

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
ORGANIZATION, REGULAR MEETING AND
PUBLIC HEARING
MINUTES FOR JANUARY 2, 2024
HOPEWELL TOWNSHIP MEETING ROOM & ZOOM
7:00 PM**

Chairman Manifold called the meeting to order at 7:00pm and opened the meeting with the Pledge. He asked that all in attendance sign in and anyone who may be recording the meeting provide their name and address for the record. In attendance, Supervisors David Wisnom and John O'Neill, Attorney Andy Miller, Zoning Officer Cliff Tinsley, and Township Manager Katie Berry.

The Board held an executive session prior to the meeting to discuss potential litigation.

Organization of the Board for 2024 –

Temporary Secretary- Chairman Manifold motioned to nominate Katie Berry as temporary Secretary and Supervisor O'Neill seconded. Motion carried.

Temporary Chairman - Supervisor O'Neill motioned to nominate Aaron Manifold as temporary Chairman and Supervisor Wisnom seconded. Motion carried.

Nominate & Elect Chairman & Vice-Chairman- O'Neill motioned to nominate and elect Aaron Manifold for Chairman and Wisnom seconded. Motion carried. Wisnom motioned to nominate and elect John O'Neill for Vice Chairman and Manifold seconded. Motion carried.

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

Appoint Treasurer- Manifold motioned to appoint Katie Berry as Treasurer and O'Neill seconded. Motion carried.

2024 State (PSATS) Convention (4/14-4/17) – Manifold motioned to certify attending delegates and authorize Township Manager Katie Berry as voting delegate. O'Neill seconded. Motion carried.

York 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 2024. Wisnom seconded. Motion carried.

Affirm Supervisors Employed by Township – O'Neill 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. Wisnom seconded. Motion carried.

Appointments for 2024 – Supervisor O’Neil motioned to consider list as presented and Supervisor Wisnom seconded. (Exhibit B)

Appoint opening for Zoning Hearing Board member- Manifold motioned to appoint Connie Milchling for ZHB and O’Neill seconded. Motion carried.

Appoint opening for Zoning Hearing Board Alternate member – Manifold motioned to appoint Stephen Udzenski as alternate for ZHB, and O’Neill seconded. Motion carried.

Appoint opening for Planning Commission member- Wisnom motioned to appoint Chuck Webster for renewal of his position on the Planning Commission and Manifold seconded. Motion carried.

Resolution #1-2024 – O’Neill motioned to adopt Resolution # 1-2024, setting certain tax related fees and Wisnom seconded. Motion carried.

Resolution #2-2024 – Wisnom motioned to adopt Resolution #2-2024, adopting certain fees with two amendments of raising the ZHB App fee to \$1500 and review of plan by BOS or PC to \$75 for Hopewell Township and O’Neill seconded. Motion carried. (See Exhibit A)

Resolution #3-2024 – O’Neill motioned to adopt and appoint Peoples Bank for Depository Institution for 2024 and Manifold seconded. Motion carried.

Temporary Road Worker Hourly rate (non-Supervisors) – Manifold motioned to set the 2024 hourly rate for temporary road workers employed by the Township on an “as needed” basis to \$23 per hour with no benefits and O’Neill seconded. Motion carried.

Regular Business –

Minutes

Supervisor O’Neill motioned to approve the December 7, 2023, Board of Supervisors Regular meeting minutes and Supervisor Wisnom seconded. Motion carried.

Treasurer’s Report/Invoices

Supervisor Wisnom motioned to approve the December 31, 2023, Treasurer’s Report and previously reviewed invoices listed in this report. Supervisor O’Neill seconded. Motion carried.

Roads Report:

Winter Prepping- Road Crew has been clearing shoulders and swales for drainage.

Begin tree trimming- also began trimming for possible snow we may get this season.

Road Occupancy Permits and repairs made by utilities- Attorney Miller is going to forward a draft of HOP Conditions. The Board is interested in looking at this draft. The Roads Crew presented to the Board a list for the 2024 paving season. Overlay Roads are- Shaw Rd, Jims Rd, and Johnson Rd. Rebuild Project- Iron Bridge Rd. Manifold motioned to approve this list for 2024 and O’Neill seconded. Motion carried.

Subdivision/Land Development Plans:

23-08 Final Subdivision Plan- Baer- Chairman Manifold called for a motion to approve the Baer Final Subdivision Plan. Supervisor Wisnom motioned, and Supervisor O’Neill seconded. Motion carried.

Bridgeview surety reduction request – Zach Juffe was present to discuss. Chairman Manifold called for a motion for the surety reduction request from Bridgeview. Supervisor Wisnom asked about the unfinished lots and would they have an answer by February 1st and motioned to table until then. Supervisor O’Neill seconded. Motion carried.

Burger King/Stonebridge sidewalks discussion - The Board discussed starting the process of requiring them to start the sidewalks.

Solicitor’s Report:

Public Hearing – Ordinance No.1-2024 – Chairman Manifold opened a public hearing for Ordinance No 1-2024, Keeping of Chickens and other Fowl in Residential. Both O’Neill and Wisnom agree with this ordinance. Manifold asked for public comment and James Roberts of 10 Scarborough Fare asked to have this ordinance clarified. Supervisor Wisnom motioned to Adopt Ordinance No. 1-2024 and Supervisor O’Neill seconded. Motion Carried. Chairman Manifold then closed the Public Hearing for Ordinance No. 1-2024.

Comcast & Armstrong Cable Franchise – Attorney Miller explained the proposals. Supervisor Manifold motioned to enter into an agreement with Cohen Law Group for the cable franchise agreements, audit of the existing Armstrong contract as well as a wireless facilities ordinance. Supervisor O’Neill seconded. Ray Manifold of Hickory Rd asked if Armstrong would provide for everyone, or will they pick and choose who they serve. Comcast will try to provide for everyone as they are applying for grants. Motion carried.

Ag Security Requests to be added-

- Holey- 32-CJ-07
- Eyster- 32-BK-42A

Attorney Miller explained that the Board will need to recognize receipt of these requests. Chairman Manifold motioned to recognize receipt of the two applications and Supervisor Wisnom seconded. Manifold asked if it was ok that one of the properties is half in the Township and half in the Borough. Miller stated it was fine and they would also go to the Borough. Motion carried.

Ag Security Seven-year Review- Attorney Miller explained having the review versus not and The Board agreed to not have the review at this time.

Other Business:

PA State Police – Providing Hopewell TWP stats for 2023. No one was present.

2023 Non-Compliant Act 537 – There are 4 residents that are not in compliance for 2023. Supervisor O'Neill motioned to authorize the Solicitor to send letters to these residents and Supervisor Wisnom seconded. Motion carried.

Upcoming PPL Transmission upgrade project – There is a meeting to explain the upgrade of an existing transmission line. The meeting is on January 25 from 6-8 pm at the Chanceford Township Building. Info is on our HWT Website.

Resident Matt Gross – Speed concerns on Piston Court. No one was present.

Personnel: None

Public Comment: Kathleen Davis of 19702 Davis Valley Rd asked about Magnolia Groves being zoned residential as it says it is a farm on the tax map. Chairman Manifold explained that the tax map is just the tax classification and not what it is zoned as. She also wanted to know how many trees are to be planted in this subdivision.

Chairman Manifold adjourned the meeting at 8:46 pm.



Diana Manker, Recording Secretary

APPOINTMENTS FOR 2024

<u>NAME</u>	<u>OFFICE</u>	<u>TERM</u>
Andy Miller, MPL Law Firm	Solicitor, Board of Supervisors	12/31/2024
Craig Sharnetzka, CGA Law Firm	Solicitor, Zoning Hearing Board	12/31/2024
Katie Berry	Manager	12/31/2024
Katie Berry	Secretary	12/31/2024
Katie Berry	Treasurer	12/31/2024
Katie Berry	Open Records Officer	12/31/2024
Donnie McCauslin, Jr.	Road Foreman	12/31/2024
Connie Milchling	Zoning Hearing Board	12/31/2026
Stephen Udzenski	Zoning Hearing Board Alternate	12/31/2026
Chuck Webster	Planning Commission	12/31/2027
Martin & Martin	Engineer	12/31/2024
Cliff Tinsley, MC Municipal Services, LLC	BCO/Zoning/Codes Enforcement/Floodplain Administrator	12/31/2024
Kevin Hertzog, Dependable Construction Code Services	UCC Inspections	12/31/2024
Keith Hunnings	Sewage Enforcement Officer	12/31/2024
Steve McKeon	Alternate Sewage Enforcement Officer	12/31/2024
John O'Neill	Vacancy Board	12/31/2024
David Wisnom	YATB Representative	12/31/2024
John O'Neill	YATB Alternate	12/31/2024
Aaron Manifold	Eureka Consolidated Fire Rep.	12/31/2024
David Wisnom	Eureka Consolidated Fire Rep. Alternate	12/31/2024
David Wisnom	Local Gov't Advisory Committee	12/31/2024
John O'Neill	Local Gov't Advisory Committee Alternate	12/31/2024
David Wisnom	Eureka Liaison Committee	12/31/2024
Aaron Manifold	Eureka Liaison Committee Alternate	12/31/2024
Chuck Webster	Emergency Coordinator	12/31/2024
Peoples Bank	Depository	12/31/2024
Gil Malone - Malone & Neubaum	Solicitor, Planning Committee	12/31/2024

Hopewell Township Balance Sheet Prev Year Comparison As of December 31, 2023

	Dec 31, 23	Dec 31, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100. · Checking/Savings				
100.00 · General Fund Checking				
100.01 · Johnson Controls	0.00	91,790.00	-91,790.00	-100.0%
100.00 · General Fund Checking - Other	623,685.15	526,635.59	97,049.56	18.4%
Total 100.00 · General Fund Checking	623,685.15	618,425.59	5,259.56	0.9%
101.00 · Cell Tower MMA	156,121.89	107,891.97	48,229.92	44.7%
102.00 · Traffic Light MMA	3,110.90	3,037.87	73.03	2.4%
103.00 · Facilities Fund MMA	2,536,577.66	2,155,142.47	381,435.19	17.7%
104.00 · Equipment Fund MMA	335,946.47	326,581.55	9,364.92	2.9%
107 · ARPA	0.00	551,362.36	-551,362.36	-100.0%
108.00 · RoFo Traffic Light Agreement	20,000.00	0.00	20,000.00	100.0%
Total 100. · Checking/Savings	3,675,442.07	3,762,441.81	-86,999.74	-2.3%
105.00 · Payroll Checking	34,615.38	31,600.04	3,015.34	9.5%
106.00 · State Fund Checking	136,624.70	12,459.34	124,165.36	996.6%
Total Checking/Savings	3,846,682.15	3,806,501.19	40,180.96	1.1%
Total Current Assets	3,846,682.15	3,806,501.19	40,180.96	1.1%
TOTAL ASSETS	3,846,682.15	3,806,501.19	40,180.96	1.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.01 · Federal Taxes Withheld	-1,654.00	-1,862.00	208.00	11.2%
210.02 · FICA Taxes Withheld	-1,030.21	-1,056.70	26.49	2.5%
210.03 · Medicare Taxes Withheld	-240.93	-247.14	6.21	2.5%
210.04 · PA UC Taxes Withheld	73.32	55.80	17.52	31.4%
210.05 · State Income Taxes Withheld	-471.74	-523.25	51.51	9.8%
210.06 · Local Income Taxes Withheld	1,046.65	930.37	116.28	12.5%
210.07 · Local Services Tax Withheld	74.00	66.00	8.00	12.1%
210.14 · FICA Company Paid	-1,030.21	-1,056.70	26.49	2.5%
210.15 · Medicare Taxes Company Paid	-240.94	-247.15	6.21	2.5%
Total 210.00 · Payroll Liabilities	-3,474.06	-3,940.77	466.71	11.8%
Total Other Current Liabilities	-3,474.06	-3,940.77	466.71	11.8%
Total Current Liabilities	-3,474.06	-3,940.77	466.71	11.8%
Total Liabilities	-3,474.06	-3,940.77	466.71	11.8%
Equity				
275.00 · Fund Balance	3,810,441.96	3,364,935.36	445,506.60	13.2%
30000 · Opening Balance Equity	20,000.00	0.00	20,000.00	100.0%
Net Income	19,714.25	445,506.60	-425,792.35	-95.6%
Total Equity	3,850,156.21	3,810,441.96	39,714.25	1.0%
TOTAL LIABILITIES & EQUITY	3,846,682.15	3,806,501.19	40,180.96	1.1%

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Cash Basis

Hopewell Township Expenses by Vendor Detail December 2023

Date	Num	Account	Original Amount	Paid Amount	Balance
AERO ENERGY					
12/07/2023	189.600 GALLONS	438.04 · Vehicle Fuel ...	628.09	628.09	628.09
Total AERO ENERGY				628.09	628.09
ARMSTRONG					
12/07/2023	11/26-12/25/23 Sv...	409.03 · Telephone/In...	272.50	272.50	272.50
12/29/2023	12/26-1/25/24 Svcs.	409.03 · Telephone/In...	272.50	272.50	545.00
Total ARMSTRONG				545.00	545.00
AT&T					
12/07/2023	11/16-12/15/23 Cell	409.03 · Telephone/In...	189.21	189.21	189.21
12/29/2023	12/15-1/16/24 Cell	409.03 · Telephone/In...	195.68	195.68	384.89
Total AT&T				384.89	384.89
Atlantic Tractor					
12/07/2023	Battery charger	437.01 · Parts for Re...	286.15	286.15	286.15
12/07/2023	Tractor radio	437.01 · Parts for Re...	372.58	372.58	658.73
12/28/2023	Filters	437.01 · Parts for Re...	457.44	457.44	1,116.17
Total Atlantic Tractor				1,116.17	1,116.17
BEARS PORTABLE TOILETS					
12/07/2023	11/17- 12/14/23	452.02 · Hopewell Ar...	127.50	127.50	127.50
12/29/2023	12/15- 1/11/24	452.02 · Hopewell Ar...	127.50	127.50	255.00
Total BEARS PORTABLE TOILETS				255.00	255.00
BENILDA SAGASTUME					
12/08/2023	Dec 23 Cleaning	409.09 · Bldg. & Offic...	150.00	150.00	150.00
Total BENILDA SAGASTUME				150.00	150.00
BENNETT'S TREE SERVICE					
12/07/2023	Tree Removal	438.07 · Other Servic...	350.00	350.00	350.00
12/07/2023	Gemmill Rd	438.07 · Other Servic...	1,350.00	1,350.00	1,700.00
Total BENNETT'S TREE SERVICE				1,700.00	1,700.00
BERGEY'S TRUCK CENTERS					
12/28/2023	Filters	437.01 · Parts for Re...	579.11	579.11	579.11
Total BERGEY'S TRUCK CENTERS				579.11	579.11
CARDMEMBER SERVICE					
12/07/2023	10/20/23-11/20/23	413.01 · Codes Enfor...	103.50	103.50	103.50
12/07/2023	10/20/23-11/20/23	400.08 · Dues/Subscr...	56.95	56.95	160.45
12/07/2023	10/20/23-11/20/23	438.03 · Vehicle Fuel ...	16.00	16.00	176.45
12/07/2023	10/20/23-11/20/23	409.01 · Building Sup...	10.72	10.72	187.17
Total CARDMEMBER SERVICE				187.17	187.17
CGA LAW FIRM, PC					
12/07/2023	General Business	404.00 · Attorney Fees	447.00	447.00	447.00
Total CGA LAW FIRM, PC				447.00	447.00
CULLIGAN WATER					
12/07/2023	Cooler rental	409.01 · Building Sup...	20.00	20.00	20.00
12/28/2023	Water	409.01 · Building Sup...	18.75	18.75	38.75
Total CULLIGAN WATER				38.75	38.75
DARLENE PARKER					
12/07/2023	Expense Reimb.	403.02 · Tax Collecto...	104.42	104.42	104.42
Total DARLENE PARKER				104.42	104.42

