

**Red Lion Borough Council  
Meeting Minutes  
Monday, November 9<sup>th</sup>, 2020**

**Members present**

Cindy Barley  
Tina Frutiger  
Muriel Slenker  
Stephanie Weaver  
Chris Minnich  
Dennis Klinedinst  
Tony Musso

**Others present**

Dianne Price, Borough Manager  
Dan Shaw, Codes/Zoning  
Mike Craley, Solicitor  
Randy Gray, Public Works  
Mayor Walt Hughes  
Stacy Myers, Recording Sec'y

**Visitors**

Samantha Craley  
Ed Pearson  
Atty. Amanda Dubbs  
Donna Martin

Jeff Herrman  
John Brownlee  
Fire Chief Scott Gingrich

Bob Frutiger  
Nick Rhoads  
Anita Knaub

1. The meeting was called to order @ 7:00p.m. A moment of silence was observed, followed by the pledge to the flag.
2. **Catherine Meyer Award presentation**—Council President Musso stated this is an annual award, given to someone who has given their time & talents for the betterment of Red Lion & its residents. Although Mayor Walt Hughes was the only person nominated for the award this year, nominations for him came from several different people. Mr. Hughes first came to Red Lion in 1991, growing up & spending most of his life in Philadelphia. The majority of his adult life was spent in public service, serving his country & community. He was a Boy Scout & once grown, continued to serve as a Scout leader, served 13 years in the United States Marines & was a Police Officer, retiring as Police Chief after 40 years.  
In 1991, Mr. Hughes was asked to come to Red Lion & rebuild the Police Department. Since then he's served on several Borough committees, including Borough Council & as Council President. He's served as Police Chief and currently holds the seat of Mayor. He thanked the community & Council members for the honor of the Catherine Meyer Award and their trust, confidence & friendship they've given him over the years. He has enjoyed & continues to enjoy Red Lion Borough & its residents and after traveling all over the world, he still finds Red Lion & the residents to be some of the nicest people he's met.
3. **Approval of Meeting Minutes**
  - Mrs. Frutiger made a motion to approve the October 5<sup>th</sup>, 2020 Work Session Minutes; Mr. Minnich seconded. All were in favor; motion carried.
  - Mrs. Frutiger made a motion to approve the October 12<sup>th</sup>, 2020 Regular Meeting Minutes; Mr. Minnich seconded. All were in favor; motion carried.
4. **Visitors & Public Comment**—the following were present to address Council:
  - Anita Knaub has a handicapped parking space in front of her home on N. Franklin Street & she stated that someone else had parked there recently and they're not handicapped. After calling State Police & being told they don't enforce Borough parking violations, she placed a note on the vehicle's windshield explaining that she is handicapped & needs the space close to her home. She spoke to Borough Office staff who told her to attend a Council meeting to voice her concern.  
Council advised her, should the vehicle park in the space again, to call the Borough Office & they will send the Parking Enforcement Officer to ticket the vehicle. Towing isn't an option

unless the vehicle would be parked on Ms. Knaub's personal property, but being along a public street, they will issue a citation.

- Donna Martin, a resident at 122 N. Franklin Street was present to express her fears to Council that neighbors on that street are getting violent with each other. They're experiencing parking shortages all the time, neighbors are taking neighbors to court over disputes, vehicles are getting hit, etc. She asked if yellow lines can be painted on N. Franklin, designating parking spaces. She believes this may help & she's seen it on other Borough streets. Council said they're slowly getting around town painting the lines on many Borough streets, but it's time-consuming & staff does it as time allows. Ms. Martin also stated large trucks are often parked in alleyways (off N. Franklin), blocking people's garages and/or driveways. Council urged her to call Borough staff when this happens & the Parking Enforcement Officer can write a parking citation for that as well.

- Ed Pearson & his attorney Amanda Dubbs were present to check the status of the Charles Street boundary line dispute. Council now has the estimate to conduct a survey. Mrs. Barley made a motion to spend \$1,500 to survey the property & authorize Mrs. Price to contact C.S. Davidson to request the survey; Ms. Weaver seconded. C.S. Davidson can then work it into their schedule.

Mr. Craley said if the survey verifies the locations of all the pins accurately & there are no disputes, Council can discuss how to move forward, change property lines, etc.

Council members went onsite to see where the pins were, but they need their own survey completed before moving forward. Once complete, a copy of the survey will be sent to Attorney Dubbs.

5. **Mayor Hughes' Remarks & Recommendations**—no report

6. **Public Safety**—Ms. Weaver reported:

- Ambulance Report has been distributed
- Fire Company Report has been distributed. In addition to the report, Chief Scott Gingrich said the new fire truck has arrived; Council who saw it said it's beautiful! When asked, Chief stated the metal plate in the sidewalk (along Charles Street) will soon be welded to avoid being a tripping hazard. Council thanked the Fire Company for volunteering their time to keep the community safe.
- EMA Report had been distributed at Work Session. John Brownlee had nothing additional to report

7. **Solicitor's Report**—Mr. Craley reported:

- He's received no response from Met-Ed regarding the sidewalk cut issue, but he'll follow up with them. Mrs. Price will follow up with Met Ed regarding the large pieces of concrete they leave laying on the sidewalk after replacing a pole.
- Library Subdivision Plan has been recorded and the deed for the property from the Authority to the Borough has been updated. Council had authorized Council President Musso to sign the deed to convey to the Authority. The UPI number needs to be added yet, but once done, the Borough's part of the transfer will be complete.

8. **Engineer's Report**—Jeff Shue was not present tonight. His report was distributed at Work Session last week.

9. **Parks & Recreation**—Mrs. Barley reported:

- New Year's Eve festivities are moving forward. Bands will play for people to watch/listen virtually. Memories from Red Lion residents will also be played virtually.
- Cheerleading program is going well
- Fitness classes are going well
- Kids' baking classes are filled
- Tree lighting is still scheduled for Sunday, November 29<sup>th</sup> @ 7:00p.m.
- Santa's Shanty is being planned. Dates TBA.

- Polar Express is still scheduled with two separate sessions to practice social distancing.
- Shale grant money—Mrs. Price stated the Borough is applying for \$27,000 for new playground equipment for Fairmount Park. Stan Saylor is providing a letter of support for the Borough's application.

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

- Water shutoffs for delinquent bills will be 11/12/2020
- Next RLMA Meeting will be **Tuesday, November 17<sup>th</sup>**, due to the Thanksgiving holiday.
- Hydrant Agreement—Borough will continue to own & maintain the hydrants and pay the monthly standby fee to the Municipal Authority that they've always paid.  
The flushing schedule was discussed. This will be determined by Municipal Authority staff but will need to be **after** the Borough conducts street cleaning.
- Water & sewer rates are not increasing in 2021.

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

- The handicapped parking space request for the homeowner at 330 S. Main Street—Mrs. Frutiger made a motion to grant the request which was to place the handicapped space on Martin Street; Mrs. Slenker seconded. Motion carried, 5-2 (Klinedinst, Weaver opposing). Mr. Klinedinst believes the resident has ample parking with a garage, driveway & street parking.
- Waive zoning permit fees for the Library—Mrs. Barley made a motion to waive the library's zoning permit fees in the amount of \$7,698; Mr. Musso seconded. Motion carried, with 5-2 vote (Klinedinst, Weaver opposing). Mr. Klinedinst said the Borough will have to install a basketball court in that area at some point; he believes the Library can pay their zoning permit fees. The above amount doesn't include building permit costs, only zoning.
- Grant money for sidewalks—Mrs. Price is reviewing options & putting a plan together. CDBG money (already applied for) will pay for installation of handicapped ramps on Wise Avenue & Martin Street. Is Borough Council willing to replace curb & sidewalk for these projects? During March-July, she can apply for a 30% matching grant, that has a minimum request of \$100,000 (up to \$3million). Council agrees to install curbs, where needed; residents can replace/install sidewalks.  
Mr. Klinedinst said some streets can still be added to the project list, should Council wish. Stormsewer work & base repair for Wise & Martin should be completed in 2021 with final paving done in 2022. This work will be two separate bids, but by the December meeting, a breakdown of what is involved should be brought to Council for review. Mrs. Price said the 2021 work can then be bid in January.

12. **Planning, Zoning & Redevelopment**—Mrs. Slenker reported:

- No November Planning Commission meeting is scheduled.
- Zoning Hearing will be held tomorrow, 11/10 @ 6pm for a Special Exception request for a commercial recreation establishment at 34 N. Railroad Lane and a Variance because they don't have access via an arterial or collector street.
- Of note, last month's Zoning Hearing resulted in the Board upholding the Zoning Officer's decision of zoning violations and also denying the Special Exception for relief of conditions.
- Dan received a call from an architect working with Rutter's and their N. Main Street store. Gohn's Jewelry store is moving out, probably by year-end (& possibly the hair salon, although this is currently unknown) and Rutter's will take over the whole building to put in food service & beer cooler. They submitted the layout of the proposed floor plan. Dan said there's no stormwater plan required because the property is all blacktopped.  
Mr. Craley said there's no issue with stormwater management or zoning/encroachment issues. Council agreed to have Rutter's submit a formal request to waive a land development plan.

- Mrs. Slenker said the Redevelopment Committee will meet at the end of November to discuss the Holiday Decorating Contest. She stated the amendment of the Redevelopment Ordinance is necessary because the part of Redevelopment that the Ordinance defines has reached its limit. It dealt with industrial parks & parking. In keeping with Red Lion's current needs & time, the vision needs to be refreshed & broadened, shifting the focus to now be on economic development, growing businesses & engaging & working with residents, while including non-residents as well. Mrs. Slenker made a motion to authorize advertising the amendments to the Redevelopment Ordinance after removing item #5 which is geared toward recreation; Mr. Minnich seconded. All were in favor; motion carried.

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

- Advertising the 2021 preliminary budget—Mrs. Frutiger made a motion to advertise the 2021 preliminary budget; Mr. Minnich seconded. Discussion was held, additional thoughts:
  - Mr. Klinedinst would like \$5,000 moved to Capital Funds this year to hold for a basketball court, which may be proposed for building in 2022. Actual costs for this are unknown but Mrs. Price said there is some money in Recreation that's not accounted for yet.
  - Mr. Musso said, after the survey is done designating the Borough property line near Charles Street bridge, he wants a fence built at the property line.

All were in favor of the above motion; motion carried. If Council wants any other revisions between now & their December meeting, they can be done prior to the final budget adoption.

- Animal Control contract with SPCA for 2021—Mrs. Frutiger made a motion to approve the contract; Mr. Minnich seconded. All were in favor; motion carried.
- Since no tax millage change is being proposed for 2021, Ms. Weaver made a motion authorizing Mr. Craley to prepare a Resolution for this; Mrs. Barley seconded. All were in favor; motion carried.
- Mayor Hughes suggested that Council consider a new copy machine for the Borough Office, stating the current model is approx. 12 y/o and tends to jam a lot. Staff is reviewing their choices of leasing, purchasing, etc. The machine at the Rec building will be looked at to see if it does all the necessary jobs that Borough staff needs.

14. **Communication**—Mr. Musso reported he received a donation request from Community Reach; however, \$1,500 was approved to be sent to them last month.

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

16. **Adjournment**—With no further business before Council, Mrs. Barley made a motion to adjourn the meeting @ 8:25p.m. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary