

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES FOR AUGUST 5, 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, and Township Manager Katie Berry.

Executive Session was held prior to the meeting with the solicitor to discuss litigation. Anyone online that would like to comment can use the raise hand icon.

Minutes

Supervisor O'Neill motioned to approve the July 2, 2024, Board of Supervisors Regular meeting minutes Supervisor Wisnom and seconded. Motion carried.

Treasurer's Report/Invoices

Chairman Manifold motioned to approve the July 31, 2024, Treasurer's Report and previously reviewed invoices listed in this report. Supervisor O'Neill seconded. Motion carried.

Roads Report:

Iron Bridge Road Paving-Has been completed which included at the crossing for the Stewartstown Railroad in between the tracks. There may be some touch-ups at some point.

Penn Dot Winter Municipal Services Renewal Agreement – Supervisor Wisnom motioned to authorize the Manager to sign the Penn Dot Winter agreement and Supervisor O'Neill seconded. Motion carried.

Bowman School Road

- Supervisor O'Neill motioned to authorize the Manager to sign the DEP after emergency permit and Chairman Manifold seconded. Motion carried.

Mowing – The second round of mowing for the summer has also started on the township roadways.

Subdivision/Land Development Plans:

Board to sign final plans – 2024-05- Hash- All conditions have been met. Supervisor O'Neill motioned to sign the final plans and Supervisor Wisnom seconded. Motion carried.

Solicitor's Report:

Comcast Cable Franchise Agreement – Solicitor Andy Miller was present to discuss. Chairman Manifold motioned to authorize the Solicitors office to get the amendments requiring building permits, HOP's, easement agreements if required and a sketch plan. Supervisor O'Neill seconded. Motion carried.

Other Business:

Resolution 10-2024 – York County's 275th Birthday- Supervisor Wisnom motioned for Andy to look over this resolution for us to sign it and Supervisor O'Neill seconded. Motion carried.

Hopewell Township 2024 Halloween Date – Supervisor Wisnom motioned for Trick or Treat night to be on Thursday October 31st from 6-8pm and Supervisor O'Neill seconded. Motion carried.

Stewartstown Station – Supervisor O'Neill motioned to allow Eureka to close the roads from 5-8pm on Halloween/Trick or Treat night in Stewartstown Station. Supervisor Wisnom seconded. Motion carried.

Agricultural Security Request – 19072 Valley Road Stewartstown has requested to be added to the Agricultural Security Area. The Board accepts this application and if there is no action taken it is deemed approved after six months. The Solicitor and the Manager will mark this on the calendar. Kathleen Davis was present and let the board know that they also put their property in a Conservation Easement and has all been approved.

Personnel- Annual Performance review for Road Crew Member Todd Shaull. Todd's review was held with Chairman Manifold, Manager Katie Berry and Road Master Travis Mergler. Todd has been very supportive of the transition of the new Road Master, has good mentorship and is a great employee. Chairman Manifold motioned to give Todd a \$2.50 increase in pay, Supervisor O'Neill seconded. Motion carried.

Public Comment – Kathleen Davis of 19072 Valley Rd asked why Iron Bridge Rd was paved and Chairman Manifold stated that it was paved due to erosion control, continued erosion onto the railroad tracks was a safety issue. Also, there are enough houses built on this road as well as a Church located on this road. It's also been widened enough for two cars to safely pass. She also asked about Magnolia Groves and if there are any ordinances on what types of trees can be planted in the township's new development. Chairman Manifold mentioned that there are some requirements as far as what types of trees and our engineer is very aware of the requirements. Supervisor O'Neill also asked that the Road Master look into Jim Rd and Zeigler School Rd as a resident feels a 'Bus Stop Ahead Sign' should be placed somewhere in this area.

Adjournment - Meeting adjourned at 7:45pm



Diana Manker, Recording Secretary

9:52 AM

08/01/24

Cash Basis

Hopewell Township

Balance Sheet Prev Year Comparison

As of July 31, 2024

	Jul 31, 24	Jul 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100. · Checking/Savings				
100.00 · General Fund Checking	859,275.78	798,464.66	60,811.12	7.6%
101.00 · Cell Tower MMA	183,408.91	137,796.69	45,612.22	33.1%
102.00 · Traffic Light MMA	3,157.32	3,077.98	79.34	2.6%
103.00 · Facilities Fund MMA	2,585,745.72	2,501,837.66	83,908.06	3.4%
104.00 · Equipment Fund MMA	341,859.26	331,762.46	10,096.80	3.0%
107 · ARPA	0.00	101.03	-101.03	-100.0%
Total 100. · Checking/Savings	3,973,446.99	3,773,040.48	200,406.51	5.3%
105.00 · Payroll Checking	21,809.86	35,625.67	-13,815.81	-38.8%
106.00 · State Fund Checking	437,562.16	317,079.34	120,482.82	38.0%
Total Checking/Savings	4,432,819.01	4,125,745.49	307,073.52	7.4%
Total Current Assets	4,432,819.01	4,125,745.49	307,073.52	7.4%
TOTAL ASSETS	4,432,819.01	4,125,745.49	307,073.52	7.4%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
200.00 · Accounts Payable	-575.24	0.00	-575.24	-100.0%
Total Accounts Payable	-575.24	0.00	-575.24	-100.0%
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.01 · Federal Taxes Withheld	0.00	-2,213.00	2,213.00	100.0%
210.02 · FICA Taxes Withheld	0.00	-1,291.46	1,291.46	100.0%
210.03 · Medicare Taxes Withheld	0.00	-302.04	302.04	100.0%
210.04 · PA UC Taxes Withheld	-0.01	22.37	-22.38	-100.0%
210.05 · State Income Taxes Withheld	0.00	-639.48	639.48	100.0%
210.06 · Local Income Taxes Withheld	0.00	319.66	-319.66	-100.0%
210.07 · Local Services Tax Withheld	0.00	28.00	-28.00	-100.0%
210.11 · Retirement Contributions	2,237.29	0.00	2,237.29	100.0%
210.14 · FICA Company Paid	0.00	-1,291.46	1,291.46	100.0%
210.15 · Medicare Taxes Company Paid	-0.01	-302.05	302.04	100.0%
Total 210.00 · Payroll Liabilities	2,237.27	-5,669.46	7,906.73	139.5%
Total Other Current Liabilities	2,237.27	-5,669.46	7,906.73	139.5%
Total Current Liabilities	1,662.03	-5,669.46	7,331.49	129.3%
Total Liabilities	1,662.03	-5,669.46	7,331.49	129.3%
Equity				
275.00 · Fund Balance	3,830,156.21	3,810,441.96	19,714.25	0.5%
Net Income	601,000.77	320,972.99	280,027.78	87.2%
Total Equity	4,431,156.98	4,131,414.95	299,742.03	7.3%
TOTAL LIABILITIES & EQUITY	4,432,819.01	4,125,745.49	307,073.52	7.4%

9:54 AM

08/01/24

Cash Basis

Hopewell Township Expenses by Vendor Detail July 2024

Date	Num	Account	Original Amount	Paid Amount	Balance
ARMSTRONG					
07/02/2024	6/26-7/25/24 Sv...	409.03 · Telephone/Inte...	273.70	273.70	273.70
Total ARMSTRONG				273.70	273.70
AT&T					
07/02/2024	6/16-7/15/24 Cell	409.03 · Telephone/Inte...	231.53	231.53	231.53
Total AT&T				231.53	231.53
BEARS PORTABLE TOILETS					
07/12/2024	6/6-7/3/2024	452.02 · Hopewell Area ...	115.00	115.00	115.00
07/12/2024	6/28-7/25/2024	452.02 · Hopewell Area ...	130.50	130.50	245.50
Total BEARS PORTABLE TOILETS				245.50	245.50
BENNETT'S TREE SERVICE					
07/02/2024	Iron Bridge Rd	438.07 · Other Services ...	1,000.00	1,000.00	1,000.00
Total BENNETT'S TREE SERVICE				1,000.00	1,000.00
CARDMEMBER SERVICE					
07/02/2024	5/22/24-6/20/24	409.01 · Building Supplies	95.39	95.39	95.39
07/02/2024	5/22/24-6/20/24	400.08 · Dues/Subscript...	56.95	56.95	152.34
07/02/2024	5/22/24-6/20/24	400.08 · Dues/Subscript...	22.17	22.17	174.51
07/02/2024	5/22/24-6/20/24	409.01 · Building Supplies	74.17	74.17	248.68
07/02/2024	5/22/24-6/20/24	409.01 · Building Supplies	8.89	8.89	257.57
07/02/2024	5/22/24-6/20/24	409.01 · Building Supplies	23.27	23.27	280.84
Total CARDMEMBER SERVICE				280.84	280.84
CHEMUNG SUPPLY CORP					
07/02/2024	Signs	437.01 · Parts for Repairs	2,837.50	2,837.50	2,837.50
Total CHEMUNG SUPPLY CORP				2,837.50	2,837.50
CINTAS CORPORATION					
07/02/2024	Refill Medical	406.04 · Other Services ...	199.49	199.49	199.49
Total CINTAS CORPORATION				199.49	199.49
CULLIGAN WATER					
07/02/2024	Cooler rental-May	409.01 · Building Supplies	20.00	20.00	20.00
07/02/2024	Cooler rental-June	409.01 · Building Supplies	20.00	20.00	40.00
Total CULLIGAN WATER				40.00	40.00
DANIEL B. KRIEG, INC.					
07/22/2024	Plastic Pipe	438.02 · Supplies	3,692.50	3,692.50	3,692.50
Total DANIEL B. KRIEG, INC.				3,692.50	3,692.50
DEPENDABLE CONSTRUCTION CODE SERVICES					
07/02/2024	UCC Inspection ...	413.04 · CC Payments ...	310.00	310.00	310.00
Total DEPENDABLE CONSTRUCTION CODE SERVICES				310.00	310.00
GRACE ELECTRIC & SERVICES, LLC					
07/12/2024	Lights on Poles	409.05 · Repairs and M...	8,228.00	8,228.00	8,228.00
07/12/2024	New outlets	409.05 · Repairs and M...	129.46	129.46	8,357.46
Total GRACE ELECTRIC & SERVICES, LLC				8,357.46	8,357.46
HAKES FARM & SEED					
07/22/2024	Gauge sod pin	438.02 · Supplies	65.00	65.00	65.00
Total HAKES FARM & SEED				65.00	65.00
HOPEWELL AREA REC & PARK BOARD					
07/02/2024	3rd QTR 2024	452.01 · Annual Recreat...	11,975.15	11,975.15	11,975.15
Total HOPEWELL AREA REC & PARK BOARD				11,975.15	11,975.15

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Cash Basis

Hopewell Township

Expenses by Vendor Detail

July 2024

Date	Num	Account	Original Amount	Paid Amount	Balance
KLUGH ANIMAL CONTROL SERVICES					
07/12/2024	June Billing	419.01 · Animal Control ...	88.00	88.00	88.00
Total KLUGH ANIMAL CONTROL SERVICES				88.00	88.00
LANCASTER TRUCK BODIES					
07/22/2024	Parts	437.01 · Parts for Repairs	116.98	116.98	116.98
Total LANCASTER TRUCK BODIES				116.98	116.98
LEE FENCE AND OUTDOOR LLC					
07/02/2024	Fence & Gate	409.06 · Capital Constr...	1,470.00	1,470.00	1,470.00
Total LEE FENCE AND OUTDOOR LLC				1,470.00	1,470.00
MARTIN & MARTIN INC.					
07/02/2024	145-24E	408.00 · Engineering Se...	230.00	230.00	230.00
07/02/2024	145-183-24E	408.00 · Engineering Se...	332.50	332.50	562.50
07/02/2024	209A-24E Mayb...	408.01 · Engineering Re...	4,648.50	4,648.50	5,211.00
07/02/2024	238-24F WellSp...	408.00 · Engineering Se...	215.00	215.00	5,426.00
07/02/2024	239-24C-Vangu...	408.00 · Engineering Se...	109.25	109.25	5,535.25
07/02/2024	240-24B Wolf	408.00 · Engineering Se...	238.00	238.00	5,773.25
07/02/2024	241-24B-Hickor...	408.01 · Engineering Re...	119.00	119.00	5,892.25
07/02/2024	242-24B Hash	408.00 · Engineering Se...	176.50	176.50	6,068.75
07/02/2024	243-24A	408.00 · Engineering Se...	307.70	307.70	6,376.45
Total MARTIN & MARTIN INC.				6,376.45	6,376.45
MC MUNICIPALSERVICES, LLC					
07/02/2024	May 2024	413.01 · Codes Enforce...	20,013.46	20,013.46	20,013.46
Total MC MUNICIPALSERVICES, LLC				20,013.46	20,013.46
MET ED					
07/02/2024	5/29/24-6/26/24	438.07 · Other Services ...	65.54	65.54	65.54
07/02/2024	5/28-6/28/24	409.04 · Electric	40.72	40.72	106.26
Total MET ED				106.26	106.26
MONARCH PRODDUCTS					
07/22/2024	Bowman Sch Rd	438.02 · Supplies	1,550.00	1,550.00	1,550.00
Total MONARCH PRODDUCTS				1,550.00	1,550.00
MPL LAW FIRM					
07/02/2024	36056-Act 537	404.00 · Attorney Fees	560.00	560.00	560.00
07/02/2024	36057-Dwelling ...	404.00 · Attorney Fees	1,400.00	1,400.00	1,960.00
07/02/2024	36058-Hickory V...	404.00 · Attorney Fees	200.00	200.00	2,160.00
07/02/2024	36059- Hopkins ...	404.02 · Attorney Fees ...	260.00	260.00	2,420.00
07/02/2024	36060- Hash	404.00 · Attorney Fees	360.00	360.00	2,780.00
07/02/2024	36061- Mayberr...	404.02 · Attorney Fees ...	360.00	360.00	3,140.00
07/02/2024	36062-Municipal...	404.00 · Attorney Fees	2,322.00	2,322.00	5,462.00
07/02/2024	36063-Stoltzfus	404.02 · Attorney Fees ...	80.00	80.00	5,542.00
07/02/2024	36064-WellSpan	404.02 · Attorney Fees ...	180.00	180.00	5,722.00
07/02/2024	36065-Wolf Far...	404.00 · Attorney Fees	418.00	418.00	6,140.00
Total MPL LAW FIRM				6,140.00	6,140.00
PA Chamber Insurance					
07/12/2024	Aug 2024	406.02 · Insurance and ...	15,321.62	15,321.62	15,321.62
Total PA Chamber Insurance				15,321.62	15,321.62
PA ONE CALL SYSTEM INC					
07/22/2024	Monthly Fee	438.07 · Other Services ...	0.98	0.98	0.98
Total PA ONE CALL SYSTEM INC				0.98	0.98

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Cash Basis

Hopewell Township

Expenses by Vendor Detail

July 2024

Date	Num	Account	Original Amount	Paid Amount	Balance
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
07/12/2024	6/6/24-7/5/2024	406.04 · Other Services ...	66.69	66.69	66.69
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				66.69	66.69
SOUTH PENN CODE CONSULTANTS LLC					
07/02/2024	Apr/May SEO 2...	413.02 · Sewage Enforc...	1,535.00	1,535.00	1,535.00
Total SOUTH PENN CODE CONSULTANTS LLC				1,535.00	1,535.00
STAPLES ADVANTAGE					
07/02/2024	Supplies	406.03 · Office Supplies	28.81	28.81	28.81
07/02/2024	Supplies	409.01 · Building Supplies	21.39	21.39	50.20
07/02/2024	Supplies	409.01 · Building Supplies	7.87	7.87	58.07
07/12/2024	Supplies	409.01 · Building Supplies	28.23	28.23	86.30
07/12/2024	Supplies	409.01 · Building Supplies	30.10	30.10	116.40
Total STAPLES ADVANTAGE				116.40	116.40
STEWARTSTOWN BOROUGH					
07/22/2024	3/25/24-6/25/24	411.01 · Hydrant Service	1,234.20	1,234.20	1,234.20
Total STEWARTSTOWN BOROUGH				1,234.20	1,234.20
THE HOME DEPOT					
07/22/2024	Mortar mix	409.01 · Building Supplies	22.41	22.41	22.41
Total THE HOME DEPOT				22.41	22.41
UNITED CONCORDIA					
07/22/2024	Aug 2024	406.02 · Insurance and ...	998.28	998.28	998.28
Total UNITED CONCORDIA				998.28	998.28
WELLS FARGO VENDOR FINANCIAL SVS. LLC					
07/02/2024	Copier Lease	406.09 · Office Equipme...	117.25	117.25	117.25
Total WELLS FARGO VENDOR FINANCIAL SVS. LLC				117.25	117.25
YOE PARTS & EQUIPMENT CO.					
07/02/2024	Baldwin	438.02 · Supplies	105.40	105.40	105.40
07/02/2024	Wrenches	438.02 · Supplies	155.41	155.41	260.81
07/02/2024	Oil	438.02 · Supplies	590.00	590.00	850.81
Total YOE PARTS & EQUIPMENT CO.				850.81	850.81
YORK WATER COMPANY					
07/22/2024	5/30/24-6/28/24	411.01 · Hydrant Service	545.40	545.40	545.40
Total YORK WATER COMPANY				545.40	545.40
TOTAL				86,178.86	86,178.86


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Account Number:	1398562
Customer Name:	Hopewell Township
Customer Address:	Hopewell Township Po Box 429 Stewartstown PA 17363-0429
Contact Name:	Hopewell Township
Contact Phone:	
Contact Email:	
PO Number:	Rescheduled mtg 8/5

Date:	07/23/2024
Order Number:	10409090
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	12.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
YOR York Daily Record	1	07/26/2024 - 07/26/2024	Govt Public Notices
YOR York Dispatch	1	07/26/2024 - 07/26/2024	Govt Public Notices
YOR yorkdispatch.com	1	07/26/2024 - 07/26/2024	Govt Public Notices
YOR ydr.com	1	07/26/2024 - 07/26/2024	Govt Public Notices

Total Cash Order Confirmation Amount Due	\$54.68
Tax Amount	\$0.00
Service Fee 3.99%	\$2.18
Cash/Check/ACH Discount	-\$2.18
Payment Amount by Cash/Check/ACH	\$54.68
Payment Amount by Credit Card	\$56.86

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Order Confirmation Amount	\$54.68
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The board of supervisors of Hopewell Township, York County has cancelled its August 1, 2024, regular meeting and rescheduled this meeting for Monday, August 5, 2024, at 7pm. Meetings are held at the Hopewell Township, Municipal Building, 3336 Bridgeview Road Stewartstown, PA 17363 and streaming via Zoom.