

**Red Lion Borough Council
Meeting Minutes
Monday, November 8th, 2021**

Members present

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

Others present

Dianne Price, Borough Manager
Mike Craley, Solicitor
Jeff Shue, Engineer
Brett Patterson, Public Works
Randy Gray, Public Works
Mayor Walt Hughes
Stacy Myers, Recording Sec'y

Visitors

Samantha Craley
Bob Frutiger
Pastor Beth Holz

John Brownlee
Scott Gingrich
Mark & Sonya Holloway

Meredith Yakelis
John Krantz
Amy Lau

1. The meeting was called to order @ 7:00p.m. Pastor Beth Holz from Bethel UMC offered a prayer & everyone participated in the pledge to the flag.
2. **Approval of Meeting Minutes**
 - Mrs. Frutiger made a motion to approve the October 4th, 2021 Work Session Minutes; Mr. Minnich seconded. All were in favor; motion carried.
 - Mrs. Frutiger made a motion to approve the October 11th, 2021 Meeting Minutes with a spelling correction under “Municipal Services”. *Burks County should read Berks County*. Mr. Minnich seconded. All were in favor; motion carried.
3. **Visitors & Public Comment**—the following addressed Council:
 - Mark Holloway (31 W. Gay St.) was present to get clarification on enforcement letters he received per a RTK request. The letters were sent to his neighbor at 37 W. Gay Street regarding a deck that’s being built with no permit & also regarding a trash issue. He said 2 of the letters were printed on Borough letterhead & signed by Dan Shaw; the 3rd letter was not on letterhead nor was it signed. He questioned whether the 3rd letter was sent via certified. Mrs. Price assured Mr. Holloway all 3 letters were sent certified & regular mail; however, the unsigned letter was Dan Shaw’s draft prior to it being printed on Borough letterhead. She will send Mr. Holloway a copy of the version sent to the property owner. Mr. Holloway also asked when the enforcement of the violation starts, as the one letter gave the resident till the end of September to rectify the violation while the 2nd letter gave 45 days. Mr. Craley said, typically, the time allowed to rectify the violation starts from the date the letter is mailed. Mrs. Price thought the deck was removed; however, Mr. Holloway said the upper deck has been down for a few years, but the lower deck is still there, is incomplete & in violation. Dan Shaw was not present tonight, so Council couldn’t question him to get clarification. Mrs. Price will discuss this with Dan tomorrow.
The 2nd concern of Mr. Holloway is the trash problem on Gay Street. Trash is now collected in the alley which leaves a lot of trash & debris blowing all over. Some resident’s trash cans aren’t lidded which, if enforced, would resolve a lot of problems. Also, per the Ordinance, trash bags/cans aren’t supposed to be sat out so many hours prior to collection day but now that it’s collected in the alley, cans are sitting out all hours. Mr. Holloway said citations need to be filed if people don’t comply. Borough staff will look into the situation.
 - Amy Lau (312 Boundary Avenue) was present to introduce herself to Borough Council as the newest elected Council member who will begin her term on January 1st, 2022. She stated she’s looking forward to serving & working with the current Council & Borough staff.

4. **Mayor Hughes' Remarks & Recommendations**—Mayor Hughes reported:
 - Parking meter suspension over the holidays—Ms. Weaver made a motion to approve the suspension of parking meters from November 25th, 2021 thru January 2nd, 2022. Mrs. Slenker seconded. All were in favor; motion carried.
 - Lighted Tractor Parade—Mr. Klinedinst made a motion to approve the Lighted Tractor Parade; Mr. Minnich seconded. All were in favor; motion carried. Mayor Hughes stated to date, there are 12-15 participants signed up for the parade which will be held Saturday, November 27th beginning @ 6p.m.
 - Mr. Klinedinst reported there are still 3 cars parked at 263 Church Lane, right at the curve in the road which makes it difficult to see oncoming traffic. Mrs. Price will send Kelly Henshaw to check out the parking situation in that area.
5. **Public Safety**—Ms. Weaver reported:
 - The EMA & Ambulance Reports have been received. The Fire Company Report was emailed to Council.
 - A First Avenue homeowner posted on Facebook that he was opening a type of shelter for homeless people. Mr. Craley stated it wouldn't be a legitimate or legal shelter, in addition to it being a zoning violation. We'll wait to see if any such thing is built, then take action.
 - December 18th—Santa will be riding through Red Lion Borough on the fire truck.
 - December 11th—Santa will be riding through Windsor Township, Felton & Chanceford Township on the fire truck.
6. **Solicitor's Report**—Mr. Craley reported:
 - Ed Pearson's claim concerning the property at Summit Lane (along the Rail Trail) will be discussed in Executive Session tonight.
 - Ilyes Developer's Agreement—Jordan had submitted some amendments to the Agreement today, but Mike hasn't reviewed them yet. Mrs. Price said a new Stormwater Plan & a new set of plans was sent, but she hasn't reviewed them yet either. She did notice some parking was removed, taking the number of spaces from 228 to 171 which wasn't agreed to by Council & may require an Ordinance amendment. Jordan hasn't signed the Developer's Agreement yet, which states Jordan didn't need to submit a formal Land Development Plan. Mr. Craley said Borough Council is willing to work with Jordan, but how far do we want to go without the signed Agreement? Another part of the Agreement was that Jordan would be bound by the Borough Engineer's determinations and with the current issue of a collapsed culvert, Jeff Shue should reflect on how it should be resolved. Both Jeff & Mike believe the culvert is privately owned & not the Borough's responsibility, therefore, the risk is on Jordan. Jeff said Jordan can't obtain an Occupancy Permit until Council is satisfied with the project. Council concurs to let Jeff Shue take the lead to resolve any outstanding issues with input from Mr. Craley & Mrs. Price, if necessary.
 - 215 E. Lancaster Street—the appraisal has come in. The Blighted Property Review Committee (of York County) has some concerns of the appraisal. More on this later.
 - 153 Linden Avenue (Wilson)—the status hearing is scheduled for December. Ms. Wilson is making significant progress in cleaning up the property. Mr. Craley is willing to offer leniency on the fines, so the situation will continue to be monitored.
7. **Engineer's Report**—Jeff Shue reported his items at Work Session last week & has nothing additional.
8. **Parks & Recreation**—Meredith Yakelis reported:
 - Halloween Parade got rained out, but it seemed some participants had fun and Meredith appreciates the judges being dedicated & being in attendance.
 - EYC Basketball (County league)—registration is open & will be limited to 10 teams. To date, 30+ people are registered.
 - Elementary Cheer Program is going well with 54 registrants to date.

- December 4th--Santa Breakfast from 8:30-10:30am—volunteers are always welcome!
 - December 9th & 10th—Santa’s Shanty will be in the Municipal Parking Lot (33 W. Broadway) from 6-8pm. Another weekend (either the 2nd/3rd OR 16th/17th) will be planned; however, a Santa is needed for either of those weekends.
A mailbox to drop off letters for Santa will be available & all letters will be answered.
 - Polar Express reading will be held December 9th @ 9am and December 17th in the evening (the 12/17 date is already full).
 - New Year’s Eve celebration—venues are booked & plans are being confirmed. Bands are signed up too.
 - A new School District representative will be on the Recreation Commission starting January 2022.
 - Splash Pad fencing damage—the vandals were identified on the cameras & PSP is trying to collect restitution for the damage. The approx. cost to replace the poles is \$100 each & at least 3 were broken.
9. **Municipal Services**—Mr. Minnich reported:
- November 17th—water shutoffs for unpaid bills.
 - RLMA has passed a 3% water rate increase & 2.5% sewer rate increase. John Krantz (RLMA Superintendent) said he believes it’s a fairly nominal increase that will just cover inflation on chemicals, labor costs, etc.
 - Next RLMA Meeting will be held **Tuesday, November 16th @ 7:00pm**
10. **Public Works**—Mr. Klinedinst reported:
- He’s waiting on a sidewalk report so he can work on the 2022 road project list. It was decided that when streets are repaired, sidewalks need to be also, so the list will be researched.
 - New Borough offices (former Pleasant View Church)—staff should have draft plans next week for review.
 - Handicapped parking spaces—the list of spaces should be reviewed early 2022 to prevent duplication & to eliminate those no longer needed.
 - New chipper has arrived; it was purchased for \$5,400. The old one has been traded in.
11. **Planning, Zoning & Economic Development**—Mrs. Slenker reported:
- No Zoning Hearing in November.
 - Planning Commission will meet Monday, November 15th @ 7p.m.
 - Economic Development will meet Monday, November 29th @ 6p.m.
 - Holiday Decorating Contest—Mrs. Slenker made a motion to approve the Holiday Decorating Contest for the 2021 holiday season; Mr. Klinedinst seconded. All were in favor; motion carried.
 - Hometown Hero Banner program is moving forward—cost is \$150/banner (VFW offered financial assistance for those who wish to purchase a banner but can’t afford it).
12. **Administration**—Mrs. Frutiger reported:
- 2022 Animal Control Agreement—Mrs. Frutiger made a motion to approve the contract for animal control which includes a \$0.50/hr. increase for 2022; Mr. Minnich seconded. All were in favor; motion carried.
 - 2022 Budget—Mrs. Frutiger made a motion to advertise the 2022 Budget for public review; Mrs. Slenker seconded. Motion carried with Mr. Klinedinst opposing.
 - Another Teamsters’ negotiation meeting to be held this week.
 - Council is proposing an increase in Fire Tax for 2022 from 0.2 to 0.3mils. The Borough is also giving Alliance Fire \$15,000 to offset their Workers Compensation insurance & \$5,000 toward capital expenses, which is given annually.
Milage will be separated as 4.0mils for general purposes; 0.3 for fire.

Ms. Weaver made a motion to authorize Mr. Craley to prepare & advertise the Tax Ordinance at 4.0mils for general & 0.3 for fire; Mr. Minnich seconded. Motion carried with Mr. Klinedinst opposing.

- Mr. Klinedinst suggested the expense for cleaning the Community Building be separated from Park & Recreation Director. It's currently separate on the budget & Mrs. Price can separate the two jobs for future cleaning persons/companies.

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. **Council adjourned to Executive Session** @ 8:07p.m. to discuss the Pearson lawsuit regarding property at Summit Lane. Mr. Craley said no official action will be needed. Meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary