

**HOPEWELL TOWNSHIP
YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES FOR FEBRUARY 5, 2026
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 to 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.

It was announced that the Board held an executive session with the Solicitor for 1 hour following the special meeting on January 15, 2026, and another prior to this meeting at approximately 6:30 P.M. to discuss potential litigation.

Approval of Minutes

Supervisor O'Neill motioned to approve the minutes from January 5, 2026, Board of Supervisors Reorganization Meeting and Regular Meeting, as distributed. Supervisor Wisnom seconded. Motion carried.

Supervisor O'Neill motioned to approve the minutes from January 15, 2026, Special Meeting Minutes, as distributed and Supervisor Wisnom seconded. Motion carried.

Treasurer's Report / Invoices

Supervisor Wisnom motioned to approve the January 31, 2026, Treasurer's Report, and the previously reviewed invoices listed in this report and Chairman Manifold seconded. Motion carried.

Roads Report

Sign Repair / Gutter Cleaning / Equipment Maintenance – The road crew has been relatively busy with updating signs for reflectivity and doing annual checks to make sure they are visible. They are also working on shoulder cutting and gutter cleaning for better drainage.

Winter Maintenance – During the recent snowstorm, there was some damage done to one of the dump trucks. A hydraulic cylinder was broken and has been repaired. Jack Cogle of Oakwood Heights stated that he thought that the road crew did a good job during the snowstorm as the roads were always clear.

Zoning Officer / Code Enforcement Report

Nothing to report for this month.

Subdivision / Land Development Plans

2025-02- Bridgeview Lot # 3 – Last month the developers requested a signature for a DEP Planning Exemption Mailer from the Township. Stewartstown Borough Authority has reviewed and recommended that they will be able to provide the capacity to treat the proposed sewage flow and drinking water for this proposed development. Supervisor Wisnom questioned if this property is developable. Attorney Miller stated that it is and one of their comments in the letter was that they show that they meet all the requirements before and after Bailey Springs. Manifold suggested tabling this and having Attorney Miller double-check the requirements. Wisnom then motioned to table until we have more information from the solicitor's office on the development and O'Neill seconded. Motion carried.

2025-4 – Stewartstown Borough Authority – WWTP – Headworks Building

O'Neill motioned to authorize the Treasurer to release the Escrow Balance of \$3,302.00 for plan # 2025-04 and Wisnom seconded. Motion carried.
The Land Development Plan was recorded on 12/10/2025.

Solicitor's Report

Resolution No. 4-2026, York County Tax Collector Agreement – This is a resolution to approve the Tax Collector Agreement with the County of York. This was discussed at the special meeting to appoint a tax collector for Hopewell Township. O'Neill motioned to approve with the modification of the start dates from January 1, 2026, through December 31, 2029, and Wisnom seconded. Motion carried.

Armstrong Cable Franchise Agreement, Ordinance No. 1-2026 – This is an ordinance to adopt and extend the Armstrong Cable Franchise agreement. Attorney Miller stated that he brought along the executive summary that Cohen Law Group provided back in December along with the ordinance and the agreement that will be signed tonight. This has been advertised and is ready for action to be taken. Wisnom motioned to adopt the Armstrong Cable Franchise Agreement Ordinance No.1-2026 and Manifold seconded. Motion carried.

Motor Vehicle Code Amendment Ordinance – Attorney Miller explained that the Ordinance has been updated based on recent discussions to prohibit RV's and similar equipment to be parked on any township road. O'Neill motioned to authorize the Township Manager to advertise for adoption at the next regular meeting and Wisnom seconded.

Dominic Pope of Jenny Lane asked if there was any consideration regarding vehicles parking in the wrong direction on the street and / or not having up to date emissions, or tags etc. O'Neill stated that it has been added with the update. Motion carried.

Dependable Construction Code Services Agreement – The agreement with Dependable Construction Code Services has been reviewed and changes were made as requested. It is ready to be approved by the Board. Manifold motioned for the Board to sign the agreement with DCCS for Codes and Zoning Administration for Hopewell Township and O'Neill seconded. Motion carried.

Data Center Ordinance – This is a draft that has been circulating for a while now which is to regulate data centers in the Township. Attorney Miller stated it needs a motion to authorize them to move the draft forward to the Township Planning Commission for their review as well as to the York County Planning Commission. After comments come back then a motion will be considered to schedule a public hearing. Manifold motioned to authorize the solicitor to move this forward to the Planning Commissions and O'Neill seconded.

Jack Cogle of Oakwood Heights asked at what point the public can have their input. He also feels that the solicitor is using the standard York County fill in the blank. Attorney Miller stated that this is a 29-page ordinance that he can safely say is the most detailed and lengthy set of regulations for a specific use that he has seen in 25 years. It is about as far as you can go in regulating facilities and is considerably more detailed than the York County Planning Commission model. Manifold also stated that he is very confident in what Attorney Miller has presented. Mr. Cogle asked how much time the public would have to review. Both Manifold and O'Neill mentioned that he can go to both Planning Commission meetings as well as getting a copy of the draft tomorrow at the Township office. Motion carried.

Small Schools Ordinance Amendment – MPL prepared a proposed amendment to the zoning ordinance for small schools to allow the establishment of an Amish school on parcels within the conservation (Cv) zone. Manifold motioned to authorize the solicitor to forward this proposed ordinance on to the Planning Commissions for review and O'Neill seconded. Motion carried.

Other Business

Subdivision Proposal, 15609 Leib School Road – Martha Streett and Craig Sharnetzka were present to discuss. Attorney Sharnetzka gave an overview of the idea. They previously met with the zoning officer. The Board recommended applying to the Agricultural Review Board and having them go out to the property for a review.

Stewartstown Borough Authority members to be present to discuss private wells on lots connected to public sewer – Jason Roberts and Ira Walker were present. They have discovered something that they feel could be a potential health issue and wanted to bring it to the Board's attention as it involves a Township resident. Manifold agreed that

the water usage numbers don't add up but stated that it is the water authority that would have the right to pursue this. He also recommended they do what they have to on their end and appreciate them keeping us in the loop.

Act 172 – Earned Income & Real Estate Tax Credits for Fire / EMS Volunteers – Wisnom motioned to approve the 2025 volunteer lists and to reimburse 2025 Township real estate taxes paid by qualified volunteers. O'Neill seconded. Manifold abstained due to being a volunteer. Motion carried.

Consider appointment for Sewage Enforcement Officer Services – Adam Anderson was present to discuss that he is now working with James R. Holley & Associates, Inc. He is interested in retaining the SEO position for the Township. He has prepared a fee schedule as well. Manifold asked if the fee for Cesspool inspections has changed. Adam stated that it is staying the same at \$115. Manifold motioned to appoint Adam Anderson with James Holley & Associates, Inc. as the Sewage Enforcement Officer for Hopewell Township and O'Neill seconded. Motion carried.

TeleCom Business Solutions, Inc. – Amy stated that she would recommend continuing with the Silver Service maintenance plan as there is no change in price or service compared to last year. We are happy with the telephone service. O'Neill motioned to approve the proposal to extend the NEC TeleCom Service for the Township telephone system with the Silver Service plan and Wisnom seconded. Motion carried.

Personnel – None

Public Comment

Ira Walker of Stewartstown Borough expressed on behalf of the Fire Department their kudos to the Road Crew during the recent winter storm. He said there was good communication and they all did a great job.

Adjournment – Meeting was adjourned at 8:26 P.M.



Diana S. Manker
Recording Secretary

Hopewell Township Balance Sheet Prev Year Comparison As of January 31, 2026

	Jan 31, 26	Jan 31, 25	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
100. · Checking/Savings				
100.00 · General Checking	594,718.62	608,912.54	-14,193.92	-2.3%
101.00 · Cell Tower MMA	256,766.13	207,636.99	49,129.14	23.7%
102.00 · Traffic Light MMA	741.82	3,205.54	-2,463.72	-76.9%
103.00 · Facilities Fund MMA	5,107.67	2,727,730.11	-2,722,622.44	-99.8%
103.01 · Facilities Fund - PLGIT	2,830,619.60	0.00	2,830,619.60	100.0%
104.00 · Equipment Fund MMA	2,209.58	447,946.38	-445,736.80	-99.5%
104.01 · Equipment Fund - PLGIT	110,779.59	0.00	110,779.59	100.0%
105.00 · Payroll Checking	13,710.08	13,459.30	250.78	1.9%
108.00 · Royal Farms Traffic Light	9,748.08	14,147.90	-4,399.82	-31.1%
109.00 · Escrow	26,874.69	17,685.23	9,189.46	52.0%
Total 100. · Checking/Savings	3,851,275.86	4,040,723.99	-189,448.13	-4.7%
110 · Petty Cash	316.60	0.00	316.60	100.0%
Total Checking/Savings	3,851,592.46	4,040,723.99	-189,131.53	-4.7%
Other Current Assets				
155.00 · Deposit on Equipment	183,804.90	0.00	183,804.90	100.0%
Total Other Current Assets	183,804.90	0.00	183,804.90	100.0%
Total Current Assets	4,035,397.36	4,040,723.99	-5,326.63	-0.1%
TOTAL ASSETS	4,035,397.36	4,040,723.99	-5,326.63	-0.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
200.00 · Accounts Payable	3,324.71	1,609.68	1,715.03	106.5%
Total Accounts Payable	3,324.71	1,609.68	1,715.03	106.5%
Credit Cards				
258.00 · Orrstown Bank Credit Card	899.83	2,105.70	-1,205.87	-57.3%
Total Credit Cards	899.83	2,105.70	-1,205.87	-57.3%
Other Current Liabilities				
210.00 · Payroll Liabilities				
210.04 · PA UC Taxes Withheld	0.00	-166.54	166.54	100.0%
210.11 · Retirement Contributions	1,471.31	1,151.22	320.09	27.8%
Total 210.00 · Payroll Liabilities	1,471.31	984.68	486.63	49.4%
Total Other Current Liabilities	1,471.31	984.68	486.63	49.4%
Total Current Liabilities	5,695.85	4,700.06	995.79	21.2%
Long Term Liabilities				
248.00 · Developer Escrow Account	36,622.77	28,364.64	8,258.13	29.1%
Total Long Term Liabilities	36,622.77	28,364.64	8,258.13	29.1%
Total Liabilities	42,318.62	33,064.70	9,253.92	28.0%
Equity				
275.00 · Fund Balance	4,008,478.03	4,079,009.50	-70,531.47	-1.7%
Net Income	-15,399.29	-71,350.21	55,950.92	78.4%
Total Equity	3,993,078.74	4,007,659.29	-14,580.55	-0.4%
TOTAL LIABILITIES & EQUITY	4,035,397.36	4,040,723.99	-5,326.63	-0.1%

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Cash Basis

Hopewell Township Expenses by Vendor Detail January 2026

Date	Num	Account	Original Amount	Paid Amount	Balance
BEARS PORTABLE POTTIES LLC					
01/21/2026	Invoice # 1381	452.02 · Hopewell Area ...	415.00	415.00	415.00
Total BEARS PORTABLE POTTIES LLC				415.00	415.00
BENILDA SAGASTUME					
01/22/2026	Feb 2026 Cleaning	409.44 · Bldg. & Offices...	150.00	150.00	150.00
Total BENILDA SAGASTUME				150.00	150.00
CHEMUNG SUPPLY CORP					
01/21/2026	Plow parts	437.01 · Parts for Repairs	778.78	778.78	778.78
Total CHEMUNG SUPPLY CORP				778.78	778.78
CLARK SALES AND SERVICE, INC.					
01/21/2026	Hoses	437.01 · Parts for Repairs	145.25	145.25	145.25
01/21/2026	Hydraulic fittings	437.01 · Parts for Repairs	17.15	17.15	162.40
Total CLARK SALES AND SERVICE, INC.				162.40	162.40
DEPENDABLE CONSTRUCTION CODE SERVICES					
01/21/2026	December 2025	413.01 · Zoning / Codes...	9,474.68	9,474.68	9,474.68
01/21/2026	December 2025	413.01 · Zoning / Codes...	880.00	880.00	10,354.68
01/21/2026	December 2025	413.01 · Zoning / Codes...	700.00	700.00	11,054.68
Total DEPENDABLE CONSTRUCTION CODE SERVICES				11,054.68	11,054.68
GANNETT PENNSYLVANIA LOCALIQ					
01/05/2026	12/18 Hearing	400.34 · Advertising	443.84	443.84	443.84
Total GANNETT PENNSYLVANIA LOCALIQ				443.84	443.84
GROFF TRACTOR & EQUIPMENT, LLC					
01/21/2026	Filters/Oil	437.01 · Parts for Repairs	90.30	90.30	90.30
01/21/2026	Filters/Oil	437.01 · Parts for Repairs	324.14	324.14	414.44
01/21/2026	Filters	437.01 · Parts for Repairs	164.82	164.82	579.26
Total GROFF TRACTOR & EQUIPMENT, LLC				579.26	579.26
HARBOR FREIGHT					
01/21/2026		409.01 · Building Supplies	344.96	344.96	344.96
Total HARBOR FREIGHT				344.96	344.96
HELIUM INC					
01/21/2026	Welding Supplies	409.01 · Building Supplies	37.00	37.00	37.00
Total HELIUM INC				37.00	37.00
JOHN DEERE FINANCIAL					
01/21/2026	Shop	438.02 · Supplies	704.56	704.56	704.56
Total JOHN DEERE FINANCIAL				704.56	704.56
KYOCERA DOCUMENT SOLUTIONS MID ATLANTIC					
01/21/2026	12/6/25 - 1/5/26	406.04 · Other Services ...	65.50	65.50	65.50
01/21/2026	1/1/26 - 1/31/26	406.04 · Other Services ...	695.40	695.40	760.90
Total KYOCERA DOCUMENT SOLUTIONS MID ATLANTIC				760.90	760.90
LANCASTER TRUCK BODIES					
01/05/2026	Mud flaps	437.01 · Parts for Repairs	52.36	52.36	52.36
Total LANCASTER TRUCK BODIES				52.36	52.36
LIFE SOURCE WATER SERVICE					
01/05/2026	Water & Cooler Rent	409.01 · Building Supplies	28.95	28.95	28.95
01/21/2026	1st Qtr Cooler Rent	409.01 · Building Supplies	18.00	18.00	46.95
01/21/2026	1st Qtr Cooler Rent	409.01 · Building Supplies	18.00	18.00	64.95
Total LIFE SOURCE WATER SERVICE				64.95	64.95

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Hopewell Township Expenses by Vendor Detail January 2026

Date	Num	Account	Original Amount	Paid Amount	Balance
MET-ED					
01/05/2026	11/29/25 - 12/27/25	434.36 · Street Lights - ...	78.30	78.30	78.30
01/21/2026	E Forrest Ave	433.36 · Traffic Light - E...	169.46	169.46	247.76
Total MET-ED				247.76	247.76
MID-ATLANTIC COOPERATIVE SOLUTIONS, INC.					
01/21/2026	ULSD with B2 Diesel	438.04 · Vehicle Fuel - ...	2,525.74	2,525.74	2,525.74
Total MID-ATLANTIC COOPERATIVE SOLUTIONS, INC.				2,525.74	2,525.74
MPL LAW FIRM					
01/05/2026	76270- R. Barry	404 · Solicitor / Legal S...	88.00	88.00	88.00
01/05/2026	76271-Dalfen/Mt A...	404 · Solicitor / Legal S...	1,958.00	1,958.00	2,046.00
01/05/2026	76272- Ridge Mea...	404.02 · Attorney Fees ...	100.00	100.00	2,146.00
01/05/2026	76273- Hollow Rd	404 · Solicitor / Legal S...	125.00	125.00	2,271.00
01/05/2026	76274-Bridgev- Lot 3	404 · Solicitor / Legal S...	66.00	66.00	2,337.00
01/05/2026	76275-Municipal F...	404 · Solicitor / Legal S...	5,585.00	5,585.00	7,922.00
01/05/2026	76276- Tolna Solar	404.02 · Attorney Fees ...	132.00	132.00	8,054.00
01/05/2026	76277- Dehoff/Mar...	404 · Solicitor / Legal S...	1,325.00	1,325.00	9,379.00
01/05/2026	76278-Stown Auth	404.02 · Attorney Fees ...	245.00	245.00	9,624.00
01/05/2026	76279-Trout Lane	404.02 · Attorney Fees ...	508.00	508.00	10,132.00
Total MPL LAW FIRM				10,132.00	10,132.00
PA ONE CALL SYSTEM, INC.					
01/21/2026	Monthly Fee	438.07 · Other Services ...	41.60	41.60	41.60
Total PA ONE CALL SYSTEM, INC.				41.60	41.60
STAPLES ADVANTAGE					
01/05/2026	Supplies	409.01 · Building Supplies	56.78	56.78	56.78
01/21/2026	Supplies	406.03 · Office Supplies	53.59	53.59	110.37
01/21/2026	Supplies	409.01 · Building Supplies	9.93	9.93	120.30
01/21/2026	Supplies	409.01 · Building Supplies	11.59	11.59	131.89
Total STAPLES ADVANTAGE				131.89	131.89
STAR PRINTING COMPANY					
01/21/2026	Re-org meeting	400.34 · Advertising	55.63	55.63	55.63
01/21/2026	Meeting dates	400.34 · Advertising	93.13	93.13	148.76
Total STAR PRINTING COMPANY				148.76	148.76
STEWARTSTOWN BOROUGH					
01/05/2026	9/25/25 - 12/25/25	411.01 · Hydrant Service	1,270.50	1,270.50	1,270.50
Total STEWARTSTOWN BOROUGH				1,270.50	1,270.50
THE SPOT MEDIA GROUP					
01/21/2026	Website Updates	406.04 · Other Services ...	70.00	70.00	70.00
Total THE SPOT MEDIA GROUP				70.00	70.00
TRACTOR SUPPLY CREDIT PLAN					
01/21/2026	Oil	437.01 · Parts for Repairs	186.95	186.95	186.95
Total TRACTOR SUPPLY CREDIT PLAN				186.95	186.95
TRUCK SPECIALTIES INC					
01/21/2026	DT-5	437.01 · Parts for Repairs	3,046.17	3,046.17	3,046.17
Total TRUCK SPECIALTIES INC				3,046.17	3,046.17
UNITED CONCORDIA					
01/21/2026	January 2026	406.02 · Insurance and ...	526.44	526.44	526.44
Total UNITED CONCORDIA				526.44	526.44

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02/05/26
Cash Basis

Hopewell Township Expenses by Vendor Detail January 2026

Date	Num	Account	Original Amount	Paid Amount	Balance
WEX BANK					
01/05/2026		438.03 · Vehicle Fuel - ...	19.29	19.29	19.29
Total WEX BANK				19.29	19.29
YOE PARTS & EQUIPMENT CO.					
01/21/2026	Invoice # 7100-25	438.02 · Supplies	295.00	295.00	295.00
01/21/2026	Invoice # 7485-25	438.02 · Supplies	134.02	134.02	429.02
Total YOE PARTS & EQUIPMENT CO.				429.02	429.02
YORK BUILDING PRODUCTS CO. INC.					
01/21/2026	Pot holes	438.02 · Supplies	65.10	65.10	65.10
Total YORK BUILDING PRODUCTS CO. INC.				65.10	65.10
YORK WATER COMPANY					
01/05/2026	11/28/25 - 12/29/25	411.01 · Hydrant Service	545.29	545.29	545.29
Total YORK WATER COMPANY				545.29	545.29
TOTAL				34,935.20	34,935.20

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Hopewell Township Liquid Fuels Fund Balance Sheet Prev Year Comparison As of January 31, 2026

	Jan 31, 26	Jan 31, 25	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
106.00 Liquid Fuels Fund	115,003.88	24,686.81	90,317.07	365.9%
Total Checking/Savings	115,003.88	24,686.81	90,317.07	365.9%
Total Current Assets	115,003.88	24,686.81	90,317.07	365.9%
TOTAL ASSETS	115,003.88	24,686.81	90,317.07	365.9%
LIABILITIES & EQUITY				
Equity				
30000 · Opening Balance Equity	24,684.71	24,684.71	0.00	0.0%
32000 · Retained Earnings	90,172.84	0.00	90,172.84	100.0%
Net Income	146.33	2.10	144.23	6,868.1%
Total Equity	115,003.88	24,686.81	90,317.07	365.9%
TOTAL LIABILITIES & EQUITY	115,003.88	24,686.81	90,317.07	365.9%

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Accrual Basis

Hopewell Township Liquid Fuels Fund
Expenses by Vendor Detail
January 2026

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Account</u>	<u>Clr</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
TOTAL							<u>0.00</u>	<u>0.00</u>

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