

October 1, 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-Byerts, Laura Vasold, Fran Seitz, Ed Cockey, Michael Kosmicki, Alex Wilson, J. O'Brien, Cathy Suresch, Norma Warner, Derek Little and Jack Cogle.

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.

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

Agenda Approval: Todd Warner made a motion to accept the agenda as written. Roy Hiller seconded the motion, which was unanimously carried.

Approval of Minutes: Roy Hiller made a motion, seconded by Todd Warner, to accept the minutes from September 3, 2025. The motion was unanimously carried.

Public Hearing – Agricultural Security Area Addition: At 7:10 p.m., the Board opened a public hearing for the application submitted by Dean and Linda Miller to add 107.44 acres at 15815 Crossroads Avenue, tax parcel 25-DK-0034.00, to the Agricultural Security Area. The application was reviewed and recommended for approval by the Township Ag Security Committee, Planning Commission, and York County Planning Commission. No public comments were received.

Todd Warner made a motion to approve Resolution 2025-14 adding Dean and Linda Miller's 107.44-acre property at 15815 Crossroads Avenue, tax parcel 25-DK-0034.00, to the Agricultural Security Area. Roy Hiller seconded the motion. Dean Miller abstained due to personal interest. Motion carried.

PPL Electric Transmission Line Rebuild Project: Laura Vasold, the Township Secretary/Treasurer, presented details on the PPL Electric Utilities transmission line rebuild project affecting East Hopewell Township. The project spans Muddy Creek Forks Road to Pleasant Valley Road in East Hopewell Township and may involve the use of helicopters and heavy equipment. Work is expected between October 1, 2025 and November 15, 2026. No service disruptions are anticipated. Residents were advised not to approach crews and to refer to the township website for updates.

Alternative Energy Ordinance Advertisement: Mike Craley reported that the York County Planning Commission recommended approval of the revised Alternative Energy Ordinance.

Roy Hiller made a motion to authorize advertisement of the public hearing and proposed enactment for the revised Alternative Energy Ordinance on November 5, 2025, at 7:10 p.m. Todd Warner seconded. Motion carried unanimously.

Well Isolation Release/Waiver – 8514 Hickory Road: Steve McKeon, SEO, recommended approval of a waiver for the Getz property at 8514 Hickory Road to allow a septic system installation 47 feet from an existing well, below the 100-foot DEP requirement. The property owners, Leonard and Barbara Getz signed the release of liability.

Todd Warner made a motion to approve the execution and recording of the release, which grants a waiver to Leonard and Barbara Getz from East Hopewell Township for the property located at 8514 Hickory Road, UPI#25-000-01-004.00-00000, granting a release from the 100 foot Minimum Isolation Distance requirement in applicable law for replacement of the on-lot septic system which will be 47 feet from the existing well. Roy Hiller seconded. Motion carried unanimously.

Stewartstown Borough Recreation Fee Waiver Request: The Board discussed the 13 Mill Street fee waiver and tabled it pending coordination with other municipalities.

Todd Warner made a motion to remove the "Stewartstown Borough Recreation Fees – 13 Mill Street" item from future agendas unless new information arises. Roy Hiller seconded. Motion carried unanimously.

Gateway Logistics Center – Feedback: The Board reviewed the proposed Logistics Center and found no significant traffic impact to East Hopewell Township. Staff was directed to report accordingly.

Kindness Week Proclamation: The board reviewed a request to support Kindness Week but chose not to adopt a resolution, citing higher priorities. Participation was deemed optional, and no formal motion was made.

Regional Freight Summit: The Board acknowledged the invitation to the October 28, 2025 summit but declined participation.

Township Building Roof Inspection: Todd Warner reported that the roof is structurally sound but may require future repairs. Grant funding will be explored.

PSATS Boot Camp Attendance: Todd Warner made a motion to authorize attendance and payment for Mike Kosmicki, Todd Warner, and Laura Vasold to attend the PSATS Boot Camp. Roy Hiller seconded. Motion carried unanimously.

Surplus Equipment Sales via Municibid: The Board reviewed bids received from the public online platform, municibid at the closing of the bid at noon on October 1, 2025 for surplus items.

Todd Warner made a motion to accept the bid of \$360 from Jeff Thomas for the sale of the York 250 Landscape Rake, as received through Municibid at the closing of the bid at noon on October 1, 2025, and to authorize the Township Secretary to execute the sale. Roy Hiller seconded the motion, which was carried unanimously.

Todd Warner made a motion to accept the bid of \$6,150 from Dan Wolf for the sale of the 2002 GMC C8500 Dump Truck (VIN# 1GDP8J1C73F515502), including snow plow and salt spreader, as received through Municibid at the closing of the bid at noon on October 1, 2025, and to authorize the Township Secretary to execute the sale and sign the title for the transfer. Roy Hiller seconded the motion, which was carried unanimously.

It was noted that no equipment will be released until payment clears.

John Deere 5525 Tractor Repairs: Todd Warner noted ongoing diagnostics and advised replacing the mower attachment for safety. Discussion will resume post-repair.

LSA CAT 4 Grant Resolutions: Todd Warner made a motion to enact and sign Resolution 2025-15 to authorize Chairman Dean Miller and Supervisor Roy Hiller to execute all related grant documents if awarded the LSA CAT 4 grant for the purchase of a new John Deere 5095MB Utility Tractor and a Tiger TSF-60ED Side Flail mower attachment. Roy Hiller seconded. The motion was carried unanimously.

Todd Warner made a motion to enact and sign Resolution 2025-16 to authorize Chairman Dean Miller and Supervisor Roy Hiller to execute all related grant documents if awarded the LSA CAT 4 grant for the purchase of a used Asphalt Paver and a new Trailer. Roy Hiller seconded the motion. The motion was carried unanimously.

SPCA 2026 Contract: The board approved the 2026 SPCA contract at a rate of \$2,059. Although SPCA currently limits intake of stray dogs to those brought by the dog warden or state police, they may reopen intake to contracted municipalities in January 2026. The board acknowledged concerns about limited services and lack of recourse for waived fines or denied intake but voted to proceed with the contract.

Todd Warner made a motion to approve the 2026 contract between East Hopewell Township and the SPCA for an annual fee of \$2,059. Dean Miller seconded the motion, which was unanimously carried.

Supervisor Compensation: The board reviewed supervisor compensation and authorized drafting an ordinance to raise the annual salary from \$1,875 to the legal cap of \$3,145, applicable only to future elected supervisors. Compensation is monthly and not tied to attendance

Todd Warner made a motion to increase pay for future supervisors to the cap of \$3,145/year and authorize the solicitor to draft the ordinance. Dean Miller seconded the motion, which was unanimously carried.

Budget 2026: Budget planning for 2026 will begin with a tentative meeting on October 14 at 1:00 PM, pending supervisor availability. The board aims to approve a preliminary version in November, finalize in December, and may revisit in January due to leadership changes. Topics include roof repairs, mower replacement, SPCA fees, fire costs, equipment rentals, and CD reserves. The secretary confirmed preparation is underway using the 2024 audit and prior budget.

Todd Warner made a motion for the secretary to coordinate, advertise, and set up a special meeting to draft the 2026 Budget. Roy Hiller seconded the motion. The motion was carried unanimously.

Glessick School Rd Streets Project 2025 – CloseOut Paperwork: Final payment authorization was received for the 2025 Streets Project – Glessick School Road FDR (Contract #1), totaling \$87,390.02. The board approved payment to E.J. Brenneman and acknowledged project closeout. Engineering fees to date are \$5,339.40, with an additional geotechnical report costing \$5,750.

Roy Hiller made a motion to authorize payment from the Liquid Fuels account for Contract #1 of the Glessick School Road Full-depth Reclamation improvement project. The total payment of \$87,390.02 will be made to E.J. Brenneman and includes the following breakdown: \$42,903.39 for full-depth reclamation, \$32,509.98 for Portland cement stabilization, and \$11,976.65 for Superpave wearing course. The township engineers certified completion of the work and recommended payment. This expenditure complies with PennDOT Liquid Fuels guidelines and will be submitted for audit to make the final payment for the Streets 2025 Project – Glessick School Road FDR Contract#1 for E.J. Brenneman for the Full-Depth Reclamation, Portland Cement, and Superpave Wearing Course in the total amount of \$87,390.02 from the State Liquid Fuels Fund. Dean Miller seconded the motion, which was unanimously carried.

2025-2026 Salt Contract: The township submitted a late request to join the 2025–2026 CoStars salt contract, missing the March deadline. Eastern Salt is the awarded vendor; confirmation is pending. The board noted future requests should be submitted early and expressed concern over a potential \$24/ton cost increase, agreeing to continue outreach.

CDs: The board confirmed closure of all CDs at Traditions Bank and will allow the remaining CD to mature. To improve interest earnings and maintain liquidity, they discussed short-term reinvestment and selected a six-month CD with PLGIT for \$300,000 from the M&T Savings account.

Roy Hiller made a motion to transfer \$300,000 from the township's General Fund M&T Savings account into a six-month certificate of deposit with PLGIT. Todd Warner seconded the motion, which was unanimously carried.

Roadmaster: The Roadmaster reported the Blue Ball Road bridge remains closed with alternate routes in place. Buggy signs were installed on Church, Union Church, and Muddy Creek Roads, with more pending. Final work on Glessick School Road continues to address edge safety concerns.

Secretary/Treasurer Report: Laura Vasold reported that current township assets total \$1,509,411.37, with \$1,374,207.77 available in general and state funds accounts. Updated financial reports were provided, and all account balances have been reconciled, with QuickBooks records confirmed to match bank statements. A recent QuickBooks system update caused a minor payroll classification error, which

has since been corrected. QuickBooks is now fully configured to process payroll and vendor checks, streamlining operations and eliminating manual check preparation. Laura also noted that the Dearborn Life Insurance policy was unexpectedly terminated, and a new provider is being sought. She reminded the board that the upcoming York County Association of Second Class Townships Convention is scheduled for October 29, 2025.

Fulton School Road Bridge Culvert Damage: The Secretary/Treasurer reported that damage to the Fulton School Road bridge culvert may fall outside the township's pipe/culvert coverage. The insurance agent is reviewing whether bridge coverage applies due to the damaged raised cement wall. The board discussed reimbursement or legal action based on cost-effectiveness.

Floodplains Administrator: The board agreed that Kevin Hertzog, the Zoning Officer, will serve as Floodplain Administrator for future matters. PEMA recommends proactive inspections, but retroactive enforcement will not occur. The Emergency Management Coordinator raised concerns about liability and role conflict, and the solicitor confirmed the EMC will not be responsible for enforcement. The solicitor will amend the DCCS contract to reflect Kevin Hertzog's role.

Todd Warner requested that the monthly DCCS zoning/permit report include the names and addresses of residents with permits.

Subdivision Plan Fees: The secretary is working on a resolution to update the subdivision plan fee schedule. The solicitor recommended adopting the new schedule via resolution in January.

Engineering Fees: Engineering fees for the Glessick School Road project currently total \$5,339.40, with additional costs expected.

Solicitor's Report:

- **COMCAST Franchise Agreement:** No updates were available on the COMCAST franchise agreement. Comcast is still surveying the township and may offer a non-exclusive franchise agreement. Armstrong currently pays approximately \$19,000 annually, and Comcast may offer additional revenue if the agreement is approved.

Public Comment Period: During the public comment period, Jack Cogle requested clarification on the alternative energy ordinance and the agricultural security area. The solicitor and board provided detailed explanations. Jack also expressed concern about the lack of public input on supervisor compensation, and the solicitor clarified that raises only apply after the next election and are capped by law.

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

General Funds Account				
Bills (September 4– October 1, 2025)				
Vendor	Memo	Amount Paid	Check #	Check Date
Internal Revenue Service	Federal Payroll Income Taxes	\$725.58	ACH	9/11/2025
Internal Revenue Service	Federal Payroll Income Taxes	\$76.68	ACH	9/11/2025
Commonwealth of PA	State Payroll Income Tax	\$111.07	ACH	9/11/2025
Commonwealth of PA	State Payroll Income Tax	\$15.40	ACH	9/11/2025
Internal Revenue Service	Federal Payroll Income Taxes	\$779.90	ACH	10/1/2025
Commonwealth of PA	State Payroll Income Tax	\$117.96	ACH	10/1/2025
Laura A. Vasold	Pay Period 08/24/25–09/06/25	-1,578.50	16202	9/6/2025

Richard N. Wood	Pay Period 08/24/25–09/06/25	-1,728.00	16203	9/6/2025
Victor Grelli	Pay Period 08/24/25–09/06/25	-135.60	16204	9/6/2025
YC Assoc. of Twp 2nd Class	Convention Registration Fees	-210.00	16205	9/6/2025
Verizon	Phone Services 09/01/25–09/30/25	-181.91	16206	9/6/2025
Met-Ed	Electric Services 08/04/25–09/03/25	-351.59	16207	9/6/2025
Laura A. Vasold	Pay Period 09/07/25–09/20/25	-1,765.50	50003	9/20/2025
Richard N. Wood	Pay Period 09/07/25–09/20/25	-1,875.03	50004	9/20/2025
Victor Grelli	Pay Period 09/07/25–09/20/25	-201.90	50005	9/20/2025
Eureka Vol. Fire Co. Relief Assoc	2025 Fire Relief Payment ACT 205	-19,591.27	50006	10/1/2025
Stewartstown Borough	Liability Insurance Sept 2025–Sept 2026	-2,384.19	50007	10/1/2025
Eureka Volunteer Fire & Amb.	UPMC Life Ins Tm ALS 2025 Invoice #1138	-16,222.50	50008	10/1/2025
Young's Farm Service & Repair	Vehicle Inspections (Invoices #14605 & #14539)	-588.18	50009	10/1/2025
John Deere Financial	Snap Ring	-9.47	50010	10/1/2025
Edel Technology Services	September 2025 IT Services	-189.00	50011	10/1/2025
Double Dog Comms., Inc	October 2025 Internet Services	-49.95	50012	10/1/2025
DCCS	Violation Letter – 16635 Edgar Woods Rd	-100.00	50013	10/1/2025
Mid Atlantic Solutions	390 Gallons ULSD Bio Diesel	-1,065.09	50014	10/1/2025
Mark and Kathryn Frydenborg	2025 Real Estate Tax Refund	-11.67	50015	10/1/2025
Roy G Jackson Jr.	2025 Real Estate Tax Refund	-14.70	50016	10/1/2025
Joshua D. Fletcher	2025 Real Estate Tax Refund	-10.24	50017	10/1/2025
Elan Financial Services	Credit Card Charges 08/20/25–09/18/25	-1,460.99	50018	10/1/2025
Hake's Farm & Seed Service	Lawn Grass Seed Mix, Duraturf	-90.00	50019	10/1/2025
United Concordia Ins. Co.	Dental Insurance	-147.70	50020	10/1/2025
D. Michael Craley Attorney	Legal Services 08/28/25–09/27/25	-1,493.50	50021	10/1/2025
River's Truck Center, Inc.	DEF 2.5 Gal Jug (Qty 5)	-45.80	50022	10/1/2025
Victor Grelli	Reimbursement - Boots (Per Policy)	-150.00	50030	10/1/2025
Total			\$-53,478.87	
Deposits (September 4– October 1, 2025)				
Vendor	Memo	Amount Paid	Check #	Date
Adam County Bank Verify	Traditions Transfer Bank Verification	0.74	45908	9/4/2025
Adam County Bank Verify	Traditions Transfer Bank Verification	0.10	45908	9/4/2025
County of York AP Payment	Tax Collection – September 2025	167.42	45910	9/5/2025
Interest	Interest Income	60.91	45911	9/6/2025
DCCS	Zoning Admin Commission Fees	287.8	45916	9/10/2025
Kimberly Griffin	Real Estate Tax – September 2025	88.67	45916	9/10/2025
Steeles Excavating	Sewage Permit Deposit – 8514 Hickory Rd	1,120.00	45916	9/10/2025
Ray Hamm	Copy of Zoning Ordinance	10.00	45916	9/10/2025
Commonwealth of PA	2025 Fire Relief Payment – Act 205	19,591.27	45917	9/11/2025

Recorder Corp Pay	August 2025 Real Estate Tax	16,204.30	45918	9/12/2025
County of York AP Payment	2025 EIT Collected	36,592.14	45922	9/20/2025
County of York AP Payment	2024 EIT Collected	3,143.84	45922	9/20/2025
County of York AP Payment	Collection Fees	695.38	45922	9/20/2025
Commonwealth of PA	2025 Municipal Pension Payment – Act 205	10,948.72	45924	9/25/2025
Interest	Interest Income	849.31	45930	9/30/2025
Interest	Interest Income	0.70	45931	10/1/2025
Total Deposits			\$89,761.30	
State Funds Account				
Bills (September 3– October 1, 2025)				
Vendor	Memo	Amount Paid	Check #	Check Date
Geo-Technology Associates	Streets 2025 Project - Glessick School Rd Geotechnical Testing & Report	-\$5,750.00	940	9/3/2025
E.J. Brenneman, LLC	Streets 2025 Project - Glessick School Rd FDR, Portland Cement& 19mm Superpave	-87,390.02	941	10/1/2025
Total			-\$93,140.02	

Executive Session: No executive session was held.

Hire Employee: Todd Warner made a motion, which was seconded by Todd Warner, to hire Mac Moser as a new township employee at a rate of \$26 per hour, effective October 6, 2025. Roy Hiller seconded the motion. The motion was unanimously carried.

The new employee will be subject to a 90-day probation period, as outlined in the East Hopewell Township Policy, and will not receive benefits until the probationary period is complete.

Rick Wood was declared a full-time employee as of October 1, 2025, with benefits in accordance with the personnel policy.

Employee Pay (1st Anniversary): Laura Vasold requested a one-year performance and salary review, having completed one year of service on September 16, 2025. She earns a salary with overtime, based on \$22/hr with overtime for meetings and declined health insurance, saving the township an estimated \$24,000 annually without receiving compensation in lieu. The Board agreed to add her evaluation and salary review to the upcoming budget meeting agenda, with a retroactive adjustment to her anniversary date.

Roy Hiller made a motion to include a one-year employee evaluation and salary review for Laura Vasold, Township Secretary, on the agenda for the upcoming Special Meeting on October 14, 2025, and to authorize a retroactive pay adjustment effective her anniversary date of September 16, 2025 for any pay increase, in recognition of her one-year anniversary and continued service. Todd Warner seconded the motion. The motion was carried unanimously.

Adjournment: Roy Hiller made a motion to adjourn at 9:05 p.m. Todd Warner seconded. Motion carried unanimously.

Respectfully submitted,



Laura Vasold
Secretary