

Red Lion Borough Work Session Meeting Minutes
Monday, October 7th, 2024

Members present

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

Others present

Michelle Poole, Asst. Borough Mgr.
Dan Shaw, Borough Manager
Mayor Gene Lau
Brett Patteson, Public Works
Jeff Shue, Engineer

Visitors

Mike Chrzanowski
Prenice Chatman

1. Work Session was called to order at 7:00p.m.
2. **Reminder**—Budget Meeting will be held Wednesday, October 16th @ 6pm.
3. **Public Safety**—Mr. Holloway reported:
 - The Fire Company Report hasn't been received yet, but Alliance did pretty well with their gun raffle.
 - The speed hump signs on N. Franklin St. have been moved making them more visible.
 - The hole in the sidewalk at the library is being taken care of to avoid safety issues.
4. **Mayor Lau's Report**—no report
5. **Municipal Services**—Mr. Klinedinst reported:
 - RLMA hired a firm to assist with the 457B contributions & discrepancies.
 - Edgewood Tank project is progressing & contractor is expecting to have it completed by end of this year.
6. **Engineer's Report**—Jeff Shue reported:
 - DCED grant for the park improvements—Jeff had proposed to bid this in January, so the work would begin in March. He suggested Council take action at their meeting next week to stay on this schedule.
 - Grant application has been drafted for the Charles Street Bridge repairs (approved last month). We should hear whether we were awarded in May 2025.
 - Contracts have been signed for Municipal Parking Lot wall repair (33 W. Broadway) & work should begin within the month. Preconstruction meeting will be scheduled.
 - Meeting was held last week with Jordan Ilyes'—the as-builts were submitted for the Franklin Street Social Land Development Plan & Jeff noted a lot of changes from what had previously been discussed. Jeff asked Jordan to prepare a response as to why the changes were done & what will be done to correct errors on the LDP. Jeff expects that to be received by the November meeting.
 - Mr. Klinedinst mentioned a few issues:
 - Maple Street—milling hasn't been done yet, but Dan hasn't received the invoice yet either.
 - Chestnut & Pine Streets—water has washed out the handicapped ramp in that area, which Jeff said will be resolved. He said it's not caused by Pine Street runoff, but the runoff going through the intersection, so a curb on the backside may be the solution. Once vegetation grows, the area should be more stabilized.
 - Municipal Parking Lot—how much room is needed behind the guardrail? Can't the guardrail be moved? Jeff said the wall is going to be 8-10' deep, so he doesn't believe it can be done with what's there, but it's up to the contractor.
7. **Parks & Recreation**—Mrs. Lau reported:
 - Pavilion rental revenue is being tracked more than previously, so we should have accurate numbers for budget discussions.
 - Nitchkey Field rentals for extended periods of time—currently, \$25/hour, per field but the Rec Committee wants to revisit the fee schedule in January. Windsor Township has requested a possible discounted rate to use the fields from mid-March to mid-June with the understanding that they'll help with field maintenance (line painting, drag fields, etc.) Rec Committee suggested a rate of \$25/day (\$175/week), but this will be before Council next week for approval. Red Lion sports would have first priority for field use. When the fee schedule is revisited in January, it should include a long-term rental as well.

Now that we're tracking income & expenses, we'll begin to see whether the revenue covers all maintenance costs, etc.

- Halloween Parade—Monday, October 28th @ 7pm. Volunteers are needed! Becky & Frank's priority is safety & organization so things should go well. Catherine Meyer Award winner typically starts the parade, so Tony Musso will be driving Christina Frutiger this year.
 - Cheerleading Program will see a \$5 increase this year.
 - Santa's Shanty will be at the Leo Center (in the square) this year. Mayor Lau will, once again, be Santa, but an assistant is necessary. Mrs. Lau & Becky will confirm which weekends this will be held. The mayor has agreed to be Santa at the Santa Breakfast too.
 - Thanks to Michelle for creating the Recreation Member list so quickly.
 - Rec Board Minutes will be added to the drive so they're accessible.
 - Becky & Frank do a great job with the advertising on social media.
 - Jim Thorpe Bus Trip is nearly sold out.
 - Discussion was held on profit & loss reporting, and the need to be consistent & have structure, going forward, as well as making that transparent to Council. Of note, interim numbers (if final numbers are not yet known) for Summer Camp are requested.
8. **Public Works**—Mr. Klinedinst reported on the parking problem on East Avenue. He visited the area & the resident was to attend tonight's meeting to request he be allowed to park next to his door, but he wasn't present tonight. He received 4 parking tickets already because of creating a sight restriction when he parks too close to the intersection. He will have to abide by the Ordinance.
9. **Planning, Zoning & Economic Development**—Mr. Hiester reported:
- Planning Commission continues to work on revisions to the Sign Ordinance.
 - Michelle presented permit fees, stormwater inspection fees, administration fees, etc., and the fact that many of these are not being collected. Discussion was held & suggestions were made.
 - Main Street Matters—application is open & DCED has sent the guidelines for the program. Evan suggested putting a plan/list of projects together to send in between now & the next Work Session.
 - Advertising for the Zoning Map change for 20 E. Prospect Street (rezone from Industrial to Residential Town) will be on next week's Council agenda.
 - Economic Development is planning flower & plant planting in Spring 2025. Council suggested the list for planting be approved by Brett.
10. **Administration**—Mrs. Barley reported:
- SPCA is seeking a 6% increase in their 2025 contract, as municipalities currently make up 4% of their budget. They plan to then create a committee of municipal managers to research ways to increase funding & how it will affect the SPCA as well as municipalities. If Michelle Klugh wishes to continue as the Borough's Animal Control Officer, a contract should be received from her for 2025.
 - Discussions are currently being held with the Teamsters Union.
 - Catherine Meyer Award—the winner for 2025 will be announced next week & the award will be presented at the Employee Appreciation Banquet (November).
 - A brief discussion was held on taxes. Unfortunately, Mr. Musso said we will have to raise taxes for the 1st time in 10-11 years, as costs on everything have increased, especially road projects. The Fire Company needs extra money to pay for their paid drivers & the Borough cannot continue to give them funds out of the Borough Budget, as was done when they hired a paid part-time driver (\$20,000). When taxes are increased, the Fire Tax also gets increased. Different municipal millage rates were reported & more discussion will be held at the budget meeting.
11. **Visitors/Public Comment**--Mike Chrzanowski, 349 Country Club Rd.—as mentioned last month about Fairmount Park renovations & updating park equipment, Mike & Evan had put together some plans, as the current park equipment is from the 90's & is really showing its age. The first plan wasn't well received by community members (families, park goers, library patrons, etc.) Mike is just speaking as an interested resident looking to update the park equipment for his children & others, but he understands Council has the ultimate decision.
- Plan #1—offered a lot of what people are looking for except they wanted a larger play area. The cost was around \$130,000. A Gametime grant is available that would cover 50% & there are other grants as well.

- Plan #2—closer to \$150,000-\$200,000 offers more what kids & parents are interested in, i.e. merry-go-round, more swings, tire swings, & a larger play area. Grants and a lot of resources are available as well. Mike works with MRC (MRCREC.com), so he's aware of available funding & resources.

Mike is also involved in Lions Club, Rotary Club & some other organizations where he would advocate for the park improvements & necessary funding. Mr. Musso likes the idea, but Mr. Hiester will need to go through the proper channels & start with the Rec Committee for discussion & proposal of the idea. Some other Council members are concerned about the costs not covered by grant money, as the recent Splash Pad repairs were very expensive. Mrs. Lau is interested in hearing more about grant opportunities & Mike's ideas. If there are grant matches or other contributions that can be pulled together, she believes that would be a more workable plan. More discussion with Parks & Rec will be held.

12. **Adjournment**—With nothing further before Council, Work Session adjourned @ 8:30pm.

Respectfully submitted by:

Stacy Myers, Recording Secretary