

**Red Lion Borough Council  
Meeting Minutes  
Monday, February 14<sup>th</sup>, 2022**

**Members present**

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

**Others present**

Dianne Price, Borough Manager  
Dan Shaw, Codes/Zoning  
Mike Craley, Solicitor  
Samantha Craley, Solicitor  
Jeff Shue, Engineer  
Mayor Gene Lau  
Brett Patterson, Public Works

**Visitors**

Bob Frutiger  
Katie Bulla  
Chief Scott Gingrich  
Mike Adams

John Brownlee  
Pastor Tim Funk  
Mark Holloway

Meredith Yakelis  
John Krantz  
Linda Orwig

1. The meeting was called to order @ 7:00p.m. Pastor Tim Funk from St. Paul's UMC offered a prayer followed by the pledge to the flag.

2. **Approval of Meeting Minutes**

- Mrs. Frutiger made a motion to approve the January 3<sup>rd</sup>, 2022 Reorganization Meeting Minutes; Mr. Minnich seconded. All were in favor; motion carried.
- Mrs. Frutiger made a motion to approve the January 10<sup>th</sup>, 2022 Meeting Minutes; Mr. Minnich seconded. All were in favor; motion carried.

3. **Visitors & Public Comment**

- **Mike Adams, 126 High Street** was present to ask Council's opinion about residents starting a Neighborhood Watch or Block Watch after a recent domestic disturbance on High Street. He was curious if there's any such group in the Borough or neighboring municipalities & how successful they are. Mr. Musso said there are currently no such groups in Red Lion Borough although years ago, a group of residents formed a watch, but it didn't seem to last long. Mr. Musso feels some people tend to get carried away with power in that type of situation & urged Mr. Adams & other residents to contact PSP to report suspicious behavior & situations.

Council suggested Mr. Adams reach out to his neighbors in an effort to keep everyone vigilant & informed. He could also install a few "Block Watch" or "Neighborhood Under Watch" signs as a possible crime deterrent; however, Council permission would be needed before doing so.

Mrs. Price is unaware if nearby municipalities have Neighborhood Watches or Block Watches, but she can do some research & let Mr. Adams know. She also offered to contact PSP for guidance on starting such a group & whether or not they're effective.

Mr. Craley said the Borough can't give Mr. Adams authority or Police power to conduct activity; it can just be a situation where neighbors look out for each other.

- **Mark Holloway, Gay Street resident**, suggested to Mr. Adams that if suspicious activity is seen, pictures of a vehicle's license plate can be helpful to PSP. He & his neighbors keep each other informed which is a good way to stay connected & watch out for each other.
- **Linda Orwig, 172 S. Franklin Street**, was recently granted a request for a handicapped parking space in front of her home. She's appreciative for the nearby parking; however, a utility pole in the curb near the parking space makes it difficult for her to parallel park her SUV, especially when other vehicles are parked in front of & to the rear of the space. Mr. Klinedinst & Brett Patterson said those spaces along S. Franklin are 22' in length, the end

spaces being 21' in length, which should be ample space. Other streets in town don't allow that much room (some are 19') & parking is a commodity all over the Borough.

New lines cannot be painted until warmer weather, but Mr. Klinedinst & Brett will revisit the area in the spring to see if the spaces can be shifted, as the utility pole cannot be relocated.

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

- Someone informed him of a gas smell between his sign building & Chad Ward's building. The gas in Chad's building is currently turned off because of work being done inside, but the Mayor could also smell gas outside. He called the gas company, who responded very quickly. No gas leak was found, but there were several gas employees walking up & down the street. Evidently, with the square being a Business District, the gas company runs "checks" every so often & it happened to occur the same day the Mayor reported a possible leak. They determined the smell was coming from the building next door where certain chemicals were being used.
- Residents, as well as business owners have commented to the Mayor that the square looks much nicer due to recent clean-up efforts. He complimented Borough staff for their help.
- Hazel Lane (between Gay & Prospect) trash issue—Mr. Klinedinst reported there is a rodent problem in this area due to many residents not sitting their trash out for collection. He wanted the Mayor to be aware of it. Staff may need to issue citations to help clean up that area.

5. **Public Safety**—Mrs. Slenker reported the EMA, Ambulance & Fire Company Reports were distributed. In addition:

- **Fire Company**—Chief Gingrich reported they received 28 applications for the driver position. Applications will be accepted until February 25<sup>th</sup>, after which interviews will take place.
- **EMA Report**—John Brownlee gave Mrs. Price the Memorandum of Agreement between Red Lion Borough & York Township for EMA Services. This will be on next month's agenda for action. John will keep Council posted on upcoming training.

6. **Solicitor's Report**—Mike Craley reported:

- An Ordinance is needed to allow a single person to hold the office of both Treasurer & Secretary. Since Connie Boyer's retirement, Dianne Price now holds both of these offices for the Borough.

Mrs. Frutiger made a motion authorizing Mr. Craley to draft an Ordinance for action next month; Mrs. Slenker seconded. All were in favor; motion carried.

7. **Engineer's Report**—Jeff Shue reported:

- **Council received a map & cost estimate of the proposed 2022 street work.** Jeff is preparing bid specs for a bid opening the morning of March 14<sup>th</sup>. Council can then take action on the bids at their meeting that night.

Of note, line painting was removed from the proposed work. Mr. Klinedinst reported there is a water line on Householder Avenue that's only 27" deep, so he is proposing to the Authority that the line be buried deeper. If done, the project shouldn't take long prior to the Borough milling & paving that street, as reclamation work is proposed for Pleasant & Householder. Juniper Lane (behind Rutter's, Winterstown Rd.) is currently a stone street where stone & blacktop will be added to help divert storm water from Pine Street, so it doesn't continue to damage the street.

Although three different types of pavement restoration is proposed, the work will be on one contract with each street being billed as a separate project within that one contract.

Total proposed project cost is just under \$400,000, but once bids are received, a more accurate cost will be known. Jeff said bids from contractors have been rather erratic this past year, so his estimate is based on projects over the past year.

Mr. Klinedinst wants to spread the work out in the Borough & not concentrate on the southern end of town; however, the project plan is based on where the repairs are needed the

most. The plan spans over the next 13-14 years with every other year (or every 3<sup>rd</sup> year), being a year for a major project (such as Martin Street) to be conducted. Those projects typically cost around \$600,000 as opposed to this year's \$395,000.

The whole plan of proposed street work can be shared at March's Work Session.

Of note, Mrs. Price was told by Stan Saylor's office that money for the Lancaster Street extension would possibly be received late 2023-early 2024. The Borough would still need to contribute around 30% to the project, **after** all the environmental studies are conducted & approved.

- **PENNDOT's work at the square**—new grant administrators at PENNDOT wanted to see historical & environmental clearances for this work. Those were both received last week. The Reimbursement Agreement between the Borough & PENNDOT will be acted on tonight, as the Grant Administrator stated the project cannot be bid until the Agreement is in place.

8. **Parks & Recreation**—Meredith Yakelis reported:

- Basketball program is wrapping up & a few teams are going to the playoffs.
- Winter cheer is wrapping up & Rec received good feedback from participants
- Softball is starting with Byron Trout opening the batting cages every Wednesday from 6-8pm
- Saturday, April 9<sup>th</sup>—Breakfast with Easter Bunny from 8:30-10:30am with the egg hunt after breakfast at Fairmount Park. There will be a special needs egg hunt again this year. Some activities will be planned for outside the Community Building (weather permitting) so people can eat, then move outside to allow others to eat. (Mayor Lau can supply signs to direct people, if needed).
- Summer Day Camp—plans have started & more kids will be able to attend this year than last.
- Food Truck Fridays are scheduled for the 3<sup>rd</sup> Friday in June, July, August & September from 4:30-7:00p.m. If anyone has band ideas, let Katie know.
- Recreation Meeting will be held the 4<sup>th</sup> Monday of each month @ 7pm at the Rec Building.
- A spreadsheet of 2021 Food Truck Friday revenue/expenses will be sent to Mr. Klinedinst/Council, per his request.
- Plans for 2022 Suds 'n' Song will begin soon.

9. **Municipal Services**—Mr. Minnich reported:

- February 16<sup>th</sup>—water shutoffs for delinquent bills
- RLMA Board has been restructured in January:
  - Chairman—Skip Missimer
  - Vice-Chairman—Dennis Klinedinst
  - Treasurer—Gary LaTulippe
  - Secretary—Kelly Henshaw
  - Asst. Sec/Treasurer—Chris Minnich
- Mrs. Price asked Mr. Minnich or Mr. Klinedinst to request to borrow the Authority's generator for Suds 'n' Song.
- Mr. Minnich thanked John Krantz for attending Council meetings each month.
- Mr. Klinedinst stated there are a lot of streetlights burnt out in town. Mrs. Price said a new person is in charge of the streetlights at Met-Ed, so it may take some time, but the lights will get replaced. Mayor Lau expressed his appreciation for the new LED light behind his building; it's brighter which is great!

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

- Resolution 2022-9—Reimbursement Agreement with PENNDOT for widening at the square. Mr. Klinedinst made a motion to adopt Resolution 2022-9; Mrs. Frutiger seconded. All were in favor; motion carried.
- 2022 Road Projects—Mr. Klinedinst made a motion to authorize the bids for the 2022 street work as outlined in the paperwork that Council members have received. Mrs. Slenker seconded. All were in favor; motion carried.

