**Felton Borough, York County ~ Council Meeting**
**Monday, May 4, 2026**

**Meeting Date and Time:** Monday, May 4, 2026 at 6:30 pm at the Felton Borough Office located at 88 Main Street, Felton Pa.
**Council Members present:** Gary Martin, Zac Klock, James Vergos, Sherry Arnold, Dan Green and Jordan Keeny and Mayor Bryan McManus
**Council Members Absent:** John Trout
**Other present**: Scott Gingrich of Alliance Fire & Rescue, Officer Piccolo of NHTPD, Brently Keeny, Lori Allen, Kim McPherson, Krista Green, Holly Rider, Dave Gembe, Chris Ward and Joy Flinchbaugh, Borough Secretary.
**Opening:** Gary Martin opened the meeting with the pledge allegiance to the flag at 6:30 pm.

**Public Comment: None**.

**Approval of Minutes:** A motion to approve the April 6th council meeting minutes was made by James Vergos and 2nd Sherry Arnold. The motion passed without opposition.

**Approval of Treasurer's Report:** A motion to approve the treasurer's report with the following additions GF: Jeff Koons $294.01, Sharon Wolfe $2640.40, Coursevector $1239.00, Penn Waste $8471.65 State Fund: Met-Ed $702.35 was made by Jordan Keeny and 2nd by Sherry Arnold. The motion passed without opposition.

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

**Police: North Hopewell Police** – Officer Piccolo

- Officer Piccolo was present to report on April's activity which is as follows: There were 30 contacts of which 21 were calls for service, 9 traffic stops with 4 citations issued, 5 written warnings and 0 verbal warnings given.
- He informed the Council about scams that they are seeing.
- Officer Piccolo left the meeting at 6:34 pm.

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

- Scott Gingrich did not yet have the April reports but will email them when they are ready.
- The new engine is here in Red Lion and will be going to Harrisburg for the expo show. It should be in service by June. He plans to bring to the June meeting for the Council to see.
- Gun Raffle tickets are now available for sale.
- They have contacted the County to inform them they will not be able to provide the fire hall for any future polling locations due to the long-term renter they have in the facility.
- Scott left the meeting at 6:38

**Solicitor –** Memo

- **Charles Street Truck Restriction Ordinance -** The Ordinance may be advertised for adoption upon direction from Borough Council. A motion to advertise the Truck Restriction Ordinance for Charles Stret was made by James Vergos and 2nd by Sherry Arnold. The motion passed without opposition.
- **JVI Group, Inc.** - The Engineer, Borough Secretary and we collaborated with regard to a letter to the JVI Group, Inc. It has been transmitted but we have not yet received a response. Joy mentioned they did reach out to Byron and he informed them to contact Jeff at CGA.

- **Refuse Contract, ends December 31, 2026** - We plan to update the bid specifications in the summer. Please let us know if there are any issues or concerns that should be addressed in the bid specifications. Joy mentioned having 2 toter sizes in this contract.
- **Collection Report** – The Council reviewed the report and would like to see about moving forward on 2 liens filed against 262 Main Street. Joy will let Jeff know for the June meeting.
- **Municipal Ballgame, WellSpan Park,** Friday, May 15, 2026, 5:30 p.m.

**Engineer – Byron Trout of Gordon Brown**

- **Covid 19 ARPA Grant – Red Lion Ave Stormwater** – Byron and Joy met with the residents on Red Lion Avenue about the water run off complaints. Byron is going to check the inlets during the next heavy rain we have and go from there.
- **Transportation Alternatives Set-Aside Program** – Main Street / Church Avenue Sidewalks – awaiting the award announcements.
- **Maul Avenue Bridge Replacement** – We can submit for a Local Share Category 4 in September and the Statewide grant right after. Byron will work on getting a price together for the application. Byron said there are difference options for replacing that bridge and he will also check with Aquatic Resources to see if they have any upcoming stream restoration projects on Pine Run.
- **Church Lane Issues** – Byron has not had a chance to paint a line at the property corners on the South Side of Church Lane. The one marker was covered over by paving an he needs to locate it before painting the boundary line. He is doing this work free of charge for the Borough.
- **FEMA Benchmarks** – Byron spoke about the 3 Flood Elevation Benchmarks that were found in the Borough. Byron then left the meeting.

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

- **52 Main Street** parking area is now in compliance
- **62/64 Main Street** – will be sending a Nuisance Ordinance violation notice. Jeff suggests adopting the International Property Maintenance Code so he can enforce code violations rather than having our BCO do it.
- Completed 1 Rental inspection

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

- Upcoming hearing for 44 Sechrist Flat Road that did not have their system pumped in 2025.
- Reviewed a flagged pump out report and the system has been found to be in compliance with no issues.

**Floodplain Administration –**

- **13 Maul Avenue** – No work has been started yet.
- **2 Beaver Street** –Still on hold for the report from the inspector he hired.
- **Shed permit for 23 Maul Avenue** – Resident is going to abide by the Floodplain regulations
- **Green House permit 62 Red Lion Avenue** has been applied for and working to be in compliance with floodplain regulations

**Old Business:**

- **Local Share Category 4 2024 & York County Open Space Marcellus Shale Grant – playground parking lot** – they started installing the cameras at the playground and park last week and will be ongoing for a few weeks.
- **NIMS –** site may be back up.
- **Road closed signs are ready to picked up -** Byran offered to pick them up.

- **Accessory Building Height Zoning Ordinance** – James reviewed his notes on updating the zoning ordinance which are as follows:
    - Section 900A **-** No accessory structure or building in the front yard. The way it is written now you can not put any building closer to the road than the front line of your home. He suggests making it that it can not sit directly in front of your home. Section 900E – no accessory structure can be larger than the square footage of the principal building. Possibly remove. Section 900F - change the height limit. Section 903 A – Possible change to "barns & human occupancy". Section 903 B – Front Yard Exception. Joy is going to check with Jeff to find out the process of updating the Zoning Ordinance and have it provided that information at the June meeting and also find out what heigh other municipalities use.
- **Liquid Fuels allotment update** – our 2026 allotment has been received.
- **Possible land purchase** for Borough parking – nothing new.

**New Business:**

- **Ambulance report** – there were 3 calls in the Borough in April of which 1 was handled and 2 were missed.
- **Storm Inlet Clean out Quote from Pennell Services** – a quote of $3100 to clean out the storm inlets in the Borough was received from Pennell Services. A motion to approve the quote of $3100 was made by Zac and 2nd by Sherry. The motion passed without opposition.
- **Resident request to have corners of Church Lane painted for restricted parking** – a resident has requested yellow curb painting to limit parking in front of 44 & 48 High Street due to visibility issues. Joy informed the Council that she checked and the borough does not need a traffic study done to paint the curbs. After discussion of the issue a vote was taken to paint the lines. The vote is as follows: Zac agreed with having he lines painted. Gary, Sherry, James, Dan and Jordan all were not in agreement with having the curbs painted. The curbs will not be painted yellow.
- **Fire Police Request:** A motion to approve the Springfield Twp fire police request was made by James and 2nd by Jordan. Sherry abstained. The motion passed without opposition.
- **Roll baseball field** – Each year the borough pays to the have the ball field rolled. A motion to have it done this year was made by Jordan and 2nd by Dan. The motion passed without opposition.
- **New Borough Office sewer rate** – with the new rate increase, the borough office sewer rate for a commercial account is now $120 per month.
- **Ordinance to adopt the International Property Maintenance Code –** there was discussion on the issue of adopting the code as recommend by Jeff Koons. Dan Green presented the council with his thoughts on the pros and cons of adopting the IPMC. Dan's research is attached.

**Comments from Council** –

- **Jordan** asked about putting the Chicken Ordinance on the agenda for June since last month it was mentioned to do a revision.
- James discussed the amendment to the Zoning Ordinance.

**Secretary –**

- **Tree lighting event** – Joy asked the council about doing a Christmas Tree Lighting event in December. The council is in agreement with planning something. Joy is working with Kim McPherson and SonLight Chapel offered to help as well.
- **Office closed** on Thursday, May 21st
- **PSAB Conference** May 31st – Wednesday, June 3rd

**Public Comment: -**

- **Krista Green** – mentioned the Borough already having the IPMC in our Comprehensive Plan with Chanceford and Lower Chanceford. Joy will review.

**Adjournment:** A motion to adjourn at 8:03 PM was made by Sherry and 2nd by James. The motion passed without opposition.

*Borough Secretary ~ Joy Flinchbaugh*