

**Felton Borough, York County ~ Council Meeting
Monday, January 13, 2025**

Meeting Date and Time: Monday, January 13, 2025 6:30 pm at the Felton Borough Office located at 88 Main Street, Felton Pa.

Council Members present: Gary Martin, Sherry Arnold, James Vergos, John Trout, Mike McPherson, and Mayor Bryan McManus

Council Members Absent: Mary Lader and Zac Klock,

Other present: Scott Gingrich of Alliance Fire and Rescue, Tim Quinan Chief of North Hopewell Police and Secretary Joy Flinchbaugh.

Gary Martin opened the meeting with the pledge allegiance to the flag at 6:30 pm.

Approval of Minutes: A motion to approve the December 9, 2024 meeting minutes was made by James and 2nd by John. The motion passed without opposition.

Approval of Treasurer's Report: A motion to approve the treasurer's report with the following additions: GF: Gannett \$303.08 and STATE: Met-Ed Blinking Light \$20.25 was made by James and 2nd by Sherry. The motion passed without opposition.

Called to be on agenda: No one called to be on the agenda.

Public Comment: None

Police: Tim Quiann Chief of North Hopewell Police reported to the council the details from the first 13 days in the borough. To date, there have been 16 traffic stops of which a ¼ of them were borough residents. They are getting a feel for the borough and speaking to the residents. They will be reaching out to the local business owners in the borough also.

Alliance Fire and Rescue – Scott Gingrich

- Now that Chad Arnold has retired from an officer position Scott and others will be rotating the borough meetings.
- There were 3 calls in the borough in December and 111 total for the moth.
- Scott provided all the year end reports to the borough and Joy emailed them out to everyone.
 - Total losses from calls in 2024 was \$399,110.00. Fortunately, there were many more saves than losses
 - There was a total of 994 calls which equaled 2975.51 in manhours
 - There was a total of 17 calls in the borough in 2024 of which 13 were EMS calls
 - There were a total of 1306 training hours for 2024
- They are figuring out the details on the recruitment and retention grant they received. Right now, they are able to pay \$7 per call to those responding to the calls.
- There is a new updated website coming.
- Planning a spring music fest at Fireside
- They are getting a new reporting software. Scott left the meeting at 6:42 pm.

Solicitor – Memo

- **Felton Borough v. Jason Wilt, 42 Beaver Street** - Mr. Wilt entered a guilty plea on December 16, 2024. He has a monthly payment plan for the fine, his next payment of \$50.00 is due on

January 9, 2025. As of today, he has not submitted a permit application or removed the fence on this property.

- **Felton Borough v. Kim Vannoy, 48 High Street** – Now being handled by the NH Township police.
- **Amended and Restated Right to Know Law Policy** - We updated the existing policy to include the denial of oral and anonymous requests. Resolution 2025-01 with the updated policy was presented to the council. A motion to adopt Resolution 2025-01 updated the borough's Right to Know Policy was made by Mike and 2nd by John. The motion passed without opposition. A motion to appoint Joy Flinchbaugh as the borough's Right to Know Officer was made by James and 2nd by Sherry. The motion passed without opposition.
- **Collection Report** – The council reviewed the collection report.
- **2025 Increase in Bidding Thresholds:** Purchases and contracts below \$12,900 require no formal bidding or written/telephonic quotations. Purchases and contracts between \$12,900 and \$23,800 require three written/telephonic quotations. Purchases and contracts over \$23,800 require formal bidding.

Engineer – Byron Trout of Gordon Brown

- **CDBG Grant** – Additional funding from the county for \$19,422.03 was approved and Amendatory Contract #1 was received by the borough reflecting the increase. A payment request from York Excavating for \$16,818.34 for the retainage on the project was received. A motion to approve the payment of \$16,818.34 from the CDBG grant was made by John and 2nd by Sherry. The motion passed without opposition.
- **Penn Dot Multimodal Grant Water Street & Moore Lane** - Applications for payment \$7,101.90 & \$14,199.00 retainage to date for W. Craig Adams was received by the borough. They will be back in the spring to finish Moore Lane. A motion to approve the two requests for payments was made by Sherry and 2nd by James. The motion passed without opposition.
- **Covid 19 ARPA Grant Red Lion Ave Stormwater** – We are still awaiting the Penn Dot permit.
- **Local Share Cat 4 & Statewide Grant from 2023 for Church Lane** – Byron has the bid specifications ready to go and wanted to know if the council would like to review. The council is ready to put the project out for bid.
- **297 Main Street impervious area added** – this has not been done yet. The council would like this letter to be sent before next month's meeting.
- **Local Share Category 4 2024 & Statewide Grant 2024**– Main Street Stormwater Replacement / Parking Lot at Playground – WE should hear about the Category 4 in March and the Statewide in the fall.
- **York County Open Space / Marcellus Shale** – the borough has been awarded \$37,500.00 to complete the parking lot at the playground. John mentioned that he would like to talk more to Brett Shoffner about using the parking on this property. He will talk to him before next month's meeting. Byron will proceed with the PNDI permit and reaching out to FEMA and PEMA since it is in a floodplain.

Code Enforcement –Noting to report.

SEO – Site Design Concepts –

- New fee schedule for 2025 has been received.
- Checking with them about looking at what looks to be an exposed sewer line at 64 Main Street from the demolished shed.

Zoning – nothing new

Old Business:

- **42 Beaver Street Dangerous Dog charges** update from Will Clark – Will Clark confirmed that the grant Dane is now deceased.
- **Solicitation Draft ordinance 2025-01** – the council asked that the draft be sent to Jeff for review.
- **Street Sweeping estimate** – nothing from Brett yet.
- **Dog incident at 56 Charles Street Dangerous Dog charges** – this has been back and forth between Will Clark, Dog Warden and Michelle Klugh, Animal Control. Michelle is to file animal confinement charges against the owners. At this point, nothing has been done yet.
- **Horse & Buggy signs on Main Street** – Penn Dot has been contacted and will perform a study before placing Horse & Buggy signs in the borough.

New Business:

- **Ambulance report** – there were 5 calls in the borough in December and they were all handled.
- **Resolution 2025-02 Amending quarterly refuse fee** was presented to the council. With the yearly increase with Penn Waste the quarterly fee for 2025 will be \$108 per quarter. A motion to approve Resolution 2025-02 was made by James and 2nd by Sherry. The motion passed without opposition.
- **Resolution 2025-03 2025 Fee Schedule** was presented to the council. A motion to adopt Resolution 2025-03 2025 Fee Schedule was made by James and 2nd by Mike. The motion passed without opposition. Tim left the meeting at 7:16 PM.

Comments from Council –

- **John** said he spoke to a State Police Officer and found out that speed bumps are illegal unless they are engineered speed ramps. Joy was asked to check with Byron on the issue.
- **Sherry** asked about the shoveling at 70 Main Street ramp. Joy has checked with Don's Lawn and Landscape who does the borough's snow plowing but he does not have anyone that can do it. Sherry and Bryan said they would try to do it when possible and Joy will help as well.

Secretary: Nothing

Adjournment:

A motion to adjourn was made by James and 2nd by John. at 7:27 pm. The motion passed without opposition.

Borough Secretary ~ Joy Flinchbaugh