

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES FOR JUNE 5, 2025
HOPEWELL TOWNSHIP MEETING ROOM & ZOOM
7:00 P.M.**

Chairman Manifold called the meeting to order at 7:00 P.M. 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. Also in attendance, Supervisors David Wisnom and John O'Neill, Attorney Andy Miller, and Township Manager Amy Mottram.

Anyone online that would like to comment can use the raise hand icon.

Approval of Minutes

Supervisor O'Neill motioned to approve the May 1st, 2025, Board of Supervisors Regular Meeting Minutes and Supervisor Wisnom seconded. Motion carried.

Treasurer's Report / Invoices

Supervisor Wisnom motioned to approve the invoices from May 31, 2025, Treasurer's Report, and the previously reviewed invoices listed in this report and Chairman Manifold seconded. Motion carried.

Roads Report

Bids – Consider awarding bid to purchase diesel fuel for 2025 / 2026 – Supervisor O'Neill motioned to award the bid to Mid Atlantic Cooperative Solutions, Inc. dba Aero Energy and Supervisor Wisnom seconded. Motion carried. See the attached bid sheet.

Bids – Consider awarding bid to purchase propane for 2025 / 2026 – Supervisor Wisnom motioned to award the bid to Suburban Propane and Supervisor O'Neill seconded. Motion carried. See the attached bid sheet.

Quote for Wireless Headsets – The Roadmaster obtained prices for 5 headsets for the road crew to be able to communicate during paving projects and for general safety at a total price of \$5,491.70. Chairman Manifold motioned to permit the order, and Supervisor Wisnom seconded. Motion carried.

Mowing – First round is complete.

Blevins Road – Work has started on this project.

Photos from recent work on Vineyard Road, Hollow Road, and High Street – Dangerous trees were removed from High Street that were in the right-of-way with the help of a contractor that was approved at a previous meeting. Hollow Road had a sink hole that opened and is being investigated now. Vineyard Road has been widened.

Subdivision / Land Development Plans – None

Solicitor's Report

Small Cell Wireless Facilities Ordinance and Design Manual – Supervisor O'Neill motioned to approve the advertisement and to schedule the public hearing for the July 10th regular meeting and Supervisor Wisnom seconded. Motion carried.

MJ Events, LLC Liquor License Transfer – Supervisor O'Neill motioned to advertise the application for a public hearing at the July 10 regular meeting and Chairman Manifold seconded. Motion carried. Supervisor Wisnom abstained.

Act 537 Enforcement – Chairman Manifold motioned to authorize MPL Law Firm to file complaints against the remaining four delinquent properties and Supervisor Wisnom seconded. Motion carried.

Attorney General – Attorney Miller mentioned that the last thing that he had was receiving a letter from the OAG stating that they are closing the complaint against the Township regarding Stoltzfus/Robinson.

Other Business

Change of Date for July 2025 BOS Meeting – Supervisor Wisnom motioned to advertise to reschedule the next regular Board of Supervisors meeting from Thursday, July 3, 2025, to Thursday, July 10, 2025, and Supervisor O'Neill seconded. Motion carried. The time will remain 7:00 P.M.

Resolution No. 10-2025 – Adopting Certain Fees and Charges – Supervisor O'Neill motioned to adopt Resolution No. 10-2025 and Supervisor Wisnom seconded. Motion carried.

Consider enrollment in the State/Wex Fuel Card Program – The Manager explained the reason for applying for the card. There is no fee to enroll in this program. Chairman Manifold motioned to permit the manager to enroll in the program as presented and Supervisor O'Neill seconded. Motion carried.

Motion to authorize 2025 JCI TIF Release – \$7,989.73 – Chairman Manifold motioned to permit the Treasurer to release the TIF amount, and Supervisor Wisnom seconded. Motion carried.

One Year Penn Waste Extension – Due 8/31 – After some discussion and comments from Township residents Robin Abbey of 14008 Joretta Court and Mark Smith of 749 Juli Drive, Supervisor O'Neill motioned to grant the contract extension from Penn Waste and Supervisor Wisnom seconded. Motion carried.

Tax Collector – Ratify the August 2025 Sitings / Collection Dates and Times – Supervisor O'Neill motioned to ratify the sitting dates / times and Supervisor Wisnom seconded. Motion carried.

East Hopewell Township, Todd Warner – Mack Truck – Todd was not present to discuss.

Personnel – None

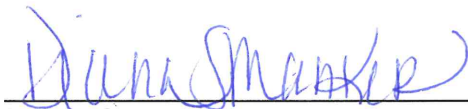
Public Comment – Michael Werdin, a resident of New Freedom Borough was present to discuss starting a neighborhood watch program.

Bill Streett was also present to give an update on the Kennard-Dale High School girls softball team and the upcoming Championship game.

Mark Smith asked if the new Zoning Officer has started and Amy explained that they have started although Cliff is still finishing out as well.

Supervisor O'Neill also gave an update on the York County Libraries System as they are asking some branches to reduce their hours and consolidate etc. He will continue to update on this.

Adjournment – Meeting was adjourned at 8:02 P.M.



Diana S. Manker
Recording Secretary

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06/05/25

Cash Basis

Hopewell Township

Balance Sheet Prev Year Comparison

As of May 31, 2025

	May 31, 25	May 31, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100. · Checking/Savings				
100.00 · General Fund Checking	686,102.71	830,371.40	-144,268.69	-17.4%
101.00 · Cell Tower MMA	223,715.40	178,673.34	45,042.06	25.2%
102.00 · Traffic Light MMA	3,234.78	3,143.95	90.83	2.9%
103.00 · Facilities Fund MMA	2,760,106.62	2,571,568.13	188,538.49	7.3%
104.00 · Equipment Fund MMA	267,459.31	340,155.36	-72,696.05	-21.4%
105.00 · Payroll Checking	13,633.53	23,295.21	-9,661.68	-41.5%
106.00 · State Fund Checking	0.00	436,324.44	-436,324.44	-100.0%
108.00 · Royal Farms Traffic Light	14,287.96	0.00	14,287.96	100.0%
109.00 · Escrow	26,819.03	0.00	26,819.03	100.0%
Total 100. · Checking/Savings	3,995,359.34	4,383,531.83	-388,172.49	-8.9%
Total Checking/Savings	3,995,359.34	4,383,531.83	-388,172.49	-8.9%
Total Current Assets	3,995,359.34	4,383,531.83	-388,172.49	-8.9%
TOTAL ASSETS	3,995,359.34	4,383,531.83	-388,172.49	-8.9%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
200.00 · Accounts Payable	947.62	0.00	947.62	100.0%
Total Accounts Payable	947.62	0.00	947.62	100.0%
Credit Cards				
258.00 · Orrstown Bank Credit Card	-958.54	0.00	-958.54	-100.0%
Total Credit Cards	-958.54	0.00	-958.54	-100.0%
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.04 · PA UC Taxes Withheld	0.00	44.22	-44.22	-100.0%
210.06 · Local Income Taxes Withheld	0.00	631.66	-631.66	-100.0%
210.07 · Local Services Tax Withheld	0.00	52.00	-52.00	-100.0%
210.11 · Retirement Contributions	6,240.39	1,023.28	5,217.11	509.8%
210.00 · Payroll Liabilities - Other	-538.30	0.00	-538.30	-100.0%
Total 210.00 · Payroll Liabilities	5,702.09	1,751.16	3,950.93	225.6%
Total Other Current Liabilities	5,702.09	1,751.16	3,950.93	225.6%
Total Current Liabilities	5,691.17	1,751.16	3,940.01	225.0%
Total Liabilities	5,691.17	1,751.16	3,940.01	225.0%
Equity				
275.00 · Fund Balance	4,079,009.50	3,830,156.19	248,853.31	6.5%
30000 · Opening Balance Equity	31,797.19	0.00	31,797.19	100.0%
Net Income	-121,138.52	551,624.48	-672,763.00	-122.0%
Total Equity	3,989,668.17	4,381,780.67	-392,112.50	-9.0%
TOTAL LIABILITIES & EQUITY	3,995,359.34	4,383,531.83	-388,172.49	-8.9%





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Cash Basis

Hopewell Township

Expenses by Vendor Detail

May 2025

Date	Num	Account	Original Amount	Paid Amount	Balance
AERO ENERGY					
05/12/2025	493.4 GALLONS	438.04 · Vehicle Fuel - ...	1,256.59	1,256.59	1,256.59
Total AERO ENERGY				1,256.59	1,256.59
ARMSTRONG					
05/01/2025	4/26/25-5/25/25	409.03 · Telephone/Inte...	273.70	273.70	273.70
Total ARMSTRONG				273.70	273.70
AT&T MOBILITY					
05/01/2025	4/16/25-5/15/25	409.03 · Telephone/Inte...	229.34	229.34	229.34
Total AT&T MOBILITY				229.34	229.34
BEARS PORTABLE TOILETS					
05/12/2025	5/2/25-5/29/25	452.02 · Hopewell Area ...	135.00	135.00	135.00
05/12/2025	4/29/25-5/26/25	452.02 · Hopewell Area ...	120.00	120.00	255.00
Total BEARS PORTABLE TOILETS				255.00	255.00
BENILDA SAGASTUME					
05/30/2025	June 2025 Cleaning	409.44 · Bldg. & Offices...	150.00	150.00	150.00
Total BENILDA SAGASTUME				150.00	150.00
BENNETT'S TREE SERVICE					
05/30/2025	High St	438.07 · Other Services ...	3,600.00	3,600.00	3,600.00
Total BENNETT'S TREE SERVICE				3,600.00	3,600.00
COUNTRY VIEW BUILDERS					
05/01/2025	Escrow Refund	413.49 · Driveway / Yar...	7,000.00	7,000.00	7,000.00
Total COUNTRY VIEW BUILDERS				7,000.00	7,000.00
DANIEL B. KRIEG, INC.					
05/12/2025	Pipe band	438.02 · Supplies	316.73	316.73	316.73
Total DANIEL B. KRIEG, INC.				316.73	316.73
DONNIES 10 POINT LAWN CARE					
05/30/2025	Mowing	430.01 · Lawn Care	75.00	75.00	75.00
05/30/2025	Mowing	430.01 · Lawn Care	75.00	75.00	150.00
05/30/2025	Mowing	430.01 · Lawn Care	75.00	75.00	225.00
05/30/2025	Mowing	430.01 · Lawn Care	75.00	75.00	300.00
05/30/2025	Mowing	430.01 · Lawn Care	75.00	75.00	375.00
05/30/2025	Mowing	430.01 · Lawn Care	75.00	75.00	450.00
Total DONNIES 10 POINT LAWN CARE				450.00	450.00
DORIS PLUMMER					
05/12/2025	Overpayment	413.01 · Codes Enforce...	100.00	100.00	100.00
Total DORIS PLUMMER				100.00	100.00
GANNETT PENNSYLVANIA LOCALIQ					
05/12/2025	Stone/Asphalt Bids	400.34 · Advertising	377.60	377.60	377.60
Total GANNETT PENNSYLVANIA LOCALIQ				377.60	377.60
HARBOR FREIGHT					
05/01/2025	Supplies	409.01 · Building Supplies	12.71	12.71	12.71
Total HARBOR FREIGHT				12.71	12.71
J A MYERS BUILDING & DEVELOPMENT, INC.					
05/13/2025	Escrow	413.49 · Driveway / Yar...	2,507.50	2,507.50	2,507.50
05/13/2025	Escrow	413.49 · Driveway / Yar...	2,120.00	2,120.00	4,627.50
Total J A MYERS BUILDING & DEVELOPMENT, INC.				4,627.50	4,627.50

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Cash Basis

Hopewell Township

Expenses by Vendor Detail

May 2025

Date	Nu	Account	Original Amount	Paid Amount	Balance
JAMES R. HOLLEY & ASSOC., INC.					
05/12/2025	Steet cut inspec's	408.00 · Engineering Se...	433.20	433.20	433.20
Total JAMES R. HOLLEY & ASSOC., INC.				433.20	433.20
KLEPPERS SECURITY SOURCE					
05/12/2025	Annual Fee	409.05 · Repairs and M...	260.00	260.00	260.00
Total KLEPPERS SECURITY SOURCE				260.00	260.00
KLUGH ANIMAL CONTROL SERVICES					
05/12/2025	May Billing	419.01 · Animal Control ...	227.40	227.40	227.40
Total KLUGH ANIMAL CONTROL SERVICES				227.40	227.40
MARTIN & MARTIN INC.					
05/01/2025	145-25D	408.00 · Engineering Se...	345.00	345.00	345.00
05/01/2025	209A-25C Mayberry	408.01 · Engineering Re...	4,295.11	4,295.11	4,640.11
05/01/2025	238-25B WellSpan	408.01 · Engineering Re...	676.81	676.81	5,316.92
05/01/2025	244-25B Miller	408.00 · Engineering Se...	357.00	357.00	5,673.92
05/01/2025	247-25A Jonas Mil...	408.00 · Engineering Se...	230.00	230.00	5,903.92
Total MARTIN & MARTIN INC.				5,903.92	5,903.92
MET ED					
05/01/2025	3/28/25 - 4/28/25	409.36 · Electric	63.74	63.74	63.74
05/01/2025	3/28/25 - 4/25/25	438.07 · Other Services ...	62.24	62.24	125.98
Total MET ED				125.98	125.98
MONARCH PRODUCTS CO., INC.					
05/12/2025	Blevins Rd	438.02 · Supplies	830.00	830.00	830.00
Total MONARCH PRODUCTS CO., INC.				830.00	830.00
MPL LAW FIRM					
05/01/2025	55394-Act 537	404.00 · Solicitor / Legal...	205.00	205.00	205.00
05/01/2025	55395-Mt Airy Rd	404.02 · Attorney Fees ...	376.00	376.00	581.00
05/01/2025	55396- Hood/Miler	404.02 · Attorney Fees ...	154.00	154.00	735.00
05/01/2025	55397- Jonas Miller	404.02 · Attorney Fees ...	1,232.00	1,232.00	1,967.00
05/01/2025	55398-Municipal F...	404.00 · Solicitor / Legal...	3,783.49	3,783.49	5,750.49
05/01/2025	55400-Dehoff/Mar...	404.00 · Solicitor / Legal...	625.00	625.00	6,375.49
05/01/2025	55401-Vanguard	404.00 · Solicitor / Legal...	66.00	66.00	6,441.49
Total MPL LAW FIRM				6,441.49	6,441.49
PA CHAMBER INSURANCE					
05/12/2025	June 2025	406.02 · Insurance and ...	16,083.03	16,083.03	16,083.03
Total PA CHAMBER INSURANCE				16,083.03	16,083.03
QUALITY DIGITAL OFFICE SOLUTIONS					
05/01/2025	Ink	406.03 · Office Supplies	186.51	186.51	186.51
Total QUALITY DIGITAL OFFICE SOLUTIONS				186.51	186.51
QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID					
05/12/2025	5/1-5/31/2025	406.04 · Other Services ...	755.80	755.80	755.80
05/12/2025	4/6/25-5/5/2025	406.04 · Other Services ...	61.93	61.93	817.73
Total QUALITY/ KYOCERA DOCUMENT SOLUTIONS MID				817.73	817.73
SCOTT A . & CAROLYN A. ARYAN					
05/01/2025		362.41 · Building/Zoning...	150.00	150.00	150.00
Total SCOTT A . & CAROLYN A. ARYAN				150.00	150.00
SLATEFIELD EQUIPMENT LLC					
05/01/2025	John Deere Repairs	437.01 · Parts for Repairs	6,250.00	6,250.00	6,250.00
Total SLATEFIELD EQUIPMENT LLC				6,250.00	6,250.00

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Cash Basis

Hopewell Township

Expenses by Vendor Detail

May 2025

Date	Num	Account	Original Amount	Paid Amount	Balance
SR BUSINESS SYSTEMS INC.					
05/01/2025	10 Hr Block	406.08 · Scanning of Do...	2,000.00	2,000.00	2,000.00
Total SR BUSINESS SYSTEMS INC.				2,000.00	2,000.00
THE SPOT MEDIA GROUP					
05/01/2025	Website Updates	406.04 · Other Services ...	325.00	325.00	325.00
Total THE SPOT MEDIA GROUP				325.00	325.00
TRACTOR SUPPLY CREDIT PLAN					
05/12/2025	Tractor fluid	437.01 · Parts for Repairs	299.95	299.95	299.95
Total TRACTOR SUPPLY CREDIT PLAN				299.95	299.95
TRAVIS MERGLER					
05/01/2025	2025 Clothing Allow	438.07 · Other Services ...	161.93	161.93	161.93
Total TRAVIS MERGLER				161.93	161.93
UNITED CONCORDIA					
05/12/2025	June 2025	406.02 · Insurance and ...	526.44	526.44	526.44
Total UNITED CONCORDIA				526.44	526.44
WELLS FARGO VENDOR FINANCIAL SVS. LLC					
05/01/2025	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.					
05/12/2025	Truck Parts	438.02 · Supplies	127.47	127.47	127.47
05/12/2025	Parts	438.02 · Supplies	69.75	69.75	197.22
Total YOE PARTS & EQUIPMENT CO.				197.22	197.22
YORK BUILDING PRODUCTS CO. INC.					
05/01/2025	Cold Patch	438.02 · Supplies	289.80	289.80	289.80
05/12/2025	2A PA	438.02 · Supplies	5,000.27	5,000.27	5,290.07
Total YORK BUILDING PRODUCTS CO. INC.				5,290.07	5,290.07
YORK MATERIALS GROUP					
05/13/2025	Sink hole-Hollow Rd	438.02 · Supplies	611.43	611.43	611.43
Total YORK MATERIALS GROUP				611.43	611.43
YORK WATER COMPANY					
05/12/2025	3/30/25-4/28/25	411.01 · Hydrant Service	545.29	545.29	545.29
Total YORK WATER COMPANY				545.29	545.29
TOTAL				66,433.01	66,433.01

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Accrual Basis

Hopewell Township

Balance Sheet Prev Year Comparison

As of May 31, 2025

	May 31, 25	May 31, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
106.00 Liquid Fuels Fund	296,344.64	0.00	296,344.64	100.0%
Total Checking/Savings	296,344.64	0.00	296,344.64	100.0%
Total Current Assets	296,344.64	0.00	296,344.64	100.0%
TOTAL ASSETS	296,344.64	0.00	296,344.64	100.0%
LIABILITIES & EQUITY				
Equity				
Opening Balance Equity	24,684.71	0.00	24,684.71	100.0%
Net Income	271,659.93	0.00	271,659.93	100.0%
Total Equity	296,344.64	0.00	296,344.64	100.0%
TOTAL LIABILITIES & EQUITY	296,344.64	0.00	296,344.64	100.0%

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Accrual Basis

Hopewell Township
Expenses by Vendor Detail
May 2025

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
YORK MATERIALS GROUP								
Bill	05/08/2025	Vineyard Rd	SP 25 AR 25 ...	439.02 Supplies		Accounts ...	38,184.31	38,184.31
Total YORK MATERIALS GROUP							38,184.31	38,184.31
TOTAL							<u>38,184.31</u>	<u>38,184.31</u>


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2025 Diesel Fuel Bid Opening

<u>Ultra Diesel Fuel</u>	<u>Bidder Name</u>	<u>Unit Price Delivered As Directed</u>	<u>Total</u>
8,000 Gallons (More or Less)	Mid-Atlantic Cooperative Solutions, Inc. DBA Aero Energy	\$2.5180	\$20,144.00

2025 Propane Bid Opening

<u>Propane</u>	<u>Bidder Name</u>	<u>Unit Price Delivered As Directed</u>	<u>Total</u>
4,000 Gallons (More or Less)	Mid-Atlantic Cooperative Solutions, Inc. DBA Aero Energy	\$1.4038	\$5,615.20
4,000 Gallons (More or Less)	Suburban Propane, L.P.	\$1.30	\$5,200.00