

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
MINUTES FOR JANUARY 2, 2017
MUNICIPAL BUILDING
7:00 PM**

Chairman Aaron Manifold called the January 2017 Board of Supervisors meeting to order at 7:03 p.m. Also in attendance were Supervisor David Wisnom, Supervisor Shannon Wolf, and Secretary Kristy Spevak.

Chairman Manifold asked if anyone in the crowd was recording the meeting. No one was recording the meeting.

Organization of Board 2017

Supervisor Wolf motioned to nominate Aaron Manifold as temporary Board Chairman. Supervisor Wisnom seconded the motion. Motion carried.

Supervisor Wisnom motioned to nominate Aaron Manifold as Chairman of the Board and Supervisor Wolf as Vice-Chairman. Chairman Manifold seconded the motion. Motion carried.

Supervisor Wolf motioned to nominate Kristy Spevak as Secretary. Supervisor Wisnom seconded the motion. Motion carried.

Supervisor Wolf motioned to nominate Darlene Parker as Treasurer. Supervisor Wisnom seconded the motion. Motion carried.

Appointments for 2017

Supervisor Wisnom motioned to approve the attached appointment list. Supervisor Wolf seconded the motion. Motion carried.

2017 Convention

Chairman Manifold motioned for any of the Board members and/or Ms. Spevak may attend the 2017 State Convention and Ms. Spevak will be the voting delegate. Supervisor Wolf seconded the motion. Motion carried.

Personnel Wages/Benefits 2017

Kristy Spevak will be taking on the position of Township Manager. Other employees will be evaluated in February. Supervisor Wolf motioned to approve Ms. Spevak's pay increase of \$2.50 per hour. Supervisor Wisnom seconded the motion. Motion carried.

Chairman Manifold motioned to approve the attached 2017 Township holidays. Supervisor Wolf seconded the motion. Motion carried.

Affirm supervisors employed by township:

Supervisor Wisnom motioned to affirm appointment of Aaron manifold, David Wisnom and Shannon wolf as supervisors employed by the township on an as needed bases and set wages. Chairman Manifold seconded. Motion carried.

Approval of Minutes

Supervisor Wolf motioned to approve the December 2016 Board of Supervisors minutes. Supervisor Wisnom seconded the motion. Motion carried.

Treasurer's Report/Invoices

Supervisor Wisnom motioned to approve the December 30, 2016. Treasurer's Report and Invoices. Chairman Manifold seconded the motion. Motion carried.

Roads Report

The Road Crew is continuing with tree trimming and winter maintenance.

Subdivision and Land Development Plans

JCI

Laura Wand was present to update the Board on JCI. This facility will house Research & Development, engineers, designers, draftsman, project managers, and software designers. There will be roughly 480 new employees coming into the new building and their hours will stagger, for those with traffic concerns. As of now, they will not be hiring any new employees. They will be testing prototypes in the R&D. Ms. Wand states that there will be low truck traffic in regards to R&D, as one prototype will be delivered every six to eight months. She thanked the Board for working with them to promote economic development within Hopewell Township.

Herzberger

This plan had been approved at the Planning Commission with a few things to correct on the plan. It was also approved by Shrewsbury Borough, however when the plan was approved Mr Herzberger didn't have YCPC comments back. YCPC comments of issue were provisions for a Right of Way coming off of Trout Lane, which was shown on the plan. Mr. Herzberger prepared a Declaration of Access Easement for that area. The easement will designate the right of way so if the lot is improved in any way they can get to the interior Lot 2. The Declaration of Access Easement has been submitted. Herzberger was also missing the sewer planning module to DEP, which is now in front of BOS for reapproval. He corrected the name of Johnson Road on the plan. The only condition on the plan is the payment of all fees that remain. Supervisor Wolf motioned to approve the Herzberger plan with the condition of payment of fees. Supervisor Wisnom seconded the motion. Motion carried.

Solicitor's Report:

Floodplain Regulations

There was nothing new to report in regards to the reimbursement.

Resolution 01-2017

Supervisor Wisnom motioned to approve Resolution 1-2017, setting the fees for tax certifications, duplicate bills and return checks, as well as reaffirming the tax collector commission of 5%. Supervisor Wolf seconded the motion. Motion carried.

Resolution 2-2017:

Chairman Manifold motioned to approve Resolution 2-2017, setting certain fees and charges for 2017 and incorporating various fee schedules for the Township, including SALDO, engineers fees, Right to Know, South Penn Codes and Commonwealth Codes. Supervisor Wisnom seconded the motion. Motion carried.

Resolution 3-2017

Supervisor Wisnom motioned to approve Resolution 3-2017, designating Peoples Bank as the Township depository institution. Chairman Manifold seconded the motion. Motion carried.

SALDO

Chairman Manifold updated the Board that Ms. Spevak, Zoning Officer Hunnings and Solicitor Miller met to review the procedures and policies regarding SALDO in the Ordinance. There are some things that could be clarified. Chairman Manifold tabled this to the February BOS meeting.

East Forest Ave/Wolfe Road:

Supervisor Wolf motioned to approve Invoice #4, in the amount of \$132,928.26, and payment upon reimbursement from PennDOT. Supervisor Wisnom seconded the motion. Motion carried. Chairman Manifold informed the Board that the uneven pavement leftover from construction will be corrected.

East Forest Ave/Wolfe Road

The easement for the Traffic Signal has been circulated to TRG and will be circulated to Shrewsbury Township. The agreement should be done in the next month or so. The time frame to be signed by Bob-Bob Associates would be March or April.

Other Business:

Act 537

The time frame for the 3rd district has passed and 20 out of 301 properties are noncompliant. Supervisor Wolf motioned for the Solicitor to start enforcement action and motioned for Grace Fellowship Church to be served via

Constable, if necessary. Supervisor Wisnom seconded the motion. Motion carried.

Bids

The following bids were opened and read in the following order for either the paver or the roller:

Shoemaker Trucking, Kirkwood PA: Paver, \$25,100.00
Bryan Klinger, Dover, PA: Paver, \$32,553.00
South West International Incorporated: Roller, \$7000.00
Devino Truck Parts, Paver: \$6888.00
Devino Truck Parts, Roller: \$6177.00
James Stanley Driveways Express, Williamsport, Paver \$25,000.00
Richard Krall Inc., Rossville, PA; Paver \$32,500.00
Snokes Excavating, Walnut Bottom PA, Paver \$40,101.00
Kara Williams, Forest Hill, MD Paver: \$21,111.00
Snokes Excavating paving; Roller: \$15,100.00
Robert Bowman, Muddy Creek, Roller: \$5,000.00
East Coast Iron, LLC, York PA ; Roller; \$8500.00
Bryan Klinger, Dover, PA; Roller: \$6827.00
Shoemaker Trucking; Roller: \$12,600.00
Triple A Paving and Excavating Waynesboro, PA; Roller \$14,000

The high bidder of both bids was Snoke's Excavating & Paving, Inc., 33 East Main Street, Walnut Bottom, PA 17266. Supervisor Wisnom motioned to accept the bid for the roller for \$15,100 from Snoke's Excavating and Paving, Inc. Supervisor Wisnom seconded the motion. Motion carried. Supervisor Wolf motioned to accept the bid for the paver for \$40,101.00 from Snoke's Excavating and Paving, Inc. Chairman Manifold seconded the motion. Motion carried.

Chairman Manifold motioned to permit Donnie McCauslin to sign anything required for the title work of the paver and roller. Supervisor Wolf seconded the motion. Motion carried.

Public Comment

Erika Balazova of 13727 Mt Airy Rd was present to speak with the Board regarding a letter she had sent to the Township asking for a traffic study. Chairman Manifold did read the letter however, the township cannot put a traffic control device on a state road. Additionally, if the Township were to do so by paying for the study, they would then take responsibility for the road. Chairman Manifold was also hesitant as there was only one complainant. Supervisor Wolf urged Ms. Balazova to take her concerns to PennDOT, as this is unfortunately out of the Township's hands. Chairman Manifold confirmed to Ms. Balazova she will be receiving a written response to her letter from the Township.

Preston Jacka of 258 Jenny Lane wanted to inform the Board about the trimming of his trees on his property. His trees were cut back past the property

line, and he states that his trees were never over the property line to begin with. Chairman Manifold explained that the trimming of trees is done for clearance for the snow plows and equipment. If the tree is planted close to the right-of-way, they have the authority to trim to the edge of the line. However, he will speak to the Roadmaster about it, as the trees were said to not be over the property line.

Chairman Manifold adjourned the meeting at 8:23 p.m.

Kristy Spevak, Secretary



Courtney Hargrave, Recording Secretary

APPOINTMENTS FOR 2017

<u>NAME</u>	<u>OFFICE</u>	<u>TERM</u>
Andy Miller, MPL Law Firm	Solicitor, Board of Supervisors	12/31/2017
Craig Sharnetzka, CGA Law Firm	Solicitor, Zoning Hearing Board	12/31/2017
Kristy Spevak	Secretary/Manager	12/31/2017
Darlene Parker	Treasurer	12/31/2017
David Wisnom	Assistant Secretary	12/31/2017
Donnie McCauslin, Jr.	Road Foreman	12/31/2017
Martin & Martin	Engineer	12/31/2017
Keith Hunnings, South Penn Code Consultants	Zoning/Codes Enforcement/BCO/Floodplain Administrator	12/31/2017
Commonwealth Code Inspection Agency	3rd Party Inspection Agency	12/31/2017
Pete Schilling, Commonwealth	Alternate BCO/Floodplain Administrator	12/31/2017
Ethan Poe	Sewage Enforcement Officer	12/31/2017
Keith Hunnings	Alternate Sewage Enforcement Officer	12/31/2017
Mary S. Glass	Zoning Hearing Board	12/31/2018
Kristi Ayres	HARP	12/31/2017
Vacant	HARP Auditor	12/31/2017
Vacant	Vacancy Board	12/31/2017
David Wisnom	YATB Representative	12/31/2017
Vacant	YATB Alternate	12/31/2017
Aaron Manifold	Eureka Consolidated Fire Rep.	12/31/2017
David Wisnom	Eureka Consolidated Fire Rep. Alternate	12/31/2017
David Wisnom	Local Gov't Advisory Committee	12/31/2017
Shannon Wolf	Local Gov't Advisory Committee Alternate	12/31/2017
David Wisnom	Eureka Liaison Committee	12/31/2017
Aaron Manifold	Eureka Liaison Committee Alternate	12/31/2017
Peoples Bank	Depository	12/31/2017
Malone & Malone	Solicitor, Planning Committee	12/31/2017