

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES FOR FEBRUARY 3, 2022
HOPEWELL TOWNSHIP MEETING ROOM & ZOOM
7:00 PM**

Chairman John O'Neill called the February 3, 2022, Board of Supervisors meeting to order at 7:00 p.m. Also in attendance were Supervisors Aaron Manifold and David Wisnom, Attorney Doug Myers, Zoning Officer Keith Hunnings and Manager, Katie Berry.

Chairman O'Neill asked if anyone in the audience was recording the meeting. No one was recording.

Chairman O'Neill stated that the Board held an executive session prior to the meeting to discuss items regarding the zoning hearing, personnel, and potential litigation.

Approval of Minutes

Chairman O'Neill motioned to approve the January 3, 2022, Board of Supervisors Reorganization Meeting minutes. Supervisor Wisnom seconded. Motion carried.

Treasurer's Report/Invoices

Chairman O'Neill called for a motion to approve the January 3, 2022, Treasures report and invoices. Supervisor Wisnom motioned. Chairman O'Neill seconded. Motion carried.

Roads Report

Snow removal- Roads Crew received their first delivery of salt. Salt is purchased through Costars who negotiates the price through Pennsylvania State government which saves money.

Tree trimming- minor tree trimming

Truck Preparation- not just for snow but also wiper blade repair on one of the dump trucks.

Full Time Road Crew Employee- Chairman O'Neill asked for a motion to authorize the Manager to advertise for a full-time roads crew employee. He stated there is a now a need as we continue to grow. Supervisor Manifold added that we wanted to advertise now to see what the market had available with expenses etc. Manifold motioned and O'Neill seconded. Motion carried.

SALDO

21-07-Rickert/Stone- Josh Myers from Shaw Surveying was present to discuss. No changes but the DEP did approve. There was room made for the driveway, and Penn Dot approved. Plans are ready to be signed. Chairman O'Neill asked for a motion to authorize signing of the 21-07 Rickert/Stone plans. Supervisor Wisnom made a motion as long as there are no contingencies. There were none. Supervisor Manifold seconded. Motion carried.

20-01- Kurtz School Villas – Surety reduction request. We have a letter from Martin and Martin with their recommendation. Township approved to reduce to \$103,541.76 from \$297,673.60. Manager Katie Berry has the original bond. Chairman O’Neill asked for a motion to approve. O’Neill motioned and Wisnom seconded. Motion carried.

Agricultural Security Request- Supervisor Manifold stated for the record that he is recusing himself from this discussion. Application for Ag Security for Property located at 5640 Hickory Rd. This is an application for a certain parcel of land to be put in Ag Security. Chairman O’Neill asked the public if there are any questions. No questions or comments. O’Neill motioned to authorize the acceptance of this request. Wisnom seconded. Motion carried.

Mayberry Phase II- No one present for final review. Supervisor Manifold motioned to table this until the next meeting. Chairman O’Neill seconded. Motion carried.

Solicitor’s Report

SALDO Amendment- Recent change in PA Law with the way the surety calculations are determined. Supervisor Manifold motioned to authorize the solicitor to proceed with the ordinance and submit to County Planning. Chairman O’Neill seconded the motion. Motion carried.

Hopkins ZHB Application – Solicitor looking for authorization to be present at the zoning hearing on February 17 with Hopkins of Gemmill Rd. Supervisor Wisnom motioned to have MPL represent the Township in this case. Chairman O’Neill seconded. Motion carried.

Other Business-

Fish and Game- Supervisor Manifold asked where we stand on this matter. The solicitor has not heard back yet.

Joel Washok- Not present to discuss recent Penn Waste concerns. Supervisor Manifold motioned to authorize the Solicitor to proceed with the penalty phase on failure to complete the contract as agreed upon. Chairman O’Neill seconded. Motion carried.

Rick Kerns- New HARP Director introduced himself and discussed events going on as well as a 5K to be on October 8th. For this event he requested closing down Althouse School Rd from 8:30am-11:30am on that day. Board asked for him to also contact Eureka Fire Co/Stewartstown Borough as well to assist with the road closure. Manifold motioned to authorize Althouse School Rd to be closed on the proposed date for the 5K if Eureka Fire Dept is available. O’Neill seconded the motion. Motion carried.

Tom Stifler- Discussed 20 Trout Lane driveway. Request is to shift the right of way. The Board does not see any issue with this. Zoning Officer Keith Hunnings stated that Mr. Stifler will need an Operations and Maintenance agreement and an Easement. Hunnings also noted that Mr. Stifler will be tied together with the neighboring properties with an NPDS Permit. They will share the cost, responsibility, and liability. Chairman O’Neil

motioned that the Board finds this plan as presented acceptable to move forward. Supervisor Wisnom seconded. Motion carried.

State Road Sign Request Study- Discussed Manager receiving request from resident to put a school bus stop sign as she is concerned for her neighbors at 3444 Plank Rd. Solicitor Myers recommended that the resident contact Penn Dot on her own as this is a state road. Manager will email her with Penn Dot contact info as instructed by the Board.

Real Estate Taxes- Chairman O'Neill asked if anyone had any questions or comments. No comments. He motioned to approve the return of Uncollected Real Estate Taxes. Supervisor Wisnom seconded. Motion carried.

Manifold- Presented a sketch plan for joining parcels. He would like to transition his parents farm to himself. The ordinance states there must be a minimum of 100 acres on each track. He demonstrated on the map how this would be done. Parcels are BK-0001-A0, CK-0008-00 and CK-0007-00. He stated he will also need approval from the Ag Preservation Board, York County, and the State. Manifold would like to know the feelings of the Board on this project. The Board is fine with him to proceed.

Public Comment- None.

Chairman O'Neill adjourned the meeting at 8:01pm



Diana Manker, Recording Secretary

Hopewell Township
Balance Sheet Prev Year Comparison
As of January 31, 2022

	Jan 31, 22	Jan 31, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100.00 · Checking/Savings				
100.00 · General Fund Checking				
100.01 · Johnson Controls	91,790.00	91,790.00	0.00	0.0%
100.00 · General Fund Checking - Other	400,386.98	395,111.96	5,275.02	1.3%
Total 100.00 · General Fund Checking	492,176.98	486,901.96	5,275.02	1.1%
101.00 · Cell Tower MMA	67,774.38	228,408.96	-160,634.58	-70.3%
102.00 · Traffic Light MMA	6,151.11	6,145.09	6.02	0.1%
103.00 · Facilities Fund MMA	2,145,960.58	2,138,719.00	7,241.58	0.3%
104.00 · Equipment Fund MMA	245,405.00	222,278.06	23,126.94	10.4%
107 · ARPA	280,554.02	0.00	280,554.02	100.0%
Total 100.00 · Checking/Savings	3,238,022.07	3,082,453.07	155,569.00	5.1%
105.00 · Payroll Checking	25,633.87	17,756.67	7,877.20	44.4%
106.00 · State Fund Checking	94,837.98	75,908.22	18,929.76	24.9%
Total Checking/Savings	3,358,493.92	3,176,117.96	182,375.96	5.7%
Total Current Assets	3,358,493.92	3,176,117.96	182,375.96	5.7%
TOTAL ASSETS	3,358,493.92	3,176,117.96	182,375.96	5.7%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.01 · Federal Taxes Withheld	-1,849.00	-1,049.00	-800.00	-76.3%
210.02 · FICA Taxes Withheld	-1,067.64	-725.73	-341.91	-47.1%
210.03 · Medicare Taxes Withheld	-249.71	-169.75	-79.96	-47.1%
210.04 · PA UC Taxes Withheld	51.56	10.91	40.65	372.6%
210.06 · Local Income Taxes Withheld	261.14	181.60	79.54	43.8%
210.07 · Local Services Tax Withheld	26.00	20.00	6.00	30.0%
210.11 · Retirement Contributions	0.00	237.54	-237.54	-100.0%
210.14 · FICA Company Paid	-887.84	-545.93	-341.91	-62.6%
210.15 · Medicare Taxes Company Paid	-207.64	-127.68	-79.96	-62.6%
210.00 · Payroll Liabilities - Other	-35.88	0.00	-35.88	-100.0%
Total 210.00 · Payroll Liabilities	-3,959.01	-2,168.04	-1,790.97	-82.6%
Total Other Current Liabilities	-3,959.01	-2,168.04	-1,790.97	-82.6%
Total Current Liabilities	-3,959.01	-2,168.04	-1,790.97	-82.6%
Total Liabilities	-3,959.01	-2,168.04	-1,790.97	-82.6%
Equity				
275.00 · Fund Balance	3,364,935.36	3,141,568.39	223,366.97	7.1%
Net Income	-2,482.43	36,717.61	-39,200.04	-106.8%
Total Equity	3,362,452.93	3,178,286.00	184,166.93	5.8%
TOTAL LIABILITIES & EQUITY	3,358,493.92	3,176,117.96	182,375.96	5.7%

