

**Felton Borough, York County ~ Council Meeting  
Monday, September 8, 2025**

**Meeting Date and Time:** Monday, September 8, 2025 6:30 pm at the Felton Borough Office located at 88 Main Street, Felton Pa.

**Council Members present:** Mary Lader, Sherry Arnold, James Vergos, John Trout, Mike McPherson, Zac Klock, and Mayor Bryan McManus

**Council Members absent:** Gary Martin

**Other present:** Chief Tim Quinan of North Hopewell Police, Kim McPherson, Lori Allen, Holly Rider, Dave Gembe and Joy Flinchbaugh, Borough Secretary.

**Opening:** James Vergos opened the meeting with the pledge allegiance to the flag at 6:30 pm.

**Approval of Minutes:** A motion to approve the August 11th council meeting minutes was made by Zac and 2<sup>nd</sup> by Mary. The motion passed without opposition.

**Approval of Treasurer's Report:** A motion to approve the treasurer's report with the following additions Met-Ed \$56.36 for office, \$25.34 for gazebo, \$26.11 for pavilion, Gordon Brown \$715.25, \$628.00, \$1933.65, \$2249.38 was made by John and 2<sup>nd</sup> by Sherry. The motion passed without opposition.

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

**Public Comment:** Holly Rider & Dave Gembe were present to discuss with the council their issue they are having with their neighbors. There is a contact smell of marijuana coming from their home. They have had the police investigate but at this point it is not a criminal issue. Chief Tim was present and confirmed that at this point there is nothing they can pursue. Attorney Jeff Rehmeier provided guidance to the council via a memo. After discussion as to what can be done Mary made a motion to have Jeff draft and send another letter to the residents in regards to the smell. The motion was 2<sup>nd</sup> by Zac and passed without opposition. Holly and Dave left at 6:52 pm.

**Police: North Hopewell Police**

- Chief Tim Quinan reviewed the August report with the council. There was a total of 20 contacts in the borough in August. 17 calls for service and 3 traffic stops. There was additional time on investigations which caused them to go over the 30 hours for the month. The total hours were 37.75. Chief Tim did reach out to Council President Martin to make him aware of the overage.

**Alliance Fire and Rescue –**

- No one present to give a report.

**Solicitor – Memo**

- **Water Street Bridge Ordinance** - We received comments from the Chief after your meeting last month. Those comments questioned emergency vehicles and local deliveries, overweight vehicles for maintenance purposes and an option for overweight vehicles to apply for a special permit and post a bond to cross the bridge. We revised the Ordinance slightly. It now provides for bonding and security for overweight vehicles. So, if somebody really needs to use the bridge, they would need to provide a bond to Felton Borough in the amount prescribed by the Pennsylvania Department of Transportation as security against damage. Additionally, we have exempted emergency vehicles while on an emergency trip. We have not exempted school buses

(which are likely less than 25 tons) and maintenance vehicles. The revised Ordinance is attached. Please let us know if these adjustments are acceptable or if you would like to make any further adjustments. Thereafter, we can finalize and advertise the Ordinance. A motion to advertise the ordinance for adoption was made by Mary and 2<sup>nd</sup> by Zac. The motion passed without opposition.

- **48 High Street** - We provided guidance with regard to the issue and are seeking the Council input.
- **Zoning Hearing Board** - We prepared a resolution template appointing a member to the Zoning Hearing Board which was provided to the Borough Secretary.
- **Collection Report** – Joy reviewed the report with council and noted a payment had been made on the one account.

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

- **Penn Dot Multimodal Grant Award Water Street & Moore Lane** – A reimbursement request has been submitted for \$69,803.56 and Byron will be meeting with W. Craig Adams to discuss the water ponding on Moore Lane.
- **Covid 19 ARPA Grant – Red Lion Ave Stormwater** – the project is almost complete and a final walk through will take place soon. JVI has submitted an application for payment in the amount of \$149,843.50. This amount included a change order in the amount of \$42,490.00. This change order is for the Type 4 inlets that were required by PennDOT, flowable fill that was used to fill an old pipe rather than digging it out and the 3 sewer laterals that were damaged because they were mismarked by The York Water Company. Joy sent an invoice to The York Water Company for \$7600 on 8/13/25. There was discussion on the number of change orders and why all the projects seem to go over the cost estimate because of change orders. Byron was unable to attend tonight's meeting due to being sick. The council request that he be at the October meeting. A motion to approve the Application for Payment in the amount of \$149,843.50 was made by James and 2<sup>nd</sup> by Mary. The motion passed without opposition.
- **Local Share Statewide Grant 2024 Main Street Stormwater** – No award notification has been made yet.
- **Local Share Category 4 2024 & York County Open Space Marcellus Shale Grant Playground parking lot** – Bids were opened this morning and are as follows: Stewart and Tate for \$88,192.50 and Restuccia for \$98,402.50. Byron reviewed the bids and they are both complete. Joy informed the council that we have a \$61,074 grant from Local Share & \$37,500 from the Counties Open Space Marcellus Shale Grant for a total of \$98,574. A motion to approve the Stewart & Tate bid was made by James and 2<sup>nd</sup> by Sherry. The motion passed without opposition. Camera Quotes – The council reviewed the 2 additional quotes and decided to wait for John to get an additional quote. Some of the council questioned the need for the cameras and the expense involved.
- **CDBG Grant** – Information was sent to PennDOT and no response has been received.
- **Maul Avenue Bridge** – Joy asked the council if we should apply for a Local Share Grant to do repairs / replacement on the bridge. The council would like to have Byron get a cost estimate together and make a decision from there.
- **Transportation Alternatives Set-Aside Program – Main Street / Church Avenue Sidewalks** – The draft application was submitted on 9/3/25 for the amount of \$395,000 with Borough costs of \$28,000. The next step is to meet with our PennDOT representative and then submit a final application by the end of October. The council can decide to pursue or not.
- The council asked Joy to have a total of out-of-pocket expenses that borough is looking to have in 2026 for the budget meeting.

### Code Enforcement –

- **352 Main Street** – a notice for chickens and animals was sent. There are multiple issues with this property. There have been a number of sheds added for the animals, they are not mowing the grass in the back yard and along Main Street. The smell is traveling to neighboring properties and their peacock is getting loose and wondering the neighborhood.
- **42 Charles Street** – a notice for junk vehicles was sent.
- **9 Maul Avenue** – a citation was filed for the grass and weed ordinance. They were given certified mail notice in June and have never complied.
- **128 Main Street** – a notice for chickens has been sent.

### SEO – Site Design Concepts

- Nothing to report

### Zoning –

- The 3 properties that were given notice last month were sent certified mail and they have all responded. 2 have submitted their application and one has called the office about submitting their application.
- Zoning Hearing scheduled for Monday, September 29<sup>th</sup> 6:30 pm. The hearing is for 13 Maul Avenue to change the single-family home into a 2 unit.

### Old Business:

- **Mulch for playground** – after last month’s meeting we were contact by Adaptive Property Resources about donating the mulch for the playground. We are awaiting their certificate of insurance. We do have the Hold Harmless Agreement. They are planning to install the mulch the 3rd week of September
- **Appointment of Emergency Management Coordinator** – Anthony Willaims, Sr, Windsor TWP’s EMC is willing to cover the borough. He was unable to attend tonight’s meeting but will be here in October. He can be appointed then.
- **NIMS Training** – Anthony said the elected officials should have NIMS 100, 200, 700. These are online courses. Joy will get the information out to everyone to do on their own time.
- **Picnic tables at the gazebo** – Kim McPherson is going to donate a picnic table and John will be purchasing one.
- **Speed limit on Moore Lane Speed Bumps** – John spoke to the State Police and they said they can be installed but if anyone is injured the Borough would be held liable. Our insurance company verified that they can be installed but we would need the contractor who installs them to sign an agreement that they are liable for any injuries. The council agreed this isn’t something that can be done.
- **Fire at playground** - A quote for a new Baseball Scoreboard has been received and is for \$650.00. A motion to approve the purchase of the sign was made by Mary & Zac. The motion passed without opposition. We paid \$225 to have the trash removed from the fire. Since the Borough’s deductible is \$1,000, we will not be able to get any reimbursement.
- **Zoning Board Member** – We are still in need of a Zoning Hearing Board Member. Joy did advertise on Facebook. If anyone would be interested, they could be appointed at the budget meeting on the 22<sup>nd</sup> so they could be part of the Zoning Hearing on the 29<sup>th</sup>.
- **Charles Street tractor and trailer restriction sign** – After much communication with LTAP and other municipalities, it has been found out that LTAP can do the study to restrict a certain length of tractor and trailers. A motion to have LTAP proceed with the traffic study was made by Mary and 2<sup>nd</sup> by Zac. The motion without opposition.

- **SPCA update** – we have not received the contract for 2026 yet but have been made aware they are changing the stray dog intake policy. Beginning in 2026 any resident will be allowed to take a stray dog into the SPCA.

**New Business:**

- **Ambulance report** – there were 3 calls in the Borough in August. 2 were handled and 1 was passed onto the next due company.
- **Notary renewal** – Joy asked if she should renew her notary. A motion to have Joy renew her Notary was made by James and 2<sup>nd</sup> by Sherry. The motion passed without opposition.
- **Klugh Animal Control Services Contract for 2026** – The Borough has received Klugh’s contract for 2026. A motion to approve Klugh Animal Contract for 2026 was made by James and 2<sup>nd</sup> by Sherry. The motion passed without opposition.
- **Request from York County Quick Response Team** – No donation will be given.
- **New Borough Computer & QuickBooks Subscription** – Joy worked with Tony at Simply Computers and got a new desktop computer. The QuickBooks subscription for this coming year will be \$1200.

**Comments from Council** – None

**Secretary:**

- The office will be closed for vacation Monday, September 15<sup>th</sup> – Friday, September 19<sup>th</sup>
- Our budget meeting will be held on Monday, September 22<sup>nd</sup>

**Public Comment:** None

**Adjournment:**

A motion to adjourn was made by Mary and 2<sup>nd</sup> by John at 8:09 pm. The motion passed without opposition.

*Borough Secretary ~ Joy Flinchbaugh*