

Red Lion Borough Council
Meeting Minutes
Monday, August 10th, 2009

Members

Christina Frutiger
Cynthia Barley
John Clemons
Dennis Klinedinst
Jeffrey Herrman
Kelly Henshaw

Guests

Brad Smith
Julie Yahnke
Dave Stump
Walt Hughes
Loren McCleary
Clarence Schmuck
Brandon Ducharme
Scott Kopp
Mark Coleman

Others

Mayor Robert Frutiger
D. Michael Craley, Solicitor
Jeff Shue, Engineer
Stew Graybill
Dan Shaw
Cpl. Good, YARPD
Stacy Myers

Whitney Torbert
Thomas Shellenberger
Scott Thompson
Ryan Sanders
Andrew Tome
Lori Badders
Steve Kopp
Cheri Coleman

1. The meeting was called to order @ 7:00p.m. Councilman Herrman offered a prayer, and everyone present participated in the Pledge of Allegiance.
2. Mrs. Barley made a motion to approve the minutes from the July 13, 2009 regular Council meeting with two (2) necessary changes by Mrs. Frutiger. Mr. Klinedinst seconded. All were in favor; motion carried. Mr. Klinedinst made a motion to approve the minutes from the July 30, 2009 special meeting. Mr. Henshaw seconded. All were in favor; motion carried.
3. **FIRE REPORT**—Chief Stump reported for July:
 - Total of 71 calls (16 in Borough); average personnel per call--11
 - Radio & paging system is in full effect
 - Emergency call boxes on poles throughout the Borough should be taken down. They are not functional, and even though the siren will sound when the lever is pulled, it's not tied into the Fire station. No help will come, and Chief Stump is concerned that someone will need help in an emergency and no rescue will respond. He said a phone can be put in its place on the pole, so it can go directly to 911. Chief also reminded Council that the Borough building (owned by the Authority) is currently not protected by an alarm system. The alarms have to be tied into the system somehow. Stew Graybill will talk to Milt (who worked on the Gamewell system previously) about removing the boxes. John Clemons will go to the Water Authority to discuss tying the building's alarm into the Fire station.
 - Knox Boxes—to be discussed with the codification of Ordinances tonight with Solicitor's report.
 - Open House at Fire Station—Mayor Frutiger had inquired about why, with all the Fire company's highly trained volunteers, do they work so many debris removal calls for car accidents, etc. Chief said a lot of the tow trucks leave the debris on the roads after accidents (oil spills, antifreeze, etc). Cpl. Good from YARPD stated there is a law that requires tow truck drivers to clean up debris after accidents. Most of the time, the Fire company is called out to accidents anyway, but if it's a non-reportable accident, a tow truck is not called, and then the Fire company gets called for debris removal. Cpl. Good said the Fire company could make County relay a message regarding this. Those involved (YARPD & Fire) will look into solutions.

- Parking spaces at Fire Company need repainted; it had been done six years ago. They wondered if, while Borough is repainting crosswalks in town, they could also paint their 40 spaces; approximate cost was given of \$20/space; total \$800. Stew said Borough employees could complete it at night, when there's less traffic. Mr. Clemons made a motion to have the Fire Company's parking spaces repainted. Mr. Klinedinst seconded. All were in favor; motion carried.

4. **POLICE REPORT**—Cpl. Good reported the following for July:

- Hours of service, -140
- Cpl. Shellenberger was recently promoted to Sergeant; taking over D Squad, one of the midnight shifts
- Part I offenses—11
- Part II offenses—43
- Miscellaneous calls—172
- Traffic citations—107
- Summary citations—11
- Felony/misdemeanor arrests—12
- Juvenile arrests—29

Mayor Frutiger reported he received a call from Officer Montgomery about the “Witch Watch”. It's a program that involves high school students walking the streets during Trick-or-Treat as a safety measure for young children. Officer Montgomery said they are hoping to get other community's involved. Mayor Frutiger will gather more information, cost, etc involved and report back.

5. **VISITORS AND PUBLIC COMMENTS**—The following were recognized by Council:

- Whitney Torbert was present to discuss the air conditioning system at the Community building. She, along with a few other members of a weekly yoga class, wrote letters expressing their concern about the lack of A/C in the building. The yoga instructor was told in June that the A/C system would be fixed within the coming weeks. Now they've learned Council was accepting bids this month, for possibly fixing the A/C system in September. They are wondering what temperatures to expect in winter months. When they arrive at the Community building (before their class) some weeks, it's 83 degrees, and after class it's close to 90 degrees. A Zumba class is held after the yoga class, and the temperature is very uncomfortable. Borough Engineer Jeff Shue reported that bids were received at his office today (8/10/09), and he was hoping Council would award the bid at tonight's meeting so that the work on the A/C (& heating) system would be completed within the next 30 days. He said there is some paperwork to be completed with the bid process, but he anticipates the job will be completed in a timely fashion after the bid is awarded.
- Clarence Schmuck was to discuss vehicle repairs being performed in a residential garage and lack of street parking in the area. Mr. Schmuck had previously talked to Dan Shaw regarding this.

6. **PETITIONS**—none

7. **ORDINANCES**—none

8. **RESOLUTIONS**—Resolution 2009-10 authorizing advertisement of codification of ordinances, to be acted on September 14th, 2009. A motion to adopt Resolution 2009-10 was made by Mrs. Barley and seconded by Mr. Clemons. All were in favor; motion carried. Codifications are done a little differently than other Ordinances; three different advertisements are necessary. There are some technical amendments made to our Act 511 ordinances (non-real estate taxes), there's a change to the Realty Transfer Tax (1% shared with school district), and also a minor change to the Earned Income Tax. Because these minor changes affect one of the Ordinances, the advertisement has to run once/week for three weeks. After September 14th, (if Council enacts it), another advertisement has to be placed saying “yes, we've enacted it”. We also have to advertise our intent to adopt the code. Mr. Craley stated a year ago, the ads were approximately \$1500/each. Keystates is recommending that, in addition to the above ads, we also include proposed changes that Council has been making through editing the Borough code; i.e. elimination of Shade Tree Committee, curfew ordinance changes, Knox Box, etc. This increases the

length of the ad to 6½ pages. Mr. Craley estimates the cost of the advertisement at \$2800. He stated that legally, Council doesn't have to include the changes in the advertisement. General Codes doesn't recommend you include the changes; Keystates does. How does Council want to advertise? Mrs. Barley made a motion to reluctantly advertise the Resolution with Keystates' recommendations of including changes. Mr. Herrman seconded the motion. All were in favor; motion carried.

9. **AGREEMENTS**—Mr. Kohler from Kohler's Animal Control, has agreed to pick up stray cats in the Borough for an additional \$40/month. This cost would be good through 2010. Mrs. Barley made a motion to approve the agreement. Mr. Henshaw seconded the motion. All were in favor; motion carried.

10. **BIDS**—Jeff Shue reported that C.S. Davidson's estimate for the HVAC replacement at Community building was approximately \$125,000. The low bid came in at \$84,110.00 from Williams Service Company. Two other bids came in on either side of C.S. Davidson's estimate. Jeff has no reason to believe that Williams' bid was an error, and he advised Council to accept the low bid from Williams Service. Jeff Shue said he noticed there needs to be some maintenance done to the roof trusses to get the new duct work in & out. That would be something that Borough employees can complete. Mrs. Barley made a motion to accept the low bid & bond; Mr. Clemons seconded. All were in favor; motion carried.

11. **MAYOR FRUTIGER'S REMARKS AND RECOMMENDATIONS**—A public meeting will be held on September 17, 2009 @ 7:00p.m. at the Community building to form the Fairmount Park Commission.

12. **ENGINEER'S REPORT**—Jeff Shue reported the following:

- Working with York County Planning Commission to get CDBG monies in effect. Monies should be in York County within next month. As project proceeds, Council will decide who will direct design.
- Restrooms in Fairmount Park—drawings should be completed this week; Jeff will give them to Stew
- Erosion & Sedimentation Control Plan for area at old incinerator—topography was done, but Stew said it's on hold for now

13. **SOLICITOR'S REPORT**—Mike Craley reported on the need for a storm water right-of-way agreement for the property next to the Historical Society train station. Mr. Henshaw said they already received verbal agreement from the property beside the train station, but a written agreement needs to be drafted. Mr. Henshaw made a motion to authorize Mr. Craley to prepare the document. Mr. Klinedinst seconded. All were in favor; motion carried.

14. **PARKS AND RECREATION**—Mr. Klinedinst reported the following:

- Revolution tickets still available for 8/14/09 game; game is 7:00p.m.; \$8/ticket
- Fourth of July monies raised:
 - \$4,000—donation from Red Lion Borough
 - \$100—donation from Yoe Borough
 - \$1,282—chicken BBQ sales
 - \$105—car show
 - \$819—concession sales
 - \$687—door-to-door collections
 - \$798—mailed donations
 - \$1,496—gate donations
 - \$210—vendors

Total revenue collected--\$9,497;

Expenses for fireworks--\$9,371; band was \$1,700; total expenses--\$11,071

- Fall baseball, softball, girl's field hockey—all still have openings
- Aerobics & Zumba classes—still have openings
- Lease agreement with Yorktowne—finalized agreement has not been received; Mrs. Barley will review changes; tabled until next month's meeting

15. **PUBLIC SAFETY**—Mr. Clemons reported the following:
- Borough was awarded an \$849 safety grant from Susquehanna Municipal Trust to include body harnesses & lanyards for use in the bucket truck, 3-season safety jackets, reflective waterproof trousers, rechargeable flashlights, portable sign stands and hearing protectors. This is a matching grant. Mr. Clemons made a motion to approve the Borough to spend the other \$849 for the grant. Mrs. Barley seconded. All were in favor; motion carried.
 - Mr. Clemons talked to Gail Sullivan @ RLASD regarding training for the crossing guards. He stated there isn't really an agreement in place with the crossing guards, but Stew Graybill reported per Section 1127 of the Borough Code, if the school district wants crossing guards, the Borough has to pay 50% of the cost. Mr. Clemons said no crossing guard training is available, but a basic Fire Police class is available, involving 12-16 hrs. Julie Yahnke suggested Mr. Clemons call Robbie Robson at Bucks Community College to come here and train the crossing guards. A cost is TBD, but Mr. Clemons thought maybe neighboring municipalities would be interested in attending and help defray costs. Stew Graybill suggested Mr. Clemons call Mike Delpazo (retired State Trooper); he also does training of this sort. Items needed for crossing guards will be purchased as surplus items and billed to school district.
 - Parking shortage since PennDot removed some spaces; Mrs. Barley stated Redevelopment started a Parking Committee
16. **MUNICIPAL SERVICES**—Mr. Gebhart was not present. Mrs. Frutiger reported:
- York County Solid Waste Authority now provides monthly electronics collection at their facility. They asked if Red Lion Borough wants to provide an electronics collection site at the municipal garage. Stew said there is space in the garage for gaylor to be stored until full. They can then be taken to YCSWA.
 - Council will provide flu shots for Borough employees; cost TBA. Mr. Klinedinst made a motion to authorize both flu and swine flu vaccine. Mrs. Barley seconded. All were in favor; motion carried.
17. **PUBLIC WORKS**—Mr. Henshaw reported:
- He and Stew met on Myrtle Lane to discuss drain and erosion issues. Also, some brick work at Historical Society museum needs to be done. Borough road crew will complete necessary repairs.
 - Handicapped parking request for 323 First Avenue; Dan Shaw said it meets all requirements. Mrs. Barley made a motion to approve the request; Mr. Klinedinst seconded. All were in favor; motion carried.
18. **PLANNING, ZONING & REDEVELOPMENT**—Mrs. Barley reported:
- No quorum for August Redevelopment Commission meeting
 - Planning on creating a homeowners resource manual (for property owners of historical homes)
 - Adopt-a-Street program (for clean-up, beautifying, etc)
 - Weed problem in sidewalks; article will be in upcoming newsletter regarding this
 - RLM update: July 25th concert; monies raised \$1,018.22; profit was approximately \$600; they have more thoughts for future ideas. New members of RLM Committee are Andrew Fake, Brian Dixon, Chelsea Parkent and Larry Moore.
 - Consultant for Comp Plan contacted Mrs. Frutiger; they are putting things together; hopefully will hold a meeting in September
19. **ADMINISTRATION**—Mr. Herrman reported:
- Vacancy Board Chairman—Mr. Herrman made a motion to accept Mr. Henshaw's letter of resignation from this position. Mr. Klinedinst seconded. All were in favor; motion carried.
 - Received a letter of interest for Chairman of Vacancy Board from Andrew Tome—Mr. Klinedinst made a motion to accept Mr. Tome's letter; Mr. Clemons seconded. All were in favor; motion carried.

- Financial report for MMO (Minimum Municipal Obligation)—distributed to Council members. Stew reported the minimum is \$38,000; that is the amount Borough is asking for from the State. Stew said we should receive that amount plus more, probably in October 2009. Mr. Herrman made a motion to approve; Mr. Henshaw seconded. All were in favor; motion carried.
- Catherine Meyer Award Committee consists of: Prior Years' Award Recipient—Thomas Shellenberger, Clergy—Rev. Charles Salisbury. Mr. Herrman is still waiting to hear from Business Community Member and Citizenry Member. Accepting letters of recommendation until August 31st, 2009. They should be sent to Borough office. Award will be announced in October and awarded at Recognition dinner on November 5th, 2009.

20. COMMUNICATION—none

21. Manager's Comments—none

22. Other correspondence—Mr. Scott Kopp, EMA Manager, reported additional citizens were needed to serve with EMA. Mr. Kopp introduced Brandon Ducharme, a firefighter and EMT, to Council members as the newest member of EMA Services. Brandon is currently taking Emergency Management courses, and Mr. Kopp said he feels Brandon would be a great asset to EMA. He is asking that Council give their blessing to EMA board (Scott Kopp & Clair Paules), and then Brandon will be placed in proper job position, which is Assistant Deputy/EMA Director, under Scott Kopp and Clair Paules. Mrs. Barley made a motion to accept Mr. Kopp's request to appoint Brandon Ducharme as Assistant Deputy/EMA Director, and to appoint Craig Danley as Assistant Deputy. Mr. Clemons seconded. All were in favor; motion carried. Mr. Kopp also reported that he is requiring Craig and Brandon to personally purchase their pagers (\$80 each). Stew will talk to Eric at County about purchasing more pagers. Council said Mr. Kopp should submit a receipt for the pagers already purchased and they will be reimbursed. Three portable radios were received; two additional portables are needed. Steve Paules, Clair's son, has one portable. Councilman Herrman will talk to Clair about that. Mr. Kopp said the portables were to be received for free; the cost of the portables is approximately \$1,250 each. If purchased from County, they are approximately \$150 each.

23. Mrs. Barley made a motion to approve the bills and statements. Mr. Henshaw seconded. All were in favor; motion carried.

24. Mrs. Frutiger made a motion to adjourn the meeting @ 8:30p.m.

Respectfully submitted by:

Stacy Myers
Recording Secretary