

December 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, Laura Vasold, Fran Seitz, Ed Cockey, Michael Kosmicki, Jack Cougle, Kris Krannebitter and Sharon Dorn.

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

**Pledge Allegiance:** Dean Miller opened the meeting with the Pledge of Allegiance.

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

**Approval of Minutes:** by Roy Hiller made a motion, seconded by Todd Warner, to accept the minutes from November 5, 2025. The motion was unanimously carried.

**Awards:** The Board recognized Supervisor Roy Hiller III for his service to the township. A certificate of appreciation from PSATS was presented in honor of his seven years of service as Co-Chairman of the Board.

The Board also discussed recognition for employees and Planning Commission members who have provided exceptional service to the township, noting that the previous Secretary/Treasurer, who served for 40 years, and a Planning Commission member, who volunteered for 29 years, left without proper recognition.

A motion was made by Todd Warner, seconded by Roy Hiller, to recognize these individuals, along with any other volunteers, Board of Supervisors members, or employees who left last year without recognition as well as those who are leaving, and to authorize the purchase of modest service gifts—under \$100 for Martha and under \$50 for all others. The motion carried unanimously.

**Approval of Budget for 2026:** The Secretary confirmed the preliminary 2026 General Fund and State Fund budgets had been advertised for public inspection. No public comments were received.

A motion was made by Todd Warner, seconded by Roy Hiller, to adopt the 2026 General Fund and State Fund budgets. The motion carried unanimously.

**2026 Tax Resolution:** Solicitor Craley presented the prepared resolution maintaining the current 1.0 mill tax rate. A motion was made by Roy Hiller, seconded by Todd Warner, to adopt Resolution 17-2025 for the 2026 Tax Rates. The motion carried unanimously.

**Advertise for 2026 Meetings:** The Board discussed the proposed 2026 meeting dates and agreed that the Reorganization Meeting will be held on Monday, January 5, 2026, at 7 pm. All remaining Board of Supervisors meetings will be held on the first Wednesday of each month at 7 pm, and Planning Commission meetings will be held on the second Thursday of each month at 7:30 pm.

A motion was made by Todd Warner, seconded by Roy Hiller, to advertise the 2026 meeting schedule. The motion carried unanimously.

**General Release – Fulton School Road Bridge/Culvert Damage:** The secretary reported that the township insurance company resolved the dispute regarding payment for damage to the Fulton School Road Bridge/Culvert. The vehicle owner agreed to pay \$5,800 toward repairs, contingent upon the township signing a waiver of further claims.

A motion was made by Todd Warner, seconded by Dean Miller, to execute the waiver and accept the \$5,800 payment. The motion carried unanimously.

**Supervisor Compensation Ordinance:** Solicitor Craley presented an ordinance increasing the compensation for future elected supervisors to \$3,145 per year.

A motion was made by Todd Warner, seconded by Roy Hiller, to adopt Ordinance 2025-03 to increase the Supervisor Compensation. The motion carried unanimously.

**Snow Removal List:** The Board discussed the current availability of personnel for winter operations. It was noted that Mike Kosmicki is the only individual on the snow-removal call-in list through January 1, 2026. The Board agreed to finalize an expanded list at the January 5th meeting, allowing time to review potential additions and

confirm availability. The Board also briefly reviewed the equipment that may require additional operators during significant storms.

**Planned Cross Mill Bridge Repairs – Detour Approval:** The secretary reported that HRG, the company contracted by the York County, requested approval to use Union Church Road as part of the detour during the 2027 Cross Mill Bridge repairs.

A motion was made by Roy Hiller, seconded by Todd Warner, to authorize the secretary to notify HRG that the proposed detour is acceptable. The motion carried unanimously.

### **LSA Statewide Grant Resolutions**

Secretary Vasold reported that three LSA Statewide grant applications—for a motor grader, wheel loader, and backhoe—were submitted on November 28, 2025.

A motion was made by Todd Warner, seconded by Roy Hiller, to adopt Resolutions 18-2025, 19-2025, and 20-2025, thereby authorizing the designated officials to execute the LSA grant applications for the grader, backhoe, and wheel loader. The motion carried unanimously.

**Township Trash Service:** The Board discussed options for the trash contract expiring at the end of 2026, including extending the current Republic Services contract, soliciting new bids, or eliminating the townshipwide contract in favor of individual hauler choice. The Board will review options further in January 2026, including the possibility of a resident survey.

**Liquid Fuels Rules:** The Board briefly discussed PennDOT reserve requirements for Liquid Fuels funds and agreed to seek clarification at a future meeting.

**Local Government Capital Project Loan Program:** Preliminary information was presented regarding DCED's loan program offering 2% interest loans for up to 50% of eligible equipment costs. The Board agreed to gather additional details and revisit the topic at a future meeting.

**Glessick School Road Project – Bills Update:** The secretary reported the final costs of the Streets 2025 Project - Glessick School Road. Bills were reviewed and submitted to PennDOT on the MS-999 on November 26, 2025.

**Roadmaster Report:** The Roadmaster provided an overview of winter equipment readiness. The township's snow-removal fleet includes the two CDL trucks operated by full-time staff, the F-650, the tractor equipped with a plow blade, the rubber-tire loader, and the backhoe, which would be used only in heavier storms or for loading operations. The Board discussed how these resources would be deployed during winter weather events and confirmed that the equipment is prepared for the season.

**Secretary/Treasurer Report:** The Secretary provided several administrative and personnel updates. She reviewed subscription proposals for TurboScribe AI and Adobe Professional, noting their usefulness for transcription and document-processing needs. She also reported on the upcoming renewal of township certificates of deposit maturing on November 25, 2025, and January 26, 2026. In addition, she informed the Board that a dedicated customer escrow account had been created to properly track escrow and refundable deposits, and that \$24,130.55 had been transferred to the new account.

A motion was made by Todd Warner, seconded by Roy Hiller, to approve the purchase of TurboScribe AI at an annual cost of \$120. The subscription would become and remain the property of the township. The motion carried unanimously.

A motion was made by Todd Warner, seconded by Roy Hiller, to approve the purchase of Adobe Professional at an annual cost of \$239.88. The subscription would become and remain the property of the township. The motion carried unanimously.

The Secretary then presented information on employee insurance options, including short-term disability and life insurance, and provided a comparison of two available plans. After review and discussion, the Board agreed that the PSATS insurance program offered the most appropriate coverage for township employees.

A motion was made by Todd Warner, seconded by Roy Hiller, to select the PSATS insurance program for employee short-term disability and life insurance coverage, and to direct the Secretary to prepare the necessary agreement and resolution. The motion carried unanimously.

Secretary Vasold also discussed her own medical coverage, explaining that she is enrolled in Tricare and therefore does not participate in the township's health insurance plan. She noted that Tricare results in out-of-pocket expenses that would not have occurred had she been covered under the township's insurance and requested that the township consider assisting with these additional costs. The Board discussed the request and agreed to continue reviewing options at a future meeting.

**Solicitor's Report:** Solicitor Craley reported that there were no new updates on the COMCAST franchise agreement. He confirmed the appointment of Kevin Hertzog as Floodplain Administrator and noted that the DCCS contract will be amended to reflect this role. He also reviewed procedural requirements for the January 5, 2026, Reorganization Meeting, including the need for newly elected officials to complete the oath of office and affidavit of residency, and that he would provide the necessary forms to the Secretary. No further solicitor updates were presented.

**Public Comment Period:** Residents raised questions regarding the impacts of the proposed bridge detour and requested courtesy notifications to nearby property owners. The Board agreed to send notices as appropriate.

**Pay Bills:** It was discussed that the PIRMA liability insurance check, which had been re-mailed, still had not been received. The Secretary expressed concern that the check should have arrived by now and may have been lost in the mail.

A motion was made by Roy Hiller, seconded by Todd Warner, to authorize an emergency ACH payment to PIRMA if the missing check does not arrive. The motion carried unanimously.

A motion was made by Dean Miller, seconded by Todd Warner, to pay the township bills as presented. The motion carried unanimously.

