

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
AGENDA FOR ORGANIZATION, PUBLIC HEARING
& REGULAR BUSINESS MEETING
MUNICIPAL BUILDING & STREAMING VIA ZOOM**

Zoom link:

<https://us02web.zoom.us/j/88504692375?pwd=MC9Ub1Q4SGIBelArTm1ndmFvQnlvQT09>

Meeting ID: 885 0469 2375

Passcode: 561365

JANUARY 3, 2023 – 7:00 PM

Call meeting to order; pledge to the flag.

Organization of Board for 2023 –

Appoint Temporary Secretary
Appoint Temporary Chairman
Nominate & Elect Chairman & Vice-Chairman
Appoint Secretary
Appoint Treasurer

2023 State (PSATS) Convention (4/23-4/26) – Certify attending delegates and a voting delegate.

County Convention – Consider approval of attendance & mileage reimbursement for eligible officials who attend York County Association of Townships of the Second-Class convention to be held October 26, 2023.

Affirm Supervisors Employed by Township – Consider motion to affirm appointment of Aaron Manifold, David Wisnom and John O’Neill as Supervisors employed by the Township on an “as needed” basis and set wages as determined by Auditors.

Appointments for 2023 – Consider list as presented.

Appoint opening for Zoning Hearing Board
Appoint opening for HARP Board

Resolution #01-2023 – Consider adopting a resolution setting certain tax related fees

Resolution #2-2023 – Consider adopting certain fees for Hopewell Township

Resolution #3-2023 – Consider adopting Depository Institution for 2023

Public Hearing –

Ordinance No.1-2023 – An Ordinance amending Act 172. EMS Tax relief

Regular Business –

Minutes – Consider approval of Regular Meeting minutes of December 1, 2022.

Treasurer's Report/Invoices –

Consider approval of November 30, 2022, Treasurer's Report and Invoices listed in this report and previously reviewed. (Tabled from last month)

Consider approval of December 31, 2022, Treasurer's Report and Invoices listed in this report and previously reviewed.

Roads Report –

Orwig Road- Preparations for 2023 paving

Tree trimming and storm clean up

Winter equipment/ supplies

Planning and preparations for new Salt & Maintenance Building in 2023

SALDO – 22-03- Larry L Seitz – Consider approval of Final Subdivision Plan. Seitz-

- Resolution 4-2023- Consider adoption- DEP Resolution for Plan Revision for new land development

Solicitor's Report –

International Property Maintenance Code

Hopkins Zoning Appeal

Letter to Penn Waste

Other Business –

Stewartstown- Sludge Dewatering Improvements – Jason Lytle with GBM

Architects/Engineers to be present to discuss project

Stewartstown Authority- New Water Tank – Consider ratification of letter sent in support

Stewartstown Authority- Wastewater Treatment Plant Sanitary Upgrades – Consider ratification of letter sent in support

Deer Creek Sanitary Sewer Pump Station Upgrade – Consider ratification of letter sent in support

2022 Non-Compliant Act 537 – Motion to have Solicitor send letters

Public Comment

Adjournment.

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES FOR JANUARY 3, 2023
HOPEWELL TOWNSHIP MEETING ROOM & ZOOM
7:00 PM**

Chairman O'Neill called the meeting to order at 7:00pm and opened the meeting with the Pledge of Allegiance. Executive Session was held prior to the meeting to discuss personnel and legal matters with the Solicitor. He asked that all in attendance sign in and anyone who may be recording the meeting to give their name and address for the record. In attendance were Supervisors David Wisnom and Aaron Manifold, Attorney Doug Myers and Township Manager, Katie Berry.

Organization of Board for 2023 –

Supervisor Manifold motioned to appoint Katie Berry as temporary Secretary. Chairman O'Neill seconded. Motion carried.

Supervisor Manifold motioned to appoint Chairman O'Neill as temporary Chairman; Supervisor Wisnom seconded. Motion carried.

O'Neill motioned to nominate Manifold as Chairman and Wisnom seconded. Motion carried. Wisnom nominated O'Neill as Vice-Chairman and Manifold seconded. Motion carried.

Manifold motioned to appoint Katie Berry as Secretary; Wisnom seconded. Motion carried.

O'Neill motioned to appoint Katie Berry as Treasurer; Manifold seconded. Motioned carried.

2023 State (PSATS) Convention (4/23-4/26) – Manifold motioned to certify delegates to attend and O'Neill seconded. Motion carried. Manifold motioned to authorize the Township Manager as voting delegate and O'Neill seconded. Motion carried.

County Convention – O'Neill motioned to approve attendance & mileage reimbursement for eligible officials who attend York County Association of Townships of the Second-Class convention to be held October 26, 2023. Manifold seconded. Motion Carried.

Affirm Supervisors Employed by Township – Supervisor Wisnom motioned to affirm appointment of Aaron Manifold, David Wisnom and John O'Neill as Supervisors employed by the Township on an "as needed" basis and set wages as determined by Auditors. O'Neill seconded. Motion carried.

Appointments for 2023 –

Zoning Board- There are three candidates for this opening-

Steve Boyer of Leib School Rd, Connie Milchling of Hollow Rd and Cathy Esworthy of Scarborough Fare. The board has reviewed all the applications. Wisnom motioned to nominate Steve Boyer and O'Neill seconded.

HARP Board- There are two candidates for this opening- Mark Anderson of Edie Circle and Ronnie Morales of Crosstie Dr. O'Neill motioned to nominate Mark Anderson and Wisnom seconded. Motion carried.

Alternate Sewage enforcement Officer- Manifold motioned to nominate Steve McKeon and Associates and Wisnom seconded. Motion carried.

Wisnom motioned to accept the list of appointments for 2023 and O'Neill seconded. Motion carried. See exhibit B attached.

Resolution #01-2023 – Manifold motioned to adopt a resolution setting certain tax related fees and O'Neill seconded. Motion carried.

Resolution #2-2023 – O'Neill motioned to adopt certain fees for Hopewell Township and Wisnom seconded. Motion carried. See exhibit A attached.

Resolution #3-2023 – Wisnom motioned to adopt the Depository Institution for 2023 as Peoples Bank. Manifold seconded. Motion carried.

Public Hearing –

Ordinance No.1-2023 – Manifold motioned to open a public hearing on an Ordinance amending Act 172. EMS Tax relief, Wisnom seconded. Public Hearing now open. Attorney Myers explained the amendment of the ordinance. Brad Dauberman from Shrewsbury Volunteer Fire Company was present to discuss. O'Neill closed the hearing and Manifold motioned to table Ordinance No. 1-2023 until next month due to the Board needing some more clarification. O'Neill seconded. Motion carried.

Regular Business –

Minutes

Supervisor Wisnom motioned to approve the December 1, 2022, Board of Supervisors regular meeting minutes, Supervisor O'Neill seconded. Motion carried.

Treasurer's Report/Invoices

Supervisor O'Neill motioned to approve the November 30, 2022, Treasurer's Report and Invoices listed in this report and previously reviewed. (Tabled from last month due to an internet outage) and Supervisor Wisnom seconded. Motion carried.

Supervisor Wisnom motioned to approve December 31, 2022, Treasurer's Report and Invoices listed in this report and previously reviewed. Supervisor O'Neill seconded. Motion carried.

Roads Report

Orwig Road- Road Crew is prepared for the 2023 snow season and until snow removal is needed, they are working on Orwig Rd section between Center and Zeigler Sch. Rd to prepare for upcoming paving season.

Tree trimming – and storm clean up from recent wind and rain.

Winter equipment/supplies- Planning and preparations for new Salt & Maintenance Building that will be put out to bid this year. They are still waiting on the drawings back from the engineer and then the Board can review. Dan Wolf of 13752 Center Rd asked what the size of the buildings will be. Manifold stated that the Salt storage is approx. 60 X 80, and the maintenance/equipment is a 3-sided concrete structure. Funding for these buildings will come out of our Covid Relief funds.

SALDO

22-03- Larry L Seitz – Dan Wolf was present to discuss. Chairman Manifold went down the list of comments approval of Final Subdivision Plan.

- The Applicant/Owner shall record confirmatory deeds for all parcels resulting from the Plan. The confirmatory deed for Lot 1 on the Plan shall include language that “Lot 1 on the Plan is a non-buildable lot unless or until DEP sewage facilities planning approval has been obtained.” These confirmatory deeds shall be submitted to the Township solicitor for review and approval prior to recording.
- The Plan shall contain a note stating that “Lot 1 on the Plan is a non-buildable lot unless or until DEP sewage facilities planning approval has been obtained.”
- The Applicant/Owner shall submit to the Township solicitor for review and approval driveway easement and maintenance agreements regarding Lots 1 and 2 for any shared driveway or easement use. Said agreements shall be recorded at the Recorder of Deeds office.
- The Owner’s certification must be signed, dated, and notarized.
- The Applicant/Owner shall pay all costs and fees associated with Plan review and approval.
- The Applicant/Owner shall complete DEP sewage facilities planning approval prior to Plan recording.

Hopewell Township SALDO and Code-

- The waiver of plan scale pursuant to SALDO § 405.3 to allow plans submitted with an alternate scale of 1” =200’ for Lot 1.
- The waiver of the lot configuration requirements pursuant to SALDO § 509.1.B are modified to permit the lot configuration of Lot 3 on the Plan.

Supervisor O’Neill motioned to adopt Resolution 4-2023- DEP Resolution for Plan Revision for new land development. Supervisor Wisnom seconded the motion to authorize the Secretary to send the DEP module in for Lot 3 of the subdivision as presented. Motion carried. Chairman Manifold called for a motion for conditional approval of plan 22-03- Larry L Seitz. Supervisor O’Neill motioned based upon the conditions that have been recorded in the minutes. Both O’Neill and Manifold responded to audience member Christian King, explaining the reason for noting these items in the minutes tonight. Supervisor Wisnom seconded the motion. Motion carried.

Solicitor’s Report

Hopkins Zoning Appeal - Supervisor Wisnom motioned for the solicitor to file the paperwork to appeal the court’s decision to find in favor of Hopkins. Supervisor O’Neill seconded. Motion carried.

International Property Maintenance Code – Attorney Myers researched and explained some details concerning this and the Board stated they will look at what Doug has prepared and discuss later.

Letter to Penn Waste – Joel Washok from Penn Waste was present to discuss. Chairman Manifold first stated that the township was unhappy with the frustration that was caused recently with pick up irregularity issues etc and asked that he let us know where they stand and how we can move forward. Joel explained one of the problems they dealt with was the cart distribution company. Approximately 400 customers in Hopewell TWP switched to low volume which caused issues for Penn Waste. Manifold then read the penalty letter being sent to Penn Waste due to two hauling breaches of their contract. O’Neil motioned to send the letter with the penalties to Penn Waste. Wisnom seconded. Motion carried. Susan Klair of 14030 Stony Run Lane asked if they are mandated to use Penn Waste. Manifold stated that yes in Hopewell Township you are mandated to use them.

Other Business-

Stewartstown- Sludge Dewatering Improvements – Jason Lytle with GMB Architects/Engineers discussed their project. Chairman Manifold called for a motion to authorize the Manager to enter into a letter of agreement for the upgrades to the treatment plant and potential funding. Wisnom motioned and O’Neill seconded. Motion carried.

Stewartstown Authority- New Water Tank – Chairman Manifold motioned to ratify the letter of support sent to add the potential 3rd water tank. Supervisor O’Neill seconded. Motion carried.

Stewartstown Authority- Wastewater Treatment Plant Sanitary Upgrades – Supervisor Wisnom motioned to ratify the 2nd letter sent in support for the upgrades and Supervisor O’Neill seconded. Motion carried.

Deer Creek Sanitary Sewer Pump Station Upgrade – O’Neill motioned to ratify of letter sent in support of these upgrades and Manifold seconded. Motion carried.

2022 Non-Compliant Act 537 – Supervisor O’Neill motioned to have Solicitor send letters to non-compliant residents in District 1. Supervisor Wisnom seconded. Motion carried.

Personnel- None

Public Comment- Elmer Stoltzfus gave his plans to the board for the schoolhouse they would like to build in the Agricultural Zone which is not permitted in Ag zones. Manifold stated it looks like they have enough info now for our solicitor to draft up a potential change for the zoning ordinance. This will then need to come back to our Planning Commission, York County Planning and then back to the Board of Supervisors and a Public Hearing will be held for input. A rep for Enos Stoltzfus of 26 Trout Lane was also in the audience and discussed his project and asked the Board for some input.

Chairman Manifold adjourned the meeting at 9:27pm



Diana Manker, Recording Secretary

Hopewell Township

Balance Sheet Prev Year Comparison

As of November 30, 2022

	Nov 30, 22	Nov 30, 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	586,363.23	367,922.32	218,440.91	59.4%
Total 100.00 · General Fund Checking	678,153.23	459,712.32	218,440.91	47.5%
101.00 · Cell Tower MMA	104,041.69	60,659.55	43,382.14	71.5%
102.00 · Traffic Light MMA	3,305.65	6,150.07	-2,844.42	-46.3%
103.00 · Facilities Fund MMA	2,150,388.95	2,145,450.37	4,938.58	0.2%
104.00 · Equipment Fund MMA	325,944.27	245,355.01	80,589.26	32.9%
107 · ARPA	550,810.34	280,530.20	270,280.14	96.4%
100. · Checking/Savings - Other	-53.95	0.00	-53.95	-100.0%
Total 100. · Checking/Savings	3,812,590.18	3,197,857.52	614,732.66	19.2%
105.00 · Payroll Checking	19,131.95	12,792.86	6,339.09	49.6%
106.00 · State Fund Checking	12,451.09	94,834.76	-82,383.67	-86.9%
Total Checking/Savings	3,844,173.22	3,305,485.14	538,688.08	16.3%
Total Current Assets	3,844,173.22	3,305,485.14	538,688.08	16.3%
TOTAL ASSETS				
	3,844,173.22	3,305,485.14	538,688.08	16.3%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.02 · FICA Taxes Withheld	-89.90	-89.90	0.00	0.0%
210.03 · Medicare Taxes Withheld	-21.04	-21.04	0.00	0.0%
210.04 · PA UC Taxes Withheld	71.16	60.73	10.43	17.2%
210.06 · Local Income Taxes Withheld	587.81	414.02	173.79	42.0%
210.07 · Local Services Tax Withheld	56.00	42.00	14.00	33.3%
210.11 · Retirement Contributions	1,047.16	0.00	1,047.16	100.0%
210.14 · FICA Company Paid	89.90	89.90	0.00	0.0%
210.15 · Medicare Taxes Company Paid	21.03	21.03	0.00	0.0%
210.00 · Payroll Liabilities - Other	-33.67	-35.88	2.21	6.2%
Total 210.00 · Payroll Liabilities	1,728.45	480.86	1,247.59	259.5%
Total Other Current Liabilities	1,728.45	480.86	1,247.59	259.5%
Total Current Liabilities	1,728.45	480.86	1,247.59	259.5%
Total Liabilities	1,728.45	480.86	1,247.59	259.5%
Equity				
275.00 · Fund Balance	3,364,935.36	3,141,568.39	223,366.97	7.1%
Net Income	477,509.41	163,435.89	314,073.52	192.2%
Total Equity	3,842,444.77	3,305,004.28	537,440.49	16.3%
TOTAL LIABILITIES & EQUITY	3,844,173.22	3,305,485.14	538,688.08	16.3%



Hopewell Township Expenses by Vendor Detail November 2022

Date	Num	Account	Original Am...	Paid Amount	Balance
AERO ENERGY					
11/03/2022	344.400 GAL PRO...	409.02 · Heating Fuel/P...	602.91	602.91	602.91
11/18/2022	158.800 GALLONS	438.04 · Vehicle Fuel - ...	890.17	890.17	1,493.08
11/18/2022	173.500 GALLONS	438.04 · Vehicle Fuel - ...	972.57	972.57	2,465.65
11/18/2022	93.800 GAL PROP...	409.02 · Heating Fuel/P...	162.40	162.40	2,628.05
Total AERO ENERGY				2,628.05	2,628.05
AGNES EISENHART					
11/03/2022	HT-162-22	419.02 · Reimbursable ...	70.50	70.50	70.50
Total AGNES EISENHART				70.50	70.50
ARMSTRONG					
11/03/2022	10/26-11/25/22 Sv...	409.03 · Telephone/Inte...	272.50	272.50	272.50
Total ARMSTRONG				272.50	272.50
ARRO CONSULTING, INC					
11/18/2022	GIS Services	400.08 · Dues/Subscript...	320.00	320.00	320.00
Total ARRO CONSULTING, INC				320.00	320.00
AT&T					
11/03/2022	10/16-11/15/22 Cell	409.03 · Telephone/Inte...	195.49	195.49	195.49
Total AT&T				195.49	195.49
Atlantic Tractor					
11/03/2022	Parts	437.01 · Parts for Repairs	166.72	166.72	166.72
11/03/2022	Filters	437.01 · Parts for Repairs	209.92	209.92	376.64
Total Atlantic Tractor				376.64	376.64
BEARS PORTABLE TOILETS					
11/03/2022	October Rental	452.02 · Hopewell Area ...	227.50	227.50	227.50
Total BEARS PORTABLE TOILETS				227.50	227.50
BERGEY'S TRUCK CENTERS					
11/03/2022	DT-3	437.01 · Parts for Repairs	222.10	222.10	222.10
11/18/2022	DT-5	437.01 · Parts for Repairs	132.28	132.28	354.38
Total BERGEY'S TRUCK CENTERS				354.38	354.38
CARDMEMBER SERVICE					
11/03/2022	9/22/22- 10/20/22	438.03 · Vehicle Fuel - ...	44.00	44.00	44.00
11/03/2022	9/22/22- 10/20/22	400.08 · Dues/Subscript...	58.29	58.29	102.29
11/03/2022	9/22/22- 10/20/22	438.03 · Vehicle Fuel - ...	35.64	35.64	137.93
11/03/2022	9/22/22- 10/20/22	409.01 · Building Supplies	21.27	21.27	159.20
Total CARDMEMBER SERVICE				159.20	159.20
CGA LAW FIRM, PC					
11/03/2022	General Business	404.00 · Attorney Fees	369.00	369.00	369.00
Total CGA LAW FIRM, PC				369.00	369.00
CINTAS CORPORATION					
11/18/2022	Refill Medical	406.04 · Other Services ...	94.84	94.84	94.84
Total CINTAS CORPORATION				94.84	94.84
ESQUIRE DEPOSITION SOLUTIONS, LLC					
11/18/2022	Hearing	414.05 · ZHB & Plannin...	660.98	660.98	660.98
Total ESQUIRE DEPOSITION SOLUTIONS, LLC				660.98	660.98
GENERAL CODE					
11/03/2022	Supplement No. 3	400.11 · Other Services ...	3,016.84	3,016.84	3,016.84
Total GENERAL CODE				3,016.84	3,016.84


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Hopewell Township Expenses by Vendor Detail November 2022

Date	Num	Account	Original Am...	Paid Amount	Balance
GROFF TRACTOR & EQUIPMENT, LLC					
11/03/2022	Seat Cushon	437.01 · Parts for Repairs	170.38	170.38	170.38
Total GROFF TRACTOR & EQUIPMENT, LLC				170.38	170.38
H A THOMSON					
11/03/2022	Treasurers Bond	406.02 · Insurance and ...	3,387.00	3,387.00	3,387.00
Total H A THOMSON				3,387.00	3,387.00
HOPEWELL PETTY CASH					
11/18/2022	Replenish	409.01 · Building Supplies	200.00	200.00	200.00
Total HOPEWELL PETTY CASH				200.00	200.00
MARTIN & MARTIN INC.					
11/03/2022	Municipal Engineer	408.00 · Engineering Se...	270.00	270.00	270.00
11/03/2022	Mayberry-Inspectio...	408.01 · Engineering Re...	2,705.94	2,705.94	2,975.94
11/03/2022	Stoltzfus-Stifler	408.00 · Engineering Se...	412.00	412.00	3,387.94
11/03/2022	JA Myers/Haas	408.00 · Engineering Se...	525.44	525.44	3,913.38
11/03/2022	Manifold	408.00 · Engineering Se...	177.00	177.00	4,090.38
Total MARTIN & MARTIN INC.				4,090.38	4,090.38
MCCARTHY TIRE & AUTO CENTERS					
11/18/2022	TM-2	437.01 · Parts for Repairs	462.50	462.50	462.50
Total MCCARTHY TIRE & AUTO CENTERS				462.50	462.50
MEDIA ONE PA					
11/18/2022	Zoning Hearing	400.04 · Advertising	266.00	266.00	266.00
Total MEDIA ONE PA				266.00	266.00
MET ED					
11/03/2022	Ridge Meadow	409.04 · Electric	24.01	24.01	24.01
11/03/2022	E Forrest Ave	433.01 · Supplies	79.88	79.88	103.89
11/03/2022	9/29-10/27/22 Lee ...	438.07 · Other Services ...	48.19	48.19	152.08
11/18/2022	Ridge Meadow	409.04 · Electric	20.77	20.77	172.85
11/18/2022	E Forrest Ave	433.01 · Supplies	82.63	82.63	255.48
Total MET ED				255.48	255.48
MPL LAW FIRM					
11/03/2022	Dwelling Rights	404.00 · Attorney Fees	1,520.00	1,520.00	1,520.00
11/03/2022	Royal Farms	404.00 · Attorney Fees	192.00	192.00	1,712.00
11/03/2022	Municipal Fees	404.00 · Attorney Fees	1,522.34	1,522.34	3,234.34
11/03/2022	Barrens Rd	404.00 · Attorney Fees	901.00	901.00	4,135.34
11/03/2022	Municipal Liens	404.02 · Attorney Fees ...	128.00	128.00	4,263.34
Total MPL LAW FIRM				4,263.34	4,263.34
PA Chamber Insurance					
11/03/2022	December 2022	406.02 · Insurance and ...	10,724.39	10,724.39	10,724.39
Total PA Chamber Insurance				10,724.39	10,724.39
PA ONE CALL SYSTEM INC					
11/18/2022	Monthly Fee	438.07 · Other Services ...	34.32	34.32	34.32
Total PA ONE CALL SYSTEM INC				34.32	34.32
PITNEY BOWES GLOBAL FINANCIAL SERVICES					
11/03/2022	Q4 2022	406.09 · Office Equipme...	144.96	144.96	144.96
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES				144.96	144.96
PLASTERER EQUIPMENT COMPANY, INC.					
11/03/2022	Parts	437.01 · Parts for Repairs	301.34	301.34	301.34
Total PLASTERER EQUIPMENT COMPANY, INC.				301.34	301.34

Hopewell Township Expenses by Vendor Detail November 2022

Date	Num	Account	Original Am...	Paid Amount	Balance
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
11/03/2022	Cloud Server	406.07 · Capital Purcha...	4,500.00	4,500.00	4,500.00
11/03/2022	Doc Star UniFi Clo...	406.07 · Capital Purcha...	374.00	374.00	4,874.00
11/03/2022	Doc Star Sonic Wall	406.07 · Capital Purcha...	5,579.18	5,579.18	10,453.18
11/18/2022	10/6-11/5/2022	406.04 · Other Services ...	58.03	58.03	10,511.21
11/18/2022	11/1-11/30/22	406.04 · Other Services ...	638.66	638.66	11,149.87
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				11,149.87	11,149.87
SHREWSBURY TRUE VALUE					
11/03/2022	Supplies	437.01 · Parts for Repairs	94.46	94.46	94.46
Total SHREWSBURY TRUE VALUE				94.46	94.46
SOUTH PENN CODE CONSULTANTS LLC					
11/03/2022	Inspection fee	413.04 · CC Payments f...	70.50	70.50	70.50
11/03/2022	Reimbursement	413.04 · CC Payments f...	345.00	345.00	415.50
11/03/2022	June Zoning 2022	413.01 · Codes Enforce...	7,980.00	7,980.00	8,395.50
11/03/2022	July 2022 SEO	413.02 · Sewage Enforc...	1,710.00	1,710.00	10,105.50
Total SOUTH PENN CODE CONSULTANTS LLC				10,105.50	10,105.50
SPOT MEDIA					
11/03/2022	Website Updates	406.04 · Other Services ...	750.00	750.00	750.00
Total SPOT MEDIA				750.00	750.00
SSP CUSTOM SOUND LLC					
11/18/2022	Service call	409.01 · Building Supplies	318.74	318.74	318.74
Total SSP CUSTOM SOUND LLC				318.74	318.74
STAPLES ADVANTAGE					
11/03/2022	Supplies	406.03 · Office Supplies	32.99	32.99	32.99
11/14/2022	Supplies	406.03 · Office Supplies	62.84	16.69	49.68
11/14/2022	Supplies	409.01 · Building Supplies	31.29	8.31	57.99
11/14/2022	Supplies	406.03 · Office Supplies	-25.00	-16.69	41.30
11/14/2022	Supplies	406.03 · Office Supplies	-25.00	-8.31	32.99
11/18/2022	Supplies	406.03 · Office Supplies	62.84	46.15	79.14
11/18/2022	Supplies	409.01 · Building Supplies	31.29	22.98	102.12
Total STAPLES ADVANTAGE				102.12	102.12
TIFCO INDUSTRIES					
11/03/2022	Workshop Supplies	438.02 · Supplies	85.44	85.44	85.44
Total TIFCO INDUSTRIES				85.44	85.44
TRACTOR SUPPLY CREDIT PLAN					
11/18/2022	Supplies	437.01 · Parts for Repairs	319.96	319.96	319.96
Total TRACTOR SUPPLY CREDIT PLAN				319.96	319.96
TRUCK SPECIALTIES INC					
11/03/2022	DT 4	437.01 · Parts for Repairs	317.28	317.28	317.28
Total TRUCK SPECIALTIES INC				317.28	317.28
UNITED CONCORDIA					
11/18/2022	December 2022	406.02 · Insurance and ...	418.85	418.85	418.85
Total UNITED CONCORDIA				418.85	418.85
WELLS FARGO VENDOR FINANCIAL SVS. LLC					
11/03/2022	Copier Lease	406.09 · Office Equipme...	117.25	117.25	117.25
Total WELLS FARGO VENDOR FINANCIAL SVS. LLC				117.25	117.25
YOE PARTS & EQUIPMENT CO.					
11/18/2022	Supplies	437.01 · Parts for Repairs	92.82	92.82	92.82
Total YOE PARTS & EQUIPMENT CO.				92.82	92.82



10:21 AM
12/13/22
Cash Basis

Hopewell Township
Expenses by Vendor Detail
November 2022

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Original Am...</u>	<u>Paid Amount</u>	<u>Balance</u>
YORK BUILDING PRODUCTS CO. INC.					
11/03/2022	2022 Blanket Order	438.02 · Supplies	2,081.06	2,081.06	2,081.06
11/03/2022	Cold Patch	438.02 · Supplies	149.10	149.10	2,230.16
Total YORK BUILDING PRODUCTS CO. INC.				2,230.16	2,230.16
YORK MATERIALS GROUP					
11/18/2022	Blanket Order	438.02 · Supplies	3,833.90	3,833.90	3,833.90
Total YORK MATERIALS GROUP				3,833.90	3,833.90
YORK WATER COMPANY					
11/18/2022	9/30-10/29/2022	411.01 · Hydrant Service	461.40	461.40	461.40
Total YORK WATER COMPANY				461.40	461.40
TOTAL				63,443.76	63,443.76

JB
DRW

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

	Dec 31, 22	Dec 31, 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	526,689.54	408,468.15	118,221.39	28.9%
Total 100.00 · General Fund Checking	618,479.54	500,258.15	118,221.39	23.6%
101.00 · Cell Tower MMA	107,891.97	66,295.53	41,596.44	62.7%
102.00 · Traffic Light MMA	3,037.87	6,150.59	-3,112.72	-50.6%
103.00 · Facilities Fund MMA	2,155,142.47	2,145,705.46	9,437.01	0.4%
104.00 · Equipment Fund MMA	326,581.55	245,380.01	81,201.54	33.1%
107 · ARPA	551,362.36	280,542.11	270,820.25	96.5%
100. · Checking/Savings - Other	-53.95	0.00	-53.95	-100.0%
Total 100. · Checking/Savings	3,762,441.81	3,244,331.85	518,109.96	16.0%
105.00 · Payroll Checking	31,600.04	23,039.11	8,560.93	37.2%
106.00 · State Fund Checking	12,459.34	94,836.37	-82,377.03	-86.9%
Total Checking/Savings	3,806,501.19	3,362,207.33	444,293.86	13.2%
Total Current Assets	3,806,501.19	3,362,207.33	444,293.86	13.2%
TOTAL ASSETS	3,806,501.19	3,362,207.33	444,293.86	13.2%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.01 · Federal Taxes Withheld	-1,862.00	-1,234.00	-628.00	-50.9%
210.02 · FICA Taxes Withheld	-1,146.60	-856.55	-290.05	-33.9%
210.03 · Medicare Taxes Withheld	-268.18	-200.34	-67.84	-33.9%
210.04 · PA UC Taxes Withheld	91.71	76.73	14.98	19.5%
210.05 · State Income Taxes Withheld	-523.25	-379.62	-143.63	-37.8%
210.06 · Local Income Taxes Withheld	930.37	680.65	249.72	36.7%
210.07 · Local Services Tax Withheld	66.00	56.00	10.00	17.9%
210.14 · FICA Company Paid	-966.80	-676.75	-290.05	-42.9%
210.15 · Medicare Taxes Company Paid	-226.11	-158.27	-67.84	-42.9%
210.00 · Payroll Liabilities - Other	-33.67	-35.88	2.21	6.2%
Total 210.00 · Payroll Liabilities	-3,938.53	-2,728.03	-1,210.50	-44.4%
Total Other Current Liabilities	-3,938.53	-2,728.03	-1,210.50	-44.4%
Total Current Liabilities	-3,938.53	-2,728.03	-1,210.50	-44.4%
Total Liabilities	-3,938.53	-2,728.03	-1,210.50	-44.4%
Equity				
275.00 · Fund Balance	3,364,935.36	3,141,568.39	223,366.97	7.1%
Net Income	445,504.36	223,366.97	222,137.39	99.5%
Total Equity	3,810,439.72	3,364,935.36	445,504.36	13.2%
TOTAL LIABILITIES & EQUITY	3,806,501.19	3,362,207.33	444,293.86	13.2%

Hopewell Township Expenses by Vendor Detail December 2022

Date	Num	Account	Original Amount	Paid Amount	Balance
AERO ENERGY					
12/21/2022	633.300 GAL PRO...	409.02 · Heating Fuel/P...	1,076.55	1,076.55	1,076.55
Total AERO ENERGY				1,076.55	1,076.55
ALBERT LITTLE					
12/09/2022	2022 ALLOWANCE	438.07 · Other Services ...	200.00	200.00	200.00
Total ALBERT LITTLE				200.00	200.00
ANDREW FOWLER					
12/09/2022	Clothing	409.01 · Building Supplies	200.00	200.00	200.00
Total ANDREW FOWLER				200.00	200.00
ARMSTRONG					
12/02/2022	11/26-12/25/22 Sv...	409.03 · Telephone/Inte...	272.50	272.50	272.50
12/29/2022	12/26-1/25/23 Svcs.	409.03 · Telephone/Inte...	272.50	272.50	545.00
Total ARMSTRONG				545.00	545.00
ARRO CONSULTING, INC					
12/29/2022	GIS Services	400.08 · Dues/Subscript...	240.00	240.00	240.00
Total ARRO CONSULTING, INC				240.00	240.00
AT&T					
12/02/2022	11/16-12/15/22 Cell	409.03 · Telephone/Inte...	189.91	189.91	189.91
12/29/2022	12/16-1/15/23 Cell	409.03 · Telephone/Inte...	189.91	189.91	379.82
Total AT&T				379.82	379.82
BEARS PORTABLE TOILETS					
12/02/2022	November Rental	452.02 · Hopewell Area ...	131.07	131.07	131.07
12/21/2022	December Rental	452.02 · Hopewell Area ...	127.50	127.50	258.57
Total BEARS PORTABLE TOILETS				258.57	258.57
BERGEY'S TRUCK CENTERS					
12/21/2022	DT5	437.01 · Parts for Repairs	153.59	153.59	153.59
Total BERGEY'S TRUCK CENTERS				153.59	153.59
CARDMEMBER SERVICE					
12/02/2022	10//21/22- 11/21/22	438.03 · Vehicle Fuel - ...	40.38	40.38	40.38
12/02/2022	10//21/22- 11/21/22	400.08 · Dues/Subscript...	58.29	58.29	98.67
12/02/2022	10//21/22- 11/21/22	438.03 · Vehicle Fuel - ...	27.00	27.00	125.67
12/02/2022	10//21/22- 11/21/22	409.01 · Building Supplies	11.00	11.00	136.67
12/02/2022	10//21/22- 11/21/22	409.01 · Building Supplies	116.59	116.59	253.26
12/02/2022	10//21/22- 11/21/22	413.01 · Codes Enforce...	153.00	153.00	406.26
Total CARDMEMBER SERVICE				406.26	406.26
CGA LAW FIRM, PC					
12/02/2022	General Business	404.00 · Attorney Fees	1,250.00	1,250.00	1,250.00
Total CGA LAW FIRM, PC				1,250.00	1,250.00
CLARK SALES AND SERVICE, INC.					
12/09/2022	Hydraulic Hoses	437.01 · Parts for Repairs	359.22	359.22	359.22
Total CLARK SALES AND SERVICE, INC.				359.22	359.22
COMMERCIAL INDUSTRIAL APPRAISAL SERVICES					
12/02/2022	Desk Review	406.04 · Other Services ...	500.00	500.00	500.00
Total COMMERCIAL INDUSTRIAL APPRAISAL SERVICES				500.00	500.00

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Hopewell Township Expenses by Vendor Detail December 2022

Date	Num	Account	Original Amount	Paid Amount	Balance
DANIEL B. KRIEG, INC.					
12/02/2022	Pipe	438.02 · Supplies	1,305.70	1,305.70	1,305.70
12/29/2022	Torch for propane	438.02 · Supplies	136.00	136.00	1,441.70
Total DANIEL B. KRIEG, INC.				1,441.70	1,441.70
DARLENE PARKER					
12/21/2022	Expense Reimb.	403.02 · Tax Collector S...	134.84	134.84	134.84
Total DARLENE PARKER				134.84	134.84
DRAKE REED DOOR CO.					
12/02/2022	Garage Door	409.05 · Repairs and M...	1,510.00	1,510.00	1,510.00
12/21/2022	Garage Door- Part 2	409.05 · Repairs and M...	225.00	225.00	1,735.00
Total DRAKE REED DOOR CO.				1,735.00	1,735.00
EUREKA CONSOLIDATED					
12/02/2022	2022 Q4 Qrt EMS	412.00 · Ambulance/Re...	10,250.00	10,250.00	10,250.00
Total EUREKA CONSOLIDATED				10,250.00	10,250.00
GROFF TRACTOR & EQUIPMENT, LLC					
12/02/2022	Parts	437.01 · Parts for Repairs	144.97	144.97	144.97
12/02/2022	BK-2	437.01 · Parts for Repairs	273.78	273.78	418.75
Total GROFF TRACTOR & EQUIPMENT, LLC				418.75	418.75
IMAGINEERED SIGNS INC.					
12/02/2022	Staff Shirts	406.03 · Office Supplies	263.00	263.00	263.00
Total IMAGINEERED SIGNS INC.				263.00	263.00
KLEPPERS					
12/21/2022	Repair	409.07 · Other Services ...	140.00	140.00	140.00
Total KLEPPERS				140.00	140.00
LANCASTER TRUCK BODIES					
12/21/2022	Plow parts	437.01 · Parts for Repairs	1,817.68	1,817.68	1,817.68
Total LANCASTER TRUCK BODIES				1,817.68	1,817.68
MARTIN & MARTIN INC.					
12/02/2022	Municipal Engineer	408.00 · Engineering Se...	54.00	54.00	54.00
12/02/2022	Mayberry-Inspectio...	408.01 · Engineering Re...	7,295.45	7,295.45	7,349.45
Total MARTIN & MARTIN INC.				7,349.45	7,349.45
MEDIA ONE PA					
12/21/2022	Proposed Budget	400.04 · Advertising	86.00	86.00	86.00
Total MEDIA ONE PA				86.00	86.00
MET ED					
12/09/2022	10/28-11/27 Lee St	438.07 · Other Services ...	48.19	48.19	48.19
12/21/2022	Ridge Meadow	409.04 · Electric	21.47	21.47	69.66
12/21/2022	E Forrest Ave	433.01 · Supplies	84.34	84.34	154.00
Total MET ED				154.00	154.00
MONARCH PRODDUCTS					
12/09/2022	Stock Box	438.02 · Supplies	590.00	590.00	590.00
Total MONARCH PRODDUCTS				590.00	590.00
MONTAGE ENTERPRISES, INC.					
12/21/2022	Mower Blades	437.01 · Parts for Repairs	740.74	740.74	740.74
Total MONTAGE ENTERPRISES, INC.				740.74	740.74

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Cash Basis

Hopewell Township Expenses by Vendor Detail December 2022

Date	Num	Account	Original Amount	Paid Amount	Balance
MPL LAW FIRM					
12/02/2022	Royal Farms	404.00 · Attorney Fees	32.00	32.00	32.00
12/02/2022	Dwelling Rights	404.00 · Attorney Fees	2,496.00	2,496.00	2,528.00
12/02/2022	Municipal Fees	404.00 · Attorney Fees	1,312.00	1,312.00	3,840.00
12/02/2022	Manifold Subdivision	404.02 · Attorney Fees ...	93.00	93.00	3,933.00
12/02/2022	Hopkins ZHB Hrg	404.00 · Attorney Fees	32.00	32.00	3,965.00
12/02/2022	Barrens Rd- Prope...	404.00 · Attorney Fees	259.00	259.00	4,224.00
12/29/2022	Royal Farms	404.00 · Attorney Fees	96.00	96.00	4,320.00
12/29/2022	Municipal Fees	404.00 · Attorney Fees	2,096.00	2,096.00	6,416.00
12/29/2022	Municipal Liens	404.00 · Attorney Fees	256.00	256.00	6,672.00
Total MPL LAW FIRM				6,672.00	6,672.00
PA Chamber Insurance					
12/02/2022	Jan 2023	406.02 · Insurance and ...	10,724.39	10,724.39	10,724.39
Total PA Chamber Insurance				10,724.39	10,724.39
PA ONE CALL SYSTEM INC					
12/09/2022	Monthly Fee	438.07 · Other Services ...	69.03	69.03	69.03
Total PA ONE CALL SYSTEM INC				69.03	69.03
PA TWPS. HEALTH INS. COOP. TRUST					
12/02/2022	2023 Life Ins.	406.02 · Insurance and ...	700.56	700.56	700.56
Total PA TWPS. HEALTH INS. COOP. TRUST				700.56	700.56
PSATS					
12/21/2022	2023 Dues	400.08 · Dues/Subscript...	1,815.00	1,815.00	1,815.00
Total PSATS				1,815.00	1,815.00
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
12/09/2022	12/1-12/31/22	406.04 · Other Services ...	638.66	638.66	638.66
12/09/2022	11/6-12/5/2022	406.04 · Other Services ...	33.61	33.61	672.27
12/21/2022	Labor	406.04 · Other Services ...	247.50	247.50	919.77
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				919.77	919.77
SHREWSBURY TRUE VALUE					
12/02/2022	Supplies	437.01 · Parts for Repairs	222.81	222.81	222.81
Total SHREWSBURY TRUE VALUE				222.81	222.81
SMART SOURCE LLC					
12/29/2022	OFFICE SUPPLIES	406.03 · Office Supplies	442.19	442.19	442.19
Total SMART SOURCE LLC				442.19	442.19
SOUTH PENN CODE CONSULTANTS LLC					
12/09/2022	Reimbursement	413.04 · CC Payments f...	150.00	150.00	150.00
12/21/2022	Reimbursement	413.04 · CC Payments f...	115.00	115.00	265.00
12/21/2022	Reimbursement	413.04 · CC Payments f...	305.00	305.00	570.00
12/29/2022	Aug-Nov 22 SEO	413.02 · Sewage Enforc...	4,665.00	4,665.00	5,235.00
12/29/2022	July- Nov 2022	413.01 · Codes Enforce...	36,610.11	36,610.11	41,845.11
Total SOUTH PENN CODE CONSULTANTS LLC				41,845.11	41,845.11
SPOT MEDIA					
12/21/2022	Website Updates etc	406.04 · Other Services ...	250.00	250.00	250.00
12/29/2022	Website Updates etc	406.04 · Other Services ...	187.50	187.50	437.50
Total SPOT MEDIA				437.50	437.50

Hopewell Township Expenses by Vendor Detail December 2022

Date	Num	Account	Original Amount	Paid Amount	Balance
STAPLES ADVANTAGE					
12/09/2022	Bldg Supplies	409.01 · Building Supplies	40.48	40.48	40.48
12/09/2022	Bldg Supplies	409.01 · Building Supplies	28.39	28.39	68.87
12/09/2022	Bldg Supplies	409.01 · Building Supplies	7.56	7.56	76.43
12/09/2022	Bldg Supplies	409.01 · Building Supplies	18.80	18.80	95.23
12/09/2022	Bldg Supplies	409.01 · Building Supplies	4.18	4.18	99.41
12/09/2022	Bldg Supplies	409.01 · Building Supplies	11.24	11.24	110.65
12/21/2022	Bldg Supplies	409.01 · Building Supplies	54.03	54.03	164.68
12/21/2022	Bldg Supplies	409.01 · Building Supplies	11.90	11.90	176.58
Total STAPLES ADVANTAGE				176.58	176.58
STEWARTSTOWN BOROUGH					
12/09/2022	22/23 Workers Co...	411.03 · Workers Comp...	9,983.20	9,983.20	9,983.20
Total STEWARTSTOWN BOROUGH				9,983.20	9,983.20
STEWARTSTOWN SERVICE CENTER					
12/21/2022	Inspect Chevy	437.01 · Parts for Repairs	68.57	68.57	68.57
Total STEWARTSTOWN SERVICE CENTER				68.57	68.57
TODD SHAULL					
12/09/2022	Clothing Reimb 20...	438.07 · Other Services ...	169.98	169.98	169.98
Total TODD SHAULL				169.98	169.98
TRACTOR SUPPLY CREDIT PLAN					
12/09/2022	Supplies	437.01 · Parts for Repairs	339.96	339.96	339.96
Total TRACTOR SUPPLY CREDIT PLAN				339.96	339.96
TRUCK SPECIALTIES INC					
12/02/2022	RL 2	437.01 · Parts for Repairs	211.44	211.44	211.44
Total TRUCK SPECIALTIES INC				211.44	211.44
UNITED CONCORDIA					
12/09/2022	January 2023	406.02 · Insurance and ...	539.36	539.36	539.36
Total UNITED CONCORDIA				539.36	539.36
US POSTAL SERVICE					
12/10/2022	2023 Box Renewal	400.08 · Dues/Subscript...	374.00	374.00	374.00
Total US POSTAL SERVICE				374.00	374.00
VULCAN					
12/21/2022	269.91 Tons	438.02 · Supplies	3,201.37	3,201.37	3,201.37
Total VULCAN				3,201.37	3,201.37
WELLS FARGO VENDOR FINANCIAL SVS. LLC					
12/02/2022	Copier Lease	406.09 · Office Equipme...	117.25	117.25	117.25
Total WELLS FARGO VENDOR FINANCIAL SVS. LLC				117.25	117.25
YOE PARTS & EQUIPMENT CO.					
12/02/2022	Supplies	437.01 · Parts for Repairs	580.00	580.00	580.00
12/21/2022	Supplies	438.02 · Supplies	102.19	102.19	682.19
Total YOE PARTS & EQUIPMENT CO.				682.19	682.19
YORK WATER COMPANY					
12/09/2022	10/29-11/28/2022	411.01 · Hydrant Service	461.40	461.40	461.40
Total YORK WATER COMPANY				461.40	461.40

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Cash Basis

Hopewell Township
Expenses by Vendor Detail
December 2022

<u>Date</u>	<u>Num</u>	<u>Account</u>	<u>Original Amount</u>	<u>Paid Amount</u>	<u>Balance</u>
ZAEPFEL LAW, P.C. 12/02/2022	Landfill Mgt Issues	404.02 · Attorney Fees ...	4,231.83	4,231.83	4,231.83
Total ZAEPFEL LAW, P.C.				4,231.83	4,231.83
TOTAL				115,095.66	115,095.66



APPOINTMENTS FOR 2023

<u>NAME</u>	<u>OFFICE</u>	<u>TERM</u>
Andy Miller, MPL Law Firm	Solicitor, Board of Supervisors	12/31/2023
Craig Sharnetzka, CGA Law Firm	Solicitor, Zoning Hearing Board	12/31/2023
Katie Berry	Manager	12/31/2023
Katie Berry	Secretary	12/31/2023
Katie Berry	Treasurer	12/31/2023
Katie Berry	Open Records Officer	12/31/2023
Donnie McCauslin, Jr.	Road Foreman	12/31/2023
Steve Boyer	Zoning Hearing Board	12/31/2025
Mark Anderson	HARP Board Member	12/31/2024
Martin & Martin	Engineer	12/31/2023
Keith Hunnings, South Penn Code Consultants	Zoning/Codes Enforcement/BCO/Floodplain Administrator	12/31/2023
Kevin Hertzog, South Penn Code Consultants	UCC Inspections	12/31/2023
Keith Hunnings	Sewage Enforcement Officer	12/31/2023
Steve McKeon	Alternate Sewage Enforcement Officer	12/31/2023
John O'Neill	Vacancy Board	12/31/2023
David Wisnom	YATB Representative	12/31/2023
John O'Neill	YATB Alternate	12/31/2023
Aaron Manifold	Eureka Consolidated Fire Rep.	12/31/2023
David Wisnom	Eureka Consolidated Fire Rep. Alternate	12/31/2023
David Wisnom	Local Gov't Advisory Committee	12/31/2023
John O'Neill	Local Gov't Advisory Committee Alternate	12/31/2023
David Wisnom	Eureka Liaison Committee	12/31/2023
Aaron Manifold	Eureka Liaison Committee Alternate	12/31/2023
Chuck Webster	Emergency Coordinator	12/31/2023
Peoples Bank	Depository	12/31/2023
Gil Malone - Malone & Neubaum	Solicitor, Planning Committee	12/31/2023

EXHIBIT B

HOPEWELL TOWNSHIP

RESOLUTION NO. 1-2023

A RESOLUTION SETTING CERTAIN TAX-RELATED FEES FOR HOPEWELL TOWNSHIP, YORK COUNTY, PENNSYLVANIA FOR THE YEAR 2023

BE IT HEREBY RESOLVED that the Board of Supervisors of Hopewell Township, York County, Pennsylvania, does hereby adopt a Resolution re-enacting and re-imposing for the year 2023 without substantial change the following taxes which were in effect in the year 2022:

SECTION 1: The fee to be collected by the Tax Collector for providing tax certifications, in the amount of twenty dollars (\$25.00) per certification, plus an additional five dollars (\$5.00) per certification for any requests to provide a certification within twenty four hours.

SECTION 2: The fee to be collected by the Tax Collector for providing additional research services a fee in the amount of ten dollars (\$10.00) per research item.

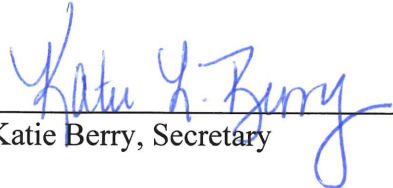
SECTION 3: The fee to be collected by the Tax Collector for providing duplicate tax bills and receipts, in the amount of ten dollars (\$10.00) per duplicate real estate tax bill and one dollar (\$1.00) per duplicate receipt.

SECTION 4: The fee to be collected by the Tax Collector for returned checks due to insufficient funds, in the amount of fifty dollars (\$50.00) per returned check.

SECTION 5: The Tax Collector's rate of compensation shall be equal to five percent (5%) of the collected funds.

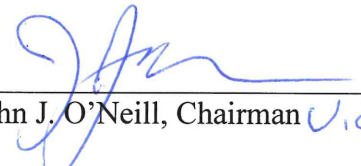
MADE this 3rd day of January, 2023.

ATTEST:




Katie Berry, Secretary


HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS

By: 

John J. O'Neill, Chairman *Vice*

By: 

Aaron R. Manifold, Supervisor *Chairman*

By: 

David T. Wisnom, Supervisor

(SEAL)

HOPEWELL TOWNSHIP

RESOLUTION NO. 2-2023

A RESOLUTION ADOPTING CERTAIN FEES AND CHARGES OF HOPEWELL TOWNSHIP, YORK COUNTY

WHEREAS, Hopewell Township (“Township”) is a second class township duly organized and existing under the Second Class Township Code; and

WHEREAS, the Township is authorized to establish and collect certain fees in order to conduct the business of the Township; and

WHEREAS, the Township now desires to establish and collect such fees in the amounts set forth by this Resolution.

NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved as follows:

SECTION 1. The Township hereby adopts and approves the fee schedule attached hereto as Exhibit “A” as the schedule of applicable Township fees until such time as the schedule is amended or superseded.

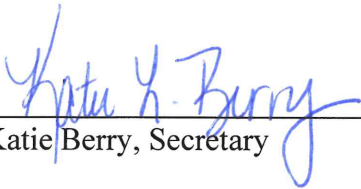
SECTION 2. The provisions of this resolution and attached fee schedule shall be severable, and if any of its provisions or the application of any of its provisions shall for any reason be held to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect or impair the validity of any of the remaining provisions of the resolution and attached fee schedule, and it is hereby declared as the intent of the Township that

this resolution would have been enacted as if such unconstitutional, illegal or valid provision was not included.

SECTION 3. This Resolution shall be effective immediately.

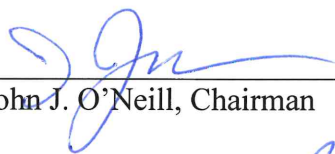
RESOLVED this 3rd day of January, 2023.

ATTEST:

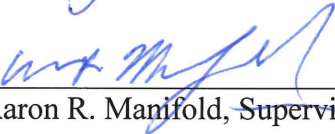


Katie Berry, Secretary

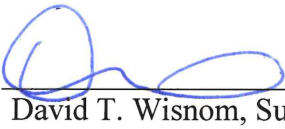
HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS

By: 

John J. O'Neill, Chairman *Vice*

By: 

Aaron R. Manifold, Supervisor *Chairman*

By: 

David T. Wisnom, Supervisor

(SEAL)

EXHIBIT A

2023 FEES

SUBDIVISION/LAND DEVELOPMENT	\$300 OR \$25/ACRE BEING SUBDIVIDED. THE GREATER OF THE TWO Escrow deposit 3% of the estimated costs of secured improvements or \$5,000, whichever is greater for all subdivisions (escrow shall not to fall below 1% of the estimated costs of secured improvements or \$2,500.00, whichever is greater)
ZONING OR SALDO BOOK	\$15.00
CONSTRUCTION SPECS MANUAL	\$12.00
COMPREHENSIVE PLAN BOOK	\$40.00
AG REVIEW COMMITTEE	\$100.00 (\$25 each member)
ZONING HEARING BOARD HEARING	\$800.00
REZONING REQUEST	\$1,000.00
REVIEW OF PLAN BY BOS OR PC	\$25.00
REC FEE	\$3,200.00 per lot or building unit
ENGINEER FEES	Principal - \$110/hour Professional - \$100/hour Designer - \$90/hour Technical - \$74/hour Subprofessional - \$67/hour
RECORDING FEES	Subdivision/Land Development Plan - \$50 Agreement - \$50 Both - \$75
FLOODPLAIN FEES	The land use permit fee shall be calculated as one-half the fee for a zoning permit as calculated according to the Township's approved fee

schedule. This fee shall include one inspection. Each additional inspection thereafter shall be \$50 per inspection. Fees for any additional inspection or review required by the zoning officer, Township Engineer or Township Solicitor shall be at the approved hourly rates for each.

SEWAGE ENFORCEMENT OFFICER

[2023 SEO fees.pdf](#)
(also see attached)

TAX COLLECTOR

Tax Certifications - \$25
Speedy Tax Certifications - \$30 (within 24 hrs)
Research Fee - \$10/item
Duplicate real estate tax bill - \$10; tax receipt -\$1
Returned checks - \$50

SOLICITOR

\$180/hour
\$125/hour for paralegal services

SOUTH PENN CODE CONSULTANTS

[2023 SPCC Zoning Fees.pdf](#)
(also see attached)

SOUTH PENN CODE CONSULTANTS

[2023 UCC fees.pdf](#)
(also see attached)

RIGHT-TO-KNOW

[RTK fees.pdf](#)
(also see attached)

YORK COUNTY PLANNING COMMISSION

[2022 YCPC fees.pdf](#)
(also see attached- 2022 is current)

Hopewell Township
Sewage Enforcement Officer

2023 SPCC Fee Schedule

Deep Soil Probe (Limit of 2 per test or lot)	\$100.00
Percolation Test (per 6 hole test)	\$200.00
Design Review and Permit Issuance	\$120.00
Interim Scarification Inspection	\$60.00
Installation Inspection	\$60.00
Final Inspection	\$90.00
Site Investigation (proof of prior testing or planning module)	\$90.00
Subdivision Plan Review	\$60.00/hr.
Complaint or Violation Investigation	\$60.00/hr.
Correction Inspection (for violation)	\$60.00/hr.
Township Meeting Attendance/Correspondence	\$60.00/hr.
Court Hearing and Preparation	\$60.00/hr.
General	\$60.00/hr.
Minor Repair Permit (includes issuance and inspection)	\$150.00
Dig percolation holes (per 6 hole test)	\$250.00
Supply water to site (per test site)	\$250.00
Cesspool Inspection for On-Lot Management	\$ 75.00

Hopewell Township 2023 Adopted SPCC Fees

SOUTH PENN CODE CONSULTANTS LLC

CERTIFIED SEWAGE ENFORCEMENT OFFICER, BUILDING CODE OFFICIAL,
ZONING OFFICER, CODES OFFICIAL

DATE: JANUARY 2023

1382 Seven Valleys Rd., York, PA 17408
Phone 717-942-2248 Fax 717-942-2476
info@SouthPenn.net

FEE	BREAKDOWN	RESIDENTIAL	COMMERCIAL
ZONING PERMITS	<p>FOR ALL CONSTRUCTION OR USE PERMITS IN HOPEWELL TWP - FLAT RATE (EX. Decks, Patios, Sheds, accessory structures, solar panels, wells, driveways, and windmills, Ag Buildings, Change of Use and Occupancy</p> <p style="text-align: center;">DEMO FEE - FLAT RATE</p> <p style="text-align: center;">RESIDENTIAL NEW HOME CONSTRUCTION/ADDITIONS \$75.00 +\$.40 per Sq. Ft for habitable living space. Excludes unfinished areas like basements and attics, hallways, stairs, Garages, Closets + ANY UCC INSPECTION FEES IF REQUIRED (SEE BUILDING INSPECTORS FEE SCHEDULE)</p> <p style="text-align: center;">And Or</p> <p style="text-align: center;">COMMERCIAL CONSTRUCTION NEW OR ADDITIONS \$150.00 + Total Sq. Ft Sq. Ft x \$.40 (No exceptions, No exclusions) + ALL UCC FEES CHARGED BY BUILDING INSPECTION AGENCY AND L&I</p> <p style="text-align: center;">All Permits require 2 inspections. 1 Stakeout inspection and 1 Final Inspection All permits include Final Use certificate in Fee. (Bottom Portion of Permit)</p>	<p>150.00</p> <p>125.00</p> <p>\$175.00+ \$.40 x Sq. Ft. + UCC FEES IF APPLICABLE (SEE BUILDING INSPECTORS FEES)</p>	<p>250.00</p> <p>\$250.00+ \$.40 x Sq. Ft. + UCC FEES APPLY (SEE BUILDING INSPECTORS FEES)</p>
Temporary Use & Occupancy Fee	Additional Fee to provide a Temporary U&O if requested. This fee is in addition to any escrow that may be required to guarantee completion of any outstanding work that is required to be completed.	\$150.00	\$350.00
BCO FEE	ALL UCC REQUIRED PERMITS	\$75.00	\$200.00
DCED FEE	ALL UCC PERMITS (FEE GOES TO STATE FOR TRAINING)	\$4.50	\$4.50

ZONING OFFICER FEE PER HOUR	FOR ATTENDANCE AT MEETINGS, PLAN REVIEW, RESEARCH, COMPLAINT INVESTIGATION, PHONE CONSULTATION, ETC.	\$60.00 PER HOUR	\$60.00 PER HOUR
EXTRA INSPECTION FEE	FOR ANY EXTRA INSPECTIONS OVER TWO WITH PERMIT ISSUANCE OR INSPECTIONS BY REQUES	\$75.00	\$75.00
STORMWATER BMP INSPECTIONS	TWO INSECTIONS REQUIRED FOR EACH BMP INSTALLED	\$150.00	\$150.00



South Penn Code Consultants

UCC PERMIT FEES FOR YEAR 2023

RESIDENTIAL CONSTRUCTION PERMIT FEES – Applied to Contracted Municipalities

Note 1: Cancelled permits are subject to all applicable plan review fees.

Note 2: Consulting time including, but not limited to, pre-construction meetings, legal preparation, court appearances, property maintenance inspections, life and safety inspections, will be billed at a rate of **\$75.00 per hour.**

Residential Fees (One and Two Family) New Homes

Plan review	\$80.00 per hour (min. \$160.00)
Per Inspection	\$75.00

Additions, Renovations, Accessory Structures

Plan review	\$80.00 per hour
Per inspection	\$75.00

Manufactured Home/Mobile Home

\$300.00 (includes plan review and 3 inspections)

Solar panels (ground and roof mounted)

\$6.00 per \$1,000.00 of total construction value (minimum fee \$ 150.00)

Pools

Above-ground pools, hot tubs, spas

\$140.00 (includes plan review and 1 inspection)

Above-ground pools with decking

\$220.00 (includes plan review and 2 inspections)

In-ground pools

\$300.00 (includes plan review and 3 inspections)

Bladder/storable pools (per installation)

\$ 40.00

Inspections / Permits

\$75.00 per inspection

(i.e., electrical, plumbing, fire, mechanical)

COMMERCIAL CONSTRUCTION PERMIT FEES – Applied to all non 1 or 2 family structures and their accessory structures.

Note 1: Cost of construction (COC) includes materials and labor.

Note 2: Cancelled permits are subject to all applicable plan review fees plus a \$100.00 administrative fee (and accrued monthly penalties if not cancelled within 90 days of issuance).

Note 3: Consulting time including, but not limited to, legal preparation, court appearances, property maintenance inspections, life and safety inspections, will be billed at a rate of \$75.00 per hour (minimum 2 hours).

Commercial / Mixed Use / Multi-Family Residential Construction / New Construction /

Additions / Alterations –See Additional zoning fees as applicable

\$0 - \$350,000 = COC	\$ 0.015* COC plus \$150.00 per hour plan review fee (min. fee \$ 300.00)
\$350,001 - \$1,000,000 = COC	\$ 0.015 * COC (plan review and all inspections)
\$1,000,001 - \$2,000,000 = COC	\$ 0.010 * COC (plan review and all inspections)
Over \$2,000,000 = COC	\$ 0.005 * COC (plan review and all inspections)
Municipal Building, Fire Company, EMS Service, Public/Private Schools (K-12) over \$1,000,000 COC New Construction	\$ 0.0025 * COC plus \$150.00 per hour plan review fee
Municipal Building, Fire Company, EMS Service, Public/Private Schools (K-12) over \$1,000,000 COC Additions / Alterations	\$ 0.003 * COC plus \$150.00 per hour plan review fee

Accessibility Review (plan review and inspections)	\$ 300.00
Demolition (plan review and 1 inspection)	\$ 150.00
Fire Alarm (plan review only)	\$ 200.00
Fire Sprinkler (plan review only)	\$ 300.00
Electrical Service 200 amps or less (plan review only)	\$ 150.00
Electrical Service over 200 amps (plan review only)	\$ 250.00
Hood & Duct System (plan review only)	\$ 300.00
Roofing (plan review only)	\$ 150.00 per hour
Sign Plan Review	\$ 75.00 per ½ hour
Fireworks Display (plan review only and inspections)	\$ 75.00
Temporary Tent / structure / mobile trailer (plan review and inspections)	\$ 75.00
As-built drawings / Resubmittals	\$ 150.00 per hour plan review
Inspections / Permits (i.e., plumbing, mechanical, signs, re-inspections, etc.)	\$ 80.00 per inspection
Permit Renewal	\$ 100.00

Office of Open Records – Official RTKL Fee Schedule

Updated December 22, 2020

Record Type / Delivery Method	Fee
Black & White Copies (first 1,000)	Up to \$0.25 per copy.
Black & White Copies (beyond 1,000)	Up to \$0.20 per copy. ¹
Color Copies	Up to \$0.50 per copy. ²
Specialized Documents ³	Up to actual cost.
Records Delivered via Email	No additional fee may be imposed. ⁴
CD / DVD	Up to actual cost, not to exceed \$1.00 per disc.
Flash Drive	Up to actual cost.
Facsimile	Up to actual cost. ⁵
Other Media	Up to actual cost.
Redaction	No additional fee may be imposed. ⁶
Conversion to Paper	Up to \$0.25 per page. ⁷
Photographing a Record	No additional fee may be imposed. ⁸
Postage	Up to actual cost of USPS first-class postage.
Certification of a Record	Up to \$5.00 per record. ⁹

¹ A “copy” is either a single-sided copy, or one side of a double-sided copy, on 8.5”x11” or 8.5”x14” paper.

² A “copy” is either a single-sided copy, or one side of a double-sided copy, on 8.5”x11” or 8.5”x14” paper. Note that a requester may ask for black and white copies even if the original is in color and color copies are available.

³ Including, but not necessarily limited to, non-standard sized documents and blueprints.

⁴ If a requester asks to receive records which require redactions in electronic format and the agency is unable to securely redact the records by electronic means, an agency may print the records to provide for secure redaction, then scan them in for delivery by email. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

⁵ If an agency must print records to send them by facsimile, the agency may charge the fees noted above for B&W copies.

⁶ If a requester seeks records requiring redaction and the agency is unable to securely redact the records by electronic means, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

⁷ If a record is only maintained electronically or in other non-paper media, duplication fees shall be limited to the lesser of the fee for duplication on paper or the fee for duplication in the original media, unless the requester specifically requests for the record to be duplicated in the more expensive medium. *See § 1307(d)*.

⁸ This assumes the requester is using his or her own camera, such as a cellphone camera, to photograph the records. *See Muenz v. Township of Reserve, OOR Dkt. AP 2015-1021, 2015 PA O.O.R.D. LEXIS 1176*. If redaction is required prior to the requester being granted access to photograph records and the agency is unable to securely redact the records by electronic means, an agency may copy or print the records to provide for secure redaction. Accordingly, the agency may charge the fees noted above for either B&W or color copies, as appropriate.

⁹ Under the RTKL, an agency may impose “reasonable fees for official certification of copies if the certification is at the behest of the requester and for the purpose of legally verifying the public record.” The OOR recommends no more than \$5 per record to certify a public record. Certification fees do not include notarization fees.

Additional Notes

Fees May Be Waived: All fees established herein may be waived at the discretion of the agency.

Medium Requested: A record being provided to a requester shall be provided in the medium requested if it exists in that medium; otherwise, it shall be provided in the medium in which it exists. *See § 701.*

Other Statutory Fees: If a statute other than the RTKL governs the amount an agency may charge for a certain type of record, the other statute controls. For example, a Recorder of Deeds may charge a copy fee of 50 cents per uncertified page and \$1.50 per certified page (42 P.S. § 21051). Police departments may charge up to \$15 for a copy of a vehicle accident report (75 Pa.C.S. §3751 (b)(2)); the Philadelphia Police Department may charge up to \$25 per copy (Id. at (b)(3)). State police are authorized to charge "\$5 for each copy of the Pennsylvania State Police full report of investigation." (75 Pa.C.S. §1956(b)). Other examples include the History Code, the Municipalities Planning Code, and the Criminal History Record Information Act.

Inspection of Redacted Records: If a requester wishes to inspect, rather than receive copies of, records which contain both public and non-public information, the agency may redact the non-public information. An agency may not charge the requester for the redaction itself. However, an agency may charge (in accordance with the OOR's Official Fee Schedule) for any copies it must make in order to securely redact the material before allowing the requester to view the records. If, after inspecting the records, the requester chooses to obtain the copies, no additional fee may be charged.

Enhanced Electronic Access: If an agency offers enhanced electronic access to records in addition to making the records accessible for inspection and duplication by a requester, the agency may establish user fees specifically for the provision of the enhanced electronic access. The user fees for enhanced electronic access may be a flat rate, a subscription fee for a period of time, a per-transaction fee, a fee based on the cumulative time of system access, or any other reasonable method and any combination thereof. Such fees shall not be established with the intent or effect of excluding persons from access to records or duplicates thereof or of creating profit for the agency. **NOTE: Fees for enhanced electronic access must be reasonable and must be pre-approved by the OOR. Please [submit enhanced electronic access fee requests to the OOR.](#)**

Fee Limitations: Except as otherwise provided by statute, the RTKL states that no other fees may be imposed unless the agency necessarily incurs costs for complying with the request, and such fees must be reasonable. No fee may be imposed for an agency's review of a record to determine whether the record is a public record subject to access under the RTKL. No fee may be charged for searching for or retrieval of documents. An agency may not charge staff time or salary for complying with a RTK request. No fee may be charged for an agency's response letter.

Prepayment: Prior to granting a request for access in accordance with the RTKL, an agency may require a requester to prepay an estimate of the fees authorized under this section if the fees required to fulfill the request are expected to exceed \$100. Once a request is fulfilled and prepared for release, the OOR recommends that an agency obtain payment prior to releasing the records.

Questions: If you have any questions regarding the OOR's Official Fee Schedule, please [contact the OOR](#) (email: openrecords@pa.gov, telephone: 717-346-9903).

York County Planning Commission Schedule of Fees – 2022 (updated 5/17/2022)

Review Fees for Subdivision Plans

- Subdivision Plans (excluding sketch plans): \$550 base fee *plus* \$50 per lot/dwelling unit (not to exceed \$3,000)
- Final Plans: Where a Preliminary Plan is required, the following reduced fee will be charged for a Final Plan *if a copy of the **approved Preliminary Plan (with signatures) accompanies the Final Plan submission***:

\$550 base fee plus \$30 per lot/dwelling unit (not to exceed \$3,000)
- Common Ownership Merger (COM) Plans - A subdivision plan proposing the adjustment or elimination of property boundary lines between two (2) or more adjoining lots/parcels/tracts owned by the same person(s), where no land development is proposed.

\$250
<https://www.ycpc.org/537/Common-Ownership-Merger-COM>
- Corrective Action Plan (CAP) – A plan that proposes to correct an error on a recorded plan (YCPC Municipal Planning Division staff must be consulted to determine if a plan will be accepted as a CAP submission).

\$250
<https://www.ycpc.org/518/Corrective-Action-Process-CAP>

Link to request form:

<https://www.ycpc.org/FormCenter/YCPC-Forms-6/Corrective-Action-Request-61>

Review Fees for Land Development Plans

- Residential Land Development Plans: \$550.00 base fee plus \$50.00 per dwelling unit (not to exceed \$3,000)

Where a Preliminary Plan has been reviewed, the following fee will be charged for a Final Plan *if a copy of the Approved Preliminary Plan (with signatures) accompanies the Final Plan submission* –

\$550 base fee plus \$30.00 per
dwelling unit (not to exceed \$3,000)

- All Other Land Development Plans (excluding certain accessory buildings), based on building footprint:

\$ 550.00 for buildings and additions up to 2,000 square feet
\$1,050.00 for buildings and additions from 2,001 - 5,000 square feet
\$1,550.00 for buildings and additions from 5,001 - 10,000 square feet
\$1,800.00 for buildings and additions from 10,001 - 50,000 square feet
\$2,050.00 for buildings and additions from 50,001 - 100,000 square feet
\$2,300.00 for buildings and additions from 100,001 - 200,000 square feet
\$2,550.00 for buildings and additions from 200,001 - 500,000 square feet
\$2,800.00 for buildings and additions from 500,001 square feet and over

Where a Preliminary Land Development Plan has been reviewed, a Final Land Development Plan review fee of \$550 will be charged *if a copy of the approved Preliminary Plan (with signatures) accompanies the Final Plan submission*.

- Fees for Reviews of Combined Land Development and Subdivision Plans

If a plan that proposes both subdivision and land development is submitted for review, the review fee will be determined as if two separate plans were submitted – one for the subdivision, and one for the land development.

- For a Change of Use Review to Existing Commercial/Industrial Buildings:

\$500

- Plans Proposing an Accessory Building on a Lot with an Existing Principal Building which does not Involve a New Access onto a Street:

\$500

- York County Subdivision and Land Development Ordinance

A pre-application meeting with YCPC staff is required for plans which are subject to the requirements of the County Ordinance. Please contact the YCPC office at (717) 771-9870 for more information.

- Review Fee of Sewage Facilities Planning Modules (Component 4B)

\$200

HOPEWELL TOWNSHIP

RESOLUTION NO. 3-2023

A RESOLUTION APPOINTING DEPOSITORY INSTITUTIONS FOR HOPEWELL TOWNSHIP, YORK COUNTY

WHEREAS, Hopewell Township ("Township") is a second class township duly organized and existing under the Second Class Township Code; and

WHEREAS, the Township is required by Section 708 of the Second Class Township Code, 53 P.S. §65708 to designate by resolution a depository or depositories for Township funds; and

WHEREAS, the Township now desires to make such designation.

NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved as follows:

SECTION 1. The Township hereby appoints PeoplesBank, a Codorus Valley Company, as designated depository institution for Township funds. The Chairman of the Board of Supervisors or the Township Secretary are hereby authorized and directed to execute such documents and to take such further actions as deemed necessary to carry out this resolution.

SECTION 2. This Resolution shall be effective immediately.

RESOLVED this 3rd day of January, 2023.

ATTEST:

Katie Berry, Secretary

HOPEWELL TOWNSHIP BOARD OF SUPERVISORS

By: John J. O'Neill, Chairman Vice

By: Aaron R. Manifold, Supervisor Chairman

By: David T. Wisnom, Supervisor

(SEAL)

Books 2022

Joe - 2025

Matias - 2027

Susan - 2023

(must run this year)

6-yr term

HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF AUDITORS
AGENDA FOR ORGANIZATIONAL MEETING
MUNICIPAL BUILDING
JANUARY 4, 2023

1. Call meeting to order.
2. Organize:
 - a) Take nominations for Chairman. - Susan
 - b) Make motion to appoint Chairman. - Susan
 - c) Take nominations for Secretary. - Matias
 - d) Make motion to appoint Secretary. - Matias
3. Supervisors' Compensation:
 - a) Consider amount to be paid to Supervisors for work on "as needed" basis. The Supervisors recommend \$18.00/hour, as this is the amount paid for Temporary Road Workers.
 - b) Make motion to set the pay rate. Joe motioned
Matias seconded
4. Treasurer's Bond:

The amount is currently set at \$2.5 million. Make a recommendation, if needed.
Joe.
Matias
5. Audit Meeting Dates: Schedule date for Audit and Final Audit meeting.
THURS 1/26 - 8 AM -> 4 PM
6. Public Comment.
Tues 2/28 - 8 AM
7. Adjournment.

Mon 2/27 - after work, Joe
will sign off at my
house 4:30-5:00

PLEASE SIGN IN

Board of Supervisors
JAN 3, 2023 Meeting

DATE: January 3, 2023

NAME	ADDRESS
JASON LITTLE - GMB	954 RIDGEBROOK ROAD, Suite 230 SPARKS, MD 21152 JLITTLE@GMBNET.COM
Brad Dauberman	Shrewsbury, PA
Joel Washel	Penn Waste
JEFF KLAIN	
Susan Klain	
Christina A King	
STEVE BOYER	