

**Red Lion Borough Council Meeting Minutes**  
**Monday, October 14<sup>th</sup>, 2024**

**Members present**

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

**Others present**

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

**Visitors**

Pastor Chris Nauta	John Brownlee	Patrick Hollingshead
Aleksa & Justin Keithan	Becky Gibney	John Krantz
Jen Dettinger	Mike Chrzanowski	Mindy Eveler

1. The meeting was called to order @ 7:00pm followed by the pledge to the flag.
2. **Approval of Meeting Minutes**—Mr. Klinedinst made a motion to approve the September 9<sup>th</sup>, 2024 Meeting Minutes; Mr. Musso seconded. All were in favor; motion carried.
3. **Visitors & Public Comments**—no one to address Council
4. **Mayor Lau's Remarks & Recommendations**—no report
5. **Public Safety**—Mr. Holloway stated the EMA & Ambulance Reports have been distributed. The Fire Company Report has not been received yet.  
Dan Shaw said the cable or telephone company removed their equipment from the broken pole at First Avenue & Charles Street, so he will call Met-Ed again to see when they'll remove the pole.
6. **Solicitor's Report**—Mr. Craley reported:
  - Abandoning Elm Lane (from Pleasantview Street to the Borough line)—He received a call from an attorney that at least two Elm Lane residents are not in favor of the Borough abandoning it. Should we mail letters to all the residents? Should staff visit all the residents to discuss this, or move forward with sending the formal notification? Michelle said the homes on the right-hand side of Elm Lane are Windsor Township residents; the left-hand side are Red Lion Borough residents, but Elm Lane is the only access for the lower-side residents (township). If the Borough abandons Elm Lane, the residents would be responsible for its maintenance. Council suggested contacting Windsor Township to let them know the Borough's plan to abandon the road and they can notify their residents. The property owners will still have the right of egress after it's abandoned. The Ordinance requires the property owners to be sent notice prior to the abandonment, so Mr. Craley will move forward with that & report back.
  - Ordinance to establish the 4-way stop intersection at S. Franklin & Boundary Avenue. Mr. Hiester made a motion to adopt the Ordinance; Mrs. Barley seconded. Motion carried with Mr. Klinedinst opposed. Mayor Lau, even though his vote doesn't count except in a tie, stated he's opposed to making a 4-way stop intersection there because he doesn't believe a safety issue exists.
  - Advertising of the public hearing & consideration of adoption of the Ordinance to rezone the property at 20 E. Prospect Street from Industrial to Residential Town. Positive comments were received from YCPC on the rezoning. Borough Council must now hold a public hearing after commencing the November meeting, a map amendment would be made to rezone this property and an Ordinance adopted.  
Mrs. Barley made a motion authorizing to advertise the public hearing for the November 11<sup>th</sup> Council meeting; Mr. Musso seconded. All were in favor; motion carried.
7. **Engineer's Report**—Jeff Shue reported:
  - Authorization to put the park improvement project out for bid—Mrs. Barley made a motion to authorize the preparation of bid documents for the park improvement project which will be completed with DCED grant funds; Mr. Holloway seconded. All were in favor; motion carried.
  - Preconstruction meeting for the work at 33 W. Broadway (wall) is scheduled for Friday, Oct 18<sup>th</sup> @ 9am.

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

- Mrs. Lau made a motion to appoint the following members to the Recreation Board; Mrs. Barley seconded. All were in favor; motion carried. Although needed, a member from the school board hasn't been obtained yet.
  - Becky Gibney—term ending 12/31/2025
  - Frank Burke—term ending 12/31/2025
  - Byron Trout—term ending 12/31/2027
  - Jen Dettinger—term ending 12/31/2028
  - Aleksa Keithan—term ending 12/31/2029
- Extended time rentals for Nitchkey Field—the current rate is \$25/hr. per field which is the same rate as the batting cage rental, but the Rec Committee would like to revisit this in January. Windsor Township requested a discounted rental rate if they helped maintain the fields. The Rec Committee is suggesting \$25/day (\$175/wk) from mid-March to mid-June, and Council is agreeable with Becky Gibney coordinating this with WT.
- Halloween Parade will be held Monday, October 28<sup>th</sup> @ 7pm (rain date is October 30<sup>th</sup>). Pre-registration is required. There will be NO day-of registration to alleviate confusion & in an effort to increase safety. Line-up for parade participants is 5pm; the streets will be closed @ 6:30pm. Volunteers are welcome & should contact Mrs. Lau or Becky Gibney. Specifics of parade route & the organization of the participants was discussed.
- Becky Gibney, Recreation Director, gave the following event updates:
  - Jim Thorpe Bus Trip was held Sat, Oct 12<sup>th</sup> and it went really well. A lot of people are in favor of more bus trips, so Becky will try to get another planned for Spring.
  - In taking over Rec, Becky found that a lot of record-keeping wasn't done, so she is creating a system moving forward, especially with Community Building & pavilion rentals, Food Truck Fridays and other popular events. She believes it's best to get rid of events (such as basketball) that don't generate revenue.
  - Summer Camp needs to have a better plan for next year, especially where payments are concerned. It was discovered that some kids had attended in prior years, but their parents never paid for them to attend. That did not happen this year.  
Of note, the camp program won an award through ARC as being one of the best employers this summer. The award should be received within the next few weeks.
  - Accounting spreadsheets showing profit & loss for events are being created & will be given to Council.
  - Council thanked Becky for doing a great job, even though she was thrown into this position unexpectedly.

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

- Streetlights along Linden Terrace & Bellevue Rd. are turned towards yards rather than over the streets. This to be addressed.
- Leaf collection is ongoing.

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

- Final payment request of \$30,433.49 was received from JVI for street work on Chestnut & Pine Streets. Jeff concurs with the payment request. Mr. Klinedinst made a motion to approve payment to JVI in the amount of \$30,433.49; Mrs. Barley seconded. All were in favor; motion carried.
- A section of paving is needed on N. Mill Street (from W. Broadway to Summit Lane) due to deterioration. Two prices were obtained: 1) Emory Peters for \$7,950 and 2) King James Asphalt for \$6,500. Brett said King James' quote may have changed because at the time of quoting \$6,500, they were already in the area working on another project.  
Mr. Holloway made a motion authorizing Brett Patterson to select the contractor of his choosing, not to exceed \$8,000; Mr. Hiester seconded. All were in favor; motion carried.

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

- Planning Commission continues to work on revisions to the Zoning Ordinance.
- Mr. Holloway made a motion to appoint Jay Nolt as Assistant Zoning Officer; Mrs. Lau seconded. All were in favor; motion carried. Michelle Poole is the current Zoning Officer and will remain in that capacity (and also Asst. Borough Manager) until Dan Shaw's retirement on 12/31/2024.

- Economic Development items:
  - Main Street Matters—Josh Baker (ROARS) said ROARS is amenable to becoming the manager of Main Street Matters. They are a 501c(3) and can apply for grants. They will put together a project plan but asked for a letter of support from Council. Mr. Musso said, upon review of the plan, Council can offer that. Atty. Craley said we should review what has already been done with this project in Hanover, but ultimately, Council will need to have total responsibility for public funding expenditures. Josh Baker plans to attend the November 4<sup>th</sup> Work Session to give more information on this.

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

- Employee Appreciation Dinner will be held at Great American Saloon on Thursday, November 7<sup>th</sup> @ 6pm. The Catherine Meyer Award will be presented at the dinner. This year’s award winner is Mike Adams. Congratulations to Mike!
- York County Borough Association Banquet will be held in November @ Winterstown—invitations will be emailed w/date & time.
- Budget Meeting will be held Wed, October 16<sup>th</sup> @ 6pm.
- SPCA is requesting a 6% increase in 2025. Their fee for 2024 was \$4,637; proposed 2025 fee is \$4,915. This will be acted on at the Budget Meeting.
- Collective Bargaining Agreement with the Teamsters. An agreement has been reached. Mrs. Barley made a motion to move forward with the agreement. Atty. Craley said the agreement won’t become active until the Teamsters vote on it. There is one area of the agreement where the verbiage was a potential sticking point & it could affect money, as it requires reimbursements for employee training if they leave the job before two years pass. This can be discussed as a budget agenda item after getting the verbiage resolved. Motion dies for lack of a second.
- Food Truck Friday spreadsheet will be provided to Council prior to the budget meeting.

13. **Communications**—Nothing further to discuss.

14. **Approval of bills**—Mrs. Barley made a motion to approve the bills; Mr. Musso seconded. All were in favor; motion carried.

15. **Adjournment**—With nothing further before Council, Mrs. Barley made a motion to adjourn @ 8:05pm. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary