Felton Borough, York County ~ Council Meeting
Monday, October 5, 2026

Meeting Date and Time: Monday, October 5, 2026 at 6:30 pm at the Felton Borough Office located at 88 Main Street, Felton Pa.
Council Members present: Gary Martin, Sherry Arnold, James Vergos, John Trout, Dan Green, Jordan Keeny, and Mayor Bryan McManus
Other present: Steve Royer, Lori Allen, Krista Green, Scott Gingrich of Alliance Fire and Rescue, Bogg Shoemaker of North Hopewell Twp, Tim Quiann of NHT Police, and Joy Flinchbaugh Borough Secretary.
Opening: Gary Martin opened the meeting with the pledge allegiance to the flag at 6:30 PM.

Approval of Minutes: A motion to approve the September 21st council meeting minutes was made by James Vergos and 2nd Sherry Arnold. The motion passed without opposition. A motion to approve the September 28th Budget Meeting Minutes was made by Sherry Arnold and 2nd by Jordan Keeny. The motion passed without opposition.

Approval of Treasurer's Report: A motion to approve the treasurer's report with the following additions: GF: Enfield's Property Solutions $1020.00, LEAF $66.50, CCIS $99.50, NHW Police $2040 was made by James Vergos and 2nd by Dan Green. The motion passed without opposition.

Police: North Hopewell Police – Chief Tim Quiann

- Chief Tim reviewed the September report which is as follows: There were 21 contacts in the Borough of which 12 were calls for service and 9 traffic stops resulting in 2 traffic citations, 4 written warnings and 2 verbal warning. They spent a total of 30 hours in the Borough.
- Chief Tim informed the Council they will be set up at the North Hopewell Winterstown Elementary Schools Trunk or Treat on October 21st.

Called to be on the agenda: Krista Green asked the council if she can put up Public Parking Signs in her yard because of issues with people chasing away other residents who are trying to park along the sidewalk. The council doesn't recommend her doing it but as long as she puts them in her yard, she can if she wants.
Bogg Shoemaker of North Hopewell Township was present to discuss the upcoming police contract with the Borough. Gary mentioned it would be discussed later in the meeting.

Alliance Fire and Rescue – Scott Gingrich

- Scott said the September reports would be coming soon.
- The new engine was out on a call so it was not able to be here tonight.
- **Resolution 2026-09** for Local Share Grant for Alliance Fire and Rescue – a motion to approve this resolution in support of the fire company applying for a Local Share Grant was made by James Vergos and 2nd by Jordan Keeny. Sherry Arnold abstained. The motion passed.

Solicitor – Jeff Rehmeyer of CGA Law Firm Memo

- **Refuse Contract** – CGA prepared the Refuse Collection Agreement between the Borough and Penn Waste. The Agreement was provided to Penn Waste for signature. A copy is attached. A motion to approve the Refuse / Recycling Contract with Penn Waste was made by Dan Green and 2nd by John Trout. James Vergos opposed. The motion carried.
- **JVI Group** - JVI was negotiated to a successful conclusion at the amount last proposed by Council.

- **Complaints Received by Borough** – CGA is providing assistance to the Secretary and Code Enforcement Officer on complaints with regard to Ordinance violations.
- **Records Requests** – CGA has been providing support for records requests under the Right to Know Law.
- **Collection Report** – the council reviewed the collection report. A motion to file the Writ of Scire Facias on 262 Main Street to combine the 2 liens was made by James Vergos and 2nd by Dan Green. The motion passed without opposite.

Engineer – Byron Trout of Gordon Brown Memo

- **Covid 19 ARPA Grant –** Red Lion Ave Stormwater: nothing new on extending the berm. Joy submitted the final reimbursement request and it is to be received this week.
- **Maul Avenue Bridge Replacement –** Joy submitted a Local Share Grant Application on September 29th. The Bridge Inspection report was provided to the council. Based on the bridge inspection report from HRG a motion to close the Maul Avenue Bridge was made by Jordan Keeny and 2nd by Sherry Arnold. The motion passed without opposition. Joy will find out what all needs to be done to close the bridge.
- **York Water Sewer Extension –** HRG submitted Sewage Facilities Planning Module York Water Company Felton Borough Sewer Expansion Project on 9/29/26 for approval. Byron reviewed the module and offered the following comments:
  a) *Page 4 requires signature from the Borough. However, prior to signing, the location should be expanded to include Felton Borough.*
  b) *Page 10 also requires the Borough signature. However, prior to signing, the checklist should require the following revisions: page 7, "Copies of the easements or rights-of-way are attached", This section is marked N/a. I do believe that easements are required in Chanceford Township and may be needed in the Borough. My suggestion is to leave this section blank.*
  c) *Page 7, It appears the PHMC letter has been included so the checklist should be checked not N/A.*
  d) *Page 7, This comment is informational only. The application requires a plot plan meeting requirements of the checklist. The plot plan is general in nature and meets the gist of the requirement. DEP will review whether or not the plan is adequate for the planning purpose of the application. More detailed plans for the actual deign of the main extension shall be required.*
  e) *Page 11, requires the Borough signature.*
  f) *Page 13, requires the adoption of a resolution and signed/sealed by the Borough.*

The above referenced comments are minor and we recommend approval of the module package subject to the revisions. Also, I remind the Council that the module that they are approving is a planning document only and does not give the York Water Company approval to build and or expand the plant without the approval of Felton Borough. If the planning document is approved by DEP, design plans shall be provided to the Borough and DEP showing the improvements meet the Zoning, and SALDO ordinances along with the Construction and Materials Specifications. All permits will also need to be obtained. After reviewing the comments from Byron, it was decided to not sign off on the Planning Module.

- **Steve Royer** was present to find out more information on York Water Company Sewer extension project. He feels that the residents should not be made to connect to this sewer extension. He requests a public meeting. The council said that this is just in the planning stages and there would not be any public meeting at this point.

- **CDBG Grants Available –** CDBG program funding for the 2027, 2028, and 2029 program years is now available to apply for. Joy mentioned that we could apply for a Zoning Ordinance to do a full revision of the ordinance rather than just doing one amendment for the accessory building heights. A motion to submit an application for Zoning Ordinance revision was made by James Vergos and 2nd by Sherry Arnold. The motion passed. We can also apply for other projects as well. Bogg Shoemaker offered some advice on revising the Zoning Ordinance as a whole.

Police Contract with North Hopewell Twp – Tim asked if there were any questions on the new contract. Tim was informed that the council will be renewing but has not yet decided on 30 or 35 hours.

Code Enforcement & Zoning Officer – Jeff Koons Memo

- **62-64 Main St** - 9/9/26 citation was withdrawn on the complaint because he filed for permit. September 2026, permit was approved and picked up, Jeff will follow up with Mr. Randazzo for work start date.
- **23 Maul Ave** – No response from any notices to them on junk cars. September 2026, filed complaint with DJ office 9/28/26 for $7,000, Hearing scheduled for 10/28/26.

SEO – Adam Anderson

- Possible issue at 31 High Street. Not sure if it is the sewer or the old septic tank. Joy referred him to Adam.

Floodplain Administration –

- **2 Beaver Street** – No new updates.

Old Business:

- **Vacant Council Seat** – One person contacted the office about the open position but they did not come to the meeting. We have until October 21st to fill the position.
  - **Local Share Category 4 2024 & York County Open Space Marcellus Shale Grant - Camera Install –** Joy reached out to Piccone to find out when they would be back to finish the install but have not heard anything yet.
- **Accessory Building Height** – Zoning Ordinance – was discussed earlier.

New Business:

- **Ambulance report** – there was 5 calls for service in September and 4 were handled by Red Lion Ambulance and 1 was passed onto the next due. Joy reached out to them about a new contract and they have offered to do an addendum for next year at the same price as this year. The council was in agreement for this.
- **Maul Avenue Bridge Road rating analysis by HRG $2000 –** Council decided earlier to just close the bridge based on the inspection.
- **York County Quick Response Team contribution request** – no donation will be given.
- **YATB report of 2025 Volunteer Firefighter Credit Report** – 4 volunteer firefighters took advantage of the Earned Income Tax Credit for a total of $1368.00 and 1 did the real estate tax for $88.97 for 2025.
- **Liquid Fuels Tax Fund Audit January 1, 2024 to December 31, 2025** was received and no issues were found.
- **Notice of change in assessment for 70 Main Street & small Water St property** – Joy will be submitting the paperwork to oppose this change.

Comments from Council – None

Secretary –

- Resignation: Joy has submitted a resignation stating the following: *I am writing you to formally announce my resignation from the position of Borough Secretary / Treasurer / Floodplain Administrator…. I will stay on to assist in finding a replacement for my position and train that person as needed. My hope is that this can take place no later than December 31, 2026.* The council decided to not make a motion to approve the resignation yet but will do at an upcoming meeting.
- Vacation October 26 – 30th.

Public Comment: None

Adjournment: A motion to adjourn was made by Sherry and 2nd by Jordan at 7:33 PM.

Borough Secretary ~ Joy Flinchbaugh