

**Red Lion Borough Council
Meeting Minutes
Monday, March 12th, 2018**

Members

Tina Frutiger
Cindy Barley
Stephanie Weaver
Chris Minnich
Denny Klinedinst
Nevin Horne
Tony Musso

Visitors

Melanie Thompson
Robert Frutiger
Nick Rhoads
Kathy Horne
Felix Milner
Teri Silar

Others

Dianne Price, Borough Manager
Jeff Shue, Engineer
Mike Craley, Solicitor
Mayor Walt Hughes
Stacy Myers, Recording Sec'y
Randy Gray, Public Works

Mike Poff
Joe Silar
Adam Hackler
Kristin Sweitzer
Pastor Tim Funk

1. The meeting was called to order @ 7:00p.m. Pastor Tim Funk from St. Paul's United Methodist Church offered a prayer. All present participated in the pledge to the flag.
2. A correction was necessary to the February 12th, 2018 Meeting Minutes. Under "Public Safety", 2nd bullet, "*request for financial reports was made on January 15th*". Mr. Minnich stated he gave the incorrect date; this should have been December 27th, 2017. Mrs. Frutiger made a motion to approve the February 12th, 2018 Minutes with this correction; Mr. Minnich seconded. All were in favor; motion carried.
3. **VISITORS AND PUBLIC COMMENT**--The following addressed Council:
 - Sergeant Barry Ritchey was present to give the 2017 incident report, as follows:
 - Total incidents in Red Lion: 2,391 (includes everything) The following is the breakdown, but these numbers may be low due to the way the reporting system filters these incidents.
 - Simple assault: 40
 - Harassment: 39
 - Aggravated assault: 12
 - Drug possession: 57
 - Crashes: 171 (48 were hit & run, 10-DUI; 2-fatal)
 - Stalking: 11
 - Burglaries: 35 (23 founded)
 - Criminal mischief: 28
 - Thefts: 110 (91 founded)
 - Robberies: 2
 - Natural death & suicides: 2-ND; 1-suicide (Sgt. believes this is much higher than this)
 - Overdoses: 7 (2 of these passed away)
 - DUI: 33 (includes the crashes above)
 - Sexual assault: 15
 - February 21st—two cameras were stolen at Fairmount Park. The perpetrators were identified from the cameras; PSP is working on this.

- Incident in February where a car (in alley behind Broadway) had wheels/tires stolen & was left on cement blocks. Sgt. Ritchey wasn't aware of this but will get information about it. Mrs. Barley will try to get more details for PSP as well.
 - Mr. Minnich asked for more police presence at Fairmount Park during warm weather months, when possible. This is a good deterrent for criminal activity.
 - 215 East Lancaster—reported to have vagrants living there. Police are now aware of this.
 - Kathy Horne addressed Dan Shaw & Council about the crosswalk markings & that some are marked with signage & arrows pointed down, while others are not. Those on East Broadway (near East Avenue) are not marked well & this is a low visibility area. It is difficult for motorists to see the arrows until they're right on top of the crosswalk. Jeff Shue stated only mid-block crosswalks are required to be marked with the downward-pointing arrows; the one on East Broadway is not mid-block. The Borough can go above & beyond what's required, if they wish. PSP can enforce crosswalks because it's State law. Many motorists don't adhere to crosswalks; Mr. Horne brought this to Sgt. Ritchey's attention; however, it's by happenstance that Police would catch motorists not obeying. Mrs. Horne mentioned bus stop safety too (on East Broadway); however, the school dictates where the bus stops are, not the Borough.
 - Mark Hackler from 510 Wise Avenue to discuss his stormwater plans. He submitted a new plan per what the Borough needed. His new plan shows a trench drain, which was required for the runoff. He has spent a lot of money on engineering & plans to adhere to the Stormwater Ordinance, but he thought the Borough was denying his previous plans because of Dennis Klinedinst's complaints. Mr. Klinedinst is Mr. Hackler's neighbor & has been affected by the stormwater coming from Mr. Hackler's property. Jeff Shue explained that Mr. Hackler must follow the Ordinance; that's what Council was enforcing. His new plan shows the required trench drain, but Jeff just received the new plan today. He will review it & report back to Council.
4. **PUBLIC SAFETY**—Mr. Minnich reported:
- **EMA Report**—Laura Kirk was absent tonight but reported at Work Session that she did a presentation at Bethany UM Church as they are a comfort station. They do not have a generator though & in the event of a power outage, that would be necessary. She is now looking for a location with a generator. Mr. Minnich also reported that EMA received a new radio & Laura will be selling the old one.
 - **Ambulance Report**—distributed
 - **Fire Company Report**—Mr. Minnich said there was a Fire Company meeting on March 7th. He believes we're on the right track regarding our relationship with the Fire Company. Joe Silar reported the following:
 - Monthly report was distributed
 - April 28th—shrimp feed
 - Meeting minutes—most were redacted; however, the agreement with Council was they wanted to see what motions were made/approved regarding the bills paid by the Fire Company and that is what Council was given.
 - NARCAN—Mr. Silar said EMT's are in their final training for this per State requirements. The Rescue unit will have a unit (double-dose) in their vehicle.
 - Worker's Compensation insurance—this is through SWIF (State Workers Insurance Fund). Premiums have gone up 50% and the Borough pays an additional 56% (or \$17,000); the other 44% is paid by Windsor & York Townships. There are no insurance companies offering worker's comp insurance to volunteer fire companies due to the Cancer Presumption Act. A safety program & loss control program are in the works to try to cut some of the increased insurance cost.

5. **MAYOR HUGHES REMARKS AND RECOMMENDATIONS**—Mayor Hughes read his State of the Borough address as part of Act 43 of 2012 (Borough Code), Section 10:07:83, which lists some meeting protocol:

- Recognize the Chair when you wish to speak.
- Motions—think about your vote before getting emotional, so you can make an educated decision
- Procedure changes—if not happy with how things are done, have it in written form before a public meeting to present for review by other Council members.
- Rumors—don't spread them; Council members should clarify to the public what is the truth
- Borough Council members should speak for themselves & not the rest of Council. Unless full Council has knowledge of it & agrees with it, it is just your opinion.
- Borough Manager works for Council and Borough employees work for Borough Manager. If you think something needs changed or corrected in a department of the Borough, go through the Borough Manager.
- PA System/Power Point—it was mentioned that something like this would be helpful for meetings. Mayor also believes it is a good idea. Of note, Ben Garner can be the contact for this; Council members agreed to move forward with a wireless type of device & prices will be gathered.
- Budget—we had a surplus in 2017; many municipalities don't have a surplus. Red Lion has not raised taxes since 2010 and the Reserve Fund is very sound. These are all signs of good management & a good job by Borough Council.
- Infrastructure repair is in good shape & improving.
- Departments—
 - Public Works—with only 7 employees, they have a big workload in addition to plowing, ice storms, barricades for parades, trees/branch cleanup, etc. They do a great job.
 - EMC—has a very good network of people
 - Code Enforcement—multitasking & doing a good job for only two people
 - Parking Enforcement Officer—Mayor receives a lot of complaints for parking shortages in town & parking tickets, but he is expanding Mr. Henshaw's job by having him enforce prohibited parking areas.
 - Management & staff—Debe Sowers is a great multitasker & Mrs. Price is well-connected, has a great network to do a great job to take care of the town & Council.
 - Mayor gives Council & staff a “B+”, only because there is always room for improvement.
- He attended the Red Lion Area Business Association's monthly meeting & reported on the Streetscape Concept that was done a few years ago showing how North Main Street could look.
- He welcomed 8 new families to the Borough in January and 9 new families in February.
- He has now decided to perform wedding ceremonies to anyone interested.

6. **SOLICITOR'S REPORT**—Mr. Craley reported:

- ArthurLee, LLC—filed some objections to the Borough's proposed condemnation. Mr. Craley's reply is due 3/19/18. He should have updates at the April Council meeting.
- Open Burning Ordinance revisions—he will comment later during Planning & Zoning.

7. **ENGINEER'S REPORT**—Jeff Shue reported:

- Road work contract bids—
 - Contract #1—paving, also drainage & curb improvements. Lowest responsible bidder was Kinsley Construction with a quote of \$395,726. Jeff concurs with the bid &

suggests Council's approval. Mrs. Barley made a motion to accept Kinsley's bid of \$395,726; Mrs. Frutiger seconded. All were in favor; motion carried.

Of note, other bidders included EK Services at \$411,608; Stewart & Tate at \$494,421.35 and Shiloh Paving at \$499,441.

Borough Code requires that the lowest *responsible* bidder is awarded the project. If Council or the Engineer feel that a contractor does not do quality work due to past experience or otherwise, we have the right to deny bids from those contractors.

- Contract #2—micro-surfacing of streets previously repaired but with no sealcoat. Lowest responsible bidder was Stewart & Tate with a quote of \$25,108. Jeff concurs with the bid & suggests Council's approval. Mrs. Barley made a motion to accept Stewart & Tate's bid of \$25,108; Mrs. Frutiger seconded. Mr. Horne asked if the Borough's street sweeper could be used for the inlet cleaning portion of this project to save money. Jeff stated the Ordinance was written that the inlets would be inspected to ensure they're clean before the work is performed for clarity in that, if the inlets are not clean when the project is complete, it's the contractor's responsibility. Mr. Klinedinst questioned whether this was a good idea where some road shoulders were deteriorating; however, Mr. Shue thought this would be a good thing for those particular streets. Mr. Horne mentioned the Birch Lane section of Church Street is in bad shape & should've been done previously. Jeff & Mrs. Price stated any base repair that needs done prior to Stewart & Tate beginning can be completed by Borough staff. A vote was taken on above motion; motion carried, with Mr. Horne opposing.

Of note, the other bidder was Asphalt Solutions, LLC at \$36,913.50

8. **PARKS AND RECREATION**—Mrs. Barley & Kristin Sweitzer reported:

- Basketball program just ended; it went very well
- March 17th—Glow Run on the Red Lion Mile from 8-9:30p.m. Pre-registration is encouraged.
- March 24th—Breakfast with Easter Bunny (8:30-10:30am) followed by the egg hunt @ 10:30a.m. Sensory-friendly egg hunt will be held @ 11:30am. Pre-registration for this is greatly encouraged. (two sponsors have backed out; Mrs. Barley, Mr. Musso & Mr. Horne will coordinate to make up lost funding).
- Friday, May 25th—Revolution game—this is a good fundraiser, \$900 was made last year. Tickets available on Rec website.
- June 2nd—Suds 'n' Song—brewers include: Mexitaly, Collusion, Molly Pitcher, Wyndridge, Something Wicked, & Big Hill Cider. Food vendors include: Mr. Bill's, Big Tippers, Wok Runner, Lancaster Cupcake & more. Bands are booked also. Event runs from 1-9p.m.
- Food Truck Friday—June 15th will be the first of this season, starts @ 5pm
- Farmers Market—June 9th in Fairmount Park from 8-noon (and every Saturday after)
- Weekly camp price to increase to \$60/week (Red Lion has one of the cheapest around)
- Curved wall leading into Fairmount Park & monument at the park—Lions Club has agreed to take on as a project. Some stone from another area may be dismantled & used to repair. More on this later.

9. **MUNICIPAL SERVICES**—Ms. Weaver reported:

- Municipal Authority will refinance their outstanding sewer bonds with Capital One Financing, saving approx. \$170,000 over a 10-year period.
- Flushing will begin early April—notification will be made on the website, newsletter, automatic dialer system, on sign board in the square & with water bills.

