

Minutes

The Royalton Borough Council met on the above date; meeting being called to order by Council Vice President Chris Long at 7 P.M.

Pledge of Allegiance and Silent Prayer were observed.

Roll call followed: Council Members recorded present for this session were Randy Cain, Kenneth DesJardins, Chris Flynn, Chris Long, and Cindy Marsh. Also present was Mayor James Fry. Absent members were Jody Flynn, Justin Gilday and Michael Richards.

Also present were Solicitor Steve Miner and Borough Manager Amy Burrell.

Visitors and residents present were Robert Givler, Prajwal Khanal, Brandon Phillippy, Apshara Siwakoti, Terence Watts.

Minutes of the November 11, 2025, meeting were presented and approved through motion by Cain. Seconded by DesJardins and carried.

Residents and Visitors heard: None Heard

Communications:

From- Solicitor Miner- Case review- Coleman v. Parkland School District.

Council Vice President Long indicated that a personnel matter needing Council attention was presented after the meeting agenda was published. Marsh made a motion to add an executive session to the agenda for personnel reasons under ACT 147 guidelines. Seconded by Cain and carried.

The Financial Reports were presented and approved as submitted through motion by Cain. Seconded by DesJardins and carried.

Schedules of Bills payable from the General and the State Appropriations Funds were presented and approved through motion by Cain. Seconded by DesJardins and carried.

Engineer Report- No Report

Mayor and Police- Mayor Fry presented the police report for November and the December schedule. Cain made a motion to approve the quote presented from 911 Rapid Response for a 2025 Ford Explorer Police SUV under COSTAR pricing to replace the police vehicle that was damaged due to fire. Seconded by Marsh and carried. Manager Burrell noted that there is a 6–8-week lead time for the vehicle to be upfitted.

Highway- No Report

Electric- No report

Ordinance and Sanitation- The Code Enforcement report for November was submitted and approved through motion by Cain. Seconded by DesJardins and carried.

Budget and Finance- Manger Burrell presented Resolution 2025-R-10: 2026 Budget which was approved through motion by Marsh. Seconded by Cain and carried. Ordinance No. 275 setting the 2026 Tax rate was approved through motion by Cain. Roll call taken with all in the affirmative.

Park and Building- DesJardins reported that we are under 610 pounds for the next bench.

Fire- No Report

Planning Commission/Zoning Hearing Board- The Planning Commission has recommended conditionally approving the plat plan for Shippen Street Lot 216 pending completion of the final items and review of Code Officer Watts. Watts indicated the plan has been updated but needs signatures and the property owner's submission of an Improvement Bond. Council Vice President Long asked, Khanal the property owner, what he plans on doing with the lot. Khanal indicated a manufactured home is being planned. Desjardins made a motion to approve the plat plan pending any open items as indicated by Code Officer Watts. Seconded by Cain and carried.

Authority Matters- No Report

REMA- Manager Burrell thanked the volunteers and all those the attended Royalton's Community Christmas. The basket raffle raised \$1000 for the Middletown Volunteer Fire Department.

Old business- Manager Burrell noted that she will be presenting the Borough's grant application to the Dauphin County Gaming Board for funding of debt service on the 2020 Roadway and Drainage Improvement project loan on Monday, December 15<sup>th</sup> at 3 pm. Mayor Fry indicated he will join Manager Burrell for the hearing.

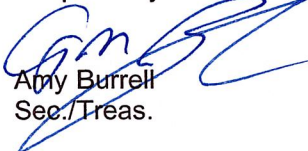
New business- Cain made a motion to advertise the 2026 meeting dates at presented. Seconded by Marsh and carried. Marsh made a motion to approve Resolution No. 2025-R-14 setting the 2026 Fee Schedule. Seconded DesJardins and carried. Cain made a motion to adopt the Dauphin County Emergency Operation Plan via Resolution No. 2025-R-15. Seconded by DesJardins and carried. DesJardins made a motion to approve the Window & Door Project Application for Payment No. 01 as submitted and submission to the LSA Gaming Grant for processing. Seconded by Cain and carried.

Council recessed into Executive Session at 7:20 pm for a personnel matter. Regular session resumed at 7:34 pm with no action taken.

No further business.

C. Flynn made a motion to adjourn at 7:34 pm. Seconded by Cain and carried.

Respectfully submitted,

  
Amy Burrell  
Sec./Treas.