

**Red Lion Borough Council Meeting Minutes**  
**Monday, August 14<sup>th</sup>, 2023**

**Members present**

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

**Others present**

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

**Visitors**

Bob Frutiger  
Teresa Craley  
Jodi Heffner  
Brooks Thompson

Michelle Poole  
Becky Magnani  
John Krantz

Wendy Fink  
Evan Heister  
John Brownlee

1. The meeting was called to order @ 7:00p.m. Mrs. Slenker offered a prayer; the pledge to the flag followed.
2. **Approval of Meeting Minutes**—Mr. Minnich made a motion to approve the July 10<sup>th</sup>, 2023 Meeting Minutes; Mrs. Slenker seconded. All were in favor; motion carried.
3. **Visitors & Public Comment**
  - Teresa Craley & Jodi Heffner, from Kaltreider-Benfer Library were present to update Council on library events. Teresa reported that library construction is complete while staying within their budget, as the funds were all from their Building Fund & Building Initiative, so they owe no debt for the expansion. Teresa & Jodi thanked Red Lion Borough for their help through all the planning for the expansion. They reported on the Ambassador Program the library has, where high school students serve in a position to bring information & ideas from the school to the library and vice versa; i.e., what students would like to get from the library, programming, etc. The student serves in this capacity for a 2-year term. A new student to fill this position is being sought, should Council know of anyone.  
They stated an Honors Event will be held at the Library on September 21<sup>st</sup>, 2023 @ 7pm, honoring Stan Saylor, as he found them an anonymous donor who donated \$1million to Kaltreider-Benfer. Council is welcome to attend.  
Lastly, they asked for Red Lion Council to keep them in mind during budget time this year and thanked them for their financial support in the past years.  
Mr. Klinedinst asked if Teresa or Jodi knew the status on the cross-easement agreement between the Library & Red Lion Municipal Authority, because to his knowledge, it hasn't been recorded yet. Teresa will contact KBL's attorney & let John Krantz know the status.
4. **Mayor Lau's Remarks & Recommendations**—Mayor Lau reported:
  - He was disheartened to find on the list of the 5 highest crime areas in York County, Red Lion is #3 because of theft, auto theft, burglary & vandalism.
  - Pertaining to Recreation, he wanted to let Council know that Amy is really trying to get an accountability of money in/money out for events, most recently Suds 'n' Song. In addition, she believes it's important to obtain recordkeeping that can be useful for future events; i.e., contact information for music, brewers, etc. He wondered at what point does it go from requesting the information to demanding it? Mrs. Lau has offered to help staff, wherever possible. Mrs. Barley understands there were staff shortages recently, but with the staffing changes being made, all of Council is looking for that to improve.
  - Mr. Klinedinst said a price was obtained for painting parking lines on Main Street & East Broadway which was just over \$8,000.

5. **Public Safety**—Mrs. Slenker stated the EMA Report & Fire Company Reports have been distributed. She thanked John Brownlee & Emergency Management for their efforts at the Street Fair. John reported 1 person was treated onsite that day & another was treated then transported to the hospital.  
Mr. Klinedinst suggested building money into next year’s budget for gas for the Emergency Management Supervisor’s vehicle. Council agreed with the idea.  
Concerning Public Safety, Representative Wendy Fink reported that the recent “Refuse to be a Victim” class was very informative. She can plan another one if Council wishes. In addition, she said Constables can be contractually hired to patrol the Borough, if Council wishes to add services to the State Police.
6. **Solicitor’s Report**—Mr. Craley/Samantha Craley reported:
  - **State Police Incident Report from April 1<sup>st</sup> thru June 30<sup>th</sup>, 2023** included 33 crashes (5 w/injuries or death), 1 DUI, 15 hit/run, 3 distracted drivers, 91 citations, 110 warnings, 3 motorcycle incidents, 2 involving pedestrians, 21 non-reportable incidents.  
Crime Report included 85 investigations, 42 arrests, 5 drug investigations, 26 crimes against persons (robbery, assault, etc.), 34 crimes against property (burglary, theft, fraud, etc.), 37 crimes against society (drug offenses, firearm charges, nuisance, liquor law violations, resisting arrest, etc.).
  - **Per earlier discussion regarding requests for Recreation reports**, Mr. Craley said by Ordinance, Council has the power to oversee the Recreation Board. The Rec Board can supervise & maintain public rec areas, facilities, etc., but Council has the overall ability & responsibility to do what needs to be done where Rec is concerned.  
Mrs. Lau made a motion requesting a spreadsheet for income/expense of Suds ‘n’ Song by September 11<sup>th</sup>; Mr. Klinedinst seconded. Mrs. Lau said a report was given to her; however, she was told it did not include everything and was not a final report.  
All were in favor; motion carried. Historically, the Recreation Director reported to the Borough Manager, so Council can request that to continue.
7. **Engineer’s Report**—Jeff Shue reported:
  - Paving work continues & should be done by end of this week.
  - Jeff met with YCCD & Glenn Rexroth to discuss his proposed project, and YCCD & Jordan Ilyes, which went well.
  - Railroad Lane base repair work will begin shortly.
8. **Parks & Recreation**—Mrs. Lau reported:
  - As stated previously, the Suds report was received, although not comprehensive. Income generated by Square transactions totaled \$4,901.64, but the cash-in amount has not been reported yet.
  - Food Truck Friday—August 18<sup>th</sup>—still can use another food truck. Movie in the Park will follow this event.
  - August 20<sup>th</sup> @ 6pm—Concert in the Park—Mrs. Lau is uncertain this is still planned.
  - August 11<sup>th</sup>—Summer Camp ended; everything went well.
  - Field hockey—players are welcome!
  - October 21<sup>st</sup>—Pumpkin Walk-Along (at the Rail Trail) is still being discussed.
9. **Municipal Services**—Mr. Minnich reported:
  - Pool water trucks can no longer be filled at the plant.
  - August 2<sup>nd</sup>—Source Water Protection Plan meeting was held. Although it wasn’t well attended, good discussion was held on stormwater runoff.
  - July 26<sup>th</sup>—Joint meeting was held between Dallastown-Yoe Water Authority & Red Lion Municipal Authority. It went well with discussion on working together with the new meter program.
  - August 23<sup>rd</sup>—next RLMA meeting @ 7pm.

- September 16<sup>th</sup>—Watershed Weekend (tours of the WTP will be held that day)
- Two loan applications have been submitted for 1) Greenbranch generator, security lighting and fencing, and 2) Water tanks. Once John Krantz gets an update on the submission, he'll pass it along. Until the Senate meets again, the status of the Federal loan money is unknown. The paperwork for PENNVEST is complete & they will look at possible grant money or a low-interest loan for the Authority. Mr. Klinedinst stated he wants to get the Edgewood Tank done by end of 2024. That tank needs to be complete so the repairs/updates of the Fairmount Tank can be addressed.
- New Borough Office construction is moving forward. Once the office moves, RLMA will no longer collect the \$1,500/month rent from the Borough.

10. **Public Works**—Mr. Klinedinst reported:

- Columbia Gas is planning gas line repair on Wise Avenue (from Marshall to Chestnut)—he would like the Borough to piggyback onto their work for street repair, if possible. Jeff Shue will try to find a timeline for that work.
- Handicapped parking space request was received for 230 Wise Avenue. There's already a space in that block, so Mr. Klinedinst said this will be held until something becomes available.

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

- An Economic Development meeting will be held this month.
- August 21<sup>st</sup>—Planning Commission will meet (7pm) to review a plan at 267 Cherry Street's mini storage.
- No Zoning Hearing is scheduled this month.
- 214 N. Franklin (Jordan Ilyes) submitted a LERTA application—Jordan had previously submitted a LERTA app for his other N. Franklin Street building. Dan will submit the application to the other tax authorities (school & county).
- Turkey Hill (W. Broadway) wants to expand their hours, so Dan expects their application will be before Planning Commission in September.

