

Felton Borough, York County ~ Council Meeting
Monday, November 2, 2020

Meeting Day and Time: Monday, November 2, 2020 at the Felton Borough Office located at 88 Main Street Felton, PA 17322.

Council Members Present: Mary Lader, Ron Nickey, Sherry Arnold, Sue Golden and Mayor Bryan McManus

Council Members Absent: Garland Martin, James Vergos and John Trout

Others present: Tyler Burkins of Alliance Fire and Rescue, Zack Klock of 61 High Street, Byron Trout of Gordon Brown & Assoc., JT Hand of The York Water Co. and Joy Flinchbaugh Borough Secretary,

Mary Lady opened the meeting at 6:43 pm.

Approval of Minutes: A motion to approve the October 5th council meeting minutes was made by Sue and 2nd by Sherry. The motion passed without opposition.

Approval of Treasurers Report: A motion to approve the treasurer's report with one addition of State Fund Street Lights for \$598.54 was made by Sherry and 2nd by Sue. The motion passed without opposition.

Public Comment: None

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

Solicitor: Memo: The following is a list of items we have been working on:

- **Act 537 Plan Update** - We have assisted the Borough Engineer with preparation of and advertising of the required notice seeking public comments on the Act 537 Plan Update.
- **Employees** - We have provided guidance and instructions on the steps involved in hiring employees.
- **Public Water Service** - We have been providing guidance on requirements for public meetings and participation of the public.
- **121 High Street, Leedale Reed** - We are in the process of preparing an updated demand letter that the situation be remedied, and in the absence of that occurring, we will proceed with an action before the District Magistrate.
- **High Street Parking Issues** - Options provided previously, which included a traffic study to restrict parking and an attempt to use the Nuisance Ordinance or property owners working out agreements among themselves as the alley, as that is a private matter. I will more fully address this issue and the options when I attend the meeting.
 - **Zach Klock** asked about the issue of parking on High Street. Discussion on working with LTAP to complete the traffic study on High Street. Joy will get back in contact with Patrick who came out about the crosswalk on Main Street.
- **140 and 150 High Street Fence Complaint** - Assisted Secretary in responding to complaint.
- **Collection Report** - the council reviewed the report. There is no action to be taken on any accounts this month.

Alliance Fire & Rescue - Tyler Burkins

- **October reports** – there were a total of 89 calls between both stations, 59 were from Red Lion's station and 30 from Felton's station. 2 calls in the borough.
- **Relief Associations** – The relief associations will be merging.
- **New Ladder Truck** – New ladder truck is here and will be in service in a few months.

Code Enforcement

- **121 High Street** – working with Jeff's office to move forward on violations.

- **140 High Street** – Joy visited 140 High Street to see the situation with the fence and took pictures. After consultation with Jeff, it was determined that this is between neighbors and not a borough issue. A letter was sent to the owner stating that.
- **9 Maul Ave porch / uninspected van** – Notice was sent again. Did receive an email from the owner to the tenant in regards to the issues. Will be meeting with Cliff at South Penn Codes Consultants about helping with filing of citations.

Public Meeting for the review of the Act 537 Plan was opened at 7:00PM. Byron asked if there were any comments in response to the study. **JT Hand president of the York Water Company** was present to say that they have reviewed the plan and they fully support this special study. Figure 1 of the plan represents the whole borough so that in the future if someone outside of current sewer service area requests sewer, they can approach the PUC about supplying that to them. They currently have 1 application for a sewer connection outside of the current service area. With no additional comments a motion to end the Public Meeting for the Act 537 Special Study was made by Sue and 2nd by Ron. The motion passed without opposition. JT then left the meeting at 7:15 pm.

Engineer – Byron Trout

- **Act 537 Plan advertisements** – the plan was advertised for a 30 day public comment period. Once the 30 days is up then the plan will be submitted to DEP.
- **Charles Street DGLVR** – when the borough submitted the application for Charles St a required In Kind amount of \$4800 was submitted. The additional work on Charles Street came to \$3200 so the borough will put out a total of \$8,000 for the work on Charles Street and Gordon Brown will pay \$27,325 for the calculation error. YCCD is giving an additional \$9300 towards the project as well. A motion to approve the borough's payment of \$8,000 for the Charles Street DGLVR was made by Sue and 2nd by Ron. The motion passed without opposition.
- **Playground Grant** – the borough as been awarded the grant and should have the contract sometime after the beginning of 2021. It would be a good idea to start reaching out to Home Depot, Lowes and Ace to get some donations for the park.
- **CDBG Grants opening** – Bryon discussed with Joy about applying for a possible CDBG grant to help with the new playground. Planning activities are always available for funding through CDBG. Byron left the meeting at 7:21 pm.

Old Business:

- **Public Water**
 - Draft agenda for meeting – the draft agenda that was provided last month has not changed
 - January 11th at Fireside at the Fiddler's – the fire company will donate the use of the building to the borough but there will need to be cleaning done. They can provide the supplies if the council wants to do the cleaning after the meeting or we can pay the \$65 they pay to have it cleaned. Council agreed to pay the cost.
 - No speaker system available – There is no sound system available but the chief Scott has a DJ business so we could ask for him to supply. The council agreed.
 - Representations at the Meeting: Kim Walson of YCPC will attend on 12/7 to present the counties Home Improvements program to the council and also on 1/11, Kent Croman will attend 1/11, Jeff Rehmyer will attend 1/1, Peter Fisher of USDA will attend 1/11. State Police don't know the schedule yet but will make sure that the officers in the area are aware of the meeting taking place. Mary has spoken to 2 realtors and Joy is trying to get information from our insurance company on what discounts resident may get on their Homeowners Ins based on the different ISO ratings.
 - Draft letter to residents – presented to the council and also sent to Jeff to review. Jeff suggests that we need to allow comments from those that are joining via Zoom as well.

- Pricing on connecting to Public Water – Sanders Inc and York Excavating will both be giving estimates on the connections. That will give us a total of 4 estimates to provide to the residents.
- **DCNR Playground Grant** – Joy is scheduling a call with our advisor, Cheri Matter.
- **DCNR Grant** – Joy found out last week that we can apply for reimbursement for the engineering fees paid this year to do the application for the DCNR grant. The York County commissioners committed \$20,000 in Marcellus Shale \$ if we were awarded the grant. We have requested reimbursement of engineering fees \$11,196.27. The remaining balance will be available in 2021 and we may seek additional funding as well.
- **Crosswalk on Main Street at High Street** – Joy met with Patrick Wright of LTAP and he provided a study of the crosswalk for the borough. The borough can install a crosswalk however being this is a new one, this will flag ADA compliance. In order to be ADA complaint, there would need to be a ramp install on Main Street and the one on High Street would need to be redone. Joy said that we can apply for CDBG funds to cover the cost of the ADA ramps and or also the Marcellus Shale money is available for that too. The council would like to proceed with having this done.
- **Christmas decorations** – we have a total of 19 decorations and will need to get approval from Met-Ed to place them on their poles. Joy will come up with the list and get the agreement completed. The decorations may not be able to be installed this year. James did notify Joy that he has all the hardware for them from Crossroads borough now.

New Business:

- **Ambulance Report** – no report for October yet.
- **Snow Removal Don's Lawn and Landscape** – Don's contract ends this year and he will renew the contract for another 3 years at the same costs as the past three years which is as follows: \$98 per hour 4WD snow plow (truck & operator), \$135 per hour backhoe use (machine & operator), \$115 per hour dump truck (truck with salt spreader & operator), Skid Loader \$110 per hour for machine and operator, Salt and Cinders provided by the borough. A motion to contract with Don's Lawn and Landscaping for 3 years of snow removal was made by Sue and 2nd by Ron. The motion passed without opposition.
- **2021 Draft Budget** –
 - **Parks and Maintenance person** – After speaking with Jeff the borough's solicitor, we can hire Bobby Trout on as a part time parks maintenance person at \$7.25 per hour for no more than 140 hours per year for a total of \$1200. A motion to hire Bobby Trout as the part time parks maintenance person was made by Sue and 2nd by Ron. The motion passed without opposition.
 - **Advertise** – a motion to advertise the draft 2021 budget for adoption at the December 7th meeting was made by Ron and 2nd by Sue the motion passed without opposition.
- **Klugh Animal Control contract for 2021** is the same as last year's contract. A motion to approve the 2021 Klugh Animal Control contract was made by Sherry and 2nd by Sue. The motion passed without opposition.
- **Penn Waste increase \$73.01 per month** – due to the York County Solid Waste Authority's increase in the tipping fee, the borough's monthly fee will increase by \$73.01 per month. Joy will see if we need to do an increase in what we charge the residents.
- **SPCA contract for 2021** – The SPCA contract for 2021 is the same as last years. A motion to approve the contract was made by Ron and 2nd by Sherry. The motion passed without opposition.

Comments from Council –

- **Sherry** mentioned that her garbage is being collected at 5:30 am and she wondered if there is a time that they are allowed to be in the borough. They are not to collect before 7 am so Joy will check with Penn Waste.

Secretary: Nothing to present.

Adjournment: A motion to adjourn at 7:37 pm was made by Ron and 2nd by Sherry. The motion passed without opposition.

Secretary - Joy Flinchbaugh