

**Red Lion Borough Council Meeting Minutes**  
**Monday, April 8<sup>th</sup>, 2024**

**Members present**

Amy Lau  
Cindy Barley  
Brady Greer  
Dennis Klinedinst  
Evan Hiester  
Mark Holloway  
Tony Musso

**Others present**

Dan Shaw, Borough Manager  
Michelle Poole, Asst. Manager  
Mayor Gene Lau  
Mike Craley, Solicitor  
Samantha Craley, Solicitor  
Jeff Shue, Engineer  
Brett Patterson, Public Works  
Stacy Myers, Recording Sec'y

**Visitors**

John Brownlee	Muriel Slenker
John Krantz	Jorge Garcia
Erica Gemmill	Pastor David Tietje

1. The meeting was called to order @ 7:00p.m. Pastor David Tietje from St. John's UCC offered a prayer & led a moment of silent thoughts & prayers for Bob Frutiger, Tina Frutiger & their family in light of Bob's health condition.
2. **Approval of Meeting Minutes**
  - Mr. Klinedinst made a motion to approve the March 4<sup>th</sup>, 2024 Work Session minutes; Mr. Hiester seconded. All were in favor; motion carried.
  - Mr. Klinedinst made a motion to approve the March 11<sup>th</sup>, 2024 Council Meeting minutes; Ms. Greer seconded. Mrs. Lau stated although the minutes were an accurate record of what was reported, she had reported the wrong date for the Teen Glow Hunt. It was held Friday, March 29<sup>th</sup>, not Saturday, March 30<sup>th</sup>.
3. **Visitors & Public Comment**—the following addressed Council:
  - **Erica Gemmill, 341 W. Maple Street** was present to discuss the proposed Franklin Street Social, the 14,000sq. ft. building that will house dining options, a bar, live music & some other activities. If the site attracts the 400+ people that are expected, she's concerned about parking shortages & safety issues for surrounding residents. Erica spoke to Jordan Ilyes (developer) about the plans & the prospective influx of vehicles that would come with it. There are 49 designated parking spaces for the current commercial uses & Jordan is compliant on all plans for the residential & commercial uses, but Erica foresees motorists parking along Locust Lane, which is to be widened, but even then, she foresees speeding on that road will get worse & more dangerous. She also suggested moving the "No Parking" signs to Locust Lane to hopefully help with parking/traffic congestion, or perhaps install a speed table to deter speeding. At Erica's suggestion, Jeff Shue said a traffic study can be done once the Social Hall is open and all commercial uses are open, but he's not sure it would conclude anything. A traffic count report could possibly be done to compare the number of motorists traveling on Locust to see if a speed table would be beneficial. Although Erica asked Council to take a proactive approach to this issue rather than wait until it becomes a huge problem, Mr. Musso said they cannot deal with a "what if" right now. They, as well as Jordan will continue to monitor the traffic & parking situation once the Social Hall & associated uses are open. Atty. Craley suggested Erica keep a log with dates & times of the unsafe traffic activity she sees, so it can be reported to Council.
  - **Jorge Garcia, 232 W. High Street** was present to report blacktop damage caused by the street sweeper at the corner of Hess & Sycamore Lanes. Sycamore Lane was never adopted by the Borough, so no road work is scheduled there, but Brett will take a look at the area to see if patching will help. Jorge also reported dog feces on the Rail Trail & near the storage properties on Hess Lane, but unfortunately, this is a problem everywhere (sidewalks,

resident's lawns). Unless you see it happening or have an outdoor camera, it's hard to find who is letting their dog(s) do this.