- Developer’s Agreement with Ilyes Holdings, LLC (Franklin Street apartment buildings)—Mr. Craley stated 90% of the revisions to the agreement are language differences. The following was also mentioned:
  - The plan with final revisions was submitted a few days ago. Mrs. Price & Dan Shaw reviewed it & stated the curbing along Cherry Street has now been added. This had previously been a Waiver request on the plan, but Mr. Ilyes has now agreed to the curbing. Also parking spaces (previously marked incorrectly) have been corrected.
  - The plan is showing the concrete culvert (previously damaged by equipment) to be replaced with a circular plastic pipe extending onto Ilyes’ property. Mr. Ilyes is asking the Borough to help buy the material for this or to “contribute in kind”. This language needs to be specific to include how many lineal feet of pipe is needed (140’) & the cost (approx. \$5,200-\$5,900) or a contribution equivalent to that amount because pipe is so hard to get right now. Should prices come in higher, it must come back to Council for action.
  - A speed table is being proposed to extend across Franklin Street to the Rail Trail.
  - Mr. Klinedinst requested language be included in the agreement stating if the new pipe is damaged prior to the conclusion of the project, it will be Mr. Ilyes’ responsibility to replace it. Jeff agrees that it should be Ilyes’ responsibility after construction. Jeff also believes it makes sense to replace the culvert with the plastic pipe, then once backfilled & topped with fill dirt, it should hold up fine.
  - Mrs. Price & Jeff Shue believe the terms of the agreement are fine once language & details are tightened up. Mr. Craley suggested that everything get ironed out prior to the March meeting when a final draft agreement can be voted on.
  - Stormwater facilities—These are outlined on the plan as sanitary sewer affects the Rail Trail, and the storm sewer easement documents that the storm sewer carries Borough water through & into Mr. Ilyes’ lot.

Mr. Klinedinst made a motion authorizing Mr. Musso to sign the Developer’s Agreement subject to revisions to Paragraph #2 & #4C noting that the Borough’s contribution will either be 140-lineal feet of pipe or cash not to exceed \$6,000, and that any subsequent damage to the pipe will be the developer’s responsibility.

Mrs. Frutiger seconded. All were in favor; motion carried.

Of note, while Mr. Craley said he doesn’t believe Mr. Ilyes’ would need to go before the Zoning Hearing Board for anything else related to this project, but if he does, he’ll be bound by any conditions set by that Board. In addition, the Agreement states Ilyes’ Holdings will be bound by everything on the submitted plan, any decisions of the ZHB, governmental agencies, determinations of the Borough Engineer, Borough Manager, Borough Council (having the final say) & the Codes/Zoning Officer.

This item will be on the March agenda to verify the status of the Agreement.

- Has the street sweeping been scheduled to coincide with the Municipal Authority’s flushing? Right now, Mrs. Price said sweeping is tentatively scheduled for end of March.

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

- February 28<sup>th</sup> @ 7pm—Planning Commission Meeting—to review a LDP at the Yorktowne building (Rexroth) for an addition at Leverwood Knifeworks. Jeff Shue said this application was submitted as an expansion for one of the tenants on this property; however, it’s all one property. Jeff suggested that Glen document all the current tenants & their uses so when expansion/changes happen, the Borough is aware what has been approved. Glen’s engineer agreed with this suggestion.
- No Zoning Hearing is scheduled for February or March.
- Broadway Transmissions has closed & may be sold shortly.

- Cottage Place/Edgewood curb & sidewalk replacement—per Mr. Klinedinst’s request, Mrs. Price obtained an estimate of \$73,000 for Cottage Place and \$69,000 for Edgewood. Based on last year’s material costs, the Borough’s curbing costs would be approx. \$20,000 for each street + the cost for ADA ramps, if required. The Borough would have to pay all associated costs upfront, as residents could set up payment plans for sidewalk repair after the work is complete. Mrs. Price said money is not available in the 2022 budget for this project.
  - Economic Development Committee will meet on the 4<sup>th</sup> Tuesday of each month @ 7pm
12. **Administration**—Mrs. Frutiger reported:
- No new Teamsters contract yet
  - Auditors were onsite to conduct the 2021 Audit. They only requested one additional item since leaving so hopefully it will be finalized soon.
  - PSAB Annual Conference will be held May 22<sup>nd</sup>-25<sup>th</sup> at Hershey Lodge. If anyone wants to attend, let Mrs. Price know.
  - State Ethics forms are due to Borough Office by May 1<sup>st</sup>.
  - March 24<sup>th</sup>—York County Boroughs Association dinner meeting to be held at Stewartstown American Legion. Council should let Mrs. Price know if interested in attending.
  - NIMS training (National Incident Management System) should be taken by all elected officials who have not previously done so. It’s available via Zoom.
  - Mrs. Price will update & email the contact list for Committee members & Council.
13. **Communication**—nothing additional
14. **Approval of Bills**—Mrs. Frutiger made a motion to approve the bills; Mr. Minnich seconded. All were in favor; motion carried.
15. **Executive Session**—Council will hold an Executive Session after the meeting to discuss a personnel matter. No action will be taken.
16. **Adjournment**—Mr. Musso adjourned the meeting @ 8:29p.m.

Respectfully submitted by:

Stacy Myers, Recording Secretary