

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES FOR JULY 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 Eric Holey, Zoning Officer Cliff Tinsley, and Township Manager Katie Berry.

Minutes

Supervisor O'Neill motioned to approve the June 6, 2024, Board of Supervisors Regular meeting minutes Supervisor Wisnom and seconded. Motion carried.

Treasurer's Report/Invoices

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

Roads Report:

Iron Bridge – The Crew has been working on widening and paving preparation for Iron Bridge Rd.

Bowan School Road Repairs – The Crew was made aware of an emergency on Bowman Sch Rd, a small sink hole and now are working on getting an emergency permit to do the repair as it triggered a bog turtle study. They have staged the site until they have the permit which they probably won't get until after the Holiday. Supervisor Wisnom motioned to approve the emergency expenditures for this work and Supervisor O'Neill seconded. Motion carried.

HOP Permits – The Road Master has now logged these into our GIS system.

Subdivision/Land Development Plans:

2024-06- Final Subdivision Plan James T & Elsie P Hopkins- Plan Scale 22-405.3- Lee Faircloth was present to discuss.

- Adoption of Act 537 Sewage Planning Resolution 9-2024- Supervisor O'Neill motioned to approve once all conditions are met and Supervisor Wisnom seconded. Motion carried.
- Approval to have the Township Secretary sign and send the Sewage Planning module to DEP- Supervisor Wisnom motioned to approve the

Secretary to sign and send. Supervisor O'Neill seconded. Motion carried.

- Waiver for Street Trees- Supervisor O'Neill motioned to grant this waiver and Chairman Manifold seconded. Motion carried.
- Approval of the final plan – the Zoning Officer reminded everyone that this plan will not be recorded until all the conditions are met. Supervisor O'Neill motioned to approve with the understanding that all of the outstanding conditions are met. Chairman Manifold seconded. Motion carried.

2024-03 Vanguard Storage – Dan Thornton from TRG Inc was present via Zoom to discuss the PennDOT Scoping Application- Dan stated that PennDOT has conditionally approved the re-submission of the application. One condition is that the Township also accepts scoping. They will be studying - 24 Intersection and Lowe Rd, Plank Rd and their proposed access. Chairman Manifold asked if there is anything included with these traffic numbers and Dan stated that if there is more traffic than what is proposed then they will redo the study. Manifold asked about turn lanes and Dan said the turn lanes and signalizations will be part of the traffic study. They anticipate starting the study within the next couple of weeks. Manifold also mentioned that Mayberry and Kurtz School were not included and therefore the Board has found the scoping application for the proposed Vanguard Storage/Retail Development to be acceptable with the condition of the following other adjacent development site traffic be added to the background traffic growth-
*Mayberry Residential Development
*Kurtz School Villas

Supervisor O'Neill motioned for approval of the PennDOT Scoping Application which does not give Township approval for the traffic study and is solely for the scope of the application. Supervisor Wisnom seconded. Motion carried.

Solicitor's Report:

Comcast Cable Franchise – Attorney Holey spoke with Comcast Attorney Winston who is handling negotiations and obtained a coverage map from Comcast and would like the board to review. He also mentioned that the Township may want to consider hiring a grant consultant and to see if the Township can acquire additional government funding to help the expansion. Chairman Manifold stated he would like to see what it would take to get someone to assist with the grant. Supervisor O'Neill motioned to allow the Township Manager to research and find a Grant consultant. Chairman Manifold seconded. Motion carried.

Mayberry Development

- Surety Reduction Request- Chairman Manifold motioned to approve the surety reduction request and the 30-day extension and Supervisor Wisnom seconded. Motion carried.

Resolution 6-2024 – Supervisor O'Neill motioned to adopt this Right to Know Policy and Procedure Requests Resolution and Supervisor Wisnom seconded. Motion carried.

Resolution 7-2024- Supervisor O'Neill motioned to approve Resolution 7-2024- Agricultural Security for Holey- 2491 Prall Lane- 32-BK-42A and Chairman Manifold seconded. Motion carried.

Resolution 8-2024 – Chairman Manifold motioned to approve Resolution 8-2024 - Agricultural Security- Eyster- 60 Church Street- 32-BK-42A as the waiting period has passed and Supervisor O'Neill seconded. Motion carried.

Other Business:

Tax Collector Reimbursement – This was tabled last month due to a clerical error. All was fixed and taken care of. Supervisor O'Neill motioned to approve payment for reimbursement of \$257.49 and Supervisor Wisnom seconded. Motion carried.

Personnel-none

Public Comment – none

Adjournment - Meeting adjourned at 7:48pm



Diana Manker, Recording Secretary

8:48 AM

07/01/24

Cash Basis

Hopewell Township

Balance Sheet Prev Year Comparison

As of June 30, 2024

| | Jun 30, 24 | Jun 30, 23 | \$ Change | % Change |
|---------------------------------------|---------------------|---------------------|-------------------|-------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| 100. · Checking/Savings | | | | |
| 100.00 · General Fund Checking | 874,459.12 | 834,664.99 | 39,794.13 | 4.8% |
| 101.00 · Cell Tower MMA | 179,090.26 | 131,517.64 | 47,572.62 | 36.2% |
| 102.00 · Traffic Light MMA | 3,150.52 | 3,071.35 | 79.17 | 2.6% |
| 103.00 · Facilities Fund MMA | 2,578,530.99 | 2,494,857.04 | 83,673.95 | 3.4% |
| 104.00 · Equipment Fund MMA | 340,992.28 | 330,921.11 | 10,071.17 | 3.0% |
| 107 · ARPA | 0.00 | 127,446.03 | -127,446.03 | -100.0% |
| Total 100. · Checking/Savings | 3,976,223.17 | 3,922,478.16 | 53,745.01 | 1.4% |
| 105.00 · Payroll Checking | 23,876.68 | 32,554.15 | -8,677.47 | -26.7% |
| 106.00 · State Fund Checking | 436,933.02 | 316,643.67 | 120,289.35 | 38.0% |
| Total Checking/Savings | 4,437,032.87 | 4,271,675.98 | 165,356.89 | 3.9% |
| Total Current Assets | 4,437,032.87 | 4,271,675.98 | 165,356.89 | 3.9% |
| TOTAL ASSETS | 4,437,032.87 | 4,271,675.98 | 165,356.89 | 3.9% |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | | | | |
| 200.00 · Accounts Payable | -375.24 | 0.00 | -375.24 | -100.0% |
| Total Accounts Payable | -375.24 | 0.00 | -375.24 | -100.0% |
| Other Current Liabilities | | | | |
| 210.00 · Payroll Liabilities | | | | |
| 210.01 · Federal Taxes Withheld | 0.00 | -1,648.00 | 1,648.00 | 100.0% |
| 210.02 · FICA Taxes Withheld | 0.00 | -998.48 | 998.48 | 100.0% |
| 210.03 · Medicare Taxes Withheld | 0.00 | -233.52 | 233.52 | 100.0% |
| 210.04 · PA UC Taxes Withheld | 64.81 | 70.06 | -5.25 | -7.5% |
| 210.05 · State Income Taxes Withheld | 0.00 | -456.03 | 456.03 | 100.0% |
| 210.06 · Local Income Taxes Withheld | 926.05 | 1,000.90 | -74.85 | -7.5% |
| 210.07 · Local Services Tax Withheld | 76.00 | 88.00 | -12.00 | -13.6% |
| 210.11 · Retirement Contributions | 1,031.98 | 0.00 | 1,031.98 | 100.0% |
| 210.14 · FICA Company Paid | 0.00 | -998.48 | 998.48 | 100.0% |
| 210.15 · Medicare Taxes Company Paid | -0.01 | -233.53 | 233.52 | 100.0% |
| Total 210.00 · Payroll Liabilities | 2,098.83 | -3,409.08 | 5,507.91 | 161.6% |
| Total Other Current Liabilities | 2,098.83 | -3,409.08 | 5,507.91 | 161.6% |
| Total Current Liabilities | 1,723.59 | -3,409.08 | 5,132.67 | 150.6% |
| Total Liabilities | 1,723.59 | -3,409.08 | 5,132.67 | 150.6% |
| Equity | | | | |
| 275.00 · Fund Balance | 3,830,156.21 | 3,810,441.96 | 19,714.25 | 0.5% |
| Net Income | 605,153.07 | 464,643.10 | 140,509.97 | 30.2% |
| Total Equity | 4,435,309.28 | 4,275,085.06 | 160,224.22 | 3.8% |
| TOTAL LIABILITIES & EQUITY | 4,437,032.87 | 4,271,675.98 | 165,356.89 | 3.9% |

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8:49 AM

07/01/24

Cash Basis

Hopewell Township

Expenses by Vendor Detail

June 2024

| Date | Num | Account | Original Amount | Paid Amount | Balance |
|--|---------------------|---------------------------|-----------------|-------------|-----------|
| AERO ENERGY | | | | | |
| 06/20/2024 | 804.00 GALLONS | 438.04 · Vehicle Fuel ... | 2,101.50 | 2,101.50 | 2,101.50 |
| 06/20/2024 | 216.7 GALLONS | 438.04 · Vehicle Fuel ... | 601.65 | 601.65 | 2,703.15 |
| Total AERO ENERGY | | | | 2,703.15 | 2,703.15 |
| ARRO CONSULTING, INC | | | | | |
| 06/10/2024 | GIS Services | 400.08 · Dues/Subscr... | 1,126.25 | 1,126.25 | 1,126.25 |
| Total ARRO CONSULTING, INC | | | | 1,126.25 | 1,126.25 |
| BEARS PORTABLE TOILETS | | | | | |
| 06/10/2024 | 5/9-6/5/2024 | 452.02 · Hopewell Ar... | 115.00 | 115.00 | 115.00 |
| 06/10/2024 | 5/13-6/27/2024 | 452.02 · Hopewell Ar... | 130.50 | 130.50 | 245.50 |
| Total BEARS PORTABLE TOILETS | | | | 245.50 | 245.50 |
| BENILDA SAGASTUME | | | | | |
| 06/20/2024 | July 2024 Cleaning | 409.09 · Bldg. & Offic... | 150.00 | 150.00 | 150.00 |
| Total BENILDA SAGASTUME | | | | 150.00 | 150.00 |
| CARDMEMBER SERVICE | | | | | |
| 06/10/2024 | 4/19/24-5/21/24 | 413.01 · Codes Enfor... | 225.00 | 225.00 | 225.00 |
| 06/10/2024 | 4/19/24-5/21/24 | 400.08 · Dues/Subscr... | 56.95 | 56.95 | 281.95 |
| 06/10/2024 | 4/19/24-5/21/24 | 438.03 · Vehicle Fuel ... | 42.42 | 42.42 | 324.37 |
| 06/10/2024 | 4/19/24-5/21/24 | 409.03 · Telephone/In... | 1,289.48 | 1,289.48 | 1,613.85 |
| 06/10/2024 | 4/19/24-5/21/24 | 409.01 · Building Sup... | 12.50 | 12.50 | 1,626.35 |
| 06/10/2024 | 4/19/24-5/21/24 | 409.01 · Building Sup... | 59.80 | 59.80 | 1,686.15 |
| Total CARDMEMBER SERVICE | | | | 1,686.15 | 1,686.15 |
| CLARK SALES AND SERVICE, INC. | | | | | |
| 06/20/2024 | Hydraulic Hose | 437.01 · Parts for Re... | 97.06 | 97.06 | 97.06 |
| Total CLARK SALES AND SERVICE, INC. | | | | 97.06 | 97.06 |
| COUNTY OF YORK | | | | | |
| 06/20/2024 | Postage & Tax Svs | 403.03 · Other Servic... | 888.80 | 888.80 | 888.80 |
| Total COUNTY OF YORK | | | | 888.80 | 888.80 |
| CULLIGAN WATER | | | | | |
| 06/20/2024 | Water | 409.01 · Building Sup... | 16.98 | 16.98 | 16.98 |
| Total CULLIGAN WATER | | | | 16.98 | 16.98 |
| DEPENDABLE CONSTRUCTION CODE SERVICES | | | | | |
| 06/10/2024 | UCC Inspection fees | 413.04 · CC Payment... | 1,095.00 | 1,095.00 | 1,095.00 |
| 06/20/2024 | UCC Inspection fees | 413.04 · CC Payment... | 325.00 | 325.00 | 1,420.00 |
| Total DEPENDABLE CONSTRUCTION CODE SERVICES | | | | 1,420.00 | 1,420.00 |
| DONNIES 10 POINT LAWN CARE | | | | | |
| 06/10/2024 | Mowing | 430.01 · Lawn Care | 75.00 | 75.00 | 75.00 |
| 06/10/2024 | Mowing | 430.01 · Lawn Care | 75.00 | 75.00 | 150.00 |
| 06/10/2024 | Mowing | 430.01 · Lawn Care | 75.00 | 75.00 | 225.00 |
| 06/10/2024 | Mowing | 430.01 · Lawn Care | 75.00 | 75.00 | 300.00 |
| 06/10/2024 | Mowing | 430.01 · Lawn Care | 75.00 | 75.00 | 375.00 |
| Total DONNIES 10 POINT LAWN CARE | | | | 375.00 | 375.00 |
| EUREKA CONSOLIDATED | | | | | |
| 06/20/2024 | 2024 Q3 Qrt EMS | 412.00 · Ambulance/... | 10,000.00 | 10,000.00 | 10,000.00 |
| Total EUREKA CONSOLIDATED | | | | 10,000.00 | 10,000.00 |
| GANNETT PENNSYLVANIA LOCALIQ | | | | | |
| 06/20/2024 | Invitation to Bid | 400.04 · Advertising | 351.12 | 351.12 | 351.12 |
| Total GANNETT PENNSYLVANIA LOCALIQ | | | | 351.12 | 351.12 |

8:49 AM

07/01/24

Cash Basis

Hopewell Township

Expenses by Vendor Detail

June 2024

| Date | Num | Account | Original Amount | Paid Amount | Balance |
|--|----------------------|---------------------------|-----------------|-------------|-----------|
| HAKES FARM & SEED | | | | | |
| 06/20/2024 | Straw/pro Landsc... | 438.02 · Supplies | 477.50 | 477.50 | 477.50 |
| Total HAKES FARM & SEED | | | | 477.50 | 477.50 |
| HARBOR FREIGHT | | | | | |
| 06/10/2024 | Supplies | 409.01 · Building Sup... | 148.95 | 148.95 | 148.95 |
| Total HARBOR FREIGHT | | | | 148.95 | 148.95 |
| KLUGH ANIMAL CONTROL SERVICES | | | | | |
| 06/10/2024 | May Billing | 419.01 · Animal Contr... | 283.30 | 283.30 | 283.30 |
| Total KLUGH ANIMAL CONTROL SERVICES | | | | 283.30 | 283.30 |
| MC MUNICIPALSERVICES, LLC | | | | | |
| 06/10/2024 | March 2024 | 413.01 · Codes Enfor... | 29,099.81 | 29,099.81 | 29,099.81 |
| 06/20/2024 | April 2024 | 413.01 · Codes Enfor... | 14,585.23 | 14,585.23 | 43,685.04 |
| Total MC MUNICIPALSERVICES, LLC | | | | 43,685.04 | 43,685.04 |
| MET ED | | | | | |
| 06/10/2024 | 4/27/24-5/28/24 | 438.07 · Other Servic... | 67.00 | 67.00 | 67.00 |
| 06/10/2024 | 3/27-4/27/24 | 409.04 · Electric | 88.47 | 88.47 | 155.47 |
| 06/20/2024 | E Forrest Ave | 433.01 · Supplies | 116.82 | 116.82 | 272.29 |
| Total MET ED | | | | 272.29 | 272.29 |
| MONTAGE ENTERPRISES, INC. | | | | | |
| 06/10/2024 | Mower Blades | 437.01 · Parts for Re... | 244.66 | 244.66 | 244.66 |
| Total MONTAGE ENTERPRISES, INC. | | | | 244.66 | 244.66 |
| MPL LAW FIRM | | | | | |
| 06/20/2024 | 35310- Mayberry S... | 404.02 · Attorney Fee... | 980.00 | 980.00 | 980.00 |
| 06/20/2024 | 35311-Municipal F... | 404.00 · Attorney Fees | 7,319.00 | 7,319.00 | 8,299.00 |
| 06/20/2024 | 35314-Wolf Farms | 404.00 · Attorney Fees | 460.00 | 460.00 | 8,759.00 |
| 06/20/2024 | 35305-Act 537 | 404.00 · Attorney Fees | 480.00 | 480.00 | 9,239.00 |
| 06/20/2024 | 35312-Vanguard | 404.00 · Attorney Fees | 1,160.00 | 1,160.00 | 10,399.00 |
| 06/20/2024 | 35308- Hopkins Sub | 404.02 · Attorney Fee... | 880.00 | 880.00 | 11,279.00 |
| 06/20/2024 | 35306-Dwelling Rts | 404.00 · Attorney Fees | 3,760.00 | 3,760.00 | 15,039.00 |
| 06/20/2024 | 35313-WellSpan | 404.02 · Attorney Fee... | 120.00 | 120.00 | 15,159.00 |
| 06/20/2024 | 35307-Hickory View | 404.00 · Attorney Fees | 40.00 | 40.00 | 15,199.00 |
| 06/20/2024 | 35309- Hash | 404.00 · Attorney Fees | 200.00 | 200.00 | 15,399.00 |
| Total MPL LAW FIRM | | | | 15,399.00 | 15,399.00 |
| PA Chamber Insurance | | | | | |
| 06/10/2024 | July 2024 | 406.02 · Insurance an... | 13,714.08 | 13,714.08 | 13,714.08 |
| Total PA Chamber Insurance | | | | 13,714.08 | 13,714.08 |
| QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID | | | | | |
| 06/20/2024 | 5/6/24-6/5/2024 | 406.04 · Other Servic... | 73.51 | 73.51 | 73.51 |
| 06/20/2024 | 6/1-6/30/24 | 406.04 · Other Servic... | 282.70 | 282.70 | 356.21 |
| Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID | | | | 356.21 | 356.21 |
| STAPLES ADVANTAGE | | | | | |
| 06/20/2024 | Supplies | 406.03 · Office Suppli... | 12.62 | 12.62 | 12.62 |
| 06/20/2024 | Supplies | 409.01 · Building Sup... | 30.10 | 30.10 | 42.72 |
| 06/20/2024 | Supplies | 409.01 · Building Sup... | 7.99 | 7.99 | 50.71 |
| Total STAPLES ADVANTAGE | | | | 50.71 | 50.71 |
| Stephenson Equipment Inc | | | | | |
| 06/10/2024 | Parts | 437.01 · Parts for Re... | 779.52 | 779.52 | 779.52 |
| Total Stephenson Equipment Inc | | | | 779.52 | 779.52 |

8:49 AM

07/01/24

Cash Basis

Hopewell Township
Expenses by Vendor Detail
June 2024

| Date | Num | Account | Original Amount | Paid Amount | Balance |
|----------------------------------|-----------------|--------------------------|-----------------|------------------|------------------|
| SUBURBAN PROPANE | | | | | |
| 06/20/2024 | PROPANE | 409.02 · Heating Fuel... | 36.05 | 36.05 | 36.05 |
| Total SUBURBAN PROPANE | | | | 36.05 | 36.05 |
| THE HOME DEPOT | | | | | |
| 06/10/2024 | Paint | 409.01 · Building Sup... | 39.92 | 39.92 | 39.92 |
| Total THE HOME DEPOT | | | | 39.92 | 39.92 |
| U.S. MUNICIPAL SUPPLY INC | | | | | |
| 06/10/2024 | Road Signs | 433.01 · Supplies | 133.68 | 133.68 | 133.68 |
| Total U.S. MUNICIPAL SUPPLY INC | | | | 133.68 | 133.68 |
| UNITED CONCORDIA | | | | | |
| 06/20/2024 | July 2024 | 406.02 · Insurance an... | 459.02 | 459.02 | 459.02 |
| Total UNITED CONCORDIA | | | | 459.02 | 459.02 |
| YORK WATER COMPANY | | | | | |
| 06/20/2024 | 4/29/24-5/30/24 | 411.01 · Hydrant Serv... | 545.40 | 545.40 | 545.40 |
| Total YORK WATER COMPANY | | | | 545.40 | 545.40 |
| TOTAL | | | | 95,685.34 | 95,685.34 |

APM

LSM