General Funds Account (November 6, 2025-December 3, 2025)				
Bills				
Vendor	Memo	Amount Paid	Check #	Date
VOID	VOID	VOID	50078	VOID
GODFREY'S Trucking & Exc.	Invoice #2992 Hauling of Millings	-\$375.00	50079	11/10/25
VOID	VOID	VOID	50080	VOID
Met-Ed	Electric Services 10/04/25-11/02/25	-\$296.08	50081	11/11/25
Laura A. Vasold	Pay Period 11/02/25-11/15/25	-\$1,674.32	50082	11/17/25
Mac A. Moser	Pay Period 11/02/25-11/15/25	-\$1,504.15	50083	11/17/25
Richard N. Wood	Pay Period 11/02/25-11/15/25	-\$1,672.48	50084	11/17/25
McKeon Associates	Sewage and Well Permit Fees	-\$8,990.00	50085	12/03/25
Verizon	Phone Services 11/07/25-12/01/25	-\$182.96	50086	11/25/25
Laura A. Vasold	Pay Period 11/16/25-11/29/25	-\$1,552.47	50087	12/01/25
Mac A. Moser	Pay Period 11/16/25-11/29/25	-\$1,510.41	50088	12/01/25
Richard N. Wood	Pay Period 11/16/25-11/29/25	-\$1,669.65	50089	12/01/25
Dean Miller	December 2025 Supervisor Pay	-\$137.93	50090	12/03/25
Kimberly P. Griffin	Tax Collector Commission November 2025	-\$25.99	50091	12/03/25
Roy E. Hiller III	December 2025 Supervisor Pay	-\$137.93	50092	12/03/25
Todd Warner	December 2025 Supervisor Pay	-\$134.97	50093	12/03/25
VOID	VOID	VOID	50094	VOID
VOID	VOID	VOID	50095	VOID
Highmark Benefits Group	Medical Insurance Dec 2025	-\$1,980.63	50096	12/03/25
Holtwood Supply	Invoice #86443	-\$1,753.79	50097	12/03/25
J. R. Holley & Associates	Invoice #178104 Engineer Services	-\$364.00	50098	12/03/25
Mid Atlantic Cooperative	184.4 Gallons B2 ULSD Bio Diesel	-\$1,821.43	50099	12/03/25
Spring Valley Repair LLC	Invoice #1497 -	-\$6,300.00	50100	12/03/25
Star Printing Company	Inv #453505 & 453506 Legal Notices	-\$331.00	50101	12/03/25
D. Michael Craley, Attorney	Legal Services 10/28/25-11/27/2025	-\$1,523.50	50102	12/03/25
Double Dog Communications	December 2025 Internet Services	-\$49.95	50103	12/03/25
Edel Technology Services	Invoice #12822 Dec 2025 IT Services	-\$189.00	50104	12/03/25
Elan Financial Services	Credit Card Charges 9/19/25-10/17/25	-\$1,499.71	50105	12/03/25

John Deere Financial	John Deere Maint Parts - Atlantic Tractor	-\$2,399.64	50106	12/03/25
York Building Products	Invoice #256355	-\$336.06	50107	12/03/25
United States Treasury	Federal Payroll Income Taxes	-\$1,314.26	ACH	11/18/25
Commonwealth of PA	State Payroll Income Tax	-\$182.86	ACH	11/18/25
PLGIT	CD Bank Fee	-\$152.83	ACH	11/26/25
<b>Total</b>	<b>-\$40,063.00</b>			

#### Deposits

Vendor	Memo	Amount Paid	Check #	Date
Kim Griffin	Real Estate Tax - Current Oct 2025	\$588.61	2627	11/11/2025
YC Assoc. Twp 2 <sup>nd</sup> Class	Refund of Event Registration Fee	\$35.00	1265	11/11/2025
A.C. Reider, Inc.	Well Permit Deposit 16304 Dolf Rd.	\$170.00	9375	11/11/2025
County of York AP Payment	Delinquent Real Estate Tax Oct 2025	\$0.81	ACH	11/12/25
Recorder Corp Pay	Real Estate Transfer Fees - Oct 2025	\$2,182.95	ACH	11/19/25
York Adams Tax Bureau	Earned Income October 2025	\$62,732.43	ACH	11/20/2025
M&T Bank	Interest – Savings Accnt	\$483.67	ACH	11/28/25
PLGIT	Interest – Savings Accnt	\$1.21	ACH	11/28/25
Commonwealth of PA	State Police Fines	\$1,240.66	ACH	12/02/2025
<b>Total Deposits</b>	<b>\$73,336.90</b>			

#### State Funds Account (November 6, 2025-December 3, 2025)

##### Bills

Vendor	Memo	Amount Paid	Check #	Date
M&T	Bank Service Charges	-\$2.21	ACH	11/10/25
<b>Total</b>	<b>-\$2.21</b>			

##### Deposits

Vendor	Memo	Amount Paid	Check #	Date
M&T	Refund for Service Charges	2.21	ACH	11/10/2025
Traditions Bank	Interest – CD	\$0.23	ACH	11/13/25
M&T	Interest – Savings Accnt	\$270.71	ACH	11/28/25
<b>Total</b>	<b>\$273.15</b>			

**Adjournment:** Todd Warner made a motion to adjourn at 8:20 p.m. Roy Hiller seconded. Motion carried unanimously.

Respectfully submitted,



Laura Vasold

Secretary