

August 6, 2025

The East Hopewell Township Board of Supervisors met at the Municipal Building, 8916 Hickory Road, Felton, PA, at 7:00 p.m. Members present were Roy Hiller III, and Todd Warner. Also present were Mike Craley, Samantha Craley, Laura Vasold, Fran Seitz, Ed Cockey, Erin Faw, Josh Meyers (Shaw Surveying), Jodie Lawson, Janet McElwain, and Derek Little.

Roy Hiller opened the meeting with the Pledge of Allegiance.

Laura Vasold, the Township Secretary, announced that the meeting would be recorded and that residents must state their name and address when they speak to the Board of Supervisors.

Todd Warner made a motion to accept the agenda. Roy Hiller seconded the motion, which was unanimously carried.

Roy Hiller made a motion, which was seconded by Todd Warner, to accept the minutes for July 2nd, 2025. Todd Warner seconded the motion, which was unanimously carried.

Erin Faw, Director of the Stewartstown Senior Center, addressed the Board to advocate for continued financial support during budget planning. She highlighted the center's vital role in serving seniors aged 60 and above through social services, meals, and wellness programs. Despite operating without state funding—receiving only \$2.19 per meal served—the center remains active through fundraising and grants, though it faces a \$30,000 annual shortfall. Erin emphasized the importance of mind stimulation and physical activity for seniors and noted the center's temporary relocation due to renovations at its usual venue.

Janet McElwain of the Mason-Dixon Library Board presented a detailed report on the library's financial health and operational challenges. She explained the library's forced transition from a member library to a branch under the York County Library System (YCLS), which threatens its autonomy and access to state and county funding totaling approximately \$70,000 annually. Janet outlined the implications of becoming a branch, including reduced operating hours, loss of local control, and diminished programming. She requested the Board's continued financial support regardless of the library's future status and provided historical financial data and projections to support her case.

Next was the discussion on the Building Rights determination for Debbie Tillman; however, as Debbie Tillman was not present, this topic was not discussed.

The Emergency Management Coordinator, Alex Wilson, submitted a report detailing recent severe weather events and their impact on township infrastructure. He justified the July 14 disaster declaration and urged the Board to consider proactive measures such as curbing, culvert maintenance, and community engagement to mitigate future damage. The Board acknowledged the need for creative funding solutions and better enforcement of water containment codes.

The Board reviewed Dean and Linda Miller's subdivision plan on Crossroads Avenue. There was a discussion on the need for two waivers. The applicants sought relief from Section 909-A.1. a., which requires monumentation along property boundaries. Due to the challenging terrain near the pond and creek at the rear of the property, the Board accepted the installation of

rebars at accessible locations as a practical alternative. They discussed a waiver from Section 501-A1, which mandates a specific scale for subdivision plans. Given the expansive size of the farm, the plan was presented on a single sheet at a reduced scale, which the Board deemed appropriate and sufficiently clear. During the discussion, concerns were raised about the presence of three driveways on the property. After deliberation, the Board concluded that the third access point—leading to an old potato cellar and pond—was a pre-existing, non-conforming field road dating back to the 1950s and therefore exempt from current zoning restrictions.

Todd Warner made a motion to approve a waiver for Section 501-A1, which mandates a specific scale for subdivision plans, and a waiver for Section 909-A1, which requires monumentation along property boundaries, as non-conforming. Roy Hiller seconded the motion, which was unanimously carried.

Roy Hiller made a motion to approve Dean and Linda Miller's subdivision plan for Tax Parcel 25-DK-0034.00 by Shaw Surveying Project # 2024-288 located on Crossroads Avenue, as presented to the Board. Todd Warner seconded the motion, which was unanimously carried.

Next, the Board reviewed the subdivision plan for Debra Hilbert and Melanie Eaton located in Brogueville, where the subdivision changes are being made on the property off Hollow Road, near Century Farms Road. The proposal involved transferring a small sliver of land—approximately 0.331 acres—from one parcel to another to bring the receiving property just over the 10-acre threshold. This adjustment was primarily intended to meet acreage requirements and did not involve any new construction or development.

The engineer explained that the revised boundary line would run through an existing PennDOT monument, simplifying the survey process. A second sheet of the plan provided a zoomed-in view of the affected area, confirming the minimal scope of the change. Fieldwork had been completed, and existing pins and monuments were located, eliminating the need to set new ones.

A non-building waiver had been signed by the property owners but had not yet been signed by township officials. The Board confirmed that the waiver would be signed once all administrative steps were completed. There were no waiver requests for zoning or planning regulations, and all other documentation appeared to be in order.

Todd Warner made a motion to approve the subdivision plan for Tax Parcel 25-000-EL-53.A0 and Tax Parcel 25-000-EL-0041.H0 by Shaw Surveying, Project # 2024-321 submitted by Debra Hilbert and Melanie Eaton, contingent upon the township's receipt of a fully executed non-building waiver signed by the appropriate officials. The motion was seconded by Roy Hiller and carried unanimously.

Todd Warner discussed the need for a review of the engineering billing practices, with a directive for itemized breakdowns to ensure transparency and accountability.

Todd Warner made a motion to purchase more millings from York Township at the cost of \$188/truck load for up to 15 loads. Roy Hiller seconded the motion, which was unanimously carried.

The Board received an update on the Agricultural Security Area (ASA) review process. Following the expiration of the 15-day public comment period, the proposal was automatically

forwarded to the township's Agricultural Security Committee, which met the previous evening and approved it. The next step involves review by the Township Planning Commission, scheduled for the following Thursday. The proposal has also been submitted to York County Planning, which is required to complete its review within 45 days. While no formal action was needed at this meeting, the Board anticipates the matter will be ready for final approval in October.

A motion was made by Todd Warner and seconded by Roy Hiller to authorize an increase in the LSA CAT 4 grant application for a used Lee Boy 8500 paver with a new trailer to \$160,000 instead of the original estimate of \$95,000, to accommodate rising equipment costs, in addition to the \$100 application fee. Roy Hiller seconded the motion, which was unanimously carried.

The Board discussed the roof inspection by Moser Roofing Solutions, which revealed concerns about the deteriorating condition of the township building's roof, specifically for the main building. While an estimate of \$58,781 was received to replace the township's main building roof, members expressed concerns about the proposed repair and the contractor. It was agreed to seek additional inspections by other contractors.

Todd Warner made a motion to increase the pay for the township roadworker for Richard Wood from \$23 to \$24 starting at the beginning of the next pay period, which would begin on August 10, 2025. Roy Hiller seconded the motion, which was unanimously carried.

Next, a discussion ensued on the need for a designated floodplain administrator. The township's ordinance currently assigns this role to the zoning officer; however, the existing contract for DCCS, which is contracted as the Zoning Officer, does not include floodplain administration responsibilities. For DCCS to assume this role, a contract renegotiation is required. It was stressed that failure to maintain a floodplain administrator could jeopardize the township's eligibility for state and federal funding.

Roy Hiller made a motion authorizing the township secretary, with support from the solicitor, to negotiate with DCCS regarding the designation of a floodplain administrator. Todd Warner seconded the motion, which was unanimously carried.

The Roadmaster was not present. However, the township secretary provided an update on the Glessick School Rd project. The project is scheduled to begin in September 2025, with a pre-construction meeting planned two to three weeks prior. Supervisors and road crew members are encouraged to attend to finalize the scope and logistics. In addition, according to the township engineer, the full-depth reclamation (FDR) specification was revised from an initial depth of 12 inches to 8 inches, while the application rate of Portland cement was increased from 54 to 69 pounds per square yard.

During the meeting, the board discussed the renewal of three Certificates of Deposit CDs maturing in August 2025. The first CD, held at Tradition Bank and funded by state money, totaled \$5,313.26 (including interest) and was set to mature on August 13, 2025. The second CD, a 150-day CD with PLGIT, amounted to \$95,000 and was scheduled to mature on August 18, 2025. The third CD, a 90-day CD with PLGIT, totaled \$100,000 and was set to mature on August 27, 2025.

Todd Warner made a motion to renew the Traditions Bank CD for another 180 Days for the State Funds in the amount of \$5,313.26 plus any additional accrued interest. Roy Hiller seconded the motion. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner made a motion to change the PLIGIT 90-day CD to a 150-day CD, then renew the PLIGIT 150-day CD for another 150 days, plus interest. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner made a motion to rescind the prior motion. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner made a motion to temporarily transfer the \$95,000 plus interest from the PLIGIT 90-day CD funds after its maturity date of August 18, 2025, into the PLIGIT money market account. This move was to prepare for renewing it alongside the third CD. Then, to renew the \$100,000 plus interest from the PLIGIT 150-day CD, which matures on August 27, 2025, and to combine it with the \$95,000 plus interest from the PLIGIT money market account. The funds are to be consolidated into a new 150-day CD totaling \$195,000 plus accrued interest. Roy Hiller seconded the motion, and it was unanimously carried.

During the meeting, the board discussed the township's health insurance situation, noting that no employees were currently enrolled in the program, which posed a problem for renewing the contract set to expire on October 1, 2025. The new road worker would not complete his 90-day probationary period until October 15, 2025, creating a gap in eligibility. To address this, the Highmark representative recommended enrolling the Roadworker in the health insurance program in September with an effective start date of October 1, 2025. This would ensure the township maintains its health insurance coverage without interruption. The board agreed to this approach, recognizing that it would require starting the new Roadworker, Rick Wood's benefits 15 days before the end of his probationary period. Additionally, the board acknowledged the need to review the dental insurance program, as only one person was currently enrolled, which could jeopardize its continuation. The board decided to gather more information on both health and dental insurance costs and options to make a final decision at the next meeting.

Todd Warner made a motion to authorize the Secretary to gather more information about pricing for the health insurance renewal with Highmark and to ensure the townships' health insurance remains active by adding Rick Woods on the health insurance with a start date of October 1, 2025, even though this would be 15 days before the end of his 90-day probationary period. Additionally, the board directed the secretary to gather more information about the dental insurance program, as only one person was currently enrolled, which could jeopardize its continuation. Roy Hiler seconded the motion, which was unanimously carried.

The Secretary proposed to purchase a smart TV for meeting presentations. As pricing estimates have not been obtained yet, this topic will be discussed in the following meeting after gathering price estimates.

The Secretary/Treasurer reported progress on QuickBooks setup, payroll entry, and data storage organization.

The solicitor reported ongoing work on the energy ordinance and Comcast franchise agreement, noting collaboration with neighboring municipalities.

The solicitor provided an update that the Planning Commission is revising the alternate energy ordinance during this month's meeting to address county concerns. Then it will go to the York County Planning Commission for review.

The solicitor provided an update on the Comcast broadband initiative, noting that progress is currently on hold as neighboring municipalities, including North Hopewell, Chanceford, and Peach Bottom, work together to negotiate agreements with Comcast. These municipalities are collaborating to establish consistent terms for the broadband rollout. Once those agreements are finalized, the township plans to adopt similar terms to streamline the process. The solicitor emphasized that the broadband program is designed to provide internet access to underserved areas, but residents will not be mandated to use the service. The township is monitoring developments and will proceed once a clear framework is established.

Next, the discussion was opened to public comment.

Fran Seitz expressed concerns about road intersections being overgrown, particularly mentioning Twin Hills Road and Glessick School Road. The overgrown vegetation, including tall corn, obstructed visibility and created safety hazards. She suggested prioritizing mowing road banks over other road repairs.

Jean O'Brien expressed concerns about old sludge signs still being present along Manifold School Road, stating that they are unsightly and should be removed.

An unknown resident questioned the township's hiring process, asking how applications are handled, whether all applicants receive interviews, and whether applicants are notified if they are not qualified. The resident also expressed dissatisfaction with the current state of the roads compared to previous years.

An unknown resident mentioned a dilapidated trailer property at the corner of Manifold and Edgar Wood Road, noting that it is falling apart and may need attention. There was a discussion about whether the property had been condemned.

An unknown resident asked about excavation work being done on Twin Hills Road near Derek Little's house. The Roadmaster explained that the work was to address flooding issues and locate a concrete pipe that was causing water to run into a garage.

These comments highlighted concerns about road safety, property maintenance, and township operations.

No other public comments were made.

Ropy Hiller made a motion, which was seconded by Todd Warner, to pay the township bills listed in the table below. The motion was unanimously carried.


General Funds Account				
Bills (July 3 – August 6, 2025)				
Vendor	Memo	Amount Paid	Check #	Check Date
Laura A Vasold	Pay Period 06/29/25-07/12/25	-1,656.47	16155	07/14/2025
Victor Grelli	Pay Period 06/29/25-07/12/25	-97.38	16156	07/14/2025
Laura A Vasold	Pay Period 07/13/25-07/26/25	-1,491.49	16157	07/28/2025
Richard N Wood	Pay Period 07/13/25-07/26/25	-777.54	16158	07/28/2025
Victor Grelli	Pay Period 07/13/25-07/26/25	-130.20	16159	07/28/2025
United States Treasury (IRS)	Tax Liability	-5.51	ACH	07/28/2025
United States Treasury (IRS)	Federal Tax Liability	-85.02	ACH	07/28/2025
United States Treasury (IRS)	Federal Tax Liability	-400.44	ACH	07/28/2025
United States Treasury (IRS)	Federal Tax Liability	-527.62	ACH	07/28/2025
United States Treasury (IRS)	1QTR 2025 Federal Tax Liability - Correction	-0.01	ACH	07/31/2025
Commonwealth of PA	2QTR 2025 State Tax Liability	-59.14	ACH	08/01/2025
Commonwealth of PA	1QTR 2025 State Tax Liability	-17.07	ACH	08/01/2025
Commonwealth of PA	2QTR 2025 State Tax Liability	-63.89	ACH	08/01/2025
Commonwealth of PA	3QTR 2025 State Tax Liability	-86.80	ACH	08/01/2025
Commonwealth of PA	3QTR 2025 State Tax Liability	-59.14	ACH	08/04/2025
PA Office of Unemployment Compensation	1QTR 2025 State Unemployment Tax Liability	1.08	ACH	08/04/2025
PA Office of Unemployment Compensation	1QTR 2025 State Unemployment Tax Liability	-1.59	ACH	08/04/2025
PA Office of Unemployment Compensation	1QTR 2025 State Unemployment Tax Liability	-1.82	ACH	08/04/2025
York Adams Tax Bureau	1QTR 2025 Local Tax Liability	-352.64	ACH	08/06/2025
Dean Miller	August 2025 Supervisor Pay	-137.93	16160	08/06/2025
Kimberly P Griffin	Tax Commission August 2025	-213.20	16161	08/06/2025
Roy E Hiller III	August 2025 Supervisor Pay	-137.93	16162	08/06/2025
Todd Warner	August 2025 Supervisor Pay	-137.93	16163	08/06/2025
Met-Ed	Electric 06/04/2025-07/02/2025	-265.12	16164	08/06/2025
Verizon	Phone Services 07/07/2025-08/06/2025	-181.91	16165	08/06/2025
Double Dog Communications, Inc	Internet Services 08/01/2025-08/31/2025	-49.95	16166	08/06/2025
Edel Technology Services LLC	IT Services July 2025 Invoice # 12715	-189.00	16167	08/06/2025
GT Mobile Hydraulics	Grader Parts- Invoice # 16168 - Rebuilt cylinder, new seals, reseal & pressure test	-565.00	16168	08/06/2025

United Concordia Insurance Co.	Dental Insurance - Invoice # 208176519	-118.81	16169	08/06/2025
Eureka Volunteer Fire & Ambulance Co Inc	3 QTR EMS	-2,250.00	16170	08/06/2025
D. Michael Craley Attorney at Law	Solicitor Services 06/26/2025-07/25/2025	-1,579.50	16171	08/06/2025
Elan Financial Services	CC Charges 06/18/25-07/18/25	-851.14	16172	08/06/2025
James R. Holley & Associates, Inc.	Invoice # 177886 Engineer Services - Streets 2025 and Subdivisions for Dean Miller and Subdivision for Debra Hilbert	-3,028.70	16173	08/06/2025
Star Printing Company	Invoice# 458130 Fuel Bids Advertisement	-93.00	16174	08/06/2025
Richard N Wood	Boot Reimbursement	-64.98	16175	08/06/2025
		Total	\$-15,676.79	
Deposits (July 3 – August 6, 2025)				
Vendor	Memo	Amount Paid	Check #	Check Date
DCCS	Building Permits	598.85	1700	07/25/2025
Kimberly Griffin	2025 Real Estate Taxes - July 2025	4784.53	2650	07/25/2025
Kimberly Griffin	2024 Real Estate Taxes	45.44	2654	07/25/2025
Emauel S. Dienner	Well/Sewer Permit - 11221 Muddy Creek Forks Road Sewer # Z237099	1250.00	1108	07/25/2025
Michael Barlow	Well Permit Deposit- 14915 Wintersown Rd	170.00	4764	07/25/2025
W.W. Gemmill, Inc	Well Permit Deposit - 8143 Pleasant Valley Rd	200.00	21289	07/25/2025
W.W. Gemmill, Inc	Well Permit Deposit - 8143 Pleasant Valley Rd	200.00	21283	07/25/2025
Recorder Corp Pay	Earned Income Tax-Current	3,349.15	ACH	08/01/2025
Thomas Anderson	Septic Permit – 14298 Curvin Dr	600.00	ACH	08/04/2025
County of York AP Payments	Real Estate -Delinquent	165.34	ACH	08/04/2025
Total Deposits		\$11,363.31		

No Executive Session took place during this meeting.

Todd Warner made a motion to adjourn the meeting at 9:38 pm, which was seconded by Roy Hiller. The motion was unanimously carried.

Respectfully submitted,


Laura Vasold
Secretary