10. **PUBLIC WORKS**—Mr. Klinedinst reported:

- MuniBid items—two truck beds (one 2007, one 2008) for \$800/each; leaf collection box for \$800; 1998 Chevy Blazer, current bid \$1,850; dump body pump cylinder for \$975—8%

buyer's fee paid for each of these items. Mr. Klinedinst made a motion to accept the bids offered; Mrs. Barley seconded. All were in favor; motion carried.

- East Broadway & parking meters—will be installed soon
- Tree trimming in alley off of Charles—Public Works will address this this week
- School zone flashing lights—why does Borough pay to repair/maintain them? Mrs. Price said the permit is in the Borough's name; the school cannot have it in their name; however, she bills the school for any replacement parts & labor when necessary. The school paid to install the lights, unfortunately, many motorists don't obey them anyway. Jeff Shue said the Borough is responsible to the State to maintain the signal per the signal permit the Borough owns. If the Borough wishes, they can change the signal permit & remove the signal, but costs will be associated with that. While Council doesn't want to remove the signal because of safety issues, most of them agree with billing the school for any repairs. Mr. Craley suggested putting an amount in the 2019 budget for a reasonable cost for public safety & if the amount exceeds that, bill the school for the excess.

11. **PLANNING, ZONING & REDEVELOPMENT**—Mr. Horne reported:

- Zoning Hearing will be March 13th @ 6p.m.—two applications for action.
- No Planning Commission meeting in March.
- Once the weather warms, Redevelopment Committee will walk through the Borough again to talk to residents. Redevelopment will hold their regular monthly meeting at the Community Building at the normal date/time.
- Open Burning Ordinance—Dan Shaw made some revisions (to Chapter 10, Part 5) & sent it to Mr. Craley for his review. Mr. Craley made some slight revisions to the language, but overall, thinks it is good & clears up some confusion. Confined & open burning are now delineated. Mr. Horne made a motion authorizing Mr. Craley to draft the Ordinance & advertise; Mr. Minnich seconded. All were in favor; motion carried.
- Street banners—Mr. Horne is very unhappy with the way the banners are not holding up. The banners sold for \$150/each which included installation. Some of the banners cost more to make because of the logo imprinted on them, but the Borough didn't make much money on the sale of them. Council said it was something they wanted for the town & the businesses. They knew they were a cheaper quality, but they thought they would last longer than they did. The vendor will be at the April meeting to talk to Council.

12. **ADMINISTRATION**—Mrs. Frutiger reported:

- Employee handbook will be updated in 2018.
- Loan program for property repairs on Boundary Avenue & South Charles Street is being reviewed
- York County Planning Commission is looking for a representative for a local government committee to give feedback on the feasibility study of the County Stormwater Authority. Mrs. Price is planning to attend. She stated there are some benefits to the County Authority, but this is separate from the Chesapeake Bay Pollution Reduction Plan that the Borough pays into as part of an MS-4 municipality. This Authority is looking at taxing people based on either ownership or impervious coverage and ownership. If implemented, it would result in an additional tax, collected by the County & then used for projects throughout the County or given back to the municipality. Mrs. Frutiger made a motion authorizing Mrs. Price to represent the Borough (and Brett Patterson as an alternate) at these meetings; Mrs. Barley seconded. All were in favor; motion carried.

13. **COMMUNICATION**—A few additional items:

- March 22nd—Borough Association dinner
- Nick Rhoads (Silverback Services) is allowing residents to drop off electronics at his business (800 W. Maple St) between the hours of 9am-7pm
- Liquid Fuels money has been received.

14. **Approval of bills**—Mrs. Frutiger made a motion to approve the bills; Mrs. Barley seconded. A vote was taken; motion carried, with Mr. Klinedinst & Mr. Horne opposing.
15. **Adjournment**—Mrs. Barley made a motion to adjourn the meeting @ 8:55p.m. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary