

Red Lion Borough Council Meeting Minutes
Monday, November 13, 2023

Members present

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

Others present

Dan Shaw, Borough Manager
Michelle Poole, Codes/Zoning
Jeff Shue, Engineer
Samantha Craley, Solicitor
Mike Craley, Solicitor
Mayor Gene Lau
Brett Patterson, Public Works
Becky Magnani, Sec/Treasurer
Stacy Myers, Recording Sec'y

Visitors

Meredith Yakelis
John Krantz
Evan Hiester
Jordan Ilyes
Kellie Bolen

Wendy Fink
Chief Scott Gingrich
Erica Gemmill
Chris Kenna
Isaac Williams

John Brownlee
Mark Holloway
Bob Frutiger
Chris Nauta
Chris Hamler

1. The meeting was called to order @ 7:00p.m. Chris Nauta offered a prayer, followed by the pledge to the flag. A moment of silence was also observed in honor of Veterans Day.
2. **Approval of Meeting Minutes**
 - Mrs. Frutiger made a motion to approve the October 2nd, 2023 Work Session Minutes; Mr. Minnich seconded. All were in favor; motion carried.
 - Mrs. Frutiger made a motion to approve the October 9th, 2023 Meeting Minutes; Mrs. Slenker seconded. All were in favor; motion carried.
3. **Visitors & Public Comment**—the following addressed Council:
 - **Chris Hamler** lives in the apartments at 252 N. Franklin Street. His concern is the proposed 'no parking' along Cherry Street. The tenants of 252 N. Franklin have assigned parking spaces & he stated he has 1 space outside & pays for an additional space inside for his motorcycle, but what if he has visitors; where will they park? If Cherry Street were made one-way with parking on one side that would free up a lot of parking spaces. Mr. Musso said the problem with Cherry Street is the width for emergency vehicles. It would be especially inaccessible if vehicles were parked on one side. In addition, Jordan Ilyes (developer of 252 N. Franklin) created parking for visitors as well as his tenants. Once the brewery, coffee shop & other retail spaces open, parking spaces are planned for those as well.
 - **State Representative Wendy Fink** expressed concerns about crime in the Borough, especially that involving youth. Her office is receiving calls & visits from concerned citizens as well. Windsor Borough contracts with Constables who can enforce Ordinances, as well as patrol & be a crime deterrent. PSP is stretched thin with their workload. Red Lion is the 2nd largest borough in York County, and she believes something must be done to protect our children & young people.

Mr. Musso said the Borough would need to increase taxes 2-3 times the current amount in order to pay for their own police force. He has spoken to PSP about cracking down on youth crimes, vandalism, etc., by fining the parents, if necessary.

Mayor Lau & Borough Council have discussed possibly contracting Constables, and Mayor Lau has discussed youth issues with Chris Kenna (Director of 18 South Youth Center), but unfortunately some solutions may not be easy. And some parents don't want to parent, and the school district wants to overlook some of the problems.

Of note, the Deputy and/or Sheriff can drive through town, but they can't be contracted. The cost of contracting Constables can be researched.

- **Alexa Keithan, resident of 83 N. Main Street** asked Council if a lighted crosswalk sign could be installed at the intersection of Gay & Main Streets to make it safer for children walking to Mazie Gable (similar to the lighted sign at Horace Mann & S. Main). She has spoken to the School Board also, who said they have a position open for a crossing guard which could also be helpful in that area. Mazie Gable now encourages walkers to use the back entrance of the school (Gay Street) rather than the front. Dan Shaw recently met with the Superintendent & was told Mazie Gable students are supposed to be bussed, but a handful (living close by) choose to walk. The walkers are encouraged to walk to Prospect Street & cross at the Prospect & Main intersection.

Dan also said the Building & Grounds Department is researching required permitting to reinstall flashing lights at the crosswalk because Main Street is a PENNDOT road.

- **Jordan Ilyes, Ilyes Holdings 7, LLC** is requesting 3 waivers & conditional approval of his Land Development Plan for 214 N. Franklin Street. Jeff Shue listed the 3 waivers which his office concurs with:
 - Modification of plan scale requirements
 - Improvements to Locust Lane & Neff Avenue (ROW reduction requirements & cartway/paved width requirements). This results in a 22' paved street with a painted center line. This waiver also allows for edging along Locust Lane, but no curbing.
 - Modification of the Stormwater Management Infiltration trench, which will be underneath Jordan's parking lot & within the setbacks of the property. (typically, these systems aren't within the setbacks, close to property lines, but Jordan's does not impact adjacent properties).

Jeff stated the LDP is very clean with just a few administrative matters & outside regulatory matters to address yet. CSD's 11/10/2023 letter outlines those outstanding issues on the plan that Jeff mentioned.

Mrs. Barley made a motion to approve the three Waivers listed above; Mrs. Frutiger seconded. All were in favor; motion carried.

Mrs. Barley made a motion to approve the Land Development Plan for 214 N. Franklin Street, subject to compliance with the conditions of Jeff Shue's letter dated 11/10/2023; Mrs. Frutiger seconded. All were in favor; motion carried.

Jordan has secured the Aero Oil lot (across from the apartment building) to offer more parking. The owner is agreeable & a lease is being drafted. Jordan & Aero Oil are asking the Borough to allow the parking lot to be created without any formal approval. Jeff is in agreement that the area is largely impervious & is in compliance with the Zoning Ordinance. It will be a private lot & will be posted specifically for Black Cap Brewing.

Mrs. Barley made a motion for Jordan Ilyes & Aero Oil to move forward with installing the parking lot; Mrs. Frutiger seconded. All were in favor; motion carried.

In addition, Jordan is in favor of parking meters on the west side of N. Franklin for the retail uses, if the Borough chooses to install them. This would require an Ordinance to be passed.

Mr. Klinedinst also mentioned installing bricks along the Rail Trail rather than planting grass. More discussion can take place on this later.

4. **Mayor Lau's Remarks & Recommendations**—Mayor Lau reported:

- He's more than willing to meet with Chris Kenna (18 South Youth Center) regarding youth issues/concerns.
- Additional signs have been installed at the Municipal Parking Lot. Hopefully, they will make motorists more aware of the parking kiosk & that parking tickets will be issued for expired parking.
- Thank you to Michelle for sending a letter to a neighboring property. The old vehicle has been moved & trash has been cleaned up.

- Parking meters bagged during the holidays—Mrs. Barley made a motion to suspend metered parking from Thanksgiving, 11/24/23 through New Year’s Day, 1/1/2024. Mrs. Slenker seconded. All were in favor; motion carried.
5. **Public Safety**—Mrs. Slenker said the reports have been distributed. Chief Gingrich had a Fire Company Report:
- 27 calls in Red Lion Borough for October, 94 calls overall. Of note, medical calls are up.
 - The Fire Company is asking for a total contribution of \$12,108.70 this year to help pay for Workers Compensation. All municipalities have seen an increase this year.
6. **Solicitor’s Report**—Mr. Craley reported:
- Ordinance to prohibit parking along Cherry Street has been drafted & advertised. Mrs. Barley made a motion to approve the Ordinance; Mrs. Slenker seconded. All were in favor; motion carried.
 - Samantha Craley read the Police Report for incidents in Red Lion Borough from June 1st to September 30th, 2023:
 - Vehicle—
 - 26 crashes included 3 w/injury or death, 3 distracted driving, 10 hit & run.
 - 172 citations
 - 203 warnings
 - Crime—
 - 135 investigations included 14 drug investigations & 63 arrests.
 - 32 assaults included 15 harassment, 11 simple, 3 aggravated & 3 intimidation.
 - 20 thefts (of motor vehicle & other)
 - 17 criminal mischief
 - 17 drug offenses
 - 11 nuisance (disorderly conduct)
7. **Engineer’s Report**—Jeff Shue didn’t have anything additional from his Work Session report, but he urged Council to review the 2024 Road Project List, so a plan can be put together.
8. **Parks & Recreation**—Mrs. Lau & Meredith Yakelis reported:
- Halloween Parade went well—Meredith will ask other municipalities for additional Fire Police next year. Communications will hopefully be improved next year too.
 - Tree Lighting—Saturday, November 25th @ 7pm, along with singing carols, crafts, & hot chocolate.
 - Santa’s Shanty will be open on December 1st, 2nd, 15th & 16th.
 - Santa will be on the Fire Truck on Saturday, December 16th—more details to come.
 - Breakfast with Santa will be held Saturday, December 2nd from 8:30-10:30am.
 - Basketball has started—there will be 10 teams.
 - Pumpkin Walk was cancelled despite having 35 pre-registrations.
 - As requested, Meredith will provide a vendor list & expenses for the Halloween Parade and Suds ‘n’ Song. A preliminary list has been started for Breakfast with Santa, as well as the Food Truck Friday events, although the Food Truck list of expenses/profit isn’t quite complete.
- Of note, businesses in the parade do pay to participate, \$25/pay ahead, \$35/night of parade.
9. **Municipal Services**—Mr. Minnich reported:
- Project board of RLMA projects has been created, listing 1)Edgewood Tank, 2) Green Branch Pumping Station Security Upgrade, 3) Beaver Creek Raw Water Transition Line, 4) Connect Pumping Station “B”, from Prospect Rd. to Windsor Twp., 5) Upgrade Windsor Borough meters, 6) Country Club Hills Pumping Station, 7) Paint Fairmount Tank, 8) Replace all meters on the system.
 - RLMA obtained PENNVEST financing of \$4million for the 1st & 2nd projects above.

- In an effort to pay off the PENNVEST loan before the interest rate increases, a \$5 surcharge/resident will be added to each water bill, along with a 2.5% rate increase, beginning January 2024. The \$5 surcharge is not a permanent increase (hopefully), but a 3-year charge with the intention of paying off the loan in that time. Sewer rates will increase approx. 3% (possibly higher), depending on Springettsbury's determination.
- RLMA adopted Resolution 2023-10 to prohibit firearms on Municipal Authority property.
- RLMA terminated the old service line at the new Borough Office (Lancaster Street) & will absorb those costs.
- Next Source Water Protection Meeting will be held Wednesday, November 15, 2023.
- Water shut offs are Wednesday, November 15th.
- Mr. Klinedinst will submit a letter of request that Borough Council reappoint him to RLMA for another 5-year term.

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

- Restuccia has repaired the 3 blocks of concrete beside the Municipal Parking Lot (33 Broadway), but an invoice hasn't been received. This will be presented next month.
- New domes have been ordered for the parking meters in service & those in stock.
- The four Pine Street property owners who have received invoices for sidewalk replacement may be offered a payment plan, if necessary. The Ordinance requires the residents to be notified by certified mail, but the letters were never sent out, most likely when Borough staff experienced shortages & turnovers. The estimated cost for the four repaired sidewalks is \$4,000. Council & Atty. Craley suggest Dan try to resolve this situation amicably & report back.

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

- Economic Development met with Rotary Club & ROARS for more discussion on holding a Farmers Market next year, every Saturday beginning June 8th thru August 24th from 8am-2pm. Michelle ran a Farmers Market in Peach Bottom Township and suggested items for sale be homemade, homegrown, or handmade. The above dates are subject to change.
- The Planning Commission will meet on Monday, November 20th @ 7pm. to review Troy Leiphart's LDP, and possibly for more review of the Sign Ordinance.

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

- Payment requests for Red Lion Borough building were as follows:
 - Frey Lutz in the amount of \$43,875.24.
 - Shannon A. Smith, Inc. for payment app #3 & #4, in the amount of \$33,623.10 (#3), and \$25,626.05 (#4).
 - East Coast Contracting in the amount of \$63,617.19.

Mrs. Frutiger made a motion to approve the above payment requests; Mrs. Barley seconded. All were in favor; motion carried.

- Resolution 2023-12 to increase the salary of new RLMA members or reappointed RLMA members to \$800/year. Mrs. Frutiger made a motion to adopt Resolution 2023-12; Mrs. Barley seconded. Motion carried, 5-2 with Mr. Klinedinst & Mr. Minnich abstaining.
- Two bids were received to pave the parking areas at the new Borough Offices:
 - Emory Peters--\$10,950.
 - Restuccia--\$10,700.

On Brett Patterson's recommendation, due to Emory Peters' experience with grading & paving, Mrs. Barley made a motion to accept Emory Peters' quote of \$10,950. Mrs. Frutiger seconded. All were in favor; motion carried.

- Discussion was held on a salary increase for newly elected Borough Council members from \$1,100/year to \$1,800/year. This must be done by Ordinance. Mrs. Barley made a motion to

authorize Atty. Craley to draft & advertise the Ordinance for action next month. Mrs. Frutiger seconded. Motion carried, with Mr. Klinedinst abstaining.

- Fire Company's request of \$12,108.70 total to help pay for Workers Compensation. This cost is based on population & is Red Lion Borough's portion for 2024. Mrs. Barley made a motion to pay \$12,108.70; Mrs. Frutiger seconded. After more discussion, the motion was withdrawn because it wasn't necessary. The Workers Comp expense is already in the 2024 Budget.
- Parking violation code—Mrs. Barley made a motion to authorize Atty. Craley to create an Ordinance to amend Section 15:313 (Parking Violations); Mr. Klinedinst seconded. All were in favor; motion carried.
- 2024 Budget—Mr. Klinedinst made a motion to advertise the 2024 Budget for adoption in December; Mrs. Barley seconded. All were in favor; motion carried.

13. **Communication**—nothing further

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

15. **Adjournment**—Council will hold an Executive Session to discuss personnel matters. No action will be necessary. Meeting adjourned @ 9:00p.m.

Respectfully submitted by:

Stacy Myers, Recording Secretary