

**Felton Borough, York County ~ Council Meeting  
Monday, May 12, 2025**

**Meeting Date and Time:** Monday, May 12, 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, Zac Klock, , and Mayor Bryan McManus

**Council Members Absent:** James Vergos, John Trout, Mike McPherson

**Other present:** Nate Smith of North Hopewell Police, Lori Allen, Kim McPherson, Mary Ellen & Ed Cuthie, Jordan Keeney, Dan Green, Kathie Harris, Kevin Harris, Vera Rutter and Joy Flinchbaugh, Borough Secretary.

Gary Martin opened the meeting with the pledge allegiance to the flag at 6:40 pm.

**Approval of Minutes:** A motion to approve the April 7<sup>th</sup> council meeting minutes was made by Mary and 2<sup>nd</sup> by Zac. The motion passed without opposition.

**Approval of Treasurer's Report:** A motion to approve the treasurer's report with the following additions GF: PA One Call \$4.00, Gannett PA bid advertising \$419.00, Elan Financial Credit Card \$247.76, CGA General \$1829.50 & Tress Account \$50.00, Gordon Brown Red Lion Ave \$4700.75, 297 Main St \$510.00, General \$150.00, Church Lane \$1035.05 and State Fund: Met-Ed Blinking Lt \$25.01 was made by Zac and 2nd by Mary. The motion passed without opposition.

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

**Police: North Hopewell Police**

- Nate Smith was present at tonight's meeting to provide the police report. There was a total of 23 contacts in the borough in April. There were 11 calls for service and 12 traffic stops of which 8 citations were given, 3 written warnings and 1 verbal warning issued.

**Alliance Fire and Rescue –**

- Scott was unable to attend tonight's meeting but provided all the monthly reports to the borough. Joy sent out all the reports via.
- There was a total of 80 calls in April of which 4 where in the borough.

**Solicitor – Memo**

- **Floodplain Ordinance** - Upon the direction of Borough Council, we prepared an Amendment to the Borough's Floodplain Management Ordinance to enhance enforcement provisions. The Ordinance was e-mailed to the Borough Secretary for review and comment. Unless you have questions or comments, I would ask for permission to advertise the amendment to the Floodplain Ordinance, so that you can then proceed and adopt it. Once it is adopted, the Borough's position would be enhanced relative to violations of this Ordinance. Due to questions about the amendment, the council put on hold for June meeting when Jeff will be in attendance.
- **Code of Conduct** - In response to questions and communications, we provided a sample Code of Conduct to the Borough Secretary. You can discuss and consider it. If you have questions, please let me know. If you would like to proceed with something the same as or similar to that Code of Conduct, I can help you implement it.
- **Collection Report** – The council reviewed the report. A motion to file liens on 157 High Street & 70 High Stret was made by Gary and 2<sup>nd</sup> by Zac. The motion passed without opposition.

- **Holly Rider Church Lane** – an email from Holly was received with questions directed to Jeff in regards to Church Lane. Jeff is asking for guidance from the council on follow up. The council asked Byron to discuss the process. Byron mentioned that the project was constructed as per the drawings. Byron and Joy met on site before construction began and walked the project with the contractor. Stakes were placed before construction began. They did not move the well pit on the lower side due to the cost and not wanting to disturb this well due to the problem with water in the area. They were able to shift that section over 1 ½ - 2'. The council decided to hold off until the June meeting to discuss. Joy will provide Holly with the drawings for the project that was completed.

### **Engineer – Byron Trout of Gordon Brown**

- **Penn Dot Multimodal Grant Award Water Street & Moore Lane** – On schedule to be completed either the 1<sup>st</sup> or 2<sup>nd</sup> week of June. Any extra materials from the project will be spread at the fishing parking area by the Water Street Bridge.
- **Covid 19 ARPA Grant – Red Lion Ave Stormwater** – Work to begin next week. There is one inlet that was part of our project as well as JVI's contract with Penn Dot for their project. That cost will be taken out of our scope of work. The borough's grant amount is for \$176,907 with a borough match of \$32,877.90 and JVI's bid amount is for \$186,650. Byron needs to address some questions from Penn Dot for the permit and then we will good to have them do the borough's portion. Byron will get all the bond documents from JVI and then the contract signed.
- **Local Share Cat 4 & Statewide Grant from 2023 for Church Lane** – This project is done and looks good. There are 2 small spots that Byron is going to have them come back and reseed. Byron agrees with their application for payment. Their bid was for 59,455 but the cost came in at \$55,351.95.
- **297 Main Street impervious area added** – Byron met with the owners on site 2 times to go over the infiltration pits and the planting of trees. They were given 15 days to bring it into compliance. Byron mentioned that there has been no construction yet. The council agreed that we need to move forward with enforcement of the ordinance penalties if they do not comply within the time frame noted in Byron's letter to them.
- **Local Share Statewide Grant 2024** – Should be notified in the fall but Byron has heard there is a possibility that we will know sometime over the summer.
- **Local Share Category 4 2024 & York County Open Space Marcellus Shale Grant – Playground parking lot** – Byron has not been able to do anything with this grant other than the PNDI. FEMA needs to be contacted to see if a permit is required. Byron has the plans and bid specs completed and he said he will have more information for the June meeting.
- **CDBG Grant** – The project is complete and has been paid in full. Byron had another concrete contractor down to look at handicap ramps 19 & 11 Main Street and they believe it is from freeze/thaw activity. The only way to avoid this would be to dig up the ramps again and put down a different stone base. The council directed Byron to fill out the Penn Dot forms on the closed-out permit. Two estimates were received for the ramp at 49 Main Street & add another pole in the railing at 70 Main Street. York Excavating gave a price of \$4783 for the ramp and \$908 for the pole addition. Pennell Services gave a price of \$5800 to do the ramp at 49 Main Street. It was decided to hold off on this project until Met-Ed removes the old pole.
- **Hole in pavement at playground area** – A new hole has opened in the paved walking path at the playground. It seems to be in line with the electrical trench that was run last year. Pennell Services gave a quote to fix the hole and slope the pavement down into the mulch. Currently the pavement is dropping off at the end of the pavement where it drops off into the mulch. The prices are as follows:

- Saw cut the blacktop and remove existing blacktop. Compact the electrical ditch with tamper. Ramp #1 \$450.00 and Ramp #2 \$200.00
- Redo ramp with blacktop sloping into the playground. Ramp # 1 \$850 and Ramp #2 \$600.00
- Red ramp with concrete and sloping into the playground: Ramp #1 \$1100.00 and Ramp #2 \$800.00
- A motion to approve Pennell Services to saw cut the blacktop and remove existing blacktop on both ramps for \$650.00 and redo with blacktop on both ramps for \$1450 for a total of \$2100 was made by Mary and 2<sup>nd</sup> by Zac. The motion passed without opposition.

### Code Enforcement –

- Joy provided Wayne with the list of rental inspections due this year

### SEO – Site Design Concepts –

- Joy sent out notices to those that need their septic systems pumped this year.

### Zoning –

- Joy received a complaint today that involves Zoning and Codes. She is going to be passing it onto Wayne for assistance.

### Old Business:

- **Public Water** – Joy provided a separate packet of information for the council. Sherry asked that a packet of information for residents be drafted for the June meeting. The council can then review the information and get it mailed out to the residents. Joy suggested putting a deadline on the response time. **Kevin Harris** asked to speak and asked how we are going to make sure everyone receives the information. It will be sent out to every property owner in the borough. **Vera Rutter** was present to voice her opposition to the public water and stated that she did not know this was up for discussion. Joy mentioned that information was put out in the March newsletter. It was noted that only 30 some responses have been received since the newsletter when out and the council would like to hear from more of the borough residents. **Jordan Keeny** voiced her opposition to public water.
- **Street Sweeping estimate from Red Lion Borough** – Joy spoke with Brett at Red Lion Borough and he said it hard to have good estimate of how much time it will take to do the streets. They will not do anymore than they need to and will work the borough to keep the costs down. A motion to have Red Lion Borough do street sweeping in the borough for \$100 per hour was made by Mary and 2<sup>nd</sup> by Sherry. The motion passed without opposition.
- **Community Day, Saturday, June 28th** - 3 Monkey's wants to donate a small bounce house and an obstacle course. Volunteers will be needed to supervise the bounce houses. The council agreed to having them and will help supervise them. Joy will make up a schedule.
- **Resolution 2025-05 Modifying the Intergovernmental Cooperation Agreement with County for Appeals Board** – Joy provided the information on the resolution and Jeff recommends adoption. A motion to adopt Resolution 2025-05 was made by Mary and 2<sup>nd</sup> by Zac. The motion passed without opposition.
- **Exelon Fishing Weekend** is coming up this weekend, May 16 -18<sup>th</sup>
- **Cameras at the park & baseball field** – Joy met with and received a quote from Advantage Security. The quote for cameras is \$9048.00. Since we have 2 grants for the Playground Parking area, Joy reached out to the county on the Open Space grant we have and asked if

the cost of cameras could be added since they will also be used to monitor the area. They are asking the budget and project description to be changed. The council agreed for Joy to submit these changes.

### **New Business:**

- **Ambulance report** – there were a total of 4 calls in the borough in April. 3 were handled and 1 was sent to the next due ambulance.
- **Shrewsbury Borough & Springfield Twp Fire Police Request** – Shrewsbury requests assistance for the Annual Fireman's Carnival June 23 -28 and Springfield Twp requests assistance for their July 4<sup>th</sup> blast. A motion to approve both requests was made by Zac and 2<sup>nd</sup> by Mary. Sherry abstained. The motion passed without opposition.
- **Pot holes repair on Charles Street & Beaver Street Quote** – Joy got a quote from Restuccia Construction to fix the pot holes. They gave a quote of \$800 to shovel out the sediment and patch with hot asphalt or \$1900 to saw cut / trim edges, remove sediment and old asphalt, fill with hot asphalt and seal the edges. A motion to approve Restuccia to do option 2 for \$1900 was made by Mary and 2<sup>nd</sup> by Sherry. The motion passed without opposition.
- **Meeting with SPCA** – Joy informed the council that she is attending meetings with the SPCA and other municipal managers in regards to updating the current contract and fees. There is a meeting next month that she will be attending to have a better idea of what the contract rates will be for 2026.
- **Hole in pavement at playground area – Quote from Pennell Services** – was discussed earlier.
- **Liquid Fuels Account** – Joy asked the council about moving this current checking account to a PLGIT checking account to get a higher rate. She was looking into doing the general fund checking account also but they have no where local to make deposits. Bryan asked Joy to find out the rate and terms.

### **Comments from Council –**

- **Mayor Bryan** asked the council to consider getting a price from W. Craig Adams to do the portion of Water Street along 75 Main Street that was not included in the grant work. The council agreed to have them give a price to do the work when they are here finishing up Moore Lane. Bryan also asked if Joy will have any issues getting the mailer for them to review at the June meeting. Joy said she will have it ready.

### **Secretary:**

- **Budget vs actual** through May 1<sup>st</sup> was provided to the council.
- **Office closed** on Thursday, May 22<sup>nd</sup> & June 1- 4 for Boroughs Association Conference
- **Cherry Tree** – the cherry tree out front has died and the neighbors asked to cut it down to use the wood. Lori Allen reminded the council that was installed in memory of Craig Wood and we should check with Joeline Wood first. Joy will take care of that.
- **Outside vent** – there is a vent on the back of the building Joy must have fixed.

### **Adjournment:**

A motion to adjourn was made by Gary and 2<sup>nd</sup> by Sherry. at 8:38 pm. The motion passed without opposition.

*Borough Secretary ~ Joy Flinchbaugh*