

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES FOR MAY 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.

Minutes

Supervisor Wisnom motioned to approve the April 4, 2024, Board of Supervisors Regular meeting minutes and Supervisor O'Neill seconded. Motion carried.

Treasurer's Report/Invoices

Supervisor O'Neill motioned to approve the April 30, 2024, Treasurer's Report and previously reviewed invoices listed in this report. Chairman Manifold seconded. Motion carried.

Roads Report:

Bids for road materials – Supervisor O'Neill motioned to award York Building Products the bid to purchase stone for 2024/2025. Supervisor Wisnom seconded. Motion carried. See attached price list.

Bids for road materials – Supervisor Wisnom motioned to award the bid purchase for asphalt to York Materials Group for 2024/2025. Chairman Manifold seconded. Motion carried. See attached price list.

Bids for road materials – Chairman Manifold motioned to authorize the Manager to advertise diesel fuel and propane bids for 2024/2025. Supervisor O'Neill seconded. Motion carried.

Iron Bridge Road – The Road Crew started widening and sloping the banks on Iron Bridge Rd as well as some storm water work.

Chip Seal Quote – The Road Master met with Russell Standard for a quote to seal 17,405 sq yards on Kilgore Road for \$70,495. This is approximately a third of the price to pave it. This can be put on the agenda for next month.

Small Span Bridge Inspections – HRG gave us a quote for Inspections on three township bridges on Sadlers Church Rd, Orchard Rd, and Kilgore Rd. Supervisor O'Neill motioned to accept the proposal of \$3000 and Supervisor Wisnom seconded. Motion carried.

Subdivision/Land Development:

2023-09- Flinchbaugh – Supervisor O'Neill motioned to reimburse the overage fee back to Flinchbaugh that was paid based on acreage and Supervisor Wisnom seconded. Motion carried.

Mayberry at Stewartstown – Chairman Manifold motioned to grant the request for 30 additional days to come to agreeance for Mayberry. Supervisor O'Neill seconded. Motion carried.

Bridgeview Surety Reduction Request – Supervisor O'Neill motioned to update the surety amount to \$262,834.11 and to instruct the solicitor to send and Supervisor Wisnom seconded. Motion carried. Supervisor Wisnom motioned to accept the confirmatory deed as presented to the Board and Supervisor O'Neill seconded. Motion carried.

Solicitor's Report:

OPEN PUBLIC HEARING: Chairman Manifold opened the Public Hearing for Livestock Ordinance Amendment – Ordinance 2-2024 to amend Chapter 2 of the animals and Chapter 27 for Code of Ordinances for Hopewell Township and discussion held with Attorney Miller.

- Discussion and review- Zoning Officer Cliff Tinsley was present and commented that he is on board with the direction of this.
- Public comment- none

CLOSE PUBLIC HEARING- Chairman Manifold closed the Public Hearing

- Board Motion – Supervisor O'Neill motioned to adopt Ordinance 2-2024 and Supervisor Wisnom seconded. Motion carried.

Comcast Cable Franchise- Attorney Miller will continue working on the agreement and will add the conditions discussed.

Ordinance Amendment for Driveway Permits and Private Roads- Tabled again until next month.

Other Business:

Stewartstown Warehouse Fire – Chairman Manifold acknowledged all of the responders, businesses, and the community. Also talked about the pond in the station and how it enabled the fire companies to get off the municipal water system.

Used Meeting Room Chairs – Chairman Manifold left the decision up to the Manager to find a home for the old meeting room chairs.

SEO Services- Supervisor O'Neill motioned to appoint Site Design Concepts and Adam Anderson as our Sewage Enforcement Office for the Township with giving the current SEO South Penn Code Consultants a time frame of 60 days starting May 6th and an end date of June 28. Supervisor Wisnom seconded the motion. Motion carried. Manifold then motioned to authorize the Manager and the Solicitor to send the letter notifying the effective date of May 6th and end date of June 28th and O'Neill seconded the motion. Motion carried.

Personnel: None

Public Comment- John Luby 286 Runningboard Road was present to ask what is the official Township designation of the area beyond the barrier on Runningboard Road? The Board could not give a clear answer without doing some research. It was discussed at length and Mr. Luby can decide how he would like to proceed.

Adjournment. Chairman Manifold adjourned the meeting at 8:20pm.



Diana Manker, Recording Secretary

2024-2025 Stone Bid Opening

STONE

250 TONS #2 WASHED ASHTO#67
(More or
Less)

1000 TONS #4 BALLAST ASHTO#01
(More or
Less)

400 TONS RIP-RAP R-6 (24")
(More or
Less)

2500 TONS #2-A PENNDOT CRUSHER RUN
(More or
Less)

400 TONS #1-B STONE 1/2" ASHTO#8
(More or
Less)

250 TONS #57-2B ASHTO#57
(More or
Less)

Kinsley		Vulcan		York Building Products	
Pick up	Deliv	Pick up	Deliv	Pick up	Deliv
\$15.00	\$24.00	\$22.00	\$29.30	\$13.50	21.85
\$14.00	\$23.00	\$22.00	\$29.30	\$13.25	\$22.80
\$24.00	\$38.00	\$32.60	\$46.10	\$18.50	\$30.55
\$8.75	\$17.75	\$16.85	\$24.15	\$8.25	\$16.60
\$17.00	\$26.00	\$24.20	\$31.50	\$17.50	\$25.85
\$15.00	\$24.00	\$22.00	\$29.30	\$13.50	\$21.85

May 2, 2024- May 1, 2025 Asphalt Contract

ASPHALT

		York Materials Group	
		Pick up	Deliv
500 TONS	SUPERPAVE ASPHALT MIXTURE DESIGN 9.5MM	\$75.05	\$87.35
(More or Less)	FINE GRADED.		
4000 TONS	SUPERPAVE ASPHALT MIXTURE DESIGN 12.5MM	\$70.45	\$82.75
(More or Less)	WEARING.		
3000 TONS	SUPERPAVE ASPHALT MIXTURE DESIGN, 25 MM	\$62.90	\$75.20
(More or Less)	WEARING.		
100 TONS	COLD PATCH	\$108.00	\$116.35
(More or Less)			

1:58 PM

05/01/24

Cash Basis

Hopewell Township

Balance Sheet Prev Year Comparison

As of April 30, 2024

	Apr 30, 24	Apr 30, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100. · Checking/Savings				
100.00 · General Fund Checking	533,651.59	611,336.39	-77,684.80	-12.7%
101.00 · Cell Tower MMA	170,549.74	123,446.61	47,103.13	38.2%
102.00 · Traffic Light MMA	3,137.18	3,058.35	78.83	2.6%
103.00 · Facilities Fund MMA	2,564,392.92	2,481,177.79	83,215.13	3.4%
104.00 · Equipment Fund MMA	339,292.71	329,271.74	10,020.97	3.0%
107 · ARPA	0.00	524,495.55	-524,495.55	-100.0%
Total 100. · Checking/Savings	3,611,024.14	4,072,786.43	-461,762.29	-11.3%
105.00 · Payroll Checking	22,774.50	19,735.95	3,038.55	15.4%
106.00 · State Fund Checking	449,399.60	326,540.73	122,858.87	37.6%
Total Checking/Savings	4,083,198.24	4,419,063.11	-335,864.87	-7.6%
Total Current Assets	4,083,198.24	4,419,063.11	-335,864.87	-7.6%
TOTAL ASSETS	4,083,198.24	4,419,063.11	-335,864.87	-7.6%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
200.00 · Accounts Payable	-117.75	0.00	-117.75	-100.0%
Total Accounts Payable	-117.75	0.00	-117.75	-100.0%
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.04 · PA UC Taxes Withheld	23.91	23.07	0.84	3.6%
210.06 · Local Income Taxes Withheld	341.62	1,431.76	-1,090.14	-76.1%
210.07 · Local Services Tax Withheld	28.00	128.00	-100.00	-78.1%
210.11 · Retirement Contributions	1,071.28	0.00	1,071.28	100.0%
210.15 · Medicare Taxes Company Paid	-0.01	-0.01	0.00	0.0%
Total 210.00 · Payroll Liabilities	1,464.80	1,582.82	-118.02	-7.5%
Total Other Current Liabilities	1,464.80	1,582.82	-118.02	-7.5%
Total Current Liabilities	1,347.05	1,582.82	-235.77	-14.9%
Total Liabilities	1,347.05	1,582.82	-235.77	-14.9%
Equity				
275.00 · Fund Balance	3,830,156.21	3,810,441.96	19,714.25	0.5%
Net Income	251,694.98	607,038.33	-355,343.35	-58.5%
Total Equity	4,081,851.19	4,417,480.29	-335,629.10	-7.6%
TOTAL LIABILITIES & EQUITY	4,083,198.24	4,419,063.11	-335,864.87	-7.6%

AM LB

1:57 PM

05/01/24

Cash Basis

Hopewell Township

Expenses by Vendor Detail

April 2024

Date	Num	Account	Original Amount	Paid Amount	Balance
ARMSTRONG					
04/05/2024	3/26-4/25/24 Svcs.	409.03 · Telephone/Int...	273.70	273.70	273.70
Total ARMSTRONG				273.70	273.70
AT&T					
04/05/2024	3/16-4/15/24 Cell	409.03 · Telephone/Int...	125.73	125.73	125.73
Total AT&T				125.73	125.73
BEARS PORTABLE TOILETS					
04/15/2024	3/14-4/10/2024	452.02 · Hopewell Area...	115.00	115.00	115.00
04/15/2024	4/5-5/2/2024	452.02 · Hopewell Area...	130.50	130.50	245.50
Total BEARS PORTABLE TOILETS				245.50	245.50
CARDMEMBER SERVICE					
04/05/2024	2/22/24-3/20/24	409.01 · Building Suppl...	47.67	47.67	47.67
04/05/2024	2/22/24-3/20/24	400.08 · Dues/Subscrip...	56.95	56.95	104.62
04/05/2024	2/22/24-3/20/24	409.01 · Building Suppl...	117.75	117.75	222.37
04/05/2024	2/22/24-3/20/24	406.03 · Office Supplies	14.30	14.30	236.67
04/05/2024	2/22/24-3/20/24	409.01 · Building Suppl...	112.15	112.15	348.82
04/05/2024	2/22/24-3/20/24	409.01 · Building Suppl...	23.93	23.93	372.75
04/05/2024	2/22/24-3/20/24	400.08 · Dues/Subscrip...	550.00	550.00	922.75
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	387.43	20.10	942.85
04/30/2024	3/21/24-4/18/24	400.08 · Dues/Subscrip...	56.95	2.96	945.81
04/30/2024	3/21/24-4/18/24	438.03 · Vehicle Fuel - ...	43.00	2.23	948.04
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	97.89	5.08	953.12
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	342.36	17.77	970.89
04/30/2024	3/21/24-4/18/24	400.08 · Dues/Subscrip...	849.00	44.06	1,014.95
04/30/2024	3/21/24-4/18/24	400.08 · Dues/Subscrip...	33.68	1.75	1,016.70
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	76.00	3.94	1,020.64
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	-97.89	-20.10	1,000.54
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	-97.89	-2.96	997.58
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	-97.89	-2.23	995.35
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	-97.89	-3.94	991.41
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	-97.89	-17.77	973.64
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	-97.89	-44.06	929.58
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	-97.89	-1.75	927.83
04/30/2024	3/21/24-4/18/24	409.01 · Building Suppl...	-97.89	-5.08	922.75
Total CARDMEMBER SERVICE				922.75	922.75
CULLIGAN WATER					
04/05/2024	Cooler rental	409.01 · Building Suppl...	20.00	20.00	20.00
04/15/2024	Water	409.01 · Building Suppl...	25.47	25.47	45.47
Total CULLIGAN WATER				45.47	45.47
DANIEL B. KRIEG, INC.					
04/18/2024	Plastic Pipe	438.02 · Supplies	2,540.00	2,540.00	2,540.00
04/18/2024	Supplies	438.02 · Supplies	665.30	665.30	3,205.30
Total DANIEL B. KRIEG, INC.				3,205.30	3,205.30
DEPENDABLE CONSTRUCTION CODE SERVICES					
04/05/2024	UCC Inspection fees	413.04 · CC Payments ...	325.00	325.00	325.00
04/18/2024	UCC Inspection fees	413.04 · CC Payments ...	557.50	557.50	882.50
Total DEPENDABLE CONSTRUCTION CODE SERVICES				882.50	882.50
H A THOMSON					
04/05/2024	Annual Svc Fee	400.05 · Property Insur...	350.00	350.00	350.00
Total H A THOMSON				350.00	350.00
HOPEWELL AREA REC & PARK BOARD					
04/05/2024	2ND QTR 2024	452.01 · Annual Recre...	11,975.15	11,975.15	11,975.15
Total HOPEWELL AREA REC & PARK BOARD				11,975.15	11,975.15

1:57 PM

05/01/24

Cash Basis

Hopewell Township

Expenses by Vendor Detail

April 2024

Date	Num	Account	Original Amount	Paid Amount	Balance
KLUGH ANIMAL CONTROL SERVICES					
04/05/2024	March Billing	419.01 · Animal Contro...	75.50	75.50	75.50
Total KLUGH ANIMAL CONTROL SERVICES				75.50	75.50
MARTIN & MARTIN INC.					
04/05/2024	145-183-24C	408.00 · Engineering S...	913.00	913.00	913.00
04/05/2024	145-24B	408.00 · Engineering S...	230.00	230.00	1,143.00
04/05/2024	Stoltzfus/Stiffler	408.00 · Engineering S...	899.50	899.50	2,042.50
04/05/2024	238-24C WellSpan	408.00 · Engineering S...	448.50	448.50	2,491.00
Total MARTIN & MARTIN INC.				2,491.00	2,491.00
MC MUNICIPALSERVICES, LLC					
04/15/2024	Feb 2024	413.01 · Codes Enforc...	16,900.75	16,900.75	16,900.75
Total MC MUNICIPALSERVICES, LLC				16,900.75	16,900.75
MET ED					
04/05/2024	1/28-2/25/24	409.04 · Electric	91.02	91.02	91.02
04/05/2024	2/28/24-3/15/24	438.07 · Other Service...	53.07	53.07	144.09
04/15/2024	E Forrest Ave	433.01 · Supplies	82.05	82.05	226.14
Total MET ED				226.14	226.14
MONARCH PRODDUCTS					
04/18/2024	Iron Bridge Rd	438.02 · Supplies	1,040.00	1,040.00	1,040.00
04/18/2024	Culvert Boxes	438.02 · Supplies	1,140.00	1,140.00	2,180.00
Total MONARCH PRODDUCTS				2,180.00	2,180.00
MPL LAW FIRM					
04/05/2024	30998-Act 537	404.00 · Attorney Fees	680.00	680.00	680.00
04/05/2024	30999-Municipal F...	404.00 · Attorney Fees	7,400.00	7,400.00	8,080.00
04/05/2024	31000-WellSpan	404.02 · Attorney Fees ...	1,100.00	1,100.00	9,180.00
Total MPL LAW FIRM				9,180.00	9,180.00
PA Chamber Insurance					
04/10/2024	May 2024	406.02 · Insurance and...	13,714.08	13,714.08	13,714.08
Total PA Chamber Insurance				13,714.08	13,714.08
PITNEY BOWES GLOBAL FINANCIAL SERVICES					
04/18/2024	Q2 2024	406.09 · Office Equipm...	184.02	184.02	184.02
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES				184.02	184.02
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
04/15/2024	3/6/24-4/5/2024	406.04 · Other Service...	91.90	91.90	91.90
04/15/2024	4/1-4/30/24	406.04 · Other Service...	632.70	632.70	724.60
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				724.60	724.60
SMART SOURCE LLC					
04/15/2024	BUSINESS CARDS	406.03 · Office Supplies	73.64	73.64	73.64
Total SMART SOURCE LLC				73.64	73.64
SOUTH PENN CODE CONSULTANTS LLC					
04/05/2024	Feb 2024 Zoning	413.01 · Codes Enforc...	1,400.00	1,400.00	1,400.00
04/05/2024	Feb SEO 2024	413.02 · Sewage Enfor...	1,380.00	1,380.00	2,780.00
Total SOUTH PENN CODE CONSULTANTS LLC				2,780.00	2,780.00
STAPLES ADVANTAGE					
04/15/2024	Supplies	406.03 · Office Supplies	5.62	5.62	5.62
04/15/2024	Supplies	409.01 · Building Suppl...	22.62	22.62	28.24
04/15/2024	Supplies	409.01 · Building Suppl...	37.13	37.13	65.37
04/15/2024	Supplies	409.01 · Building Suppl...	36.20	36.20	101.57
Total STAPLES ADVANTAGE				101.57	101.57

1:57 PM

05/01/24

Cash Basis

Hopewell Township

Expenses by Vendor Detail

April 2024

Date	Num	Account	Original Amount	Paid Amount	Balance
STEWARTSTOWN BOROUGH					
04/05/2024	12/25/23-3/25/24	411.01 · Hydrant Service	1,234.20	1,234.20	1,234.20
Total STEWARTSTOWN BOROUGH				1,234.20	1,234.20
SUBURBAN PROPANE					
04/15/2024	PROPANE	409.02 · Heating Fuel/...	235.50	235.50	235.50
04/15/2024	PROPANE	409.02 · Heating Fuel/...	457.97	457.97	693.47
Total SUBURBAN PROPANE				693.47	693.47
UNITED CONCORDIA					
04/15/2024	May 2024	406.02 · Insurance and...	391.60	391.60	391.60
Total UNITED CONCORDIA				391.60	391.60
WELLS FARGO VENDOR FINANCIAL SVS. LLC					
04/05/2024	Copier Lease	406.09 · Office Equipm...	117.25	117.25	117.25
Total WELLS FARGO VENDOR FINANCIAL SVS. LLC				117.25	117.25
YOE PARTS & EQUIPMENT CO.					
04/10/2024	Parts- PT-1	438.02 · Supplies	198.21	198.21	198.21
Total YOE PARTS & EQUIPMENT CO.				198.21	198.21
YORK BUILDING PRODUCTS CO. INC.					
04/18/2024	Cold Patch	438.02 · Supplies	180.42	180.42	180.42
Total YORK BUILDING PRODUCTS CO. INC.				180.42	180.42
YORK MATERIALS GROUP					
04/15/2024	9.5/12.5mm	438.02 · Supplies	8,734.70	8,734.70	8,734.70
04/18/2024	Potholes	438.02 · Supplies	3,680.58	3,680.58	12,415.28
Total YORK MATERIALS GROUP				12,415.28	12,415.28
YORK WATER COMPANY					
04/15/2024	2/29/24-3/29/24	411.01 · Hydrant Service	545.40	545.40	545.40
Total YORK WATER COMPANY				545.40	545.40
TOTAL				82,433.23	82,433.23

Am KB