

**Red Lion Borough Council
Meeting Minutes
Monday, October 8th, 2018**

Members

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

Others

Dianne Price, Borough Manager
Dan Shaw, Codes/Zoning
Brett Patterson, Public Works
Mike Craley, Solicitor
Mayor Walt Hughes
Stacy Myers, Recording Sec'y

Visitors

Meredith Yakelis
Kristin Sweitzer
Pastor Tom Osenbach
Joe Silar
Michael Haney

Bob Frutiger
Melanie Thompson
Laura Kirk
Ben Rodkey

1. The meeting was called to order @ 7:00p.m. Pastor Tom Osenbach from Bethlehem Stonepile UMC offered a prayer. Everyone present participated in the pledge to the flag.
2. Mrs. Frutiger made a motion to approve the September 10th, 2018 Meeting Minutes; Mrs. Barley seconded. Mr. Klinedinst requested a clarification in the minutes, regarding the \$500 donation given to the Library. Council members were all aware the \$500 was being given to the library to obtain a license to show movies; however, it was not known until later that the library wouldn't be able to show the movies outdoors (or anywhere), other than **inside the library**. With this clarification, all were in favor; motion carried.
3. **VISITORS AND PUBLIC COMMENTS**—Michael Haney, from 453 Summit Drive was present because he recently received a summons in the mail for conducting a business out of his home (453 Summit Drive). He explained that the website for the business (Absolute Comfort & Son, LLC) erroneously listed their home address for the business, rather than the correct address of 3023 Faith Lane, Red Lion, PA. There was also a tractor trailer that brought parts to his home and he has since confirmed that all deliveries would be made via UPS, not tractor trailer.
4. **MAYOR HUGHES REMARKS AND RECOMMENDATIONS**—no report
5. **PUBLIC SAFETY**—Mr. Minnich reported:
 - **Fire Company Report**—for September, there were 18 calls with 81 personnel using 26 pieces of apparatus.
Additional reporting—Ben Rodkey/Joe Silar reported:
 - Open House for October 20th has been cancelled due to lack of help/response.
 - Sat, November 17th—Annual Banquet
 - Sat, November 24th—Craft Bazaar in the Borough
 - Ben Rodkey reported on discussions of a merger between Red Lion, Windsor, Yorkana & Felton Fire Companies. The discussions have taken place over the past year, but at this point, that is all they are, just discussions. Yorkana Borough has since dropped out, stating they were no longer interested in a possible merger. The idea of forming one large fire company is to increase the pools of manpower, capital funding, possible grants & equipment. It's believed that 8 municipalities pooling their resources into one fund may be better than three separate funds. No Solicitors or Accountants have been brought in to discuss details and/or financials; it's still too early in the discussion for that. A consultant was asked for their opinion on the

merger, but nothing definite has been decided. Ben stated the number of volunteers has decreased, so the merger may not increase the number of “volunteers on the truck”, but it could open resources because they’d be within the same department. The Fire Company meets the 1st Wednesday of each month; Council members are welcome to attend. If anyone has any concerns or questions regarding this, they can contact Ben, to dispel any rumors that may be spreading.

At this time, there is no timeframe for a potential merger, but once a firm date/time is known, the involved municipalities would be notified.

Mayor Hughes mentioned a radio announcement he heard regarding Lancaster County (representing all volunteer fire companies) trying to obtain volunteers. Ben said this could be mentioned at the York County Fire Chiefs Association meeting. The radio ad stated depending on what position a volunteer is in & what certification they hold, college credits could be obtained, among other benefits.

By Ordinance, the Borough gives the Fire Company official recognition. Mr. Craley stated if there are specific things that Council wants in a contract, one can be created; however, a contract does not exist now and until there is a merger, a contract is probably not necessary. The Borough pays a donation to the Fire Company for Fire Police to attend events; however, Ben & Joe stated Red Lion only has two currently and they do not show up at certain events. They’ve attended 4 events since March. Mrs. Price stated Red Lion is the only municipality (per the Mutual Aid Agreement) that has had to pay because we didn’t have Fire Police. Payment was never necessary until Red Lion had no Fire Police. She stated Steve Paules previously had organized the Fire Police to set up barricades for events & to direct traffic. And for example, Dallastown is not reimbursing any fire company for Fire Police to attend their parade, because their own Fire Police will attend fellow fire companies’ events (Felton, etc). Ben stated he can’t force the two Red Lion Fire Police to show up at the Halloween Parade, but Mrs. Price requested contact information for them because they’ll be needed at upcoming events. Council also asked Ben (as Fire Chief) to let them know they’re needed at these events.

