

Red Lion Borough Work Session Meeting Minutes
Monday, October 2nd, 2023

Members present

Cindy Barley
Tina Frutiger
Muriel Slenker
Chris Minnich
Dennis Klinedinst
Tony Musso

Others present

Dan Shaw, Borough Manager
Jeff Shue, Engineer
Brett Patterson, Public Works
Michelle Poole, Codes/Zoning
Becky Magnani, Admin. Asst.

Visitors

Joe Mulá
Bob Frutiger

1. Work Session began at 7:00p.m.
2. **Visitors**—Joe Mulá from the mulá group updated Borough Council on the budget for the new Borough Offices, 438 E. Lancaster Street. He also brought Applications for Payment for the following (to be acted on at the Oct. 9th meeting):
 - East Coast Contracting (general contractors)--\$110,675.25.
 - Frey Lutz (mechanical contractor & some plumbing)--\$64,912.30.
 - BLM Construction & Remodeling, LLC (plumbing contractor)—2nd half of payment issued in September (due to performance issues)--\$23,851.94.
 - Still holding 10% retainage for all contractors. When the job is substantially complete, Joe will issue a certificate which will begin closing out the project. Then the last 10% of retainage will begin to be released.

Joe reviewed the rest of the budget. Of note:

- Construction Phase Services for the mulá group—continue to close out, \$4,300 higher than previous amount, but still under budget.
- Building Permit & Building Inspections—no change.
- Construction Cost—at 42.9% of the contracted value.
- Contingency is still at less than ½ of budget amount.
- Fixtures, Furniture & Equipment--\$0 spent to date.
- IT/Security—this increased a bit since last month due to the proposal for the speaker system. At 62.6% of the budget.
- Signage--\$0 spent to date, signs to be installed as project moves forward.
- Allocated/spent--\$628,762.46 (approx. 46.7% of total project budget).
- Estimated date to be in the new offices—approx. 12/31/2023, but Joe said possibly by Thanksgiving. Currently, the only holdup is electrical.

Speaking of the new offices:

- Mr. Klinedinst said Jehovah Witness Church contacted Dan Shaw about the sale of the lot behind the new Borough offices. The whole lot is 6½ acres & Mr. Klinedinst wondered if that space would be adequate to hold Suds ‘n’ Song (with parking, etc.) It’s unknown what JWC would want or ask for the lot which is in Windsor Township. Dan isn’t sure about subdividing the lot either or if they’re required to have a certain amount of acreage for their church. Other details may be learned about this.
- Dan thought the phone system in the current Borough Office could be taken to the new offices but found out it’s not possible. It’s an NEC system with a brain box in the building that all phones tie into. Dan will talk to Telecom about the new phone system.

3. **Mayor’s Report**—Mayor & Mrs. Lau are out of town. No report.

4. **Public Safety**—Mrs. Slenker said Red Lion Ambulance sent their report. The Fire Company Report should be received by next week’s Council meeting.
5. **Engineer’s Report**—Jeff Shue reported:
 - Request for Payment has been received for street work/to be acted on next week.
 - Jeff & Brett met to discuss a failing storm sewer in Country Club Rd. Testing is being done right now on the line & Jeff will conduct a survey for a repair, which Jeff doesn’t expect to be an inexpensive project because of the amount of work involved.
 - MS-4 Report has been filed. Between the EPA & DEP, Jeff suspects an audit of MS-4 municipalities is coming.
 - N. Franklin Street/Jordan Ilyes’ development said they plan to be at next week’s Council meeting for plan approval, but Jeff doesn’t believe they’re ready for that, as they’re still dealing with their E & S approval. Jordan did submit a sketch plan for the additional parking area he proposed, but it’s not showing it to be paved, just stone. Additional discussion can be held on this.
 - Tuesday, October 17th—meeting for Amphitheater discussion @ 10am, meet at Borough Office first.
 - Jeff will not be at next week's Council meeting.
6. **Parks & Recreation**—Mrs. Lau, nor Meredith Yakelis was present tonight. This past month:
 - Food Truck Friday was held on September 15th, followed by a Movie in the Park.
 - Pumpkin Walk is planned for Saturday, October 21st @ 6:30pm on the Rail Trail.
 - Halloween Parade will be Monday, October 30th @ 7pm. (rain date is November 1st).
 - Trick or Treat will be held Tuesday, October 31st from 6-8pm.
7. **Municipal Services**—Mr. Minnich will have more to report next week. He mentioned staff found high levels of trihalomethane levels in the water & they are researching ways to correct that. Also reported:
 - Mr. Klinedinst requested that pay increases for RLMA Board members be on the Council agenda for action next week. The Board’s current pay is \$180/year from water, \$180/year from sewer. They’re requesting \$400/year from water, \$400/year from sewer.
 - Mr. Klinedinst’s term on RLMA expires at the end of 2023. He would like to serve another term, so he will get a letter to Dan Shaw/Council for appointment.
 - RLMA will not be participating in this year’s Borough Employee Appreciation/Catherine Meyer Award Dinner.
8. **Public Works**—Mr. Klinedinst reported:
 - 334 Atlantic Avenue submitted a request for a handicapped parking space. There is already one at the corner of Franklin & Atlantic (same block) so this will probably be denied at the Council meeting next week.
 - The handicapped parking space at 115 W. Gay Street was removed per the resident’s request. Now she wants it back in; evidently, she’s moved back in with someone else & Dan said there’s a different name on the parking space request this time. There is an existing handicapped space at 43 W. Gay so this will probably get denied next week.
 - Meter parking—is this getting patrolled more? Things seem to be improving with Michelle monitoring parking meters. Becky stated there is someone actively trying to fix the kiosk in the Municipal Parking Lot as well. Mr. Musso doesn’t want the Borough spending any more money on a different system right now.
 - Mr. Klinedinst said the Edgewood Tank is to be complete by the end of 2024, then the Fairmount Tank will need to be drained & painted inside & out. He would like the Fairmount Tank painted with the venues within the park, i.e., library, amphitheater, etc.
 - Dan mentioned some of the bricks between the Municipal Parking Lot & Laucks Law are coming up. Restuccia gave a quote of \$8,300 to replace with solid concrete (3 blocks worth). If he did a picture frame design with stamped concrete in the center, the cost

would be \$11,700. There was a 20-year agreement to do the parking lot when the grant was sought, but at that time, Moley owned that lot. Mr. Klinedinst suggested telling Mr. Laucks that the Borough will either cement or blacktop the whole thing, unless he wants to replace the brick. Maybe Mr. Laucks would agree to pay the \$3,400 if he wants to replace the loose brick.

9. **Planning, Zoning & Economic Development**—Mrs. Barley & Dan Shaw reported:

- The Planning Commission had recommended denying Turkey Hill’s Variance request for an extension of their hours of operation, after which, their attorney called Dan & withdrew their Zoning application.
- Economic Development plans—
 - Had been researching a night market (in conjunction with ROARS & RL Rotary), and then someone else reached out about planning a market & getting vendors lined up, but they were looking for a location. They will contact ROARS to possibly get something planned. More discussion will take place on this idea.
- The Planning Commission will hold a Work Session this Thursday, Oct. 5th to discuss amending the Sign Ordinance.

10. **Administration**—Mrs. Frutiger reported:

- Budget Meeting will be held Wednesday, October 18th.
 - Of note, the Borough has seen a significant increase in Earned Income Tax.
 - The Council should think about whether or not to raise taxes, where they want to spend money on roads, Splash Pad costs for 2024, and employee pay rates.
 - Mr. Musso wants to include costs for the fence along the Rail Trail in the budget.
- Can Council get a list of all parking fees? Dan wants to get more tickets printed this week. Tickets fees--\$10 for a regular parking fine, \$35 for the 72-hour violation & \$100 for parking during street sweeping. Of note, if someone is issued a \$100 ticket & pays it, that’s fine, but if someone opts to go before the District Justice, most of the time, the Borough will only get \$50, but the violator will probably pay court fees on top of that \$50.
- Weeds growing in between the road & curb—whose responsibility is that? *That’s the Borough’s responsibility, but anything in or beyond the curb is the homeowner’s responsibility.* Mrs. Barley reported a couple properties with weeds in the street area.
- The No Parking signs on Cherry Street—the mini-storage is paying a “fee in lieu of” making improvements on Cherry Street. That money can go towards the signs. This will be on next week’s agenda for discussion.
- Are chickens allowed in the Borough? *Michelle said the only place they’re allowed is in the outlying areas. The resident must have 1 acre for the first chicken & ½ acre for every chicken after. If Council is trying to get rid of chickens in the Borough entirely, then that Ordinance will start to be enforced. A Special Exception must also be sought to have chickens, but Michelle said right now, they’re not allowed anywhere in the Borough. The closest the Ordinance names to a chicken is “livestock” although most don’t think of them as such. Poultry is referred to in the Ordinance but associated with a “kennel” which also are not allowed in the Borough.* Mr. Musso would like to leave clearing up the wording/definition in the Ordinance to the Planning Commission.

11. **Adjournment**—With no further business, Work Session adjourned @ 8:23p.m.

Respectfully submitted by:

Stacy Myers, Recording Secretary