the \$10 charge. Vendors are concerned since Dallastown does not charge for their events; however, they are simply not enforcing their ordinance. The high school and church held events and were not charged either.
- Farmer’s Market Vendor Applications have been being distributed through email from the office. Evan received 1 completed and Mr. Klinedinst requested some paper applications to distribute through the community.

9. **Administration**—Cindy Barley reported on items from the Manager’s Report:

- Handicap application at 242 W Broadway where 2 children are autistic making them high risk for elopement.
- 2023 and 2024 audits will be completed on April 1, 2025.
- Liquid Fuels funds will be deposited soon.

10. **Adjournment**—With no further business before Council, Work Session adjourned at 8:36pm.

Respectfully submitted by:

Amanda Runkle, Secretary/Treasurer