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Cash Basis

Hopewell Township Expenses by Vendor Detail December 2023

Date	Num	Account	Original Amount	Paid Amount	Balance
DEPENDABLE CONSTRUCTION CODE SERVICES					
12/07/2023	UCC Inspection fees	413.04 · CC Payment...	325.00	325.00	325.00
Total DEPENDABLE CONSTRUCTION CODE SERVICES				325.00	325.00
DRAKE REED DOOR CO.					
12/07/2023	Remotes	409.05 · Repairs and ...	4,680.00	4,680.00	4,680.00
Total DRAKE REED DOOR CO.				4,680.00	4,680.00
ESQUIRE DEPOSITION SOLUTIONS, LLC					
12/07/2023	11/16/23	414.05 · ZHB & Plann...	495.00	495.00	495.00
Total ESQUIRE DEPOSITION SOLUTIONS, LLC				495.00	495.00
EUREKA VOLUNTEER FIRE AND AMBULANCE CO.					
12/20/2023	ALS Service Q4/2...	412.01 · ALS	18,025.00	18,025.00	18,025.00
Total EUREKA VOLUNTEER FIRE AND AMBULANCE CO.				18,025.00	18,025.00
GENERAL CODE					
12/28/2023	Supplement No. 4	400.11 · Other Servic...	3,364.00	3,364.00	3,364.00
Total GENERAL CODE				3,364.00	3,364.00
GRACE ELECTRIC & SERVICES, LLC					
12/07/2023	Garage doors	409.04 · Electric	1,308.84	1,308.84	1,308.84
Total GRACE ELECTRIC & SERVICES, LLC				1,308.84	1,308.84
GROFF TRACTOR & EQUIPMENT, LLC					
12/28/2023	Parts	437.01 · Parts for Re...	1,003.32	1,003.32	1,003.32
Total GROFF TRACTOR & EQUIPMENT, LLC				1,003.32	1,003.32
H A THOMSON					
12/07/2023	2023 John Deere	400.05 · Property Ins...	475.00	475.00	475.00
Total H A THOMSON				475.00	475.00
HOPEWELL AREA REC & PARK BOARD					
12/28/2023	Rec Fees- Baer	452.02 · Hopewell Ar...	3,200.00	3,200.00	3,200.00
Total HOPEWELL AREA REC & PARK BOARD				3,200.00	3,200.00
IMAGINEERED SIGNS INC.					
12/28/2023	Decals	438.07 · Other Servic...	1,399.20	1,399.20	1,399.20
Total IMAGINEERED SIGNS INC.				1,399.20	1,399.20
KIMBALL MIDWEST					
12/07/2023	Shop Supplies	409.01 · Building Sup...	219.07	219.07	219.07
Total KIMBALL MIDWEST				219.07	219.07
LEPPO CARPETS					
12/07/2023	Carpet Shampoo	406.04 · Other Servic...	315.00	315.00	315.00
Total LEPPO CARPETS				315.00	315.00

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Cash Basis

Hopewell Township Expenses by Vendor Detail December 2023

Date	Num	Account	Original Amount	Paid Amount	Balance
MARTIN & MARTIN INC.					
12/07/2023	145-23K Municipal	408.00 · Engineering ...	585.00	585.00	585.00
12/07/2023	183-23C Bridgeview	408.01 · Engineering ...	240.00	240.00	825.00
12/07/2023	197A-23B Kurtz	408.01 · Engineering ...	45.00	45.00	870.00
12/07/2023	209A-23K Mayberry	408.01 · Engineering ...	6,298.50	6,298.50	7,168.50
12/07/2023	223-23G Forest Rd	408.00 · Engineering ...	220.00	220.00	7,388.50
12/07/2023	236-23C Flinchbau...	408.00 · Engineering ...	330.00	330.00	7,718.50
12/07/2023	238-23B WellSpan	408.00 · Engineering ...	1,585.00	1,585.00	9,303.50
12/28/2023	145-23L Municipal	408.00 · Engineering ...	110.00	110.00	9,413.50
12/28/2023	183-23D Bridgeview	408.01 · Engineering ...	1,080.00	1,080.00	10,493.50
12/28/2023	197A-23C Kurtz	408.01 · Engineering ...	1,035.80	1,035.80	11,529.30
12/28/2023	145-23L Municipal	408.00 · Engineering ...	3,832.40	3,832.40	15,361.70
12/28/2023	237-23B Mayb-driv...	408.00 · Engineering ...	1,150.00	1,150.00	16,511.70
12/28/2023	238-23C WellSpan	408.00 · Engineering ...	944.00	944.00	17,455.70
Total MARTIN & MARTIN INC.				17,455.70	17,455.70
MC MUNICIPALSERVICES, LLC					
12/07/2023	10/28 - 11/23/23	413.01 · Codes Enfor...	24,253.36	24,253.36	24,253.36
Total MC MUNICIPALSERVICES, LLC				24,253.36	24,253.36
MEDIA ONE PA					
12/12/2023	Hearing notice	400.04 · Advertising	226.00	226.00	226.00
Total MEDIA ONE PA				226.00	226.00
MET ED					
12/07/2023	10/26-11/27/23	438.07 · Other Servic...	53.22	53.22	53.22
12/28/2023	E Forrest Ave	433.01 · Supplies	103.44	103.44	156.66
Total MET ED				156.66	156.66
MPL LAW FIRM					
12/07/2023	25107-37 College ...	404.00 · Attorney Fees	334.00	334.00	334.00
12/07/2023	25118-WellSpan	404.02 · Attorney Fee...	1,152.00	1,152.00	1,486.00
12/07/2023	25108-Stoltzfus	404.00 · Attorney Fees	240.25	240.25	1,726.25
12/07/2023	25110-Flinchbaugh	404.00 · Attorney Fees	826.00	826.00	2,552.25
12/07/2023	25112-Magnolia	404.00 · Attorney Fees	486.00	486.00	3,038.25
12/07/2023	25117-Pingley	404.00 · Attorney Fees	180.00	180.00	3,218.25
12/07/2023	25116- Municipal	404.00 · Attorney Fees	115.00	115.00	3,333.25
12/07/2023	25113- Mayberry Z...	404.02 · Attorney Fee...	2,268.00	2,268.00	5,601.25
12/07/2023	25109-Dwelling Rts	404.00 · Attorney Fees	936.00	936.00	6,537.25
12/07/2023	25115-Municipal F...	404.00 · Attorney Fees	2,160.00	2,160.00	8,697.25
12/28/2023	25622- Hamilton	404.00 · Attorney Fees	504.00	504.00	9,201.25
12/28/2023	25621-Clifford Baer	404.00 · Attorney Fees	126.00	126.00	9,327.25
12/28/2023	25620-37 College ...	404.00 · Attorney Fees	1,026.00	1,026.00	10,353.25
12/28/2023	25619- Hamilton	404.02 · Attorney Fee...	288.00	288.00	10,641.25
12/29/2023	25811-Municipal F...	404.00 · Attorney Fees	1,296.00	1,296.00	11,937.25
Total MPL LAW FIRM				11,937.25	11,937.25
PA Chamber Insurance					
12/07/2023	Jan 2024	406.02 · Insurance an...	13,237.24	13,237.24	13,237.24
Total PA Chamber Insurance				13,237.24	13,237.24
PA ONE CALL SYSTEM INC					
12/07/2023	Monthly Fee	438.07 · Other Servic...	79.94	79.94	79.94
Total PA ONE CALL SYSTEM INC				79.94	79.94
PENN KLEEN INC.					
12/07/2023	Fuel filter	437.01 · Parts for Re...	266.87	266.87	266.87
12/29/2023	vent brush etc	437.01 · Parts for Re...	286.98	286.98	553.85
Total PENN KLEEN INC.				553.85	553.85

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Hopewell Township Expenses by Vendor Detail December 2023

Date	Num	Account	Original Amount	Paid Amount	Balance
PURCHASE POWER					
12/07/2023	Postage	406.05 · Postage	604.50	604.50	604.50
Total PURCHASE POWER				604.50	604.50
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
12/07/2023	11/6/23-12/5/2023	406.04 · Other Servic...	33.20	33.20	33.20
12/12/2023	12/1-12/31/23	406.04 · Other Servic...	587.70	587.70	620.90
12/20/2023	Security Add	406.04 · Other Servic...	330.00	330.00	950.90
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				950.90	950.90
RYAN PRENGER					
12/20/2023	Escrow	414.07 · Reimbursabl...	41,332.00	41,332.00	41,332.00
Total RYAN PRENGER				41,332.00	41,332.00
SMART SOURCE LLC					
12/29/2023	OFFICE SUPPLIES	406.03 · Office Suppli...	147.72	147.72	147.72
Total SMART SOURCE LLC				147.72	147.72
SOUTH PENN CODE CONSULTANTS LLC					
12/07/2023	Nov SEO 2023	413.01 · Codes Enfor...	1,215.00	1,215.00	1,215.00
12/07/2023	Nov Zoning 2023	413.01 · Codes Enfor...	495.00	495.00	1,710.00
Total SOUTH PENN CODE CONSULTANTS LLC				1,710.00	1,710.00
SPOT MEDIA					
12/29/2023	Website Updates etc	406.04 · Other Servic...	125.00	125.00	125.00
Total SPOT MEDIA				125.00	125.00
STAPLES ADVANTAGE					
12/07/2023	Supplies	406.03 · Office Suppli...	53.59	53.59	53.59
12/07/2023	Supplies	409.01 · Building Sup...	23.72	23.72	77.31
12/07/2023	Supplies	406.03 · Office Suppli...	12.04	12.04	89.35
12/07/2023	Supplies	406.03 · Office Suppli...	22.07	22.07	111.42
12/07/2023	Supplies	406.03 · Office Suppli...	11.96	11.96	123.38
12/07/2023	Supplies	406.03 · Office Suppli...	6.30	6.30	129.68
12/07/2023	Supplies	406.03 · Office Suppli...	44.02	44.02	173.70
12/07/2023	Supplies	406.03 · Office Suppli...	7.63	7.63	181.33
12/07/2023	Supplies	406.03 · Office Suppli...	5.62	5.62	186.95
12/29/2023	Supplies	409.01 · Building Sup...	26.84	26.84	213.79
12/29/2023	Supplies	409.01 · Building Sup...	9.44	9.44	223.23
12/29/2023	Supplies	409.01 · Building Sup...	32.88	32.88	256.11
Total STAPLES ADVANTAGE				256.11	256.11
STAR PRINTING COMPANY					
12/07/2023	Legal Notice	400.04 · Advertising	35.00	35.00	35.00
12/25/2023	Legal Notice	400.04 · Advertising	100.00	100.00	135.00
12/25/2023	Legal Notice	400.04 · Advertising	100.00	100.00	235.00
12/25/2023	Legal Notice	400.04 · Advertising	37.50	37.50	272.50
Total STAR PRINTING COMPANY				272.50	272.50
SUMMERS NAGY LAW OFFICES					
12/07/2023	Hopkins Appeal	404.00 · Attorney Fees	140.00	140.00	140.00
Total SUMMERS NAGY LAW OFFICES				140.00	140.00
THE HOME DEPOT					
12/07/2023	Supplies	409.01 · Building Sup...	50.04	50.04	50.04
12/07/2023	Supplies	409.01 · Building Sup...	48.03	48.03	98.07
Total THE HOME DEPOT				98.07	98.07

DM

DM

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9:05 AM

01/02/24

Cash Basis

Hopewell Township Expenses by Vendor Detail December 2023

Date	Num	Account	Original Amount	Paid Amount	Balance
TIGER MOWERS LLC					
12/07/2023	Tractor Kit	438.06 · Capital Purc...	206,113.21	206,113.21	206,113.21
Total TIGER MOWERS LLC				206,113.21	206,113.21
TRACTOR SUPPLY CREDIT PLAN					
12/07/2023	Supplies	437.01 · Parts for Re...	49.98	49.98	49.98
Total TRACTOR SUPPLY CREDIT PLAN				49.98	49.98
TRIANGLE COMMUNICATIONS, INC.					
12/07/2023	Antenna Install etc	438.07 · Other Servic...	482.25	482.25	482.25
Total TRIANGLE COMMUNICATIONS, INC.				482.25	482.25
TRUCK SPECIALTIES INC					
12/07/2023	TR-1	437.01 · Parts for Re...	77.91	77.91	77.91
12/28/2023	DT-5	437.01 · Parts for Re...	13,309.51	13,309.51	13,387.42
Total TRUCK SPECIALTIES INC				13,387.42	13,387.42
U.S. MUNICIPAL SUPPLY INC					
12/07/2023	Road Signs	433.01 · Supplies	578.70	578.70	578.70
12/20/2023	Road Signs	433.01 · Supplies	1,781.90	1,781.90	2,360.60
Total U.S. MUNICIPAL SUPPLY INC				2,360.60	2,360.60
UNITED CONCORDIA					
12/25/2023	Jan 2024	406.02 · Insurance an...	459.02	459.02	459.02
Total UNITED CONCORDIA				459.02	459.02
US POSTAL SERVICE					
12/07/2023	2024 Box Renewal	400.08 · Dues/Subscr...	398.00	398.00	398.00
Total US POSTAL SERVICE				398.00	398.00
WELLS FARGO VENDOR FINANCIAL SVS. LLC					
12/07/2023	Copier Lease	406.09 · Office Equip...	117.25	117.25	117.25
12/29/2023	Copier Lease	406.09 · Office Equip...	117.25	117.25	234.50
Total WELLS FARGO VENDOR FINANCIAL SVS. LLC				234.50	234.50
YOE PARTS & EQUIPMENT CO.					
12/28/2023	Parts	438.02 · Supplies	99.20	99.20	99.20
12/28/2023	Parts	438.02 · Supplies	338.00	338.00	437.20
12/28/2023	Wrenches	438.02 · Supplies	162.58	162.58	599.78
Total YOE PARTS & EQUIPMENT CO.				599.78	599.78
YORK MATERIALS GROUP					
12/07/2023	2023 Blanket Order	438.02 · Supplies	3,050.93	3,050.93	3,050.93
Total YORK MATERIALS GROUP				3,050.93	3,050.93
YORK WATER COMPANY					
12/07/2023	10/28/23-11/26/2023	411.01 · Hydrant Serv...	545.40	545.40	545.40
Total YORK WATER COMPANY				545.40	545.40
TOTAL			382,162.92	382,162.92	

HOPEWELL TOWNSHIP

RESOLUTION NO. 1-2024

**A RESOLUTION SETTING CERTAIN TAX-RELATED
FEES FOR HOPEWELL TOWNSHIP, YORK
COUNTY, PENNSYLVANIA FOR THE YEAR 2024**

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 2024 without substantial change the following taxes which were in effect in the year 2023:

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 2nd day of January, 2024.

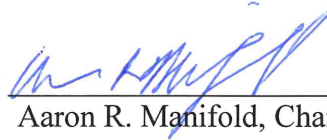
ATTEST:




Katie Berry, Secretary



HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS

By: 

Aaron R. Manifold, Chairman

By: 

David T. Wisnom, Supervisor

By: 

John J. O'Neill, Supervisor

HOPEWELL TOWNSHIP

RESOLUTION NO. 2-2024

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 2nd day of January, 2024.

ATTEST:

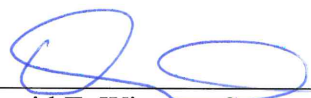
HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS



Katie Berry, Secretary

By: 

Aaron R. Manifold, Chairman

By: 

David T. Wisnom, Supervisor

By: 

John J. O'Neill, Supervisor



EXHIBIT A

2024 FEES

SUBDIVISION/LAND DEVELOPMENT	\$300 OR \$25/ACRE BEING SUBDIVIDED. THE GREATER OF THE TWO
	Fees for inspections or reviews associated with a subdivision or land development plan shall be at the zoning officer, Township Engineer or Township Solicitor shall be at the approved hourly rates for each.
	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	\$1,500.00

**In certain cases (e.g. if there are multiple hearings, etc.), the actual costs associated with the hearing(s) may exceed the base fee and in that case, the applicant/property owner(s) shall be responsible for costs in excess of the base fee, as allowed by the PA Municipalities Planning Code, as amended from time to time, and excess costs will be billed to applicant (and property owner(s) if applicant is not the owner). If applicant or property owner(s) fails to remit payment, the Township may file a lien against the property for non-payment. (Note: Any dispute over payment of excess fees between applicant and property*

owner(s) is a civil dispute between the parties and does not absolve property owner(s) of timely payment of excess fees to the Township.)

REZONING REQUEST \$1,000.00

REVIEW OF PLAN BY BOS OR PC \$75.00

**plus, any fees for reviews by the zoning officer, Township Engineer or Township Solicitor at the approved hourly rates for each.*

REC FEE \$3,200.00 per lot or building unit

ENGINEER FEES
Principal - \$115/hour
Professional - \$103/hour
Designer - \$95/hour
Technical - \$76/hour
Subprofessional - \$69/hour

FLOODPLAIN PERMIT
The floodplain permit fee shall be calculated as one-half the fee for a zoning permit as calculated according to the Township's approved fee schedule. 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.

PERMITS

(If your permit will need UCC inspections- see the building UCC fees as well)

Zoning & Building permits

Application Fee (Due at submission - Applied to Zoning Fee)- **Non-refundable**

- Residential \$150.00
- Commercial \$250.00

Zoning Fee- Residential \$200.00 (includes two inspections)

Zoning Fee- Commercial \$350.00 (includes two inspections)

Administrative fee (**applied to all permits**)

- \$50.00 Residential
- \$150.00 Commercial

BCO Fee Residential

- \$75.00

BCO Fee- Commercial

- \$200.00

DCED Fee (State requirement for all UCC permits)

- \$4.50

- New Residential Structure (new homes and additions)
 - \$200.00, plus \$.40 per sq. ft. of living space (includes two inspections- stakeout & final, and Use/Occupancy Certificate)
- New Commercial Structure
 - \$250.00, plus \$.40 per sq. ft. of all areas (includes two inspections- stakeout & final, and Use/Occupancy Certificate)
- Temporary Use/Occupancy Certificate- Residential (by request only. Approval required. Does not include escrow)
 - \$150.00
- Temporary Use/Occupancy Certificate- Commercial (by request only. Approval required. Does not include escrow)
 - \$350.00
- Demo Permit
 - \$150.00
- Additional Inspection Fee (for all inspections not included with original Permit)
 - \$75.00
- Stormwater Permits (when required for permit approval. Two inspections included)
 - \$150.00
 - Fees for any additional inspection or review required by the zoning officer, Township Engineer or Township Solicitor related to a stormwater permit or plan shall be at the approved hourly rates for each.
- Permit renewal application fee (Permits issued prior to 7/1/2023 will not be renewed- and will require a new application and Zoning fees paid)
 - Residential \$50.00
 - Commercial \$100.00

Any Permit issued as the result of a violation notice for not securing zoning permit will be assessed a double permit fee, plus all enforcement, inspection and review fees.

Building permit fees (UCC Township Building Inspector)

DEPENDABLE CODE SERVICES [2024 UCC fees.pdf](#)
(also see attached)

SEWAGE ENFORCEMENT OFFICER [2024 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
 \$200/hour
 \$250/hour for litigation matters and court time
 \$150/hour for paralegal services

RIGHT-TO-KNOW

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

YORK COUNTY PLANNING COMMISSION

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

2024 Fee Schedule
As adopted by Resolution 2-2024
January 2, 2024

UCC Residential 2024 Fee Schedule

New One- and Two-Family Dwellings

Plan Review	\$85.00 per hour
Per Inspection	\$75.00

Additions, Renovations,

Plan Review	\$75.00 per hour
Per Inspection	\$70.00

Manufactured Home/ Modular Home

Includes Plan review and inspections	\$550.00
--------------------------------------	----------

Solar Panels (Ground and Roof Mounted)

Plan Review \$5.00 per \$1,000.00 of total construction value (min. \$300.00)	
All Inspections	\$150.00

FLAT RATE FEES

Pools

Above-ground pools, hot tubs, spas	\$300.00
Above-ground pools with decking	\$400.00
In-ground pools	\$600.00
Bladder/Storable pools (per installation)	\$60.00
Decks	\$300.00
Pole Barns	\$450.00
Single Construction Code inspection	\$80.00

Residential Miscellaneous Fees

DCCS Admin Fee for all Residential Permits	\$25.00
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Commercial 2024 Fee Schedule

Inspections are charged by

Cost of Construction Per the International Code Council Building Valuation Data

Cost of Construction (COC)

\$0 - \$350,000 \$0.015 * COC + \$150.00 per hour (plan review fee - min. \$300.00)

\$350,001 - \$1,000,000

Inspections

\$0.017 * COC

Plan Review

\$0.25 square feet

\$1,00,001 - \$2,000,000

Inspections

\$0.013 * COC

Plan Review

\$0.21 square foot

Over \$2,000,001

Inspections

\$0.010 * COC

Plan Review

\$.17 X Per Square Foot

Miscellaneous Fees

DCCS Admin Fee for all Permits

\$50.00 Commercial

Hopewell Township
Sewage Enforcement Officer
2024 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	\$140.00
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)	\$200.00
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
Well Isolation Agreement preparation	
\$60.00/hr.	

Penalty for work done without a permit 2 X normal permit fees above
plus enforcement costs

Office of Open Records – Official RTKL Fee Schedule

Updated December 30, 2022

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. 3-2024

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.

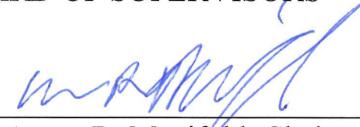
SECTION 2. This Resolution shall be effective immediately.

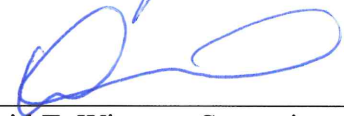
RESOLVED this 2nd day of January, 2024.

ATTEST:


Katie Berry, Secretary

HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS

By: 
Aaron R. Manifold, Chairman

By: 
David T. Wisnom, Supervisor

By: 
John J. O'Neill, Supervisor



**HOPEWELL TOWNSHIP
YORK COUNTY, PENNSYLVANIA**

ORDINANCE NO. 1-2024

**AN ORDINANCE AMENDING CHAPTER 2 [ANIMALS] OF
THE CODE OF ORDINANCES FOR HOPEWELL
TOWNSHIP, YORK COUNTY TO REGULATE THE
KEEPING OF CHICKENS AND OTHER FOWL IN THE
RESIDENTIAL (R) AND RESIDENTIAL II (R-II) ZONING
DISTRICTS**

WHEREAS, Hopewell Township, York County, Pennsylvania (“Township”) is a second class township duly organized and existing under the Second Class Township Code, 53 P.S. § 35101 *et seq*;

WHEREAS, the Township is empowered by the Second Class Township Code, 53 P.S. § 66506 *et seq*, to pass Ordinances for the health and welfare of the Township and its citizens;

WHEREAS, the Township has previously adopted the Hopewell Township Code of Ordinances (“Code”); and

WHEREAS, the Township desires to amend and supplement the Code to provide for the regulation and keeping of chickens and other fowl in the residential (R) and Residential II (R-II) zoning districts.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED and it is hereby ordained and enacted as follows:

SECTION 1: The Board of Supervisors of Hopewell Township hereby adopts the attached Ordinance, marked Exhibit “A”, which shall be known as the “Hopewell Township

Chicken and Other Fowl Ordinance,” and shall be codified as a new Part 2 of Chapter 2 [Animals]. The attached Exhibit “A” is incorporated herein as if fully set forth.

SECTION 2: In the event that any portion of the attached Exhibit “A” shall be declared or stricken by any court of competent jurisdiction, as illegal, impermissible, null, or void, for any reason, then the remainder of the attached Exhibit “A” shall remain in full force and effect as if the stricken portion had not been enacted.

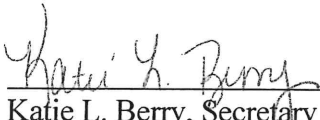
SECTION 3: All prior ordinances of the Township, and all ordinances or parts thereof that are inconsistent with the attached Exhibit “A” which have not been otherwise repealed, or are not being repealed contemporaneously with this Ordinance, are hereby repealed as of the effective date of this Ordinance.

SECTION 4: This Ordinance and the attached Exhibit “A” shall be effective five (5) days after adoption.

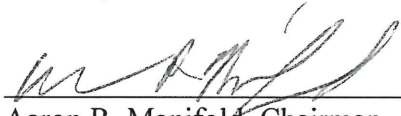
ORDAINED AND ENACTED the 2nd day of January, 2024.

ATTEST:

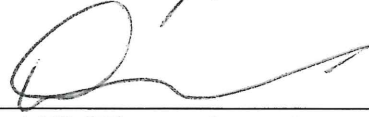
HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS



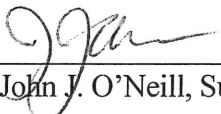
Katie L. Berry, Secretary



Aaron R. Manifold, Chairman



David T. Wisnom, Supervisor



John J. O'Neill, Supervisor



EXHIBIT A

Chapter 2 [Animals]

Part 2

CHICKENS AND OTHER FOWL

§ 2-201 **Short Title.**

This Part shall be known as the "Hopewell Township Chicken and Other Fowl Ordinance."

§ 2-202 **Intent.**

It is declared that the enactment of this article is necessary for the protection, benefit and preservation of the health, safety and welfare of the inhabitants of this Township.

§ 2-203 **Applicability.**

This Part shall apply to the keeping of chickens and other fowl within the Residential (R) and Residential II (R-II) zoning districts only. This Part shall apply to the keeping of chickens and other fowl within any other zoning districts. Notwithstanding this article, the noncommercial keeping of livestock shall continue to be governed by Chapter 27, § 27-317, of the Code of the Township of Hopewell, as that section may apply.

§ 2-204 **Noncommercial purposes.**

Chickens kept under this article may be kept for personal use and consumption only and owners shall not engage in any sales on the property, breeding or other endeavor with regard to the chickens permitted hereunder; provided, however, that owners may sell surplus eggs produced by chickens at off-site locations. References to chickens in the Part shall mean chickens and other fowl, including ducks, geese, turkeys, guineafowl, grouse, quail, swans, pheasants and peacocks. No roosters are permitted. Only hens are allowed.

§ 2-205 **Chicken coops or enclosures.**

- A. Chickens must be kept in a coop, enclosure or fenced area at all times. Coops, enclosures and fences shall be constructed in a manner that will keep chickens contained within the confined area at all times so that chickens may not roam outside the confined area.
- B. All chicken coops, enclosures or fenced areas containing the chickens shall be at least 15 feet from any property line. No chicken coops, enclosures or fenced areas shall be allowed in the front yard of any lot. Coops, enclosures and fences shall be required to obtain permits

and submit any building and stormwater plans, as required, by ordinance or other law applicable to buildings, structures and fences.

- C. Coops, enclosures and fenced areas shall be kept in a clean, dry, odor-free, neat and sanitary condition at all times.
- D. Coops and enclosures shall provide adequate ventilation and adequate sun/shade and must be reasonably impermeable to rodents, wild birds and predators, including dogs, cats, raccoons, etc.

§ 2-206 Control and safety of chickens.

- A. The control and safety of chickens at all times shall be the responsibility of the property owner.
- B. Chickens shall be provided with access to feed and clean water at all times.
- C. Manure shall be stored in a fully enclosed structure or watertight container. Manure may be used as fertilizer so long as the use does not cause a nuisance due to odor or otherwise to adjacent properties. Any manure not used as fertilizer or stored as permitted shall be promptly removed. The coop, enclosure, fenced area and surrounding area shall be kept free of trash and accumulated feces.
- D. Owner shall remove or have treated any chickens found to be infested with parasites or insects or sick. Dead chickens shall be removed and disposed of in accordance with Township ordinances and state law, as applicable, immediately upon discovery.
- E. The owner shall not allow the owner's chickens to roam off of the permitted tract of land. The Township shall have the right to kill, trap or remove any chickens running at large or not confined. A property owner shall not be held liable by the Township for killing, trapping or removing any chicken running at large that enters onto the property owner's tract without permission. No dog, cat or other domesticated animal which kills a chicken off the permitted tract of land shall, for that reason alone, be considered a dangerous or aggressive animal.

§ 2-207 Violations and penalties.

- A. The following acts shall be deemed to be violations of this article:
 - (1) The keeping of chickens in violation of any provision of this article.
 - (2) Permitting any owner, renter, lessee or other occupant of a property to allow chickens to be kept on a property in violation of this article.

(3) The outdoor slaughtering of chickens.

B. Any person, firm or corporation who shall violate any provision of this Part, upon conviction thereof in an action brought before a magisterial district judge in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than \$1,000 plus costs and reasonable attorney fees incurred by the Township in the enforcement proceedings and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this Part continues or each section of this Part which shall be found to have been violated shall constitute a separate offense.

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF AUDITORS
AGENDA FOR ORGANIZATIONAL MEETING
MUNICIPAL BUILDING
JANUARY 3, 2024**

1. Call meeting to order.

2. **Organize:**

- a) Take nominations for Chairman. - Matas
- b) Make motion to appoint Chairman. - Matas
- c) Take nominations for Secretary. - Susan
- d) Make motion to appoint Secretary. - Susan

3. **Supervisors' Compensation:**

- a) Consider amount to be paid to Supervisors for work on "as needed" basis. The Supervisors recommend \$ 23 /hour, as this is the amount paid for Temporary Road Workers.
- b) Make motion to set the pay rate. Matias motion, Susan seconded

4. **Treasurer's Bond:**

The amount is currently set at \$2.5 million. Make a recommendation, if needed. Matias motioned to increase to \$ 3.5 million; Susan seconded

5. **Audit Meeting Dates:** Schedule date for Audit and Final Audit meeting.

6. **Public Comment.**

7. **Adjournment.**

Wed 1/24 8 AM → 4 PM

Wed 1/31 (alternate date)

Wed 2/28
or
8 AM

Thurs 2/29