

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, Justin Gilday, Chris Long and Michael Richards. Also present was Mayor James Fry. Absent members were Chris Flynn, Jody Flynn and Cindy Marsh.

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

Visitors and residents present were Robert Givler, Kyle Hoffman, Mykayla Hoffman.

Minutes of the August 12, 2025, meeting were presented and approved through motion by Richards. Seconded by Cain and carried.

Public Hearing- Verizon Cable Franchise Renewal- Solicitor Miner apprised the Council and visitors that at this time in the meeting the floor is open to any comments or questions regarding the forthcoming Verizon Cable Franchise Renewal. No comments or questions were heard and the public meeting was closed.

Residents and Visitors heard: None Heard

Communications:

From- Manager Burrell- 2026 Non-Uniformed Employees Pension Plan Minimum Municipal Obligation was presented and approved through motion by Richards. Seconded by DesJardins and carried.

From- Tri-County Regional Planning Commission- Request for board representative. Dennis Heisey of the Royalton Planning Commission has volunteered to be Royalton's representative. Gilday made a motion for Dennis Heisey to be Royalton's representative. Seconded by Richards and carried.

From- Tri-County Regional Planning Commission-Letter of support request for the development of the Dauphin County Comprehensive Plan. Cain made a motion for Manager Burrell to submit a letter of support. Seconded by Richards and carried.

From- TMI-2 Solutions- Meeting Wednesday, September 10, 2025, 6-7:30 pm.

From- Emergency Management Coordinator Tom Orris- Notice of resignation.

The Financial Reports were presented and approved as submitted through motion by Richards. 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 Richards and carried.

Engineer Report- No Report

Mayor and Police- Mayor Fry presented the police report for August and the September schedule. New Officer Kyle Hoffman and his wife were introduced to the Council. Sergeant Givler reported that the police SUV is going to Hoffman Ford for recall work and inspection.

Highway- No Report

Electric- No report

Ordinance and Sanitation- The Code Enforcement report for August was submitted and approved through motion by Richards. Seconded by Cain and carried. Richards questioned the status of code enforcement at 744 R Water Street. Manager Burrell reported there has been no status change and Code Officer Watts has not provided any follow-up report. Council Vice President Long also addressed the status of 326 Burd Street. Manager Burrell stated that a violation has been filed with the District Justice. Council Vice President Long questioned if there is anything else that could be done regarding properties with reoccurring property maintenance issues. Solicitor Miner reviewed the ordinance and unfortunately it's a lengthy process when addressed through the District Justice Office to see compliancy. Richards expressed one notice of violation should be issued and then an increase of fines or work be completed, and property owner be billed/lien placed. Council Vice President Long asked when a lien situation can be enforced. Solicitor Miner stated at any step as taking the violation to the District Justice is criminal enforcement and liens would be civil enforcement. Cain and Richards both agreed that it should be one notice given and then a date given for compliancy and proceed with work and lien if the notices has not been satisfied. Council Vice President Long questioned if that would be for everyone or just repeat offenders with Cain and Richards both agreeing it would be for all. Mayor Fry questioned what occurs if the property owner refuses property entry to Borough staff. Solicitor Miner reviewed the notice process and if notice is given and documented staff may enter, and the Borough may still continue the criminal process with the District Justice. Mayor Fry noted that photos should be taken to document and an officer present for notice deliveries and work completion. Council was in agreement and going forward property maintenance of overgrowth and weeds will be addressed with one notice of violation, then notice of Borough staff proceeding with remediation at the properties owner's expense. If the owner fails to pay the Borough's invoice a property lien will be filed.

Budget and Finance- Cain made a motion to schedule and advertise the budget workshop meeting for Tuesday, November 18th at 5:30 pm. Seconded by DesJardins and carried.

Park and Building- DesJardins reported that 65 pounds has been collected so far towards a new bench.

Fire- No Report

Planning Commission/Zoning Hearing Board- No Report

Authority Matters- No Report

REMA- Manager Burrell apprised the Council about debris collecting at the New Canal Street Bridge within the Swatara Creek. The debris continues to build and is creating a natural dam and pushing the water flow towards Royalton. Manager Burrell noted that she contacted HRG, the County's bridge engineer, about the issue. They directed her to a contact with the Commissioners office. Manager Burrell explained the concern with this build-up and questioned if Council wished for contact to be made with Representative Mehaffie's office in an effort to get the issue addressed. Council was in agreement that Manager Burrell should contact Representative Mehaffie requesting his assistance in getting the problem addressed.

Manager Burrell noted the annual REMA motorcycle ride is scheduled for Saturday, September 20, 2025 at noon.

Old business- None Heard

New business- WREP would like to submit a grant application to the CFA Local Share Grant Statewide for the Lower Ward Canal Street Project. This would be for design and permitting costs. DesJardins made a motion for WREP to submit the Lower Ward Canal Street Project on behalf of the Borough. Seconded by Richards and carried.


Manager Burrell presented Republic Services proposal for a 5% rate increase for the renewal of the trash service contract for 2026. Richards made a motion to approve the proposal as presented and to increase the refuse rate to \$34.00/month starting January 1, 2026.

Gilday made a motion to approve Resolution 2025-R-08 approving the Local Share Account Municipal Grant application for debt service on the 2020 Roadway Project. Seconded by DesJardins and carried.

No further business.

Richards made a motion to adjourn at 7:40 pm. Seconded by Cain and carried.

Respectfully submitted,


Amy Burrell
Sec./Treas.