

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

Chairman John O'Neill started by asking anyone who may be recording the meeting to provide their name and address for the record and called the meeting to order at 7:00 p.m. In attendance were Supervisors Aaron Manifold and David Wisnom. Attorney Dillinger and Manager, Katie Berry.

Approval of Minutes

Chairman O'Neill asked for a motion to approve the February 3, 2022, Board of Supervisors meeting minutes. Supervisor Manifold motioned and Supervisor Wisnom seconded. Chairman O'Neill asked if there were any questions and comments. There were none. Motion carried.

Treasurer's Report/Invoices

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

Roads Report

Tree trimming- Supervisor Manifold reported the Roads Crew is gearing up for Spring, they are almost finished with tree trimming, and working on miscellaneous pothole repairs.

State paving projects- The Roads Master met with the contractor that resurfaced Kilgore Rd and will let us know what will be happening next. Prep work is being done on some of the state paving projects.

Snow/Ice removal/treatment - No snow removal but ice treatment was needed during the freezing rain. Manifold asked if there are any questions for the Road Master. None.

Subdivision/Land Development

Mayberry Phase II - Final review and signing plans. No one present for Mayberry, but Manager Katie Berry stated that everything is clear, and they are ready to be signed.

Chairman O'Neill asked for a motion for approval of Mayberry Phase II to be signed. Supervisor Wisnom motioned, and O'Neill seconded. No comments from the public. Motioned carried and plans will be signed.

Solicitor's Report

Act 97 SALDO Amendment - Solicitor's office prepared the Amendment, it is being sent to the planning commission and is ready for advertising. It can be adopted at next month's meeting.

Hopkins ZHB Application- The Zoning Board approved a variance for the Hopkins application. The Township has 30 days to appeal after the written decision is out. Chairman O'Neill explained to the public that there was a zoning variance request by a property owner who is not in accordance with our current zoning. Supervisor Manifold explained that this owner wanted an oversized lot and does not have enough development rights. This zoning has been in place since 1974 and the dwelling rights were determined then. The Board feels an appeal should be filed and has asked the Solicitor move forward. Supervisor Manifold motioned to file an appeal. Supervisor Wisnom seconded. Chairman O'Neill asked for public comment. None. Motion carried.

Boundary Line Agreement Plan- This is a small property boundary issue where a garage is encroaching. The solicitors and zoning have been working on this and feel that the Township does not need to do anything at this time. Once the dispute is resolved the Township would like to see a confirmatory deed, so it is clear for the future what these boundaries are. The solicitor's office is waiting to hear back from the zoning office to see if they agree with what was determined.

Resolution 4-2022- Grant application for the Stewartstown Park acquisition that Manager Berry put together, was reviewed by the solicitor's office, and agreed that it is ready to go. Chairman O'Neill explained to the public that the township purchased land next to the current recreational park in Stewartstown and the grant is to recoup some of the cost. Supervisor Manifold motioned to adopt Resolution 4-2022. Chairman O'Neill seconded. Motion carried.

Penn Waste- On February 24th a letter was sent to Penn Waste regarding some collection issues. Waiting on a response.

Other Business

Todd Ward- Via Zoom - of 301 Fremont Dr, Simpsonville, SC, and Senior Vice President of Red Rocks Developments. Discussed potential industrial development and zoning on Mt. Airy Rd. Most of the lot they are looking into is already zoned industrial and asked the Board if it would be appropriate to re-zone the other two parcels to industrial. Red Rocks wants to comply and work with the Community to see if this makes sense for this to become industrial. While they do not know who the tenant would be yet most of their tenants are distribution in nature and light manufacturing. There would be increased truck traffic. Chairman O'Neill expressed the truck traffic would be a concern and traffic studies

would be needed. Supervisor Manifold asked our Solicitor how to go about re-zoning and he explained that more parcels can be done. Based on the information Red Rocks discussed Chairman O'Neill expressed that they are looking forward to seeing where this goes. Manifold asked for a motion submit to the Planning Commission for potential expansion of the commercial industrial zone in the I 83 corridor. O'Neill seconded. No comments. Motion carried.

Bill Streett- Discussed his concern about hearing that the old landfill will be re-opened. Chairman O'Neill explained at this point there has been no plan formally presented to the Board. Dave Vallero of the Solid Waste Authority explained that they are still evaluating options and when they get a plan together, they will present it.

SESD Request- Supervisor Manifold made a motion to permit the Manager to request PennDot to complete the study for a 'School Bus Stop Ahead' sign as requested by SESD Transportation Director. Chairman O'Neill seconded. No Comments. Motion Carried.

GIS Agreement - Manager Katie Berry discussed implementing a low-level GIS system for the Roads Crew to assist with things like sign placement, municipal boundaries, building infrastructure, stormwater etc. since we currently do not have anything like this in place right now. This would be a buildable program to suit our needs. Manager Berry suggested to the Board to move forward in getting this in place to have a starting point for our Roads Department. Supervisor Manifold made a motion to authorize the Manager to enter into the contract GIS system start up and training. Chairman O'Neill seconded. Motion Carried.

Personnel- Supervisor Manifold made a motion to table the annual review for Donald "Donnie" McCauslin, Road Master due to Board members not being able to arrive early enough to discuss. Chairman O'Neill seconded. Motion Carried.

Public Comment- Chairman O'Neill opened the floor and on Zoom for public comment. None.

Chairman O'Neill adjourned the meeting at 7:45pm



Diana Manker, Recording Secretary

Hopewell Township Balance Sheet Prev Year Comparison As of February 28, 2022

	Feb 28, 22	Feb 28, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100. · 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	341,709.94	287,429.75	54,280.19	18.9%
Total 100.00 · General Fund Checking	433,499.94	379,219.75	54,280.19	14.3%
101.00 · Cell Tower MMA	73,417.80	231,632.20	-158,214.40	-68.3%
102.00 · Traffic Light MMA	6,151.58	6,145.42	6.16	0.1%
103.00 · Facilities Fund MMA	2,146,190.97	2,139,144.40	7,046.57	0.3%
104.00 · Equipment Fund MMA	245,427.50	222,298.52	23,128.98	10.4%
107 · ARPA	280,564.78	0.00	280,564.78	100.0%
Total 100. · Checking/Savings	3,185,252.57	2,978,440.29	206,812.28	6.9%
105.00 · Payroll Checking	23,996.47	23,023.53	972.94	4.2%
106.00 · State Fund Checking	94,839.44	75,909.38	18,930.06	24.9%
Total Checking/Savings	3,304,088.48	3,077,373.20	226,715.28	7.4%
Total Current Assets	3,304,088.48	3,077,373.20	226,715.28	7.4%
TOTAL ASSETS	3,304,088.48	3,077,373.20	226,715.28	7.4%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
200.00 · Accounts Payable	0.00	-124.61	124.61	100.0%
Total Accounts Payable	0.00	-124.61	124.61	100.0%
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.01 · Federal Taxes Withheld	-1,311.00	0.00	-1,311.00	-100.0%
210.02 · FICA Taxes Withheld	-890.05	-89.90	-800.15	-89.0%
210.03 · Medicare Taxes Withheld	-208.17	-21.04	-187.13	-88.9%
210.04 · PA UC Taxes Withheld	68.23	27.15	41.08	151.3%
210.05 · State Income Taxes Withheld	-27.98	494.63	-522.61	-105.7%
210.06 · Local Income Taxes Withheld	538.79	452.27	86.52	19.1%
210.07 · Local Services Tax Withheld	52.00	42.00	10.00	23.8%
210.11 · Retirement Contributions	0.00	452.05	-452.05	-100.0%
210.14 · FICA Company Paid	-710.25	89.90	-800.15	-89.0%
210.15 · Medicare Taxes Company Paid	-166.10	21.03	-187.13	-88.9%
210.00 · Payroll Liabilities - Other	-35.29	0.00	-35.29	-100.0%
Total 210.00 · Payroll Liabilities	-2,689.82	1,468.09	-4,157.91	-283.2%
Total Other Current Liabilities	-2,689.82	1,468.09	-4,157.91	-283.2%
Total Current Liabilities	-2,689.82	1,343.48	-4,033.30	-300.2%
Total Liabilities	-2,689.82	1,343.48	-4,033.30	-300.2%
Equity				
275.00 · Fund Balance	3,364,935.36	3,141,568.39	223,366.97	7.1%
Net Income	-58,157.06	-65,538.67	7,381.61	11.3%
Total Equity	3,306,778.30	3,076,029.72	230,748.58	7.5%
TOTAL LIABILITIES & EQUITY	3,304,088.48	3,077,373.20	226,715.28	7.4%

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[Handwritten signatures]

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Cash Basis

Hopewell Township Expenses by Vendor Detail February 2022

Date	Num	Account	Original Amount	Paid Amount
ADAM COLEY				
02/04/2022		438.02 · Supplies	92.86	92.86
Total ADAM COLEY				92.86
AERO ENERGY				
02/04/2022	551.200 GAL PRO...	409.02 · Heating Fuel/P...	1,105.87	1,105.87
02/23/2022	20.90 GALLONS	438.04 · Vehicle Fuel - ...	67.24	67.24
02/23/2022	673.90 GALLONS	438.04 · Vehicle Fuel - ...	2,168.07	2,168.07
02/23/2022	552.200 GAL PRO...	409.02 · Heating Fuel/P...	1,147.91	1,147.91
Total AERO ENERGY				4,489.09
AIRGAS USA, LLC				
02/04/2022		437.01 · Parts for Repairs	248.86	248.86
02/04/2022		437.01 · Parts for Repairs	547.49	547.49
Total AIRGAS USA, LLC				796.35
ARMSTRONG				
02/04/2022	1/26-2/25/22 Svcs.	409.03 · Telephone/Inte...	232.50	232.50
Total ARMSTRONG				232.50
AT&T				
02/04/2022	1/16-2/15/22 Cell	409.03 · Telephone/Inte...	171.95	171.95
Total AT&T				171.95
Atlantic Tractor				
02/23/2022	Electrical Parts	437.01 · Parts for Repairs	151.98	151.98
Total Atlantic Tractor				151.98
BEARS PORTABLE TOILETS				
02/04/2022	1/14-2/10/22 Rental	452.02 · Hopewell Area ...	125.00	125.00
02/23/2022	2/11-3/22/22 Rental	452.02 · Hopewell Area ...	125.00	125.00
Total BEARS PORTABLE TOILETS				250.00
BERGEY'S TRUCK CENTERS				
02/04/2022		437.01 · Parts for Repairs	233.19	233.19
Total BERGEY'S TRUCK CENTERS				233.19
CARDMEMBER SERVICE				
02/04/2022	12/22-1/20/22	438.03 · Vehicle Fuel - ...	39.00	39.00
02/04/2022	12/22-1/20/22	438.02 · Supplies	898.35	898.35
02/04/2022	12/22-1/20/22	400.08 · Dues/Subscript...	58.29	58.29
02/04/2022	12/22-1/20/22	400.09 · Meetings and ...	48.92	48.92
02/04/2022	12/22-1/20/22	400.09 · Meetings and ...	180.20	180.20
02/04/2022	12/22-1/20/22	406.03 · Office Supplies	42.38	42.38
02/04/2022	12/22-1/20/22	406.03 · Office Supplies	130.00	130.00
02/04/2022	12/22-1/20/22	409.01 · Building Supplies	112.48	112.48
Total CARDMEMBER SERVICE				1,509.62
CINTAS CORPORATION				
02/10/2022	Refill Medical	406.04 · Other Services ...	132.70	132.70
Total CINTAS CORPORATION				132.70
COLLENS WAGNER INSURANCE				
02/23/2022	TAX COLLECTOR...	406.02 · Insurance and ...	53.00	53.00
Total COLLENS WAGNER INSURANCE				53.00

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Hopewell Township
Expenses by Vendor Detail
February 2022

Date	Num	Account	Original Amount	Paid Amount
COMPASS MINERALS AMERICA INC				
02/04/2022	124.13 tons	432.00 · Winter Mainten...	8,439.60	8,439.60
02/04/2022	106.99 tons	432.00 · Winter Mainten...	7,274.25	7,274.25
02/10/2022	123.90 tons	432.00 · Winter Mainten...	8,423.96	8,423.96
02/10/2022	20.18 tons	432.00 · Winter Mainten...	1,372.04	1,372.04
02/23/2022	20.89 tons	432.00 · Winter Mainten...	1,420.31	1,420.31
02/23/2022	64.61 tons	432.00 · Winter Mainten...	4,392.83	4,392.83
Total COMPASS MINERALS AMERICA INC				31,322.99
COUNTRYSIDE CUTTERS TREE SERVICE LLC				
02/04/2022	HOPEWELL	438.07 · Other Services ...	2,000.00	2,000.00
Total COUNTRYSIDE CUTTERS TREE SERVICE LLC				2,000.00
DONALD MCCAUSLIN				
02/04/2022	2022 BOOT ALLO...	438.07 · Other Services ...	91.90	91.90
Total DONALD MCCAUSLIN				91.90
EUREKA CONSOLIDATED				
02/23/2022	2022 Fire Protection	411.02 · Contributions &...	79,170.72	79,170.72
Total EUREKA CONSOLIDATED				79,170.72
EUREKA VOLUNTEER FIRE AND AMBULANCE CO.				
02/04/2022	ALS Service Q1/2...	412.01 · ALS	17,937.50	17,937.50
Total EUREKA VOLUNTEER FIRE AND AMBULANCE CO.				17,937.50
HARTMANS FIRE EQUIPMENT				
02/23/2022	Inspect & Service	409.05 · Repairs and M...	289.10	289.10
Total HARTMANS FIRE EQUIPMENT				289.10
HOPEWELL PETTY CASH				
02/04/2022	Replenish	406.03 · Office Supplies	200.00	200.00
02/23/2022	Replenish	406.03 · Office Supplies	200.00	200.00
Total HOPEWELL PETTY CASH				400.00
JACOB SMITH				
02/10/2022	HT-07-22	419.02 · Reimbursable ...	70.50	70.50
Total JACOB SMITH				70.50
KLUGH ANIMAL CONTROL SERVICES				
02/10/2022	Billable Services	419.01 · Animal Control ...	146.65	146.65
Total KLUGH ANIMAL CONTROL SERVICES				146.65
LANCASTER TRUCK BODIES				
02/23/2022	Parts	437.01 · Parts for Repairs	305.92	305.92
Total LANCASTER TRUCK BODIES				305.92
MARTIN & MARTIN INC.				
02/04/2022	Consulting	408.00 · Engineering Se...	762.00	762.00
Total MARTIN & MARTIN INC.				762.00
MEDIA ONE PA				
02/04/2022	Public Notice	400.04 · Advertising	976.84	976.84
02/23/2022	Public Notice	400.04 · Advertising	167.00	167.00
Total MEDIA ONE PA				1,143.84

Hopewell Township Expenses by Vendor Detail February 2022

Date	Num	Account	Original Amount	Paid Amount
MET ED				
02/04/2022	E Forrest Ave	433.01 · Supplies	89.86	89.86
02/04/2022	Ridge Meadow	409.04 · Electric	28.82	28.82
02/04/2022	12/24-1/25/22 Lee ...	438.07 · Other Services ...	50.27	50.27
02/23/2022	Ridge Meadow	409.04 · Electric	21.59	21.59
02/23/2022	E Forrest Ave	433.01 · Supplies	77.64	77.64
Total MET ED				268.18
MPL LAW FIRM				
02/04/2022	Municipal Fees	404.00 · Attorney Fees	2,396.00	2,396.00
02/04/2022	Act 537 Enforcem...	404.00 · Attorney Fees	178.50	178.50
02/04/2022	Dwelling Rights	404.00 · Attorney Fees	3,115.50	3,115.50
Total MPL LAW FIRM				5,690.00
PA Chamber Insurance				
02/04/2022	March 2022	406.02 · Insurance and ...	9,816.36	9,816.36
Total PA Chamber Insurance				9,816.36
PA ONE CALL SYSTEM INC				
02/10/2022	January 2022 Fees	438.07 · Other Services ...	24.30	24.30
Total PA ONE CALL SYSTEM INC				24.30
PA TWPS. HEALTH INS. COOP. TRUST				
02/04/2022	2021 Life Ins.	406.02 · Insurance and ...	600.48	600.48
02/10/2022	2022 Disability Ins.	406.02 · Insurance and ...	2,314.68	2,314.68
Total PA TWPS. HEALTH INS. COOP. TRUST				2,915.16
PIRMA				
02/04/2022	Insurance Renew	400.06 · Liability Insura...	5,074.00	5,074.00
02/04/2022	Insurance Renew	400.05 · Property Insura...	3,465.00	3,465.00
02/04/2022	Insurance Renew	400.06 · Liability Insura...	4,445.00	4,445.00
02/04/2022	Insurance Renew	400.05 · Property Insura...	4,353.00	4,353.00
02/04/2022	Insurance Renew	400.05 · Property Insura...	10,492.00	10,492.00
Total PIRMA				27,829.00
PITNEY BOWES GLOBAL FINANCIAL SERVICES				
02/10/2022	Q1 2022	406.03 · Office Supplies	144.96	144.96
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES				144.96
PURCHASE POWER				
02/04/2022	Postage	406.05 · Postage	301.50	301.50
Total PURCHASE POWER				301.50
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				
02/04/2022	1/23-2/22	406.04 · Other Services ...	80.00	80.00
02/10/2022	1/6-2/5/2022	406.04 · Other Services ...	96.73	96.73
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				176.73
SHARE CORPORATION				
02/04/2022	PO # 3-2022	438.02 · Supplies	435.21	435.21
Total SHARE CORPORATION				435.21
SHREWSBURY TRUE VALUE				
02/04/2022	Supplies	437.01 · Parts for Repairs	43.51	43.51
02/04/2022	Supplies	437.01 · Parts for Repairs	63.44	63.44
Total SHREWSBURY TRUE VALUE				106.95

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Hopewell Township Expenses by Vendor Detail February 2022

Date	Num	Account	Original Amount	Paid Amount
SMART SOURCE LLC				
02/04/2022	BUSINESS CARDS	406.03 · Office Supplies	71.30	71.30
02/23/2022	OFFICE SUPPLIES	406.03 · Office Supplies	134.73	134.73
Total SMART SOURCE LLC				206.03
SOUTH PENN CODE CONSULTANTS LLC				
02/04/2022	Nov & Dec 2021	413.01 · Codes Enforce...	14,756.31	14,756.31
02/10/2022	HT-2022-27-B	413.01 · Codes Enforce...	95.00	95.00
Total SOUTH PENN CODE CONSULTANTS LLC				14,851.31
SPOT MEDIA				
02/04/2022	Updates	406.04 · Other Services ...	312.50	312.50
Total SPOT MEDIA				312.50
STAPLES ADVANTAGE				
02/04/2022	Supplies	409.01 · Building Supplies	145.58	145.58
02/04/2022	Supplies	406.03 · Office Supplies	100.59	100.59
02/23/2022	Supplies	409.01 · Building Supplies	101.00	101.00
02/23/2022	Supplies	406.03 · Office Supplies	30.69	30.69
Total STAPLES ADVANTAGE				377.86
TELECOM BUSINESS				
02/23/2022	1 Yr Agreement	409.03 · Telephone/Inte...	388.80	388.80
Total TELECOM BUSINESS				388.80
THE HOME DEPOT				
02/10/2022	Shop	409.01 · Building Supplies	209.50	209.50
Total THE HOME DEPOT				209.50
TIFCO INDUSTRIES				
02/04/2022	Workshop Supplies	438.02 · Supplies	358.24	358.24
Total TIFCO INDUSTRIES				358.24
UNITED CONCORDIA				
02/23/2022	March 2022	406.02 · Insurance and ...	391.60	391.60
Total UNITED CONCORDIA				391.60
WELLS FARGO VENDOR FINANCIAL SVS. LLC				
02/04/2022	Copier Lease	406.09 · Office Equipme...	117.25	117.25
Total WELLS FARGO VENDOR FINANCIAL SVS. LLC				117.25
YOE PARTS & EQUIPMENT CO.				
02/10/2022	Parts	437.01 · Parts for Repairs	35.71	35.71
Total YOE PARTS & EQUIPMENT CO.				35.71
YORK BUILDING PRODUCTS CO. INC.				
02/23/2022	Cold Patch	438.02 · Supplies	190.00	190.00
Total YORK BUILDING PRODUCTS CO. INC.				190.00
YORK COUNTY MUNICIPAL ADMINISTRATORS ASSO				
02/10/2022	2022 Membership	406.06 · Meetings and ...	25.00	25.00
Total YORK COUNTY MUNICIPAL ADMINISTRATORS ASSO				25.00
YORK WATER COMPANY				
02/04/2022	2/30-1/28/2022	411.01 · Hydrant Service	461.40	461.40
Total YORK WATER COMPANY				461.40
TOTAL				207,387.91

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H-2022



RESOLUTION PAGE

Commonwealth of Pennsylvania
www.dcnr.state.pa.us/grants

DCNR-C2P2	Applicant Information (* indicates required information)	
Applicant/Grantee Legal Name: HOPEWELL TOWNSHIP	Web Application ID: 2004500	
Project Title: Stewartstown Fairgrounds Park Acquisition		

WHEREAS, **HOPEWELL TOWNSHIP** ("Applicant") desires to undertake the project, "**Stewartstown Fairgrounds Park Acquisition**" ("Project Title"); and

WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources ("Department") a grant for the purpose of carrying out this project; and

WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant" and

WHEREAS, the applicant understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department **if the applicant is awarded a grant**; and

NOW THEREFORE, it is resolved that:

1. The grant application may be electronically signed on behalf of the applicant by "**Katie Berry**" who, at the time of signing, has a **TITLE** of "**Manager**" and the email address of "**Kberry@hopewelltownship.com**".
2. If this Official signed the Grant Application Electronic Authorization prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.
3. If the applicant is awarded a grant, the Grant Application Electronic Authorization, signed by the above Official, will become the applicant/grantee's **executed** signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.
4. Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official who, at the time of signing of the amendment, has the "**TITLE**" specified in paragraph 1 and the grantee will be bound by the amendment.

I hereby certify that this Resolution was adopted by the

Hopewell Township Board of Supervisors

(identify the governing body of the applicant, e.g. city council, borough council, board of supervisors, board of directors)

of this applicant, this 3rd day of March, 2022.

Katie Berry
(signature of the governing body)