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Hopewell Township Expenses by Vendor Detail January 2022

Date	Num	Account	Original Amount	Paid Amount	Balance
AERO ENERGY					
01/19/2022	467.9 GAL PROP...	409.02 · Heating Fu...	904.83	904.83	904.83
01/19/2022	68.2 GALLONS	438.04 · Vehicle Fue...	189.60	189.60	1,094.43
01/19/2022	216.8 GALLONS	438.04 · Vehicle Fue...	592.36	592.36	1,686.79
01/19/2022	761.2 GALLONS	438.04 · Vehicle Fue...	2,079.83	2,079.83	3,766.62
01/19/2022	134.2 GALLONS	438.04 · Vehicle Fue...	373.08	373.08	4,139.70
Total AERO ENERGY				4,139.70	4,139.70
CARDMEMBER SERVICE					
01/04/2022	11/20-12/21/21	438.03 · Vehicle Fue...	54.01	54.01	54.01
01/04/2022	11/20-12/21/21	438.03 · Vehicle Fue...	40.00	40.00	94.01
01/04/2022	11/20-12/21/21	400.08 · Dues/Subs...	58.29	58.29	152.30
01/04/2022	11/20-12/21/21	400.08 · Dues/Subs...	455.79	455.79	608.09
Total CARDMEMBER SERVICE				608.09	608.09
CLARK SALES AND SERVICE, INC.					
01/19/2022	Hoses	437.01 · Parts for R...	214.02	214.02	214.02
Total CLARK SALES AND SERVICE, INC.				214.02	214.02
EUREKA CONSOLIDATED					
01/04/2022	2022 Q1 Qrt EMS	412.00 · Ambulance...	10,250.00	10,250.00	10,250.00
Total EUREKA CONSOLIDATED				10,250.00	10,250.00
GENERAL CODE					
01/19/2022	Annual Maintenance	400.11 · Other Servi...	1,195.00	1,195.00	1,195.00
Total GENERAL CODE				1,195.00	1,195.00
H.O.P.E.					
01/04/2022	2022 Contribution	459.01 · H.O.P.E. C...	2,500.00	2,500.00	2,500.00
Total H.O.P.E.				2,500.00	2,500.00
HOPEWELL AREA REC & PARK BOARD					
01/04/2022	1ST QTR 2022	452.01 · Annual Rec...	11,975.15	11,975.15	11,975.15
Total HOPEWELL AREA REC & PARK BOARD				11,975.15	11,975.15
LEPPO CARPETS					
01/19/2022	Carpet Shampoo	406.04 · Other Servi...	315.00	315.00	315.00
Total LEPPO CARPETS				315.00	315.00
MARTIN & MARTIN INC.					
01/19/2022	145.197- Kurtz	408.01 · Engineerin...	489.00	489.00	489.00
01/19/2022	145.209A Mayberry	408.01 · Engineerin...	103.00	103.00	592.00
Total MARTIN & MARTIN INC.				592.00	592.00
MASON-DIXON PUBLIC LIBRARY					
01/04/2022	2022 Contribution	456.00 · Library Con...	10,800.00	10,800.00	10,800.00
Total MASON-DIXON PUBLIC LIBRARY				10,800.00	10,800.00
MET ED					
01/04/2022	11/25-12/23/2 Lee ...	438.07 · Other Servi...	51.25	51.25	51.25
Total MET ED				51.25	51.25
MPL LAW FIRM					
01/19/2022	Municipal Fees	404.00 · Attorney Fe...	3,799.00	3,799.00	3,799.00
Total MPL LAW FIRM				3,799.00	3,799.00
ORWICK FARMS LLC					
01/19/2022		438.02 · Supplies	100.00	100.00	100.00
Total ORWICK FARMS LLC				100.00	100.00

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02/03/22

Cash Basis

Hopewell Township Expenses by Vendor Detail January 2022

Date	Num	Account	Original Amount	Paid Amount	Balance
PA Chamber Insurance					
01/19/2022	February 2022	406.02 · Insurance a...	9,818.36	9,818.36	9,818.36
Total PA Chamber Insurance				9,818.36	9,818.36
PA ONE CALL SYSTEM INC					
01/19/2022	December 2021 F...	438.07 · Other Servi...	33.35	33.35	33.35
Total PA ONE CALL SYSTEM INC				33.35	33.35
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
01/19/2022	12/6-1/5/2022	406.04 · Other Servi...	44.71	44.71	44.71
01/19/2022	1/1-1/31/22	406.04 · Other Servi...	30.00	30.00	74.71
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				74.71	74.71
SPOT MEDIA					
01/04/2022	Updates	406.04 · Other Servi...	93.75	93.75	93.75
Total SPOT MEDIA				93.75	93.75
STEWARTSTOWN AREA SENIOR CENTER					
01/04/2022	2022 Contribution	458.00 · Senior Citiz...	6,000.00	6,000.00	6,000.00
Total STEWARTSTOWN AREA SENIOR CENTER				6,000.00	6,000.00
STEWARTSTOWN BOROUGH					
01/04/2022	9/25/21-12/25/21	411.01 · Hydrant Se...	943.80	943.80	943.80
Total STEWARTSTOWN BOROUGH				943.80	943.80
STEWARTSTOWN HISTORICAL SOCIETY					
01/04/2022	2022 Contribution	459.05 · Historical S...	1,500.00	1,500.00	1,500.00
Total STEWARTSTOWN HISTORICAL SOCIETY				1,500.00	1,500.00
TRACTOR SUPPLY CO					
01/18/2022	PERMIT REFUND	419.02 · Reimbursa...	45.50	45.50	45.50
Total TRACTOR SUPPLY CO				45.50	45.50
TRACTOR SUPPLY CREDIT PLAN					
01/19/2022	Parts/Supplies	437.01 · Parts for R...	45.23	45.23	45.23
Total TRACTOR SUPPLY CREDIT PLAN				45.23	45.23
TRAVIS MERGLER					
01/19/2022	2021 Clothing Allow	438.07 · Other Servi...	50.00	50.00	50.00
Total TRAVIS MERGLER				50.00	50.00
TRI-BORO CONSTRUCTION SUPPLIES, INC.					
01/04/2022	Siltsoxx	438.02 · Supplies	239.00	239.00	239.00
Total TRI-BORO CONSTRUCTION SUPPLIES, INC.				239.00	239.00
UNITED CONCORDIA					
01/19/2022	Feb 2022	406.02 · Insurance a...	391.60	391.60	391.60
Total UNITED CONCORDIA				391.60	391.60
WELLS FARGO VENDOR FINANCIAL SVS. LLC					
01/04/2022	Copier Lease	406.09 · Office Equi...	117.25	117.25	117.25
Total WELLS FARGO VENDOR FINANCIAL SVS. LLC				117.25	117.25
YORK WATER COMPANY					
01/19/2022	11/27-12/30/21	411.01 · Hydrant Se...	461.40	461.40	461.40
Total YORK WATER COMPANY				461.40	461.40
TOTAL			66,353.16	66,353.16	66,353.16