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

- **Resolution 2023-8**—to adopt the PSAB Municipal Retirement Trust & accompanying joinder agreement authorizing the pension multiplier to increase from 1.18 to 2.0—Mrs. Frutiger made a motion to adopt Resolution 2023-8; Mrs. Barley seconded. This will cost the Borough \$351,000 (\$30,000-\$35,000/year for 10 years). Mr. Musso stated Red Lion's multiplier hasn't been increased for nearly 20 years or more. We're playing catchup now, so it's a big financial increase, but it should've been reviewed way before this. Of note, this only affects 3 employees (Dianne Price, Dan Shaw & Brett Patterson).  
A vote was taken; motion carried 5-2, with Mrs. Frutiger & Mr. Klinedinst opposing.
- **Resolution 2023-9**—to authorize the Intergovernmental Cooperation for the Joint Maintenance & Repair Services for Traffic Control Devices—Mrs. Frutiger made a motion to adopt Resolution 2023-9; Mrs. Barley seconded. All were in favor; motion carried.
- **Lease for the ROARS building**—on hold for now.
- **Alliance Fire & Rescue** is requesting \$15,000 for wall repair. Mrs. Barley made a motion to approve this payment request, as the Borough has a Capital Fund for Alliance from where the money can be paid; Mr. Minnich seconded. All were in favor; motion carried.
- **A letter was received from St. John's UCC** to repaint the crosswalks on Church Lane. Brett got a quote for the thermal plastic adhesives which was \$1,000 or possibly slightly higher. A request will be made for the church to split the cost with the Borough.
- **Agreement for contractual work with Dianne Price**—this will be on an as-needed basis & Dianne has requested \$65/hr. Mrs. Slenker made a motion authorizing Atty. Craley to work with Dianne Price & Dan Shaw in order to draft an agreement, that would include all terms &

conditions, for the September meeting; Mrs. Barley seconded. All were in favor; motion carried.

- **Treasurer's Bond for Dianne Price**—the paperwork to cancel the Bond has been prepared. Mrs. Barley made a motion authorizing Mr. Musso to sign the paperwork; Mrs. Slenker seconded. All were in favor; motion carried.
- **Catherine Meyer Award**—recommendations of nominations are due—Mr. Musso volunteered to take the lead on this.
- **Shiloh Paving & Excavation** submitted a payment request for street work in the amount of \$165,930.74. Mrs. Frutiger made a motion to approve the payment of \$165,930.74; Mr. Minnich seconded. All were in favor; motion carried.
- **Payment requests were received for work at the new Borough Office**—
  - Frey Lutz--\$20,146.50
  - BLM Construction--\$13,726.80
  - Shannon A. Smith, Inc.--\$4,151.70

Mr. Minnich made a motion authorizing the above payment requests to be paid; Mrs. Barley seconded. All were in favor; motion carried.

- **Borough Manager position**—Mrs. Barley made a motion to appoint Dan Shaw as Borough Manager; Mr. Musso seconded. All were in favor; motion carried.
- **Zoning Officer/Assistant Manager position**—Mrs. Slenker made a motion to appoint Michelle Poole as the Zoning Officer & Assistant Manager, beginning September 11<sup>th</sup>, 2023. Mr. Minnich seconded. All were in favor; motion carried.

13. **Communication**—nothing further

14. **Approval of bills**—Mrs. Barley made a motion to approve the bills; Mrs. Frutiger seconded. All were in favor; motion carried.

15. **Additional discussion related to the new Borough Offices**—

- Mr. Klinedinst reported that the engineer on the job suggested the current plumber not be used on any more jobs, as the architect had to make some changes due to sloppy workmanship. Atty. Craley said this issue should be documented in detail so if it comes up in the future, the Borough has reason to turn down future bids from this plumber. Jeff Shue said, should bids from this contractor be considered in the future, it should be noted they need 100% supervision on the job.
- Mr. Klinedinst asked if Public Works can form out the flagpole area in order for the concrete truck to fill/finish the area while they're there. Mrs. Slenker made a motion to have Public Works do this work as time allows; Mrs. Barley seconded. All were in favor; motion carried.

16. **Adjournment**—With no further business before Council, Mrs. Barley made a motion to adjourn the meeting @ 8:40p.m. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary