

February 5th. 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 Laura Vasold, Fran Seitz, Nick McCabe, Butch Jackson, Mike Kosmicki, Kasey Abel, Dan Fowler, Victor Grelli, Chris Vadas and John Ricks.

Dean Miller 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.

Roy Hiller made a motion, seconded by Todd Warner, to appoint the following individuals to the designated positions listed and to provide the authority to sign any necessary contracts required to assign these individuals listed below; the motion was unanimously carried.

Chairman Vacancy Board – Rob Davis
York Adams Tax Bureau Rep – Paul Anderson
Right to Know – Laura Vasold
Alternate SEO - Vacant
Mason Dixon Library Representative – Roy Hiller
Roadmaster – Dean Miller
Zoning Hearing Board Alternate – Gary Swope (Requires a Resolution)
Eureka Consolidated Fire Association – Todd Warner
EMS Liaison Committee – Todd Warner

The set pay for 2025 for the following was discussed for the individuals listed below; where the supervisors agreed to keep the pay the same:

Seasonal and part-time employees - \$18/hr
Supervisor part-time pay rate - \$27.35/hr
Supervisors - \$156.25/ meeting
Tax Collector Rate – 5% Commission

The pay for the Planning Commission and Zoning Hearing Board members is believed to be \$35/meeting. However, as no confirmation is available, the set pay is pending a review to locate the original motion. The solicitor also noted that the pay for these members is not set by resolution and would be found in the minutes of the previous board meeting. In addition, it is also not known when Zoning Hearing Board members attended meetings in 2024, which makes it challenging to determine pay for the zoning board members for 2024. The secretary was advised to search for the original minutes and records from Stock & Leader about any Zoning Hearing Boards in 2024.

Todd Warner made a motion to keep the vacation and personal time for full-time employees the same. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner made a motion to sign Resolution # 4-2025 appointing Victor Grelli as a Zoning Hearing Board Member from January 1, 2025 until December 31, 2027. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner made a motion to grant the secretary/treasurer permission to spend up to \$300/month on payroll, with instructions to test QuickBooks payroll, and permission to purchase Mike Kisamore's payroll software temporarily. Roy Hiller seconded the motion, which was unanimously carried.

Further discussion on payroll will take place at the March 2025 meeting.

Todd Warner made a motion to grant the secretary/treasurer permission to renew the CDs for the General Funds and the State Funds either in Traditions Bank or PLIGT, depending on which has a better rate, provided the rate is not less than 3.75% and no longer than a 6-month period. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner suggested the township should pay for salt from the general funds instead of the state funds. It was agreed that this wouldn't be an issue, and salt was already being paid through the general funds.

Next was the Secretary/Treasurer Report, where the following details were shared, highlighting the township's current financial status and recent administrative actions:

Account Balances:

- General funds: \$716,807.87
- State funds: \$180,899.59
- Overall total: \$897,707.46

Key actions completed over the last month included:

- Tax Filing/Reports Completed
 - 4th Qtr Employee Federal Taxes for 2024
 - 4th QTR and Annual Employee State Taxes
 - Federal Tax - SSA Electronic Filing of W3s, W-2s
 - YATB 4th QTR & Annual Filing
 - PA Unemployment 4th QTR Filing
 - DCED-CLGS-2565 Municipal Tax Information Form
 - MS-965 Actual Use Report (State Funds)
 - REV-1667 Annual Withholding Reconciliation Statement
 - 3 Loads of Salt Ordered & Delivered
 - DCED-CLGS-19 Report of Elected & Appointed Officials
 - 2025 Fuel Tax Exemption
 - EMC Insurance Audit for 2024

Additionally, the following actions are pending:

- Pending Grant Requests
 - LSA CAT 4 Grant (Utility Tractor w/ Mower) Submitted 09/30/2024
 - LSA State-wide Grant (Dump Truck w/ Snowplow (Submitted 11/30/2024)
 - 902 Recycling Grant (2023) (Submitted 12/17/2024)
- Audit - 2024 Township Funds Audit (In Process)

Based on the report and the amount of township monetary assets, Todd Warner recommended an honest evaluation to determine whether the current Treasurer bond of

\$600,000 is sufficient for the township's needs. The Secretary/Treasurer will investigate this and provide information at the next meeting in March.

Next the Solicitor provided his report which covered several key points as follows:

Livestock Ordinance: The York County Planning Commission reviewed the Livestock Ordinance on January 21st, provided comments for consideration, and recommended the board of supervisors not adopt the new ordinance. Comments included that 15 chickens is too many for lots 15,000 square feet or less and that lots over 5 acres could theoretically have unlimited chickens. It was noted that the previous ordinance stated that 5 acres were required and had no set amount. It was also discussed that there are animal cruelty laws, mature and nutrient management laws as well as other laws which already address most of these concerns. In addition, it was discussed that the ordinance could always be changed again if it becomes an issue.

Roy Hiller made a motion to advertise the livestock ordinance for a public hearing at the next BOS meeting on March 5th, 2025, before it is approved. Todd Warner seconded the motion, which was unanimously carried.

Comcast Franchise: There are no new updates; the revision process is ongoing.

8897 Meadtown Road: There is a zoning appeal for the property at 8897 Meadtown Road. Solicitor Craley highly recommends the board approve his attendance to the appeal.

Dean Miller made a motion to approve D. Mike Craley's attendance at the appeal for the property located at 8897 Meadtown Road on behalf of East Hopewell Township. Roy Hiller seconded the motion, which was unanimously approved.

Todd Warner 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 (December 5th, 2024 – January 14, 2025)			
Vendor	Amount Paid	Check #	Check Date
Internal Revenue Service: Employee Federal Tax	25.34	ACH	01/17/2025
Commonwealth of PA: Employee State Payroll Tax	169.18	ACH	01/20/2025
Internal Revenue Service: Employee Federal Tax	1,373.99	ACH	01/21/2025
PA Office of Unemployment.	31.30	ACH	01/22/2025
Commonwealth of Pennsylvania	207.57	ACH	01/24/2025
Martha Miller	293.29	15983	01/27/2025
Robert Hersey	1,896.90	15984	01/27/2025
Daniel Singleton	706.76	15985	01/27/2025
Laura A Vasold	1,582.65	15986	01/27/2025
Robert Streett	205.51	15987	01/27/2025
Kevin Miller	189.63	15988	01/28/2025

Internal Revenue Service	47.84	ACH	01/28/2025
Internal Revenue Service	113.94	ACH	01/28/2025
Internal Revenue Service	1,124.35	ACH	01/28/2025
Internal Revenue Service	1,269.86	ACH	01/29/2025
Commonwealth of Pennsylvania	169.18	ACH	01/29/2025
York Adams Tax Bureau	56.08	ACH	01/29/2025
York Adams Tax Bureau	7.08	ACH	01/31/2025
York Adams Tax Bureau	469.67	ACH	12/30/2025
Roy E Hiller III	137.82	15989	02/05/2025
Dean Miller	137.82	15990	02/05/2025
Todd Warner	137.82	15991	02/05/2025
D. Michael Craley Attorney at Law	1,944.00	15992	02/05/2025
Stewartstown Area Senior Center – 2025 Donation	250.00	15977	01/14/2025
Hopewell Area Recreation & Parks 2025 Contribution	21,800.00	15978	01/14/2025
Kinsley Material	1,609.57	15979	01/14/2025
Supervisor Pay – Roy Hiller	137.82	15980	01/14/2025
Supervisor Pay – Dean Miller	137.82	15981	01/14/2025
Supervisor Pay – Todd Warner	778.82	15982	01/14/2025
Total			\$37,011.61
Deposits (December 5th, 2024 – January 14, 2025)			
Vendor	Amount Paid	Check #	Check Date
2023 Federal With	492.99	Check	02/04/2025
Franchise Royalties	18,011.34	ACH	02/04/2025
Ben & Thompson	530.00	Check	02/04/2025
Refund of Overpay	53.15	Check	02/04/2025
Christopher Swensen – Sewer Permit Deposit	900.00	Check	02/04/2025
Total Deposits			\$19,987.47

The meeting was moved into the Executive Session.

Todd Warner made a motion to adjourn the meeting, seconded by Dean Miller. The motion was unanimously carried.

Respectfully submitted,


 Laura Vasold
 Secretary