- **Mario Paz, Jehovah's Witness Kingdom Hall, Boxwood Road** gave Council an update on the requested easement between the Borough & the Kingdom Hall in order to get the Hall on public water. Mario said a surveyor has identified property lines & the water lines and once the drawing is complete, it will be sent to Atty. Craley.
  - **Mr. Musso stated that Borough Council holds** a monthly work session in order to discuss all Borough business, so that the following week (at the regular monthly meeting) action can be taken, where necessary. But, in order to save time & not be redundant, there's no need to rediscuss everything from Work Session at the regular meeting.
4. **Mayor Lau's Remarks & Recommendations**—Mayor Lau had nothing additional to discuss from Work Session.
  5. **Public Safety**—Mr. Holloway said the EMA & Ambulance reports were distributed. He said the recent Fire Company meeting went well and reported there were 72 calls in March.  
Regarding public safety—
    - He suggested the speed tables on N. Franklin be repainted, so they're clearly marked.
    - Recently, there have been numerous minibike riders around town, riding on the roads, but also on sidewalks & in the park. This needs to be addressed because it's dangerous for other motorists & pedestrians. Motorized bicycles also seem to be a growing problem.  
Council requested Trooper Grothey from PSP attend May's meeting to discuss this and to get an updated crime report.
  6. **Solicitor's Report**—Atty. Craley reported:
    - The Stine zoning appeal has been filed. No response has been received yet.
    - Mr. Klinedinst asked if a resident can be charged for discharging their sump pump into a floor drain. Atty. Craley stated there are Ordinances that prohibit it. The Municipal Authority should also have rules & regulations prohibiting the discharge into the sanitary sewer.
    - Mr. Klinedinst also reported on a bank account that had Dianne Price's name listed on it. Atty. Craley advised that should be removed & a full account audit be conducted. SEK Accounting/Auditing will conduct the audit & the account will, most likely, be moved to M & T, where the Borough conducts most of their business. Bonding was also discussed. Is everyone who signs checks bonded? Some of the office staff is, but Council members are not. It was suggested that 3 people sign the checks, going forward (2 Council, 1 bonded staff).
  7. **Engineer's Report**—Jeff Shue reported:
    - Action is needed on the bids for the Amphitheater Project. A bid was received for both the general contract & electrical contract. Mr. Klinedinst stated this project is becoming more expensive, as the \$270,000 grant funds received won't begin to cover it. Maintenance of the amphitheater, if built, would pose another burden on staff.  
Mrs. Barley made a motion to reject both bids that were received; Mr. Klinedinst seconded. All were in favor; motion carried.  
Mr. Klinedinst made a motion to table the amphitheater project until more funding and/or grant specifications are known. Mr. Musso seconded. All were in favor; motion carried.  
Jeff Shue will talk to DCNR and/or DCED to verify the grant funds could be moved or used someplace else. The majority of Council believes the money could be spent on road repairs, the Splash Pad or to sustain a project that already exists rather than funding a brand new one.
    - We're still in a holding pattern but starting to get direction on the Broadway parking lot.
  8. **Parks & Recreation**—Mrs. Lau reported:
    - Confirmed Community Building rentals for March was \$1,630; YTD total is \$4,390.
    - Basketball & Cheer reports showed money in/money out. A standard template is in effect for events in order to tighten up the income/expense of each event.

- Easter breakfast—74 adults, 24 kids (over 6 yrs.), 37 kids (under 6 yrs.) attended. The event brought approx. \$151.66 profit (will be confirmed once more research is done).
  - Still trying to smooth out the process of One Drive accessibility.
  - Discussion was held on whether minutes should be taken at Recreation Board Committee meetings, as they were in the past. Per the Sunshine Law, they should be, going forward. And per the Borough Code, Borough Council should decide how much authority to give to the Rec Board & what their protocol (how to operate) should be.
  - Mr. Hiester asked if Economic Development Meeting Minutes can be added to the Borough website. The website is being updated, but yes those committee minutes can be added.
  - CIA will be contacted about changing the door code between users. Dan or Michelle to call.
9. **Municipal Services**—Mr. Hiester reported:
- Edgewood Tank construction should be completed by 12/13/2024.
  - The overflow check was performed on the Fairmount Park tank, and it went well.
  - An outside vendor is set to perform hydrant maintenance.
  - Mr. Musso reported that street sweeping & hydrant flushing was coordinated successfully for the 1<sup>st</sup> time in his 11 years on Council!
10. **Public Works**—Mr. Klinedinst reported:
- Street sweeping is going well.
  - He will work with Brett on necessary street repair, one of which is on Church Lane.
11. **Planning, Zoning & Economic Development**—Mr. Hiester reported:
- Zoning Hearing is scheduled for Tues, April 9<sup>th</sup> @ 6pm. to act on a Special Exception at 35 East Avenue, for a boarding house or a two-family conversion.  
An alternate is needed for the Zoning Hearing Board, but the Zoning Hearings can be held with 2 members.
  - Planning Commission continues to work on revisions to the Sign section of the Zoning Ordinance. A work session was held on Thurs, April 4<sup>th</sup>. Regular meeting will be Mon, April 15<sup>th</sup> @ 7pm.
  - Zoning Map Amendment was requested for a property at the corner of Wise & Taylor Avenues—should receive YCPC’s comments on this to discuss/recommend at May’s meeting.
  - Economic Development topics:
    - Potential projects were discussed to work together with ROARS, such as beautification around town, etc.
    - Met with York County Economic Alliance again to review grant opportunities that may be available. Also discussed their Trail Town Business Program (for municipalities with rail trails).
    - Greenway improvement projects
    - Business proposals (in coordination with RLABA) were discussed, such as holding a “Restaurant Week” and like events.
12. **Administration**—Mrs. Barley reported:
- Nance Barr is appealing a notice of violation (sewage backup in the basement) of the Housing & Maintenance Ordinance. She received a written letter notifying her of tonight’s Council meeting but was not in attendance. Mrs. Barley made a motion to affirm the violation based on failure of the appellant to appear tonight. Mr. Klinedinst seconded. All were in favor; motion carried.
  - List of names to be on accounts at M & T Bank—Mrs. Barley made a motion to add Dennis Klinedinst, Antonino Musso, Cynthia Barley, Rebecca Magnani, Daniel Shaw, Amy Lau & Michelle Poole to the accounts at M & T Bank; Mr. Klinedinst seconded. All were in favor; motion carried.
  - Renew the TEAM membership with PSAB for \$300—Mrs. Barley made a motion to renew this; Mr. Klinedinst seconded. All were in favor; motion carried.

- York Tent and Awning provided quotes for two different size of awnings over the office entry door (at the new building). Cost of \$3,286 was quoted for the 172” (short) awning and a cost of \$5,600 was quoted for the 340” (long) awning.  
Ms. Greer made a motion to accept the \$3,286 quote for the 172” awning; Mr. Klinedinst seconded. Motion carried with Mr. Musso opposing.
- Mrs. Barley made a motion to approve the following requests for payment, contingent on verification that we are holding adequate retainage to cover any punchlist items. Ms. Greer seconded. All were in favor; motion carried.
  - Shannon Smith, Inc. request # 8 for \$5,178.64 & #9 for \$10,272.60.
  - Frey Lutz for \$5,500.01.
- Discussion was held regarding Mrs. Lau’s questions on the security deposits for building rentals. She will contact Becky G. for clarification.

13. **Communications**—nothing further

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

Discussion was held on the Navarro & Wright payment request. Dan had discussed outstanding issues with Atty. Eric Brown, such as the plan not being sealed. Eric told Dan Shaw the Borough needs to pay the two invoices—January invoice for \$55,667.50 & February’s invoice for \$10,160. Jeff Shue stated there are two issues regarding this situation; 1) do the invoices represent what the Borough received? Navarro & Wright never promised to give the Borough sealed drawings.

There was an agreement in place that stated Navarro & Wright would submit a design plan that could be used in the bid process, which they did. Jeff’s office prepared the bid documents using Navarro’s design. CSD can seal the drawing, but Jeff doesn’t want to violate the agreement, if he does so. And 2) the January invoice is outstanding because the Borough was trying to obtain the sealed drawings from Navarro before negotiating the invoice.

After more discussion, Mrs. Barley made a motion to pay Navarro & Wright \$65,827.50 (for the two invoices); Ms. Greer seconded. Motion carried with Mr. Holloway opposing.

15. **Adjournment**—With no further business before Council, Mrs. Barley made a motion to adjourn the meeting @ 8:50pm. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary