

**Felton Borough, York County ~ Council Meeting  
Monday, March 2, 2026**

**Meeting Date and Time:** Monday, March 2, 2026 at 6:30 pm at the Felton Borough Office located at 88 Main Street, Felton Pa.

**Council Members present:** Gary Martin, James Vergo, Sherry Arnold, John Trout, Dan Green and Jordan Keeny and Mayor Bryan McManus

**Council Members absent:** Zac Klock

**Other present:** Byron Trout of Gordon Brown & Assoc., Scott Gingrich of Alliance Fire & Rescue, Jeff Rehmeier of CGA Law Firm, Brently Keeny, Lori Allen, Chief Tim Quiann of NHTPD, Anna O’Berry, Leonard Petrovich, Kevin Harris, Jack Cuugle and Joy Flinchbaugh, Borough Secretary.

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

**Public Comment: Jack Cuugle** was present to inform the Council about a Farmer’s Marekt that will be beginning in the spring in Stewartstown. They are looking for vendors. They will also be having a “Peep Show” competition for art creations made out of Peeps.

**Kevin Harris** was present to voice his concern for not having a flood elevation benchmark in the Borough. There was discussion on their being a benchmark on the Main Street bridge. Byron said that he can find out what the elevation is on the Main Street bridge and where it is located.

**Approval of Minutes:** A motion to approve the February 2nd council meeting minutes was made by Jordan Keeny and 2nd John Trout. The motion passed without opposition.

**Approval of Treasurer’s Report:** A motion to approve the treasurer’s report with the following additions GF: Comcast \$122.95, North Hopewell Police \$2040.00, Jeff Koons \$196.89, Joy \$1617.32, LEAF \$66.50 State Fund: Met-Ed \$710.81 and a change to the Piccone Invoice for the park cameras to \$7098.80 was made by James Vergos and 2nd by John Trout. The motion passed without opposition.

**Called to be on agenda: Leonard Petrovich of 352 Main Street** was present to talk with Council about the letter that he received from Zoning and Code Enforcement Officer Jeffrey L. Koons, which letter was dated February 20, 2026. Mr. Koons indicated in the letter that he was new to the position, so there might have been some confusion as to what had taken place in the past regarding the property. Mr. Koons asked for the opportunity to meet with Petrovich to review what structures are on his property, their locations, and their uses. A specific question has arisen regarding the use of accessory structures, as the use (whether for the care of animals or not) dictates the applicable setback for said structures from the property lines. Mr. Petrovich said that he would remove anything that is animal related from any of the structures, so they would meet the setback requirements. Mr. Petrovich does not feel that he should have to allow another Borough Representative to inspect his property. Council indicated that the opportunity for Mr. Koons to meet with him was intended to confirm that everything was in compliance. The solicitor indicated that if such a meeting confirmed it, then the matter would be closed. However, if anything was not in compliance, a formal notice would be provided, specifically indicating what issues might exist under the applicable Ordinances. That notice would allow an opportunity to cure any discrepancies and resolve them. After further discussion, Mr. Petrovich reiterated that he was not willing to allow Mr. Koons to come onto his property. Council explained that they would direct Mr. Koons not to pursue his request for a meeting at this time. Council also told Mr. Petrovich that if another complaint comes in, or it becomes apparent that the Ordinance is not being followed, that the Borough will have no choice but to proceed with the appropriate enforcement. The Borough Secretary indicated she would let Mr. Koons know that nothing further is needed at this time.

**Police: North Hopewell Police** – Chief Tim Quiann

- Chief Tim went over the February police report with the council. There was a total of 15 contacts in the Borough in February. There were 9 calls for service, 6 traffic stops with 2 citations issued and 4 written warnings given. Tim left the meeting at 7:32 PM.

**Alliance Fire and Rescue** – Scott Gingrich, Chief

- Scott Gingrich said he did not have the reports completed yet but will send them via email when they are done. There was a chimney fire in the Borough on Saturday.
- An invite has been given for their upcoming banquet.
- They are having cameras installed in all of their vehicles for safety reasons. They will also be able to notify members of mechanical issues.

**Solicitor** – Jeff Rehmeyer of CGA Law Firm

- **Draft Truck Restriction Ordinance** - Jeff provided the draft Ordinance restricting trucks in excess of 25 feet in length on Charles Street for the February meeting. Based upon recent communication from PennDOT, it appears as if signage for this restriction will need to be placed at the intersection of Main Street (a State Road) and Charles Street (Felton Borough) and the intersection of Brownton Road (a State Road) and Runkle Road (Chanceford Township). Therefore, the following steps need to be taken prior to the Borough's advertising and adopting the Ordinance: Felton Borough will need to seek authorization from PennDOT to post the signs on Main Street as it is a State Road. This can be done by sending a letter, the Traffic and Engineering Study, LTAP Technical Assistance Report, and a basic concept plan showing the proposed signage especially in the State Right-of-Way to PennDOT. Chanceford Township will also need to seek authorization from PennDOT to post the signs on Brownton Road and will need to adopt an Ordinance allowing for the posting of the signs. Upon approval from PennDOT by the Borough and the Township, the Ordinance(s) may be advertised and adopted. He is ready to assist as may be necessary to move this forward.
- **Sewage Enforcement Officer Agreement** - Jeff reviewed the Agreement and believes the Council can approve the agreement. One suggestion moving forward is limiting these contracts to 2 years so any incoming council members have the option to change.
- **Municipal Law Primer at CGA Law Firm** will be coming up on March 25, 3 p.m. or 6 p.m.
- **Collection Report** – Jeff reviewed the collections report with the Council.
- The Council will need to go into an Executive Session at the end of the meeting to discuss possible litigation.

**Engineer – Byron Trout of Gordon Brown**

- **Covid 19 ARPA Grant – Red Lion Ave Stormwater:** Byron reviewed with the Council the spreadsheet he and Joy came up with showing what JVI feels is still owed compared to what the Borough feels is correct.
  - The original contract was for \$186,650 which the Borough has paid in full. JVI Change order #1 dated July 31, 2025 for type 4 inlets, flowable fill and sewer later repairs for a total of \$42,490.00. The Borough may be agreeable with the flowable fill and the sewer lateral repairs. The Borough believes that PennDOT should be responsible for 2 of the Type 4 inlets because they were on PennDOT's drawings. The sewer laterals were repaired without notification to The York Water Company, which owns and operates the sewer system. The location of the sewer laterals was marked by USIC using the as built drawings from the Borough.
  - Change order #2 dated September 25, 2025 were charges for the 6" paving depth that PennDOT required and concrete steps repair for a total of \$73,560.00. The Borough does

not agree with unit cost of \$85 sq yard for the paving and the cost of the concrete repair. The Borough feels the unit cost for paving should be \$55sq yard, which was their original bid amount times 3 to increase to the required 6". At most, the costs should be \$43,120.00 for paving and \$5,482.00 for the concrete step repairs.

- With PennDOT paying \$22,000 for the 2 inlets, changing paving cost & concrete step repair, the maximum responsibility of the Borough could be \$22,472.70, instead of \$69,430.50.
- The Council questioned if the change orders were properly presented and approved. The next step is for the engineer to draft a response letter to JVI with a proposal to resolve the matter amicably. The solicitor was asked to review the letter prior to its transmission.
- **Local Share Category 4 2024 & York County Open Space Marcellus Shale Grant Playground parking lot** – Byron's part of this project is complete. Cameras will be installed this month. A deposit has been required which was approved in the Treasurer's report.
- **Maul Avenue Bridge Replacement** – Byron is looking for available grants to do bridge replacement. Most are not open until September. Brian McManus asked what a rough estimate would be to replace the bridge and decking. Byron thought it would be around \$450,000.00 - \$550,000.
- **Flood Elevation Benchmark** – As discussed earlier, a motion to approve Byron to do a flood elevation benchmark on the Main Street Bridge was made by James and 2<sup>nd</sup> by Sherry. The motion passed without opposition. Byron left the meeting at 8:03 PM

#### **Code Enforcement & Zoning Officer – Jeff Koons Memo**

- Jeff is following up with 128 Main Street for chickens that are not allowed.
- Jeff sent a letter to 352 Main Street requesting an inspection.

#### **SEO – Adam Anderson now at James R. Holley & Associates**

- Adam Anderson is now with James R. Holley and Associates and has given a new contract. A motion to approve the SEO Contract with James R. Holley & Associates was made by John and 2<sup>nd</sup> by James. The motion passed without opposition.

#### **Floodplain Administration –**

- **13 Maul Avenue** – Last month they submitted a new permit to restore the home back to the original use for a total cost of \$75,000, just under the Substantial Improvement threshold. Joy sent a letter requesting a breakdown of costs to justify their amount. An estimate was received and is now \$71,457.92. After discussion on the issue and a recommendation from Attorney Jeff Rehmyer, a motion was made to accept the estimate with the submittal of all receipts to back up the estimate and allow for multiple inspections during the reconstruction was made by Jordan and 2<sup>nd</sup> by Sherry. The motion passed without opposition. Joy will send a response letter approving the permit with the requirement to allow multiple inspections during the remodel and the submittal of receipts verifying the costs. If the costs exceed the Substantial Improvement threshold, then the home would need to be raised and the basement filled in. The same would happen if any more work would be done within 1 year of the permit that would put the cost over the Substantial Improvement Threshold.
- **Inspection request for 2 Beaver Street** – Joy has been in communication with Kevin Harris and he is aware there is Substantial Damage which would require the property to come up to flood codes when it is remodeled. Kevin said he is having another inspection. The first one showed that the foundation was not damaged even though the home shifted.

### Old Business:

- **Resolution 2026-05 Council Seat Appointment** - James Vergos was appointed to Mike McPherson's vacant seat at the February meeting and this resolution confirms that appointment. A motion to approve Resolution 2026-05 was made by Sherry and 2<sup>nd</sup> by John. The motion passed without opposition.
- **Street sweeping in 2026** – Brett Shoffner of Shoffner Construction has submitted the following estimate to do street sweeping on all of Main Street & High Street: One time would be \$1590, quarterly would be \$1200 and monthly would be \$765.00. A motion to have 2 street sweepings done, one in April and one at the end of fall for \$1200 each time was made by Sherry and 2<sup>nd</sup> by John. The motion passed without opposition.
- **Charles Street Tractor and trailer restriction sign** – was discussed earlier.
- **NIMS** – The online site is down again.
- **Auditor position** – Anna O'Berry is interested in the vacant Auditor Position. A motion to appoint Anna O'Berry to the Elected Auditor position by Resolution 2026-06 was made by John and 2<sup>nd</sup> by Sherry. The motion passed without opposition. Mayor Brian proceeded to swear in Anna.
- **Maul Avenue Bridge** – Joy Emailed YCCD about Dirt & Gravel Road Low Volume Road Grant and has an onsite meeting this Thursday. Joy also reached out the County to see about CDBG funding.
- **Road closed signs** – didn't get any purchased yet.
- **Accessory Building Height in the Zoning Ordinance** – there has been discussion before on the maximum height for an accessory building. James said he reviewed and has some suggestions. He will send them out to the council for the next meeting.

### New Business:

- **Ambulance report** – there were 3 calls in the Borough in February all of which were handled.
- **Fire Police Request for Dallastown Borough & Fawn Grove Borough** were presented to the Council. A motion to approve the requests was made by James and 2<sup>nd</sup> by John. The motion passed without opposition.
- **LED street lights** – First Energy will be replacing all street lights through 2029.
- **Point of contact for issues with roads, bridges, parks** – Joy asked the Council about having certain Council Members designated to contact when issues arise on roads, bridges, parks, etc. The Council was in agreement for Joy to come up with a list.
- **Liberty Tree planting April 11, 2026** – This is going to be a large tree and the Borough Office Garden location will probably not work. It was suggested to have the tree planted at the park by the new parking lot.
- **Alliance Fire & Rescue Banquet Invitation** – invitation has been received.
- **Kids Only Trout Fishing** – The creek will be closed on Thursday, April 9<sup>th</sup> and will be stocked on Friday, April 10<sup>th</sup>. Kids Only fishing begins on Saturday, April 11<sup>th</sup> at 8 AM and will go until 5 PM on Sunday, April 19<sup>th</sup>.
- **PA One Calls received** – the York Water Company now owns the sewer at Chanceford Crossings and has put in PA One Calls for a sewer line extension from Chanceford Crossing to Felton Plant.

### Comments from Council –

- **John Trout** mentioned that we need 2 new Children at Play signs at the park.
- **Gary Martin** said there is another issue with a dog running at large on High Street. Joy will send another letter.

**Secretary:**

- **PSAB Conference:** Joy would like to attend this year's Boroughs Conference 5/31 – 6/3 9 since she won ½ price registration fee from the County Borough's Association. The estimated cost is \$600. A motion to approve this expense was made by James and 2<sup>nd</sup> by Sherry. The June meeting will need to change to the 2<sup>nd</sup> Monday which will be June. 8<sup>th</sup>.
- **Muddy Creek Trout Unlimited** would like to set up for the 1st Day of Trout on April 4<sup>th</sup>. They are going to take a look and see if it will work out for them. SonLight has the pavilion rented for that day.
- **YCBA Meeting** – Quarterly meeting is coming up on 3/26/26 if anyone would like to attend.

**Public Comment: - None**

**Council Executive Session** – the Council went into an executive session at 8:42 pm to discuss possible litigation and came out of the session at 9:09 PM.

**Adjournment:** A motion to adjourn at 9:10 PM was made by Jordan Keeny and 2<sup>nd</sup> by Sherry Arnold. The motion passed without opposition.

*Borough Secretary ~ Joy Flinchbaugh*