

**Felton Borough, York County ~ Council Meeting  
Monday, July 7, 2025**

**Meeting Date and Time:** Monday, July 7, 2025 6:30 pm at the Felton Borough Office located at 88 Main Street, Felton Pa.

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

**Council Members Absent:** Zac Klock

**Other present:** Nate Smith of North Hopewell Police, Lori Allen, Kim McPherson, Ed Cuthie, Kevin & Kathie Harris, Jordan Keeny and Joy Flinchbaugh, Borough Secretary.

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

**Approval of Minutes:** A motion to approve the June 9<sup>th</sup> council meeting minutes was made by Mary and 2<sup>nd</sup> by James. The motion passed without opposition.

**Approval of Treasurer's Report:** A motion to approve the treasurer's report with the following additions GF: Knaper's \$285, Met-Ed Pavilion \$26.11, Dave Gable Life Takes Books \$15 and State Fund: Met-Ed Street Lights \$639.37 was made by Sherry and 2<sup>nd</sup> by John. The motion passed without opposition.

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

**Public Comment:** Ed Cuthie questioned whether there really is an issue with some peoples wells and he feels that there should be proof given by an inspector of an issue. **Jordan Keeny** was present to hear more about the water issue also.

**Police: North Hopewell Police**

- Nate Smith reviewed the June report with the council. There was a total of 8 calls for service in the month of June. There were 8 traffic stops which resulted in 6 traffic citations and 2 written warnings. The total hours for June were 30.25
- Nate mentioned that he spent some time walking around during the Celebrate Felton Event.
- Sherry mentioned that the previous night a chair and car seat had been set on fire right outside of the boroughs boundary and York Area Regional responded to the call. She wanted to make sure they were aware this happened.

**Alliance Fire and Rescue –**

- No one was present due to a fire call.

**Solicitor – Memo**

- **Floodplain Ordinance – Ordinance No. 2025-02**, Amending Floodplain Management Regulations. The Ordinance was advertised and is ready for adoption. A motion to approve Ordinance 2025-02 was made by Sherry and 2<sup>nd</sup> by Mike. The motion passed without opposition.
- **Collection Report** – The council reviewed the collection report. A motion to file a 2<sup>nd</sup> lien on 39 Red Lion Avenue for past due garbage fees was made by James and 2<sup>nd</sup> by Sherry. The motion passed without opposition.

### Engineer – Byron Trout of Gordon Brown

- **Penn Dot Multimodal Grant for Water Street & Moore Lane** – W. Craig Adams will be completed by mid-week. W. Craig Adams gave a quote to complete the section of Water Street from 75 Main Street back to the stop sign where they stopped. For some reason this section was missed in the bid specs. Two quotes were given and are as follows:
  - Overlay the street for \$8,77.00
  - Mill and overlay the street for \$22,943.00. It was discussed that if the borough would want to do the milling and overlay, we would need to get 2 other quotes due to the amount. A motion to approve the overlay only for \$8,770.00 was made by May and 2<sup>nd</sup> by John. The motion passed without opposition.
- **Covid 19 ARPA Grant – Red Lion Ave Stormwater** PennDOT permit has been received and the pre-construction meeting will take place this week. Work will begin shortly thereafter.
- **Local Share Cat 4 & Statewide Grant from 2023 for Church Lane** this project is completed and we have received our reimbursement for the project.
- **297 Main Street impervious area added** – they have dug one of the holes but nothing has been completed as of today. A motion was made to start fining them was made by Sherry and 2<sup>nd</sup> by John. The motion passed without opposition. This will be passed onto Jeff.
- **Local Share Statewide Grant 2024** – will be notified in the fall of award
- **Local Share Category 4 2024 & York County Open Space Marcellus Shale Grant – Playground parking lot** – this project will be put out for bid this month.
- **CDBG Grant** – Joy will check with Byron to see if the closeout inspection as sent to PennDOT.

### Code Enforcement –

- **28 Red Lion Avenue** – a letter was sent and they have 30 days to comply. Wayne will follow up after the 30 days.

### SEO – Site Design Concepts

- Nothing to report.

### Zoning –

- Nothing to report.

### Old Business:

- **Public Water** – the mailers were sent out on June 17, 2025 and they have until July 31<sup>st</sup> to return to the borough office. Joy gave the council an update of the surveys that have been returned so far. Mary made a motion that a vote be taken at the August 11<sup>th</sup> meeting. The motion was 2<sup>nd</sup> by John. Sherry was opposed. The motion passed. Joy checked with Sonlight Chapel at 53 Main Street to see if we could hold the August meeting there to accommodate more residents. The council agreed to hold the meeting there for August. Once confirmed with Sonlight, Joy will advertise the new location. Bryan asked that they be updated more than once a week on the incoming surveys.
- **Celebrate Felton Budget vs Actual** – The total cost of the Celebrate Felton was \$5,231.71 and the budget was \$5,000. The cost of the insurance this year was much higher than last year and did not include the coverage for the bounce houses. Due to this we were unable to have them. Everything went well and it seemed like there was a good turnout.
- **Liquid Fuels Account** – Joy will have completed the transfer to PLGIT by next month's meeting.

- **Street sweeping update** – there is no update. Joy did let them know not to do anything further on Charles Street after last months meeting.
- **Mulch for playground** – Pennell Services quote was very high and our mowing contractor did not have time to give us a quote. This has not been done yet. We will need to look into getting some for under the swing sets. Gary mentioned looking into getting donations for mulch.

### New Business:

- **Ambulance report** – there was 1 handled call in the borough in June.
- **Meeting with SPCA** – Joy provided notes from the last meeting. At this point they are looking at a 7 – 10 % increase in our contract. We will receive that sometime in August.
- **NIMS Training** – all elected officials need to have NIMS training. Joy will find out more information on available training and get that scheduled after the beginning of the year to get the new members trained as well.
- **Emergency Management Coordinator** – the borough needs an EMC. Joy reached out to the gentleman that handles Windsor Township. He said he would consider it if we cannot find anyone else. Gary asked for more information.
- **Copier Lease** – the borough’s current copier lease with Doceo runs out in August. A 63-month lease for a new copier for \$66.50 a month was given by Doceo. We have contracted with Doceo for years and the lease and Doceo agreement covers everything but the paper. We get 12,000 copies a year and if we go over it will be charged at a rate of \$.015 per page over the 12,000. A motion to go with the new copier lease with Doceo was made by James and 2<sup>nd</sup> by Mary. The motion passed without opposition.
- **Proposed Amendment to the Intergovernmental Cooperation Agreement - Resolution # 2025-10** – York County Stormwater Consortium is looking to extend our current agreement until December 31, 2030. This will allow the group to complete and submit the final MS4 report and prepare a new plan for DEP. Extending the contract will not result in any additional financial obligations. A motion to approve Resolution 2025-10 amending the Intergovernmental Agreement with the York County Stormwater Consortium was made by Mary and 2<sup>nd</sup> by John. The motion passed without opposition.
- **Shenk Road pot holes** – a resident on Shenk Road asked the borough if we would fix the pot holes on the street because we plow at the bottom of the road. Shenk Road is not a borough road and it is only cindered and plowed at the bottom to keep cars from sliding out onto Main Street. The is also done at Godfrey Road. Since the borough does not own the road, the borough will not fix the pot holes.
- **Thank you from the American Red Cross** – a thank you was received for our yearly donation.
- **Insurance meeting** – Joy has a meeting this week with a new insurance representative. Our current company changed ownership and the service has not been the same. John with Acrisure was helpful for Joy when trying to get insurance for the bounce houses and the event.
- **Maximum Occupant Load** for office set by CCIS – Pete Shilling of CCIS was in the office and has set the Occupant Load to 30 people.

### Comments from Council –

- **John** asked about the millings from Moore Lane. Joy said some will go to fix the parking area for fishing at the Water Street bridge and the rest will be spread at Brett Shoffner’s business where the borough used for parking for the event.

**Secretary:**

- Budget vs Actual through July 2<sup>nd</sup> was given to the council for their review.
- Office Closed on Monday, August 4<sup>th</sup> and Tuesday, August 5<sup>th</sup>. This being the case our next meeting will be on Monday, August 11<sup>th</sup>.

**Adjournment:**

A motion to adjourn was made by John and 2<sup>nd</sup> by Mary at 7:31 pm. The motion passed without opposition.

*Borough Secretary ~ Joy Flinchbaugh*