

**Felton Borough, York County ~ Reorganization Meeting
Monday, January 10, 2022**

Meeting Day and Time: Monday, January 10, 2022 6:30 pm at the Felton Borough Office located at 88 Main Street, Felton, PA.

Council Members Present: James Vergos, John Trout, Patrick Schmidt, Sherry Arnold, Zac Klock, Mayor Bryan McManus and Secretary Joy Flinchbaugh

Council Members Absent: Gary Martin, Mary Lader

Others present: Todd Klunk and Tyler Burkins of Alliance Fire and Rescue.

Bryan McManus opened the reorganization meeting at 6:30 pm with the Pledge of Allegiance

Mayor McManus proceeded to swear in the following new council members: Patrick Schmit, James Vergos, Zac Klock

Swearing in of Elected Auditor: There was no one elected to take the open auditor position. At this point we have had no luck in finding someone to be appointed. After discussion of the council it was decided that we need to seek an outside source to complete this year's audit and asked Joy to find out how to go about that. The annual audit is due on April 1st.

Nomination and Election of Council President: John Trout made a motion to nominate Gary Martin to be council president and was 2nd by James Vergos. The motion passed without opposition.

Nomination and Election of Vice President: John Trout made a motion to nominate Mary Lader as Vice President and Patrick Schmidt 2nd the motion. The motion passed without opposition.

Nomination and Election of Pro Tem: John Trout motioned to nominate James Vergos as Pro Tem and Sherry Arnold 2nd the motion. The motion passed without opposition.

Since neither Gary nor Mary were able to be present, James Vergos, Pro Tem took over the meeting.

Appointments:

- Borough Secretary / Treasurer:** Joy Flinchbaugh
- Borough Solicitor:** Jeff Rehmeyer, CGA Law Firm
- Codes Enforcement Officer:** South Penn Codes Consultants
- Zoning Officer:** Joy Flinchbaugh
- Borough Engineer:** Bryon Trout of Gordon Brown
- Building Inspector:** Commonwealth Code Inspection Service
- Open Records Officer:** Joy Flinchbaugh
- Sewage Enforcement Officer & Rental Inspections:** South Penn Code Consultants

A motion to approve all the above appointments for 2022 was made by Sherry and 2nd by John. The motion passed without opposition.

2022 Budget – There was no motion made to reopen the budget.

The reorganization meeting was closed at 6:40 PM and the regular council meeting began at 6:41 PM.

Approval of Minutes: A motion to approve the December 6th minutes was made by John and 2nd by Patrick. The motion passed without opposition.

Approval of Treasurers Report: A motion to approve the treasurer's report with one addition for **General Fund for Klugh Animal Control** for \$46.00 was made by Sherry and 2nd by Zac. The motion passed without opposition.

Called to be on the Agenda: **Todd Klunk** who owns property that connects to the properties off High Street whose septic systems are on the other side of the creek was present to discuss his concern for the those systems. He did a water test in the creek below these systems and the ecoli and coliform are showing very high. He was present with Dale Warfel of 143 High Street when DEP held an onsite meeting in regards to the work in the creek they did on his property. He feels that DEP should have never allowed those septic systems to be located across the creek and now they are failing and contaminating the creek and he

wants to know what the borough is going to do about it. After much discussion on the issue the council asked Joy to reach out to our contact at DEP and South Penn Codes to see what the next steps would be to look into this matter. Todd left the meeting at 7:14 pm.

Alliance Fire and Rescue – Tyler Burkins

- There were a total of 80 calls in December. None of them were in the borough
- In 2021 there were a total of 836 calls with the following breakdown: 206 for Leo and Union, 503 for Leo and 127 for Union. With 28 of those calls in Felton Borough
 - They had 12 fire loss incidents which were House/Vehicle fires with a total loss of \$918,150.00
- Fundraising committee has begun to meet to hopefully plan some upcoming events. Rental rates have gone up this year because of the upgrades that have been done at Fireside.
- 2 ladder trucks – the new one has had no issues and the interim they are not sure what to do with yet. Not sure if they want to keep both or not.

Solicitor:

The following are the items that Jeff's office has been working on:

- **Refuse Contract:** We are waiting for signed copies of the Agreement from Penn Waste. Joy mentioned that they have all been received now.
- **230 East Main Street:** Jeff received updates from the Codes Enforcement Officer and the Borough Secretary regarding communications from the property owner and the status of the property. I prepared a draft e-mail to Mr. Burkins which was provided for your review and approval. Please advise if you want me to send the email or doing something else to try to move this matter toward resolution. A motion was made by Patrick and 2nd by John to have Jeff proceed with his involvement in this matter. The motion passed without opposition.
- **Charles Street Improvement Project/Farhat Excavating LLC:** We have had communications with Farhat Excavating and the Borough Engineer regarding removal of the blue mesh and provided photos to the contractor. The contractor is proposing an on-site meeting and is willing to remove, re-staple, or trim the mesh that is getting stuck in the mower. We have been advised by the Contractor that the mesh is biodegradable and that its removal will require approval from the York County Conservation District. Please advise if there is any action you would like us to pursue at this juncture.
- **Nuisance Ordinance:** We are in the process of drafting an updated Nuisance Ordinance and will provide it to you in the near future for your review and adoption.
- **Bidding Limit Thresholds Increase for 2022:**
 - Purchases and contracts below \$11,800 require no formal bidding or written/telephonic quotations. (the previous amount was \$11,500)
 - Purchases and contracts between \$11,800 and \$21,900 require three written/telephonic quotations. (the previous range was \$11,500-\$21,300)
 - Purchases and contracts over \$21,900 require formal bidding. (the previous amount was \$21,300)

Sherry left the meeting at 7:30 pm.

Code Enforcement

- Jeremy Kerstetter provided a memo to the council of updates on the properties they are working on.
- 230 Main Street emails – was discussed earlier
- 143 High Street – is now being handled by DEP – this was discussed earlier.

Engineer –

- Church Avenue storm drain replacement has begun. They found that there is some plastic piping but it is over half full. It was decided to continue to replace this pipe since it is already clogged. Byron is monitoring the work.

Old Business:

- **Pothole repairs**
- **Red Lion Ave Penn Dot Paving Project 2023** – slated to take place in 2023 but not guaranteed. This gives the borough more time to look into the stormwater pipe replacements that need to be done in this area. The televising should have taken place already and we should have the results soon. Once we have them we can apply for some funding.
- **DCNR Playground updates** – Willow Playworks is installing playground equipment and we will need to spread the mulch as soon as possible. Joy will keep everyone updated as to when the playground is finished and the mulch has arrived. Joy made requests to the York County Commissioners for Marcellus Shale Money Reimbursements and we have already received \$20,928.43 which was the remainder of 2020 money and partial 2021 money.
- **Notary Information** – After checking with the managers association. Joy found out that everyone had gone through the Pa Associations of Notaries. The cost will be \$360.00. A motion to approve Joy to take the notary training was made by James and 2nd by Patrick. The motion passed without opposition.

New Business:

- **Ambulance Report** – there were 3 calls in November and none in December. There were a total of 23 calls in the borough in 2021. 4 calls were missed and had to go to the next due ambulance.
- **Met-Ed Holiday Lighting Cost** – the cost to have Met-Ed install the outlets for the Christmas decorations to be lighted would come to a total cost of \$16,173.59 for 19 poles. The council decided to not pursue this project but asked if we could put them up without lighting them. Joy will find out.
- **DCED Multimodal Grant Denial Letter** – we received a letter dated November 22nd that we did not get awarded the Multimodal Transportation Fund from the Commonwealth Financing Authority. We have not heard yet from the Penn Dot Multimodal grant program.
- **Beaver Street Bridge Replacement**– The bridge replacement project has been placed on Penn Dot’s project list for 2024 or later
- **Auditor position** – was discussed earlier.
- **Fee Schedule Resolution 2022-01**. The fee schedule and resolution was presented to the council. A motion to approve Resolution 2022-01 Fee Schedule for 2022 was made by John and 2nd by Zac. The motion passed without opposition.
- **Resolution 2022-02 Refuse Fee** – Resolution 2022-02 was presented to the council. A motion to approve Resolution 2022-02 making the quarterly refuse rate for 2022 at \$94 was made by Patrick and 2nd by John. The motion passed without opposition.
- **Fire Police request for Dallastown Borough** for the following events was received: National day of prayer on 5/5/22, Memorial Day Parade 5/30/22, National Night Out 8/2/22, Recreation Carnival 8/16-8/20/22, Halloween Parade 10/20/22, Witch Watch 10/31/22, Christmas in Dallastown 11/5/22 and Santa Comes to Town 11/26/22. A motion to approve the fire police to give assistance was made by Zac and 2nd by Patrick. The motion passed without opposition.
- **Missed garbage collection** – as per the borough’s new contract with Penn Waste, the borough can enforce a \$500 penalty for a mass missed collection of 10 homes or more. The whole borough was missed on Monday, January 3rd and Thursday, January 6th but they did collect on Saturday, January 8th. A motion to enforce the \$500 penalty for the missed collection on January 3rd was made by Patrick and 2nd by James. The motion passed without opposition.

Comments from Council

- **Zac** asked about the water supply issue mentioned in the one letter Todd Klunk provided from the York County Planning Commission. The other council members felt that referred to the supply in that tributary and not the water supply of wells.

Secretary:

- 2022 Meeting Schedule was advertised and provided to the council.
- Updated Felton Borough Directory was provided to the council.
- W2's have been provided to the council, please review and let Joy know if there are any issues.

Adjournment: A motion to adjourn at 7:54 PM was made by James and 2nd by Patrick. The motion passed without opposition.

Joy Flinchbaugh – Borough Secretary