

**Felton Borough, York County ~ Council Meeting  
Monday, November 4, 2024**

**Meeting Date and Time:** Monday, November 4, 2024 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:** Chad Arnold of Alliance Fire and Rescue and Secretary Joy Flinchbaugh.

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

**Approval of Minutes:** A motion to approve the October 7<sup>th</sup> & 14<sup>th</sup> 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 one addition of the Met-Ed Street Lights for \$607.80 was made by Mary and 2<sup>nd</sup> by Zac. The motion passed without opposition.

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

**Public Comment:** None

**Alliance Fire and Rescue –Chad Arnold**

- There was a total of 84 calls in October of which 2 were in the borough.
- Gun raffle totals have come in and are as follows: Total profit was \$75,047.67. They had 361 people attend the event, sold 996 tickets, and had 53 members volunteered that day.
- Line dancing is going well
- October fire protection is done and they saw 207 kids
- There is a county wide burn ban in affect.

**Solicitor – Memo**

- **Felton Borough v. Jason Wilt**, 42 Beaver Street. CGA filed the complaint with the District Magistrate.
- **Church Lane** – CGA is waiting for an update from the Borough Engineer regarding his communication with the neighbors and revised plan. We are ready to assist as may be necessary.
- **Right to Know Law Policy Determination Update** - Last month we advised the Borough of a determination by the Office of Open Records allowing the denial of anonymous and verbal requests because the agency involved had a written policy prohibiting same. Please advise if you would like CGA to update the Borough's Right to Know Policy to prohibit anonymous and verbal requests.
- **Tax Ordinance/Resolution** - The real estate tax needs to be adopted by December 31, 2024. The Ordinance or Resolution should be adopted at the December 2, 2024, meeting. If the rate is higher than last year it must be enacted by Ordinance. If the rate remains the same or is lower than last year, it should be adopted by Resolution which will also need to be signed by the mayor. Please advise if you would like CGA to prepare the document. Joy will do the resolution and provide to CGA for approval.

- **Legislative Update** - HB2265 authorizing the increase of compensation for members of council and mayors was signed by Governor Shapiro on October 31, 2024. It is Act 131 of 2024. Please note that the increase applies to those officials who take office in 2026. The increase is discretionary, and an ordinance would need to be adopted to reflect any increase. We are ready to answer any questions, provide guidance and prepare documents should you choose to take action.
- **Collection Report** – The council reviewed the report. A motion to proceed with a lien against the property owner of 20 Seitz Avenue was made by Sherry and 2<sup>nd</sup> by Zac. The motion passed without opposition.

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

- **CDBG Grant Handicap ramps on Main Street** – The work has been completed other than the ramp at the corner of Church Avenue and Main Street. This can not be done since Met-Ed has never gotten back to us on the issue of the pole being stable. This has been removed from the project for now. They have submitted a request for payment in the amount of \$3,544.12. There are some discrepancies in the contract amount and the invoicing. It was mentioned that the hand railing at 70 Main Street needs to be looked at because it is not level. Chad mentioned some cracking in the concrete at the fire station as well. The council did not approve this request for payment.
- **Penn Dot Multimodal Grant Award Water Street & Moore Lane** – there was miscommunication with W. Craig Adams as to completing Moore Lane. Since we are unsure when the asphalt plants will close, they have asked to hold this part until the spring of 2025. The council agreed with waiting.
- **Covid 19 ARPA Grant Red Lion Ave Stormwater** – We are awaiting the approval of the Penn Dot permit to proceed.
- **Local Share Account Statewide Grant for Church Lane** – Byron needs to update the plan and then this can be put out to bid. We also received the Local Share Statewide grant for this project.
- **297 Main Street impervious area added** – has not been done yet.
- **Local Share Category 4 2024 Main Street Stormwater repairs / Parking Area at playground** – we received questions on both application and they have been answered.

**Code Enforcement** –Noting to report.

**SEO – Site Design Concepts** - Nothing to report.

### **Old Business:**

- **42 Beaver Street Dangerous Dog charges** – the hearing is scheduled for November 7<sup>th</sup> and is being handled by the DA’s office.
- **Solicitation** – Joy reviewed the ordinances from some other municipalities and will work on a draft for the next meeting.
- **Street Sweeping** – Brett said it would cost the borough a total of \$380 to do the street sweeping on Main Street and Church Avenue 1 time in 2 different months. After discussion on the project, the council would like to get a price to do the whole borough 1 time.
- **Gazebo lights** – Kim said the bunting has been taken down and the lock on the electrical box has been removed at the gazebo and that all the breakers look good. She has gone to Ace & purchased 4 lite string sets, 2 spot lights, and a new power strip but needs help in getting this set up before the weather gets bad. The council planned to meet with her on Saturday, Nov 16<sup>th</sup> at 9 am. Joy will check with Kim to make sure that time works.

- **North Hopewell Police Contract** – The council continued the discussion from the past 2 meetings and decided to give it a try for the 2-year contract to see if it is a benefit to the borough. A motion to move forward on having Jeff review and do the intergovernmental agreement with North Hopewell for police services beginning on January 1, 2025 was made by Sherry and 2<sup>nd</sup> by Mary. Zac was in agreement and Gary opposed. The motion carried.
- **Updated Office painting prices** – The updated prices include the ceiling also and are as follows: Lemonade Service for \$2,699.85 and CertaPro for \$3,273.95. A motion to have Lemonade Services do the office painting this year was made by Mary and 2<sup>nd</sup> by Zac. The motion passed without opposition.
- **Speed bumps on Water Street** – nothing new to report.

### New Business:

- **Ambulance report** – there were 3 calls in the borough in October and they were all handled.
- **Draft 2025 Budget** – the draft budget was reviewed by the council and the \$5,000 needed from savings to balance the budget was put in. This budget includes the cost of police protection and the fireworks for the community day in June. A motion to advertise the budget for adoption at the December 2<sup>nd</sup> meeting was made by Mary and 2<sup>nd</sup> by Zac. The motion passed without opposition.
- **SPCA Contract for 2025** was presented to the council. A motion to approve the 2025 contract with SPCA was made by Mary and 2<sup>nd</sup> by Sherry. The motion passed without opposition.
- **Community Day 2025** – The community day for 2025 with fire works will be scheduled for June 28, 2025. A motion to approve the contract with Skyshooter Fireworks for a total price of \$4,000 and send the \$2,000 deposit was made by Mary and 2<sup>nd</sup> by Zac. The motion passed without opposition.
- **NFIP Audit** – Joy informed the council that the borough had a National Floodplain Insurance Program audit in October. Joy and Byron attended the virtual audit and was given a lot of information on what lies ahead. There is going to more training available for Floodplain Administrators. We were informed that all homes in a floodplain need to have their propane tanks / oil tanks anchored in the ground. There is to be no more privacy fences allowed. Split rails are acceptable. Joy has already had an onsite visit with Brett Shoffner of 10 Church Avenue and reviewed items that need addressed. Joy will be contacting all the other property owners in the flood zone to review any issues.
- **Christmas Decoration on the street light poles** – since the borough cannot light the decorations it was decided not to put them up this year.
- **Leaf Collection** – a resident asked about leaf collection in the borough. The council does not want to investigate leaf collection at this time.
- **Worker's Compensation Audit** – the borough had an in-person audit today for our Worker's compensation insurance. Joy will keep the council updated as to any issues that may arise.
- **Snow Removal** – Don's law and landscaping provided the following amount for snow removal and is willing to hold the rates for another 3-year period: \$98 per hour 4 WD snow plow (truck & operator), \$135 per hour backhoe use (machine & operator), \$115 per hour dump truck (truck with salt spreader & operator, \$110 per hour skid loader (machine & operator), Salt & Cinders provided by the borough. A motion to approve a 3-year contract with Don's Lawn & Landscaping was made by Mary and 2<sup>nd</sup> by Sherry. The motion passed without opposition.

**Comments from Council** –

- **Sherry** asked about removing the road name sign that is in their yard and putting it on top of the stop sign on the other corner of the street. The council agreed this could be done. Joy will need to get a T for the road name sign to be placed on.

**Secretary:**

- Joy plans to be out of the office November 14, 18 and 19<sup>th</sup>.
- No budget meeting needed on November 11<sup>th</sup>.

**Adjournment:**

A motion to adjourn was made by Sherry and 2<sup>nd</sup> by Mary. at 8:11 pm. The motion passed without opposition.

Borough Secretary ~ Joy Flinchbaugh