

**HOPEWELL TOWNSHIP  
YORK COUNTY PA  
BOARD OF SUPERVISORS  
MINUTES FOR A SPECIAL MEETING  
THURSDAY, MAY 25, 2023 @ 7 PM**

Chairman Manifold called the meeting to order at 7:00pm. In attendance were Supervisors, David Wisnom and John O'Neill, Attorney Andy Miller, Building Codes Official Kevin Hertzog, and Township Manager, Katie Berry.

Chairman Manifold welcomed everyone to the Special Meeting and started with the Pledge of Allegiance. He then stated there are two agenda items:

**Agenda items:**

The first item is to consider approval of Special Meeting Minutes from April 27, 2023, Supervisor O'Neill motioned to approve, and Supervisor Wisnom seconded. Motion carried.

The second item is the International Property Maintenance Code- Chairman Manifold turned the meeting over to Attorney Miller.

Attorney Miller drafted a proposed Ordinance to adopt the IPMC following the first special meeting. Most of the decisions were made at the first meeting as to the portions that would be modified or eliminated. Miller just wants to finalize a few outstanding areas of questions.

The following outstanding items need to be reviewed before finalizing:

1. Consider deleting portions of Chapter 10, part 1 regarding weeds, as there are already Township ordinances in place.
  - a. Options to consider- delete the entire section or modify.
  - b. Discussions of the Board- John O'Neil feel the Township Ordinance is fine the way it is and that this section could be removed from the IPMC.
  - c. Manifold questioned Berry if she feels from an office perspective the current ordinance is adequate. Berry questioned whether the current ordinance covers enough specifics as far as the right to enter. Attorney Miller feels all that is covered in the current Ordinance.

The Board agreed to adopt the IPMC and just modify Section 302.4 to comply with Chapter 10.

2. Enforcement – Who can enforce- Section 106 and 111 of the IPMC.

- a. Options to consider- IPMC verbiage regarding 'Code Official.' Consider changing to Codes Enforcement Officer, as the is the title used by the Township.
- b. Building Code Official can also be added

All agreed to change the definition of Building Codes Official to include Code Enforcement Officer and Building Code Officer

3. Enforcement of IPMC- Appeals Consider deleting sections 106 and 111, the procedure eliminates a board of appeals. Suggested to use Magistrates office.
  - a. Would require a filing fee
  - b. Would have to find a Board, administer, pay solicitors for hearings
  - c. Violations would go straight to the local Magistrate without a Boards Appeal
  - d. Hertzog asked how the letters would be written regarding appeals. It was discussed that it would go straight to the Magistrate, however if we adopt a ticket system we could use that before

All agreed not to establish an appeals Board

4. Quality of life Ordinance – allows the ticketing procedure.
  - a. Options to consider- what chapters of the IMPC to include
  - b. Manager to call another TWP to see how theirs has gone since establishing
  - c. Manifold mentioned the costs it often takes to even get it to the point of sending a violation and how that would be considered.
  - d. Attorney Miller will suggest what chapters to include

All agreed they like this and would like to hear from another Township if it is working

5. Knock Box Ordinance. In Commercial & Industrial Zones. It may be best to include this in the Code of Ordinances, Chapter 7, "Fire Prevention and Fire Protection" by adding a new Part 3 - "Key Lockboxes."
  - a. Manifold commented that he was surprised that it was not already included in the fire presentation ordinance
  - b. Attorney Miller stated it would also need to be discussed to require existing structures to add if this was added.
  - c. Key boxes
  - d. Attorney Miller also recommends adding provisions for security gates

All agreed to add security gates and keys boxes.

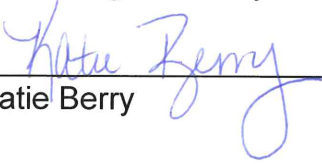
### **Public Comment-**

Ira Walker was present via Zoom. The Board asked him if he knows any history in Hopewell regarding knock boxes. He also thought this was already a Township Ordinance. He also added false alarms were added at some point.

**Adjournment-**

Chairman Manifold adjourned the meeting at 8:18pm

Recording Secretary

  
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Katie Berry