

September 3, 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 Dean Miller, Roy Hiller III, and Todd Warner. Also present were Mike Craley, Samantha Craley, Laura Vasold, Fran Seitz, Ed Cockey, Patrick Trott, J O'Brien, Jack Cogle, Coleen Deems, Donna Bloom, Peter Philippakos, Rick Kerns (HARP), Robert Noss (SelectTech), Maureen Nersten, Nicole Stauffer, and Dan Fowler.

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.

Dean Miller opened the meeting with the Pledge of Allegiance.

A review and correction of the agenda was conducted. A clarification was made regarding the Mill Street address, which was corrected to number 13. The agenda was accepted with this amendment and the consolidation of items 11 and 13.

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

The minutes from the August 6, 2025 meeting were reviewed. A correction was noted to include Sam Craley as an attendee, which had already been made in the digital version. No other changes were reported.

Todd Warner made a motion, which was seconded by Roy Hiller, to accept the minutes for August 6th, 2025. Dean Miller abstained due to his absence from the meeting. The motion was carried.

The board received public comments regarding the deteriorated condition of Dolf Road, particularly its remaining unpaved section. Residents Maureen Nersten and Patrick Trott, along with others, expressed concerns about deep potholes, poor drainage, erosion, dust clouds, and vehicle damage. They emphasized that increased residential development and traffic have intensified these issues, raising safety concerns for children, pedestrians, and elderly residents. Health risks associated with airborne dust and limited emergency access were also noted. Residents formally requested that approximately 0.4 miles of the road be paved to improve safety and livability. The board acknowledged the concerns and emphasized current budgetary constraints and competing infrastructure priorities. Estimated costs to pave the section with asphalt ranged from \$125,000 to \$150,000. Alternative surfacing options, such as tar-and-chip or millings, were discussed as lower-cost solutions; however, concerns were raised about their long-term durability and effectiveness. Due to current budget constraints and the need to prioritize more heavily traveled roads with greater safety risks, the Board did not commit to immediate action. However, Dolf Road improvements remain under consideration and will be revisited during upcoming budget planning. The Board also expressed interest in exploring grant opportunities to support future roadwork.

Rick Kerns, Director of HARP, provided an annual update. He reported that over 1,000 youth and 400 adults participated in various programs, including flag football, piano classes, and homeschool sports. Phase one of the master plan was completed with a new playground and t-ball field. HARP requested an increase in township contribution from \$21,800 to \$25,400 for 2026, citing rising operational costs and the impact of COVID-19.

Donna Bloom from the Stewartstown Borough Council addressed the board regarding the Mill Street redevelopment project. She presented a proposal from developer Jordan Ilyes to contribute \$200,000 upfront and \$180,000 over three years to HARP in lieu of the standard impact fees. The board discussed the legal and financial implications, emphasizing the need for consensus among the four municipalities involved in the intergovernmental agreement. The matter was tabled pending further information and coordination with other townships.

Todd Warner made a motion to table the Mill Street redevelopment proposal until the October meeting. Roy Hiller seconded the motion, which was unanimously carried.

Robert Noss from Select Tech introduced his IT services company and offered support for the township's 2026 technology needs, focusing on cybersecurity and operational efficiency.

Fran Seitz brought up a prior motion from April 2024 regarding meeting agenda and minutes deadlines. The draft minutes should be submitted 14 days before meetings to ensure timely review by the township supervisors.

A proposal by Dean and Linda Miller to include tax parcel 25-DK-0034.00, located at 15815-15819 Cross Roads Ave, in the Agricultural Security Area, was discussed. The board received positive recommendations from the East Hopewell Township Agriculture Security Advisory Committee and both the local and county planning commissions in support of adding the property.

Roy Hiller made a motion to publish a notice of a public hearing for two consecutive weeks to inform that the Board of Supervisors of East Hopewell Township will hold a public hearing for the addition of Dean H. Miller and Linda A. Miller's property, tax parcel 25-DK-0034.00, located at 15815-15819 Cross Roads Avenue in the Agricultural Security Area. The public hearing is scheduled for October 1, 2025, at 7:10 pm. Todd Warner seconded the motion. Dean Miller abstained due to personal interest. The motion was carried.

Subdivision and land development fees were reviewed. The board recognized that the current fee schedule for subdivisions, last updated in 2005, is outdated and requires revision. It was noted that a \$1,600 fee is due for recreation fees for subdivisions created for development. However, it was clarified that recent subdivisions did not trigger recreation fees due to non-building waivers. Recreation fees for subdivisions apply only to new developments with building rights. The secretary was advised to contact North Hopewell Township to obtain a sample of their fee schedule to assist in preparing an updated document.

The board discussed the condition of the main township building's roof. Todd Warner conducted two additional roof inspections, which confirmed that the township building's main roof is structurally sound and does not need immediate replacement, as Moser Roofing stated.

Although some repairs are suggested, it may eventually need to be replaced. The quotes are still pending. It was recommended to consider grant funding for future improvements.

The 2002 GMC truck inspection results were discussed, as it failed inspection due to frame rust, rendering it unsafe and uninspected. The board considered the sale of the truck and other unnecessary equipment.

Todd Warner made a motion, seconded by Roy Hiller, to list the York Rake on Municibid, closing on September 30, 2025 at 12:00 p.m. Township will have the right to reject or accept a bid. The motion was unanimously carried.

Todd Warner made a motion, seconded by Roy Hiller, to list the 2002 GMC truck, including plow and salt spreader, in "As Is" condition, on Municibid, closing on September 30, 2025, at 12:00 p.m. The Township will have the right to reject or accept a bid. The motion was unanimously carried.

The board discussed the needed repairs to the John Deere 5525 tractor, which is currently stuck in third gear.

Todd Warner made a motion, seconded by Roy Hiller, to authorize up to \$500 for a preliminary inspection and up to \$10,000 for repairs to the John Deere 5525 tractor. The motion was unanimously carried.

The LSA Grant applications are pending additional information before submission.

Todd Warner made a motion, seconded by Roy Hiller, to increase Richard Wood's pay by \$2 per hour, starting with the next pay period. The motion was unanimously carried.

The board discussed damage to the Fulton School Road culvert. The insurance company denied liability due to an unauthorized driver. The board directed staff to contact the township's property insurer to explore coverage options.

Floodplain administration responsibilities were discussed. The board is awaiting cost estimates from Kevin Herzog for initial assessments and mapping.

An invitation was extended to supervisors for the "Wandering Pennsylvania Waterways" tour. No board members expressed interest in attending.

Todd Warner made a motion, seconded by Roy Hiller, to authorize township representatives' attendance and the payment of the \$35.00 fee for each attendee to the York County Association of Township Officials Convention on October 29, 2025. The motion was unanimously carried.

The board declined participation in the PSATS Public Works Expo due to cost and timing.

Free LTAP training courses were reviewed. The board supported sending road crew members to relevant sessions. It was also discussed that it was needed to investigate Dirt and Gravel classes for the township to be eligible for specific grants.

Todd Warner made a motion, seconded by Roy Hiller, to authorize roadworkers to attend any relevant LTAP training courses during normal business hours and to pay them their regular wages during their attendance. The motion was unanimously carried.

Ballots for PSATS pension and unemployment compensation trustees were reviewed.

A motion was made by Roy Hiller and seconded by Todd Warner to vote for Corey Adams for both the PSATS Pension and the PSATS Unemployment trustee positions. The motion was unanimously carried.

Roadmaster updates included the milling and paving of Glessick School Road, which will start on Monday, September 8, 2025. Additional costs were needed to address a dip over a culvert for smoother grading. The estimated increase is \$13,000, which includes \$5,700 for cement base and \$6,000 for full-depth reclamation (FDR).

Roy Hiller made a motion, which was seconded by Dean Miller, to approve an increase of \$13,000 for the Glessick School Road project. The motion was unanimously carried.

Additional road maintenance needs were discussed, including signage at the intersection of Muddy Creek Rd and Muddy Creek Forks Rd and sinkhole repairs on Cross Mill Rd and Glessick School Road.

Todd Warner informed the Board that Kinsley Precast was exiting the precast business and liquidating its inventory. He noted that several high-value items, including catch basins typically priced at \$1,000, were being offered for as little as \$100. Warner requested authorization to inspect the available inventory and identify components that could benefit current or future township roadwork projects. He indicated that catch basins could be particularly useful for drainage improvements on Church Road and other erosion-prone areas. The Board expressed support for the initiative, recognizing its alignment with fiscal responsibility and proactive infrastructure planning. He estimated that the total expenditure would not exceed \$5,000 and emphasized the opportunity to secure durable infrastructure materials at a fraction of their usual cost. The Board discussed the financial implications and agreed that the purchase fell below the threshold requiring a formal bid process. Warner also requested permission to use township vehicles and staff to transport any purchased items. The Board acknowledged the need to ensure workers' compensation coverage and formal authorization for employee involvement in loading and delivery activities.

Roy Hiller made a motion, seconded by Dean Miller to authorize Todd Warner to inspect and purchase precast materials from Kinsley Precast up to a \$5,000 limit; and, to permit township staff and vehicles to assist with transportation, contingent on proper liability coverage. The motion was unanimously carried.

The board reviewed the Secretary/Treasurer Report on current asset balances and discussed reallocating funds.

Todd Warner made a motion, seconded by Roy Hiller, to transfer excess funds from the M&T checking account to the M&T money market account, leaving approximately 40,000

available, and to close the Traditional Bank money market accounts while retaining the state funds CD until maturity. The motion was unanimously carried.

Todd Warner made a motion, seconded by Roy Hiller, to verify the minimum bank account balance to avoid any fees before making any changes to the Traditions Bank Money Market Account. The motion was unanimously carried.

Questions were raised about the absence of manually recorded checkbook balances; the Secretary explained that all check activity is tracked in QuickBooks and reconciled monthly against bank statements, making duplicate manual entries unnecessary and creating extra work. Reconciliation reports are printed, filed, and available for supervisor review, with the option to include them in the physical checkbook for increased transparency. The township continues to handwrite checks while waiting for the setup of printed check functionality through QuickBooks, with coordination ongoing with PSATS to order pre-printed checks. The Secretary/Treasurer provided a detailed update on the transition from QuickBooks Online to the desktop version, citing significant formatting and compatibility issues that required manual reconciliation of payroll data. All payroll entries from January 1, 2025, onward were re-entered to ensure tax accuracy and proper W-2 processing, with additional corrections made to address previous discrepancies, such as misclassified entries and tax errors. The Secretary noted that the township had operated across three different financial systems over the past nine months, which had contributed to data inconsistencies and increased administrative workload, resulting in delays in some actions. Efforts are also underway to correct and align the chart of accounts to support accurate budgeting and year-end closeout. It emphasized the importance of proper account classification to maintain transparency and avoid misallocated funds. Additionally, a refund is expected from QuickBooks Online Payroll due to the early and premature cancellation and unused subscription time. No additional consulting fees have been incurred at this time, and PSATS support has been utilized for guidance.

The renewal of health benefits, including vision and dental coverage, for the new road worker was discussed. Since the current contracts expire on October 1st and the worker begins on October 15th, the council agreed to start the benefits effective October 1st to prevent any lapse in coverage. This decision was based on previous tentative plans and the need to ensure continuous policy coverage.

Highmark insurance renewal was reviewed.

Todd Warner made a motion, seconded by Roy Hiller, to renew the current Highmark Blue Shield plan with a \$250 deductible. The motion was unanimously carried.

The workers' compensation policy renewal was noted for December, pending audit results based on current staffing levels.

An estimate was presented for purchasing a 65-inch Roku smart TV for the conference room to enhance meeting visibility and remote display capabilities. The quote included a wall mount and was sourced from Amazon, with discussion around shipping costs and tax exemption status.

Todd Warner made a motion, seconded by Roy Hiller, to buy a TV and wall mount for up to \$500.00 for the conference room. The motion was unanimously carried.

Further updates were provided on the alternative energy ordinance, which the township Planning Commission had reviewed and submitted to the York County Planning Commission for review at their next meeting on September 16, 2026. The township intends to adopt the revised ordinance in November, regardless of additional county feedback. The ordinance includes provisions for solar and wind energy installations.

The board discussed Comcast negotiations and the challenges posed by grant funds, which have complicated progress.

Public comments included concerns about data centers, which were addressed by emphasizing infrastructure limitations and zoning restrictions as barriers to attracting data centers, though the Planning Commission may consider future ordinances to address emerging technologies. Comments were made about snow removal, road prioritization, and the township's limited tax base. Residents expressed frustration over road conditions and emergency access during winter storms. The board explained that road maintenance is funded primarily through state liquid fuels money and that prioritization is based on road usage and condition assessments conducted by the township engineer.

Additional discussion covered zoning complaints, including a trailer issue under review by the zoning officer. The board acknowledged the complaint and agreed to follow up. Questions were raised about meeting recordings, transparency, and checks and balances within the board. The chairman clarified procedures for maintaining order and the role of elected auditors in financial oversight.

Dean Miller made a motion, which was seconded by Roy Hiller, to pay the township bills listed in the table below. The motion was unanimously carried.

General Funds Account				
Bills				
(August 7– September 3, 2025)				
Vendor	Memo	Amount Paid	Check #	Check Date
Mason Dixon Public Library	2025 Donation	-4,580.00	16176	8/8/2025
Laura A Vasold	Pay Period 07/27/2025-08/09/2025	-1,552.72	16177	8/11/2025
Richard N Wood	Pay Period 07/27/2025-08/09/2025	-1491.13	16178	8/11/2025
Victor Grelli	Pay Period 07/27/2025-08/09/2025	-45.25	16179	8/11/2025
Commonwealth of Pennsylvania	PA State Income Tax Withholdings	-41.33	ACH	8/19/2025
Commonwealth of Pennsylvania	PA State Income Tax Withholdings	-114.30	ACH	8/19/2025
Internal Revenue Service	Federal Income Tax Withholdings	-764.62	ACH	8/19/2025
Internal Revenue Service	Federal Income Tax Withholdings	-108.70	ACH	8/19/2025
Laura A Vasold	Pay Period 08/10/2025-08/23/2025	-1,525.17	16181	8/25/2025
Richard N Wood	Pay Period 08/10/2025-08/23/2025	-1,548.64	16182	8/25/2025
Victor Grelli	Pay Period 08/10/2025-08/23/2025	-403.56	16183	8/25/2025

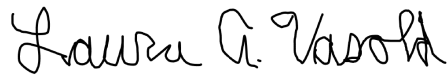
Commonwealth of Pennsylvania	PA State Income Tax Withholdings	-127.95	ACH	8/25/2025
PA Office of Unemployment	Payroll Unemployment Withholdings	-80.37	16184	9/3/2025
Verizon	August 2025 Phone Service	-182.37	16185	9/3/2025
United Concordia Insurance Co.	August 2025 Dental Insurance	-73.85	16186	9/3/2025
Stephenson Equipment	Flange Bearing 15AFLR, 1-15/16STD TSF	389.15	16187	9/3/2025
DCCS	Invoice # 2435 Monthly Report Fee & DET-2025-091 Additional Fees	-1106	16188	9/3/2025
Edel Technology Services LLC	Invoice # 12663 August 2025 IT Services	-189.00	16189	9/3/2025
Star Printing Company	Invoice # 558480 & 458494 AG Security Committee Advertisements	-204.00	16190	9/3/2025
Elan Financial Services	Credit Card Charges 07/19/25-08/19/25	-735.02	16191	9/3/2025
PSATS	CDL Drug & Alcohol Test	-120.00	16192	9/3/2025
D. Michael Craley Attorney at Law	Legal Counsel 07/26/25-08/25/25	-2,065.50	16193	9/3/2025
Mid Atlantic Cooperative Solutions Inc (A	390.0 Gallons B2 ULSD BIO DIESEL	-1,065.09	16194	9/3/2025
Double Dog Communications, Inc	Invoice # 222761 Internet Services 09/01/25-09/30/25	-49.95	16195	9/3/2025
Young's Farm Service & Repair	Vehicle Inspections & Repairs Nissan and 2003 GMC Truck	-2,174.95	16196	9/3/2025
Eureka Consolidated Fire Association	4th Qtr EMS Bill for 2025	-2,250.00	16197	9/3/2025
Kimberly P Griffin	September 2025 Tax Commission	-28.79	16198	9/3/2025
Dean Miller	September 2025 Supervisor Pay	-137.94	16199	9/3/2025
Roy E Hiller III	September 2025 Supervisor Pay	-137.94	16200	9/3/2025
Todd Warner	September 2025 Supervisor Pay	-137.94	16201	9/3/2025
Total			\$-22,652.93	
Deposits (August 7– September 3, 2025)				
Vendor	Memo	Amount Paid	Check #	Date
Resident	Sale of Zoning Ordinance	10.00	Cash	9/2/2025
Resident	Sale of Zoning Ordinance	20.00	Cash	9/2/2025
Kim Griffin	Real Estate Tax - Current	652.17	2660	9/2/2025
Recorder Corp Pay	May 2-25 Tax Transfer Fees	10851.05	ACH	9/2/2025
York County Clerk of Courts	District Court - Police Fines	300.00	328833	9/2/2025
Internal Revenue Service	2024 Tax Refund	2.17	555,605,895	9/2/2025
DCCS	Zoning Permit Admin Fees	209.25	1725	9/2/2025
M&T Bank	Interest – Savings Acct	703.18	ACH	8/31/2025
Traditions Bank	Interest - Money Market Acct	134.70	ACH	8/29/2025
Resident	Customer Deposit – Well Permit Cross Mill Rd	170.00	218	8/29/2025
Intuit Tax Account	Payroll Liabilities Refund	0.23	ACH	8/29/2025

County of York AP Payment	Real Estate - Delinquent	197.44	ACH	8/19/2025
Total Deposits			\$13,250.19	

An Executive Session was not held.

Roy Hiller made a motion, which was seconded by Todd Warner, to adjourn the meeting at 9:33 pm. The motion was unanimously carried.

Respectfully submitted,



Laura Vasold
Secretary