- **Ambulance Report**—44 calls for September. Mr. Minnich reported there was a death (overdose) on First Avenue on October 4th. He has contacted Bethany House & plans to post door hangers around the neighborhood so that anyone who needs help, knows they have somewhere to go.
 - **EMA Report**—Laura Kirk distributed her report. Mr. Klinedinst asked if EMA has a plan in place for gas leaks, like the one that was burning for days at the landfill. Laura said we will soon have the Emergency Operation Plan in place & that should include emergencies such as gas leaks. The County would contact her in an event like that, that could affect several homes. She also reported that applications have been created for individuals interested in EMA, and she is currently speaking with someone interested in volunteering.
 - **Of note**—Mr. Musso stated he & his wife acquired a speed sign. It needs some work (batteries & some rehab), but they are donating it to the Borough to possibly use as a mobile unit to deter speeding. Council thanked Mr. Musso for the sign donation.
6. **SOLICITOR’S REPORT**—Mr. Craley reported the ArthueLee, LLC case involving the municipal parking lot has been assigned to Judge Andrea Strong. Typically, it takes 3-6 months for the Judge to write a decision; Mr. Craley will keep Council posted.
7. **ENGINEER’S REPORT**—Jeff Shue was not present/Mr. Klinedinst reported:
- South Main Street sidewalks—Jeff had checked those where the crosswalks were removed & these are to be stamped (marked in red).
 - Piece of cement at the park that was only a quarter-block—contractor to fix this, as well as a hole that was not paved.

- Rain spout that was paved over & directing water into Burg’s Funeral Home basement. Contractor will fix this at their cost.
 - Notice to school regarding sidewalks on Horace Mann—Mr. Klinedinst believes notice should be sent so the school is aware Council is requiring sidewalks. Mrs. Price (& all of Council) agrees but asked that this be discussed in November when Jeff Shue will have plans. The school district has agreed to curbs. This project should be ready to be bid in February 2019.
 - Mr. Klinedinst would like Codes Enforcement (or Parking Officer) to ticket cars parked on sidewalks and/or curbs. Mrs. Price stated Kelly Henshaw is ticketing the cars; the cars parked on curbs near the school will be brought to Kelly’s attention.
8. **ORDINANCES**—Ordinance 2018-10-6 amends the Lock Box Ordinance—amending the section dealing with Commercial & Industrial buildings to list as a requirement where there is an automatic fire alarm system or automatic suppression system. This eliminates the portion of language that requires it in buildings with secured/restricted access in the event of an emergency. Mrs. Barley made a motion to approve Ordinance 2018-10-6; Mrs. Frutiger seconded. All were in favor; motion carried.
9. **PARKS AND RECREATION**—Mrs. Barley/Meredith Yakelis & Kristin Sweitzer reported:
- October 13th—Fall Fest from 4-8pm—volunteers are needed!
 - October 29th—Halloween parade @ 7p.m. (Rain date is October 30th)—registration for participants will be held at Recreation building
 - October 31st—Trick or Treat—6-8p.m.
 - November 24th—Small Business Saturday & Craft Bazaar—9-2p.m.
 - November 24th—Tree lighting ceremony from 6-8p.m.
 - December 1st—Breakfast with Santa from 8-10a.m.
 - Santa’s Shanty—December 6th, 7th, 13th & 14th
 - Basketball program is going well; EYC tryouts will be held in November
 - New Year’s Eve plans are going well
10. **MUNICIPAL SERVICES**—Ms. Weaver reported:
- The Municipal Authority’s banner behind the Municipal Offices was not rehung—Mrs. Price wasn’t aware, but she & Brett Patterson will take care of it.
 - Henry Herrman passed away on October 5th. Funds will be collected between Council members for a donation.
11. **PUBLIC WORKS**—Mr. Klinedinst reported:
- Handicapped parking space request at 735 West Broadway—Mr. Klinedinst made a motion to approve this request; Mrs. Barley seconded. All were in favor; motion carried.
 - No additional word has been received from Rutter’s
 - Memorandum of Understanding with York County Planning Commission—Mr. Craley stated the only questions he had were from Subsections F & G, as far as the Borough’s ability to remediate the issues that arise & Mrs. Price stated we **can** do that. Also, Subsection I, if development occurs outside the municipality, the Borough **does** get notified. As part of the plan, YCPC will check the timing of the traffic signals in the Borough. There has been a lot of concern with “stacking” of vehicles & traffic congestion, especially along North Main Street & High Street. Mrs. Barley made a motion to approve and sign the MOU; Mrs. Frutiger seconded. All were in favor; motion carried.
 - Cleaning & videoing storm drains & inlets through CoStars was approx. \$100,000 w/o cleaning; \$430,000+ with cleaning. Discussion held to possibly bid this project to obtain better pricing. All of the drains/inlets do not need done right now, but the video may be good for the future. Mr. Craley stated Council has the authority to request this work be done in sections, rather than all at once.

- Recent meeting between Red Lion, Peach Bottom, Lower Windsor, Windsor & Chanceford Township was held at Stan Saylor's office for discussion with the State regarding roads. It was a good meeting & will improve communication with PennDOT.
- Utilities in roadways—who is responsible for what? Mrs. Price would like something in writing to designate the responsibility. Utilities in a State road are the responsibility of the utility company; she would like to do the same for Borough roads. Mr. Klinedinst made a motion authorizing staff to review the existing Ordinance for street cuts regarding utilities; Mr. Musso seconded. All were in favor; motion carried.
- A request was made that parking meters' time be cut back on Fridays from 9pm to an earlier hour. This was mentioned at a recent RLABA meeting; however, a few Council members are not in favor of it and it would mean changing all the meters. There is a 2-hour limit on street meters, but a 4-hour limit is available in the municipal parking lot.
- Rail Trail gates—Brett & his crew will install them as soon as time allows.
- Sidewalks on Boundary Avenue—Council gave the residents a time extension until next year when the contractor comes in. Of note, the property on East Avenue can be liened for their sidewalk repair.
- Railroad Avenue (around 308 or 310)—someone started tearing down the garage, then stopped in the middle of the demolition. Mrs. Price will investigate this.
- First Avenue parking spaces—lines to be painted this year, as time allows.
- Myrtle Lane—Mr. Horne stated some areas need patched—Brett to look at this.
- Kudos to Brett Patterson & the Public Works crew for all their hard work!

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

- October 9th—Zoning Hearing to be held @ 6p.m.
- October 15th—Planning Commission meeting @ 7p.m.
- Redevelopment has discussed holding a holiday home decorating contest for this year; however, it may be a time constraint to accomplish this year. It would need to be advertised on the Borough website & possibly distribute a printed flyer to make residents aware & get them interested. Dates/times for the judging (& judges) would need to be set, contact information for participants, as well as prizes would need to be decided. A meeting to discuss the criteria is planned for October 22nd @ 6p.m. at the Municipal Office. The Redevelopment Committee thought this would be an incentive for Borough residents to take pride in their homes and take care of them. Some residents that receive citations for Ordinance violations, or even property liens, don't seem to care and the Committee thought this was a way to boost pride & creativity in town. If time does not allow for a holiday decorating contest this year, plans can be started for next year.
- A projector has not been ordered yet—Melanie stated she will look at more options to see what type will be a good fit for meetings.
- Archery shop on East Broadway would like to order a street banner—Mrs. Price will see they get an application.
- Code Enforcement for violations—the Borough does have software that alerts when the properties are due to comply. The residents then get a fine (liens are placed if the Borough must cut grass or a sidewalk replacement is not done/paid). Some residents continue to pay the fines but don't correct the problem.
Redevelopment also discussed Zoning Ordinances for Commercial properties—those in need of maintenance. The Property Maintenance Code can be followed; Mr. Craley stated nothing more stringent can be done beyond the State code, but Mrs. Price said an amendment can be done on maintenance for Commercial properties. This can be discussed on October 22nd also.
- October 17th—1st of three zoning training courses for interested Council members will be held at Lower Windsor Township. (the 2nd & 3rd courses held elsewhere)

13. **ADMINISTRATION**—Mrs. Frutiger reported:
- Catherine Meyer Award recipient this year is Kelly Henshaw
 - Budget Meeting—Wed, October 10th @ 6p.m.—preliminary figures will be reviewed. It was suggested this meeting be held a little later next year when more figures are received.
 - Resolution 2018-9—Members 1st to be depositor of funds for the Borough's meter money. They have a free coin counter to take all parking meter money. Mrs. Barley made a motion to adopt Resolution 2018-9; Mrs. Frutiger seconded. All were in favor; motion carried.
 - Council members going to homes, distributing flyers, etc.—should have identification—Mrs. Price will look into this.
 - New employee, Steph Grove—Mr. Klinedinst asked for a breakdown of her pay & benefits. Her hourly rate was included in last month's minutes & her benefits are included in Council's budget numbers, not individually, but as a whole (health, vision, life). As a member of the Administration Committee, Mr. Klinedinst wants to be made aware of things like this.
14. **COMMUNICATION**—Thank You notes have been received from the Senior Center & Kaltreider-Benfer Library for donations received from the Borough.
15. **Approval of bills**—Mrs. Frutiger made a motion to approve the bills; Mrs. Barley seconded. All were in favor; motion carried.
16. **Adjournment**—Mrs. Barley made a motion to adjourn the meeting @ 8:40p.m. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary