

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
MINUTES FOR FOR REGULAR MEETING
MUNICIPAL BUILDING
THURSDAY, NOVEMBER 1, 2018 @ 7 PM**

Chairman Manifold called the November 1, 2018, Board of Supervisors meeting to order at 7:00 p.m. In attendance were Chairman: Aaron R. Manifold, Vice-Chairman: David T. Wisnom, Board Member: John J. O'Neill, III, Solicitor: Andrew J. Miller, Manager: Kristy Smallwood and Treasurer: Katie Miller.

Trooper Corporal Lacey with the Pennsylvania State Police who is a patrol unit supervisor was present to present an activity report for the period of April 1, 2018 until Oct. 21, 2018. There were 601 calls of service. To highlight some of the calls he presented the following:

- 44 criminal investigations (burglaries, thief, drug possession, etc.)
- 9 non reportable (no injury to any party and both vehicles are drivable) vehicle crashes
- 37 reportable (involves injury or non-drivable vehicles) vehicle crashes
- 166 traffic stops within township of which there were 12 DUI
- 4 drug overdoses
- 3 natural deaths
- 1 suicide
- Remaining calls were a variety of items but would include things like issues regarding neighbors, welfare checks on an individual, domestic security checks at schools, etc.

Corporal Lacey inquired if there were any comments or concerns and Chairman Manifold asked him to monitor the traffic on Lee Street for complaints of excessive speeding and running stops signs during the rush hour time frames.

Approval of Minutes: Board Member O'Neill motioned to approve the October 4, 2018, Board of Supervisors minutes. Vice-Chairman Wisnom seconded the motion. Motion carried.

Treasurer's Report/Invoices: Vice-Chairman Wisnom motioned to approve the October 31, 2018, Treasurer's Report and previously reviewed invoices listed in the report. Chairman Manifold seconded the motion. Motion carried.

Roads:

Anderson Rd finished the wearing course within the last month and lines will be painted as soon as possible.

Road crew is working on winter maintenance preparation & maintenance on the summer equipment.

Gemmill Rd – Hopewell Township is doing a shared project with Shrewsbury Township with bridge culvert on Gemmill Road at the intersection of Deer Creek Road. The engineering has been completed on this. We are currently waiting on an installation date from Monarch. Hopewell Township Road crew is going to do installation themselves. We will need to rent a back hoe and two larger pumps. Since Hopewell Township Road crew will handle the installation money can be saved.

Road Grader – We are in the process of including the purchase of a new road grader in next years budget. Chairman Manifold made a motion to approve the Manager to advertise the old grader for sale to accept bids. O'Neill seconded the motion. Motion carried.

Subdivision/Land Development Plans:

Resolution 8-2018 – Sewage planning module for Mayberry. Per Chairman Manifold this is just a minor book keeping issue for Mayberry Development. All lots will be on public sewer. This will prove to DEP that Mayberry has acceptable sewage disposal in place for the development. Vice-Chairman Wisnom motioned to adopt Resolution 8-2018. Board Member O'Neill seconded the motion. Motion carried.

Resolution 9-2018 – Deer Creek Planning Module. Dave Bosley was present to make sure it went through and to answer questions, if needed. Solicitor Miller inquired if easements were complete. To the knowledge of Solicitor Miller the Ground Recharge Easement has not been completed. Per Solicitor Miller, it is ok to approve the planning module but a letter will need sent out indicating that plan itself won't be recorded until the easement has been reviewed and approved. Planning module can be approved for DEP purposes but follow up is needed. Solicitor Miller indicated that he had been in touch with Stacey McNeil, Esquire regarding a written easement agreement, which needs prepared if it does not exist or needs recorded against the property, if it already exists. Chairman Manifold motioned to approve the signing and sending of the DEP planning module for Resolution 9-2018. Board Member O'Neill seconded. Motion carried.

Solicitor's Report:

SSAI Fire Pond - Chairman Manifold expressed that he does not want to have tax payers of Hopewell Township on the hook for something they can't use. Further, the residents in the homeowners association knew this was part of the ownership. He cannot justify the spending of tax payers money to maintain the pond if they can't use the pond. The Board is trying to find a way to make some kind of use out of it before approval can be considered. Mary Glass was present to say the home owners just put another \$20,000 into the pond to replace the overflow pipe. Matter tabled.

Wolf Associates – Solicitor is still working on the dwelling right determinations. Tabled until this is done.

Minimum Municipal Obligation – Ratify revision of 2019 MMO for Employee Pension Plan. An audit was done by Auditor General’s Office. The one thing that needs revised MMO calculation for this year was calculated with the assumption that Katie was not able to participate in the pension plan until she was employed for six (6) months, based on the employee hand book. The pension plan agreement itself allows for participation upon employment. So a recalculation was needed for the year based on Katie’s hire date and not her six (6) month anniversary. The revised calculation should be \$35,077.00 up from \$33,912.00. Board member O’Neill made a motion to approve the revised MMO calculation of \$35,077.00. Vice-Chairman Wisnom seconded. Motion carried.

Resolution 10-2018 – Employee Handbook revision. Suggested change is to change the provision in the benefits section of the employee handbook to delete it in its entirety and replace with provision that says “Township employees may be eligible to participate in a pension plan through the Pennsylvania Municipal Retirement System pursuant to the terms of the plan as amended from time to time. A complete description of the plan is available at the township office.” Suggestion was to refer to the plan document itself rather than having any terms spelled out. Vice-Chairman made the motion to adopt Resolution 10-2018. Board Member O’Neill seconded. Motion carried.

Resolution 11-2018 – Drafted Tax Rate Resolution. Solicitor inquired if the Board has made any final decisions on any tax rates. Chairman Manifold says no final decision has been made but that the tax rate is not going to change. Solicitor Miller will draft a resolution for next months meeting. This must be adopted in December so that it can be certified.

2019 Reorganization – Resolutions are being gathered for the reorganization meeting.

Bus Shelters- Did work with South Penn codes about enforcement notices on the bus shelters.

Other Business:

Dental Insurance – Consider renewal for Township employee dental program. Fees are staying the same, which are:

- Employee only \$26.72
- Employee & One Adult \$66.10
- Employee & Child \$66.10
- Employee & Children \$66.10
- Employee & Family \$66.10

Through United Concordia Dental. Chairman Manifold made a motion to renew the dental insurance program. Board Member O’Neill seconded. Motion carried.

SPCA –2019 Animal Care and Housing agreement. The annual fee will be \$2,718.00. Vice-Chairman Wisnom motioned to authorize the signing of the agreement and paying fee. Chairman Manifold seconded. Motion carried. Norm Upton was present and inquired what SPCA covers for this fee. Chairman Manifold advised that this allows residents or the animal

control officer to take animals to SPCA and they will be accepted. If this fee is not paid residents can't take animals to SPCA.

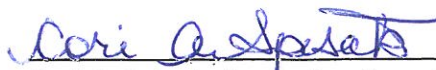
Sawmill Rd – Michael Young to be present with 15 yr paving concern. Purchased property when development was first set in motion. Mr. Young lives on lot 5. He expressed concern over an escrow that was set aside for blacktop. However, it appears the escrow of funds were released and blacktop was never completed. Discussion ensued and it was deterred that there was no completion deadline for paving. The Board said the township can send a letter to developer tell them of the concerns and to advise that until another bond is put into place there can't be anymore building on private road/lots. Letter can also be sent to registered owners of lots 3 and 1, which are undeveloped and to Paul Miller. It appears Mike Lee authorized the release of escrow before work was complete. Township will send letters and stay in touch with Mr. Young.

HARP – Norman Upton and Sue Ellen Kneller HARP Representatives were present to discuss their 2019 budget. Seeking Boards opinion on items such as accessing a \$5 fee per registration to help with income (for every kid that signs up for softball and baseball); \$2,000 for field use fee to help complete their budget. These things have not yet been approved by HARP board, just getting ideas. Chairman Manifold suggested HARP to get their budget into Hopewell earlier. Board member O'Neill suggested contacting Boy Scouts to see if they can assist in some areas of need with HARP. Board member O'Neill suggested asking TruValue or Ace for supplies to help or obtain advertising for fence as a source of income. Vice-Chairman Wisnom suggested instead of charging a field use fee that HARP seek volunteers through the groups that use the fields to get items completed that HARP needs done. It was suggested that the four municipalities need to communicate via representatives from each to attend a workshop to discuss comparable funding from each municipality. Manager Smallwood to add to the Township's facebook page about soliciting volunteers for HARP.

Public Comment. None

Adjournment. Meeting was adjourned at 8:43pm by Chairman Manifold.

Kristy Smallwood, Secretary



Cori A. Spisak, Recording Secretary