

January 14th. 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, Patricia Wolfe, Carrie Stough, William Verbrugg, Butch Jackson, Fran Seitz, Harry Smith, Jamie Hess, Mike Kosmicki, Kerry McFatridge, Christopher Grove, Kasey Abel, Brian McCleary, Rob Hersey, Victor Grelli, Susan Barts and Lawrence Vasold.

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.

Roy Hiller made a motion to appoint Dean Miller as temporary Chairman. Todd Warner seconded the motion, which was unanimously carried.

Todd Warner made a motion to appoint Laura Vasold as the temporary Secretary. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner nominated himself as chairman and Roy Hiller declined the motion.

Roy Hiller made a motion to appoint Dean Miller as the Chairman. Todd Warner seconded the motion, which was unanimously carried.

Roy Hiller made a motion to appoint Laura Vasold as the Secretary/Treasurer. Todd Warner seconded the motion, which was unanimously carried.

Roy Hiller made a motion to make the Secretary/Treasurer a salaried position with overtime. Dean Miller seconded the motion, which was unanimously carried.

Roy Hiller made a motion to set the Secretary/Treasurer salary based on a 40/hr work week at \$880/week (\$22/hr) with overtime set at \$33/hr. Dean Miller seconded the motion, which was unanimously carried.

The board of supervisors discussed the need to identify and certify delegates to attend the PSATS Annual Educational Conference May 4-7, 2025 in Hershey, PA. The supervisor, secretary, treasurer, and manager may all be delegates to the conference, but the board must designate one person among these positions to serve as a voting delegate. Voting delegates are authorized to vote on late resolutions as well. After the discussion about the conference, the board of supervisors decided to come back on the topic at a future meeting when additional information is obtained regarding this event.

Next, there was a discussion on appointing a Roadmaster. Todd Warner, who was the Roadmaster for 2024, does not want to continue the position for 2025. Roy Hiller and Dean Miller also stated they are not interested in being Roadmasters. After some discussion, it was decided that Dean Miller, as the Chairman, would be responsible for Roadmaster responsibilities until a new Roadmaster could be identified. It was decided to table the Roadmaster appointment until the next meeting.

Roy Hiller made a motion to appoint D. Michael Craley and Samantha Craley as the township solicitors. Dean Miller seconded the motion, which was unanimously carried.

Roy Hiller made a motion to appoint James R. Holley & Associates with Jason Brenneman as the primary contact for the township engineers. Dean Miller seconded the motion, which was unanimously carried.

Todd Warner made a motion to appoint Mike Kosmicki to replace Bruce Channel as a Planning Commission member for a 5-year term ending on December 31, 2029 and to remove Mike Kosmicki as the alternate for the Zoning Hearing Board. Dean Miller seconded the motion, which was unanimously carried.

Todd Warner made a motion to appoint Victor Grelli as a Planning Commission member for a 5-year term ending on December 31 to replace Kenyon Miller's term which has expired. Dean Miller seconded the motion, which was unanimously carried.

A discussion took place about replacing Mike Kosmicki, the alternate on the Planning Commission. It was decided that a replacement would be nominated at the next supervisor's meeting.

Todd Warner made a motion to appoint Daniel McLhinney as the township Recreation Board Representative. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner made a motion to appoint Alex Wilson as the Emergency Management Coordinator. Roy Hiller seconded the motion, which was unanimously carried.

Roy Hiller made a motion to set the Secretary/Treasurer Bond at \$600,000 for 2025. Todd Warner seconded the motion, which was unanimously carried.

Roy Hiller made a motion to set the Board of Supervisor's meetings for 2025 to take place at the East Hopewell Township building located at 8916 Hickory Road at 7 pm the first Wednesday of the month. Todd Warner seconded the motion, which was unanimously carried.

Roy Hiller moved to set the 2025 Planning Commission meetings at the East Hopewell Township building, 8916 Hickory Road, at 7:30 p.m. on the second Thursday of the month. Todd Warner seconded the motion, which was unanimously carried.

Roy Hiller moved to authorize the advertisement of the 2025 meetings for the Board of Supervisors and the Planning Commission. Todd Warner seconded the motion, which was unanimously carried.

A discussion occurred regarding the possibility of changing the employee holiday schedule. It was decided to keep it as currently written in the personnel handbook.

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

Todd Warner made a motion to approve November 15th, 2024, December 4th, 2024, and December 20th, 2024 meeting minutes. Roy Hiller seconded the motion, which was unanimously carried.

Brian McCleary, a resident of Felton, spoke to express his concerns and acknowledge his own behavioral issues. He discusses a disagreement with Todd Warner, who had criticized inspectors Kevin Hertzog and Keith Hardings on Facebook. McCleary emphasizes the importance of maintaining good relationships with inspectors to ensure code compliance and shares his positive experiences, urging Todd to reconsider his stance on replacing them. At a Christmas party, McCleary praised the new township secretary, Laura, to Todd Warner, who then interrogated him due to trust issues, leading to further conflicts. McCleary admits to having a hot temper, acknowledges his mistakes, and publicly apologizes for his behavior. Despite attempts to communicate with Todd, issues remain unresolved, affecting road safety and operations. Brian then raises concerns about bus safety on Pleasant Valley Road due to snowdrifts and the township's decision to save money by not salting the roads, emphasizing potential liabilities and safety risks. He suggests leadership training for township leaders to improve decision-making and presents a cost analysis highlighting minimal savings from not salting compared to the risks involved. In addition, McCleary suggests that the transportation director, Mark Rill, is unfamiliar with Todd Warner. He notes that Todd Warner contacted the director, who later contacted Brian McCleary. The director informed McCleary that Warner would only communicate with him regarding any information about the road conditions, refusing to discuss it with Brian. He then discusses the roadmaster's job description, emphasizing effective communication and trust in personnel. McCleary criticizes micromanagement and holding grudges, suggesting the need for sound decision-making concerning road maintenance and safety. He reiterates his apology to Todd Warner and hopes for better cooperation. Todd Warner acknowledges the issues raised, explains the chain of command for school-related matters, and admits mistakes made during road projects. He assures that efforts were made to address road conditions and clarifies that there were no instructions to conserve salt.

Kevin Hertzog requested that the Zoning Process be postponed until after the Zoning appointment is completed. It was agreed to discuss permitting after the zoning officer appointment.

The following discussion was regarding Susan Bartz's request to pave the remaining part of Haugh Road. She states that only a small portion of the road is left unpaved, and concerns were raised about the township's plowing practices, especially for unpaved roads. It was explained that the township does plow these roads but does not salt dirt roads due to restrictions. In icy conditions, they use stones instead of salt.

It was further explained that the township is 40 years behind on road maintenance and has spent over \$10,000 on salt for just a few inches of snow, straining the township budget. Haugh Road was only paved due to extra asphalt being provided from extra material from another road project. East Hopewell did not pave it; it's been unpaved for over 40 years. There is skepticism about paving certain roads, considering factors like the number of residents and how frequently the roads are used. Some roads, like Lutz Road, are not heavily traveled. There are differences of opinion about the usage and importance of specific roads, with some residents arguing that certain roads are essential thoroughfares. The township is open to checking into these concerns and considering the possibility of paving roads with excess materials from other projects in the future.

Todd Warner made a motion to approve the Volunteer Service Tax for 2024. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner made a motion to approve Resolution 01-2025 (Acknowledging Designated Depositories) using M&T and York Traditions as the depositories for the township in 2025 and to sign the resolution. Roy Hiller seconded the motion, which was unanimously carried.

Todd Warner made a motion to approve Resolution 02-2025 (Appointing Building Code Official and setting fees) to keep Kevin Hertzog as the township's Building Code Officer in 2025 and sign the resolution. Roy Hiller seconded the motion, which was unanimously carried.

Roy Hiller made a motion to approve Resolution 03-2025 (Designating a Zoning and Sewer Enforcement Officer and setting fees) to keep Kevin Hertzog as the township's Zoning Officer and Stephen McKeon as the township's SEO for 2025 and to sign the resolution. Dean Miller seconded the motion, which was unanimously carried.

The township solicitor also discussed the need for an alternate SEO. The township could consider Adam Anderson, who is used in other townships. However, more information would be needed to determine whether this individual would accept the position.

Kevin Hertzog from DCCS spoke about the permitting process and explained that he doesn't like to play politics. He stated that any permitting actions should now go through the township secretary and that the Supervisors should not contact him directly on issues.

It was further discussed that the township secretary should handle all township actions, including Building and Code enforcement, Zoning, and SEO issues.

Dean Miller moved that all township activities about building and code enforcement, zoning, and SEO actions should go through the township secretary and that the supervisors should not directly contact these individuals. Roy Hiller seconded the motion, which was unanimously carried.

Next a discussion took place regarding trash service. Residents express frustration with Republic's inconsistent trash pickup, noting that some homes are missed while others nearby are serviced. They discuss the importance of maintaining records of service issues for future contract negotiations and the possibility of letting residents choose their own trash collectors. Residents mention early morning pickups and variable schedules, which cause confusion. They emphasize placing trash out the night before as per the contract. Discussions highlight issues with recycling pickup, the limited number of waste management companies bidding on contracts, and the challenges of working with large companies like Republic and Penn Waste. The township website provides updated information on trash services, including pickup dates, guidelines, and fees. The conversation underscores the need for better communication and service reliability, with some residents expressing a preference for Penn Waste over Republic. The township looks forward to resolving these issues in future contracts, with the current contract expiring in 2026.

Next, payroll for 2025 was discussed. In this discussion, participants debate the use of different payroll systems provided by Mike Kisamore and Joe Edel. The township secretary, Laura, acknowledges that she has tried Mike's system, which has all the pre-calculation formulas for 2025. However, she hasn't yet given Joe Edel's payroll samples a full trial to offer an opinion. Todd Warner states that Joe said Mike's spreadsheet setup is similar to a free version found online. Todd emphasizes the need to meet with Joe Edel to clarify the differences. There is also a discussion about using QuickBooks versus the current spreadsheet method,

weighing the costs and benefits. There is a need for a fair trial of both systems to determine the best fit for the township's needs, especially considering the unique payment structures. The goal is to ensure an effective and cost-efficient solution for payroll, with free software being a possible solution to be tested. It was decided to postpone a decision until the next meeting.

Next a discussion took place regarding social media and a suggestion was made for the township to get its own Facebook page. Then there was a suggestion that employees should not use social media or post on social media during work hours. This was quickly dismissed as the township Secretary stated she uses Facebook to push out information from her personal social media page, which has proven beneficial to township residents. Residents agreed this has been an enormous asset to the community. The solicitors, Mike and Sam Craley, cautioned about using social media for a township as it's been a legal issue for multiple municipalities. A township social media page would require specific requirements, and administrators must ensure that designated administrators manage the page correctly. Solicitor Craley pointed out how websites and social media are a great way to push information out, however, it's when you start getting into arguments online that it becomes a problem. That requires regulation, management, and concerns impeding someone's free speech. Solicitor Craley suggested using the township website and Savvy Citizen as safer methods to push out information. When using Facebook for a township, it is key not to post your personal feelings or politics as these areas get individuals in legal trouble.

The township Secretary, Laura Vasold, explained how she developed an East Hopewell Township Community Chat group for the community before her employment with the township. She uses the page to post township information such as meeting agendas, road closures, trash updates, and other issues relevant to township residents. Solicitor Craley stated that it is perfectly acceptable for the secretary to use her page, provided it is indicated that her posts do not represent her as a township employee but are information she voluntarily shares as a township citizen. In conclusion, the township shouldn't maintain a Facebook page, and an employee may post on their personal page, as long as it is clear that any posts are personal and not in an official capacity as a township representative.

Next was Todd Warner's roadmaster report. He reported a truck breakdown due to an issue with the windshield wiper, which he fixed, and a pin that came off the door, which he also repaired. Then, a discussion occurred about who would take over as Roadmaster, as Todd Warner stated he was resigning. Mr. Robert Hersey declined the position of Roadmaster. It was decided that Dean Miller, as the Chairman, should take the position.

Roy Hiller made a motion to assign Dean Miller as Roadmaster. He is given the authority to contact the Road Crew during non-working hours to call them in for emergencies, such as snow, as needed. The Road crew can also contact Dean Miller if they encounter any issues. Todd Warner seconded the motion, which was unanimously carried.

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: \$743,276
- State funds: \$180,651.06
- Overall total: \$923,927.99

Key actions completed over the last month included:

- Filing of the 2025 tax assessment on December 16th.
- Submission of the 2023 recycling grant on December 17th.

Additionally, there are two pending grants:

- LSA Cat 4 grant
- LSA statewide grant

The secretary also discussed a request from a resident for a hidden driveway sign at 1103 High Rock Road, a state highway. PennDOT indicated that the responsibility for the sign falls on the township, but PennDOT must approve the installation. The process involves:

1. Submitting a sketch of the proposed sign location to PennDOT.
2. Consulting with the township engineer to understand past procedures for similar requests.
3. Noting that in previous cases, such as the golf cart crossing signs, the requester paid for the sign, and the township installed it.

The discussion highlighted the need for proper justification and submission to PennDOT. It was suggested that the resident be informed that the approval process could take a couple of months.

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

Livestock Ordinance: The York County Planning Commission will review the Livestock Ordinance on January 21st and provide comments.

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

Small Events/Wedding Venues: A discussion occurred concerning the lack of specific regulations for small event venues in the agricultural zone's zoning ordinance. The growing trend of small events and wedding venues was also highlighted. Currently, the zoning ordinance does not have provisions for these venue types. It was suggested that the Board of Supervisors ask the Planning Commission to evaluate the zoning ordinance to allow these events in the township. Furthermore, it was proposed that the Planning Commission consider developing specific standards to regulate these increasingly popular venues.

Roy Hiller made a motion to direct the Planning Commission to look at regulations to incorporate in the zoning ordinance that would accommodate small events and Agra entertainment. Todd Warner seconded this motion.

Solar Fields: The Planning Commission is working on finalizing regulations for solar fields, with an update expected soon.

The solicitor emphasized the importance of updating the zoning ordinance to close loopholes and ensure consistent regulations, particularly for new and emerging uses like small event venues and solar fields.

During the public comments period, a participant thanked Todd for his excellent service over the past year and expressed regret about him stepping down.

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.

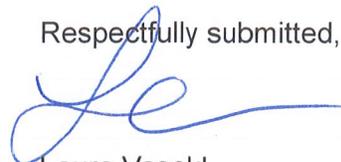
General Funds Account			
Bills			
(December 5th, 2024 – January 14, 2025)			
Vendor	Amount Paid	Check #	Check Date
Bruce Channell - Planning Commission Compensation	245.00	15941	12/12/2024
Scott Garvey - Planning Commission Compensation	245.00	15942	12/12/2024
Rob Davis - Planning Commission Compensation	210.00	15943	12/12/2024
Jerry McLaughlin - Planning Commission Compensation	280.00	15944	12/12/2024
Sam Georgieff - Planning Commission Compensation	140.00	15945	12/12/2024
Scott Garvey - Planning Commission Compensation	35.00	15946	12/13/2024
Chateau De L'aurel LLC – Zoning Hearing Fee Refund	750.00	15947	12/17/2024
Internal Revenue Service: Employee Federal Tax	2,024.19	ACH	12/17/2024
Internal Revenue Service: Employee Federal Tax	2,462.28	ACH	12/17/2024
Commonwealth of PA: Employee State Payroll Tax	385.11	ACH	12/17/2024
Commonwealth of PA: Employee State Payroll Tax	328.88	ACH	12/17/2024
Employee Pay – John Ricks III	1,752.67	15948	12/17/2024
Employee Pay – Laura Vasold	1,388.77	15949	12/17/2024
AM Trust Financial – 2025 Insurance Policy	4,419.0	15950	12/19/2024
Star Printing Company	75.00	15951	12/19/2024
United Concordia Health Insurance	140.70	15952	12/19/2024
Internal Revenue Service: Employee Federal Tax	1,230.86	ACH	12/30/2024
Employee Pay – Laura Vasold	1,381.22	15953	12/30/2025
Employee Pay – John Ricks III	1,752.67	15954	12/30/2025
Employee Pay – John Ricks III	1,094.35	15955	12/30/2025
Employee Pay – John Ricks III	386.00	15956	12/30/2025
Commonwealth of PA: Employee State Payroll Tax	173.83	15957	01/13/2024
Employee Pay – Robert Hersey	1,584.80	15958	01/13/2024
Employee Pay – Daniel Singleton	1,405.33	15959	01/13/2024
Employee Pay – Kevin Miller	87.39	15959	01/13/2024
Employee Pay – Laura Vasold	1,426.50	15960	01/13/2024
York County Quick Response Team 2025 Donation	500.00	15961	01/13/2024
PA Municipality Pension 2025 Contribution	14,298.00	15962	01/13/2024
York County SCA 2025 Agreement	1,829.00	15963	01/14/2025
Eureka 3 rd Qtr UPMC Life Insurance Team ALS	2,250.00	15964	01/14/2025
Highmark Benefit Health Insurance	6,319.23	15965	01/14/2025
PSATS Annual Dues/Subscriptions	1,174.00	15966	01/14/2025
Double Dog Communication	49.95	15967	01/14/2025
D. Michael Craley – Solicitor Services	1,579.50	15968	01/14/2025

PA Labor Law Posters	89.50	15969	01/14/2025
Met-Ed	165.57	15970	01/14/2025
Verizon	354.66	15971	01/14/2025
Edel Technology Services LLC – Monthly IT Services	189	15972	01/14/2025
Star Printing Company	70	15973	01/14/2025
Elan Financial Services	302.18	15974	01/14/2025
BFPE International (Fire Extinguisher Service)	131.00	15975	01/14/2025
DCCS – Violation Letter	100.00	15976	01/14/2025
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	\$79,520.17
Deposits (December 5th, 2024 – January 14, 2025)			
Vendor	Amount Paid	Check #	Check Date
Real Estate Transfer Tax	4929.40	ACH	12/06/2025
York County Tax Claim November 2024	164.44	ACH	12/04/2025
District Court - Police Fines	49.74	Check	12/12/2025
Real Estate Tax Collection	631.53	Check	12/13/2025
PSATS Unemployment Dividend	35.10	Check	12/27/2024
DCCS – Permit Administration Fee Disbursement	542.00	Check	01/02/2025
Real Estate Transfer Tax	5965.75	ACH	01/10/2025
District Court - Police Fines	100.00	Check	01/14/2025
DCCS – Permit Administration Fee Disbursement	200.00	Check	01/14/2025
Real Estate Tax Collection Prior Year	9.97	Check	01/14/2025
Real Estate Tax Collection Current	2550.64	Check	01/14/2025
		Total Deposits	\$15,178.57

The meeting was moved into the Executive Session.

Todd Warner made a motion to adjourn the meeting at 10 p.m., seconded by Dean Miller. The motion was unanimously carried.

Respectfully submitted,



Laura Vasold
Secretary