

**Red Lion Borough Council
Meeting Minutes
Monday, July 11th, 2022**

Members present

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

Others present

Dianne Price, Borough Manager
Dan Shaw, Codes/Zoning
Brett Patterson, Public Works
Mayor Eugene Lau
Mike Craley, Solicitor
Samantha Craley, Solicitor
Jeff Shue, Engineer
Stacy Myers, Recording Sec'y

Visitors

Bob Frutiger
John Krantz

John Brownlee
Mark Holloway

Rita Mitchum
Pastor Jay McWilliams

1. The meeting was called to order @ 7:00pm. Pastor Jay McWilliams from Pleasant View Church offered a prayer followed by the pledge to the flag.
2. **Approval of Meeting Minutes**
 - Mrs. Frutiger made a motion to approve the June 6th, 2022 Work Session Minutes; Mr. Minnich seconded. All were in favor; motion carried.
 - Mr. Minnich made a motion to approve the June 13th, 2022 Council Meeting Minutes; Mrs. Slenker seconded. All were in favor; motion carried.
3. **Visitors/Public Comment**—Ms. Rita Mitchum from 41 Boundary Avenue addressed Council regarding the following:
 - Parking for the Splash Pad. She owns 41 Boundary & also the vacant lot next to hers (where the home burned down in 2019), so she technically has two parking spaces. There is a “Resident Parking Only” sign on the curb between 35 & 37 Boundary; however, Ms. Mitchum stated not many people pay attention to it. She said there were 3 cars (from Maryland) parked in front of her home & in the resident parking from 11am until the close of the Splash Pad. When Ms. Mitchum approached the driver to point out that the parking is for residents only, the woman got irate, began swearing at her & claimed she didn’t see the signs. Ms. Mitchum suggested installing the signs lower so they’re more visible. She has offered to pay for more signs also because there are no more than 4-5 signs stating, “Resident Parking Only”. Council said there is no Ordinance for the signs, so they’re not enforceable. The Borough installed them in the hopes that people coming to the Splash Pad would be considerate of the residents & not park in front of their homes. Mrs. Price said the Borough can install more signs at a lower, more visible height. The suggestion of charging a fee to use the Splash Pad was made also; however, more employees would be needed to accept the money. And once the Borough would start charging a fee it adds more liability which they want to avoid.
 - Will the asphalt in the Fairmount Park walkways be redone? *Mrs. Price said yes, it’s one of the projects Public Works will be conducting this year, but it will probably be more of a trail mix rather than asphalt right now, due to the high cost of paving.*
4. **Mayor Lau’s Remarks & Recommendations**—Mayor Lau reported the following:
 - Although he knows it’s not in the budget right now, he would like to see Lancaster Avenue opened/connected eventually.
 - The area around the utility pole that Ilyes’ moved looks nice since they paved. Mr. Klinedinst said it’s still 7” off from where it should be, in that the blacktop should be 10” & is 7+ inches. Mr. Ilyes said he would widen the paved area when he installs the speed hump if the Borough wishes.

5. **Public Safety**—Mrs. Slenker stated the EMA, Ambulance & Fire Company Reports have been distributed.
- Springfield Township’s request for Fire Police—Mrs. Slenker made a motion to approve the request; Mr. Klinedinst seconded. All were in favor; motion carried.
 - John Brownlee reported the ambulance will be posted outside of the Municipal Offices the day of the Street Fair on August 13th, 2022. It will be used as an information booth & First Aid. Inside the Municipal Offices will be used as a cooling station that day.
 - Mr. Klinedinst offered to attend Wednesday night Fire Company meetings since Mrs. Slenker has a schedule conflict.
6. **Solicitor’s Report**—Mr. Craley reported:
- He will move forward with placing liens on two properties for sidewalk work completed but not paid for; one is on Martin Street, one on Boundary Avenue. Per policy, 4.5% interest will be charged on those property liens.
 - Last year, there were 4 nuisance properties that were a problem for the Borough:
 - Lancaster Street—the factory, where cleanup is going very well
 - Linden Avenue (Melissa Wilson)—has been cleaned up after she went before Judge Trebilcock
 - Corner of High & Franklin Street—mobile home has been cleaned up
 - Highland Avenue—a divorce situation is ongoing which can complicate things, but progress is being made with the cleanup
 - Mr. Klinedinst asked if the property tax money from the Rexroth subdivision is all going to Windsor Township, or is some coming to Red Lion Borough? *Mr. Craley stated when the subdivision was approved, part of the property/lots were in Windsor Township. The new building is located in the Borough, but Mrs. Price said because Rexroth combined the lots, it’s considered in Windsor Township. Unless the Borough changes the subdivision with the lot identification, there’s nothing we can do. For regulatory purposes (building, zoning, stormwater management, etc.) it’s still located in the Borough, but under the assessment rules, the property tax money goes to the Township.*
7. **Engineer’s Report**—Jeff Shue reported:
- Street work should be completed this week as they address some outstanding issues. One of those issues was the curb reveal was not as it should be, as it ranges from 4 ½” to 6” and was all to be 6”. Kinsley has offered a credit to the Borough equal to the cost of the work in the amount of \$3,650. This will prevent Kinsley from milling off the excess & repaving. Mr. Klinedinst made a motion to accept the \$3,650 Change Order credit from Kinsley; Mr. Minnich seconded. All were in favor; motion carried.
 - Work in the square—contractor anticipates starting August 1st but will not be complete by the August 13th Street Fair. They will move out for the fair & then come back to finish afterwards. That is contingent upon the precast stormwater box structures being received by August 1st.
 - Stormwater Ordinance—Council will be considering authorizing the advertisement of a new Stormwater Ordinance tonight & Jeff stated he agrees with Council adopting the new Ordinance for two reasons; 1) He believes it will help simplify the application process for residents in that it allows for minor impervious without submitting a stormwater plan, and 2) if Council adopts it, it will make the Borough compliant with their MS-4 regulations. Mrs. Barley made a motion to authorize the preparation & advertising of the draft Ordinance for adoption at the August meeting; Mrs. Frutiger seconded. All were in favor; motion carried.
 - An Executive Session will be held at the end of tonight’s meeting, in which Jeff will walk Council through a discussion on structural integrity of buildings.

8. **Parks & Recreation**—Mrs. Lau reported:
 - American Campout Night was a success—80 people registered but approx. 50-55 attended with about 14-15 tents set up. It was a lot of fun & everyone seemed to enjoy it.
 - The fireworks on July 3rd was a good display & the company did a great job cleaning up.
 - Car show attendees spoke highly of the Borough & enjoy visiting because the people are always very nice.
 - Food Truck Fridays are planned for July 15th & August 19th. Movie nights are planned for the same nights so this will be coordinated.
 - Tess Croy is no longer with Red Lion Recreation, so Meredith has come back part-time (at her previous hourly rate/no benefits), and Katie Bulla has been helping Mrs. Price with special events. Interviews will be conducted for the Rec Director position.
9. **Municipal Services**—Mr. Minnich reported:
 - July 13th—water shutoffs for delinquent bills
 - Joint meeting between RLMA & Dallastown-Yoe Water Authority will be held Wednesday, July 13th @ 6:30pm at the Dallastown Borough Office
 - June 29th—the Source Water Protection Plan meeting was held with a good turnout of attendees. September 20th will be the next SWPP meeting.
Mr. Missimer is stepping down as Commissioner of the SWPP Board, in addition to not seeking reappointment with the Red Lion Municipal Authority once his term expires. Council should think about someone to replace him on the Authority Board.
 - South Camp Street Water Main Replacement Project is still scheduled as previously planned, as the contractor waits for pipe to arrive (tentatively scheduled to start the week of July 25th).
 - There is a 50/50 grant available through Susquehanna Municipal Insurance Trust that Mrs. Price plans to apply for in hopes of obtaining money for new AED's. Currently there is only 1 AED in the Municipal Office & 1 in the RLMA Maintenance Building. If the grant is funded, 1 will be kept at the new Borough Office building & 1 in the Community Building.
10. **Public Works**—Mr. Klinedinst reported:
 - Handicapped parking space request was received for 313 First Avenue. Mr. Klinedinst made a motion to grant the request; Mrs. Slenker seconded. All were in favor; motion carried.
 - Request to waive the restriction of night work for JVI Paving. Mr. Klinedinst made a motion to waive that restriction, allowing JVI to conduct paving work at night; Mrs. Barley seconded. All were in favor; motion carried.
 - Highland Avenue resident requested to create a parking area in front of their house (into their yard) by 2' since the street is so narrow, and the family has 6 vehicles. Currently, they pull their vehicles into their grass slightly, which drags mud into the street. Mr. Klinedinst stated the ROW is 50' and Highland Avenue is 22' wide. Most other Borough streets are 32' wide. The resident is proposing to pay for the work himself. Jeff Shue said if the resident is widening the area & making it part of the Borough street, it should meet street specifications; i.e., installing stone followed by the proper amount of blacktop & removing the rolled curb to push it back 2' also. Staff will discuss the specs & what is required with the resident.
11. **Planning, Zoning & Economic Redevelopment**—Mrs. Barley reported:
 - No Planning Commission meeting will be held in July
 - The new Hometown Hero Banners are being hung & they look great!
 - Jordan Ilyes received a temporary residential occupancy permit for 50 of the units, so 50 of the units are occupied as of earlier this month. No permits have been received for the commercial uses yet.
 - Economic Development met end of June. Discussion on:
 - Creating a map of businesses that will be added to Google maps
 - Parking areas in the Borough also to be added to Google maps
 - Mid-block crosswalk at First Avenue—Mrs. Price to follow-up on this

- DCED grant applications for façade loans to open soon—Mrs. Price will need Council authorization for a Resolution to apply for this, if interested
 - Borough newsletter is going to the printer soon if anyone needs to add anything
 - Community maps are being printed
12. **Administration**—Mrs. Frutiger reported:
- Advertise for an Assistant Borough Manager position—Mrs. Frutiger made a motion to advertise for this position with a hire date of December 1st, 2022, part-time, to potentially become full-time as of January 1st, 2023. Mrs. Price plans to retire in July 2023 so this person would be training for her job, as well as helping with Parks & Recreation. Mr. Minnich seconded. All were in favor; motion carried.
13. **Communication**—nothing further to report
14. **Council adjourned to Executive Session** @ 7:52pm to discuss personnel matters & the ArthurLee litigation matter. Since no official action will be taken after Executive Session, Mrs. Frutiger made a motion to adjourn the meeting @ 7:52pm; Mr. Minnich seconded. Motion carried, **meeting adjourned.**

Respectfully submitted by:

Stacy Myers, Recording Secretary