

**HOPEWELL TOWNSHIP  
YORK COUNTY PA  
BOARD OF SUPERVISORS  
MINUTES FOR REGULAR MEETING  
MUNICIPAL BUILDING  
FEBRUARY 5, 2015**

Chairman Manifold called the meeting to order at 7:00 PM; the pledge to the flag followed. Present were Supervisors Aaron Manifold, David Wisnom and Shannon Wolf. Also present were Attorney Andrew Miller and Keith Hunnings, Zoning Officer.

**Approval of Minutes:**

Wisnom motioned to approve the minutes of the January 5, 2015 Organizational/Regular Meeting as distributed. Wolf seconded. Motion carried unanimously.

**Treasurer's Report/Invoices:**

Manifold motioned to approve the Treasurer's Report of January 31, 2015 and previously reviewed invoices listed in this report. Wolf seconded. Motion carried unanimously.

**Roads Report:**

**BIDS FOR 2001 SILVERADO UTILITY TRUCK W/PLOW** - Fourteen bids were opened and read to the public by Manager Schaub yesterday at 10:00 AM, as advertised. The highest bid was submitted by Walter Heaps, Fawn Grove, in the amount of \$6,595.01. Wisnom motioned to sell the truck and plow to Walter Heaps for that amount. Wolf seconded. Motion carried unanimously. Manifold motioned to authorize Donnie McCauslin to handle all paperwork for this transaction on behalf of Hopewell Township. Wolf seconded. Motion carried unanimously. Manifold informed the public that the new utility truck has been ordered and should be delivered in the next month or two.

**PROPOSED SHED TO BE LOCATED ON YORK COUNTY SOLID WASTE AUTHORITY PROPERTY** – The Township recently requested permission from YCSWA to have a shed constructed on a 4-acre lot at the former landfill property. This request is going through the approval process at YCSWA. Currently, a Loader and stone stockpiles, owned by the Township, are located on this lot. The shed would be used to house the Loader. Zoning Officer Keith Hunnings advised a Land Development Plan and Stormwater Plan will be required for this project. After much discussion about the engineering costs for both of these plans, Wisnom motioned to exempt the Township from the Land Development Plan requirement. Manifold seconded. Motion carried unanimously.

**Solicitor's Report:**

**DEPUTY TAX COLLECTOR** – With the passage of Act 164 of 2014, the appointment of a Deputy Tax Collector is required. Attorney Miller stated the Deputy's powers would be limited to only when the Tax Collector is incapacitated. If the Tax Collector's incapacitation is expected to be lengthy a new Tax Collector will be appointed by the Board of Supervisors, upon receipt of the Tax Collector's resignation. Manifold motioned to appoint Cathy Bilger, Peach Bottom Township Tax Collector, as Hopewell Township's Deputy Tax Collector. Wisnom seconded. Motion carried unanimously. Chairman Manifold signed the appropriate form, which will be forwarded to the County Assessment Office and Collens-Wagner Bonding Company for signatures. The South Eastern School District Business Manager previously signed this document.

**Codes Enforcement:**

**BUILDING PERMIT SUBMISSION POLICY** – The Board and Keith Hunnings went over this policy, which clarifies the procedure for filing for a building permit through the Township Office. Wolf motioned to adopt this policy as written. Manifold seconded. Motion carried unanimously. Schaub was requested to post this policy on the Township's website. It was also decided that violation letters from South Penn Codes Consultants to residents will continue to be mailed by the Township Office.

**Other Business:**

**STEWARTSTOWN BOROUGH AUTHORITY REP** – Resident Lisa Mohan was present to express her interest in serving on the SBA on behalf of Hopewell Township. This opening occurred with the resignation of Martha Ledsinger. Wisnom motioned to nominate Lisa Mohan for this position to the Stewartstown Borough Council. Manifold seconded. Motion carried unanimously.

**#ZHB2-2015/JOHNSON CONTROLS** – The Board reviewed 1/23/15 letter from Attorney Baughman advising JCI's application for a variance was granted.

**AG SECURITY AREA** – An application from Jennifer & Charles Barr to add their 40 acres off of Haugh Road was acknowledged by the Board. The Board suggested this application be held for the six-month waiting period at which time a resolution to include it in the ASA will be considered.

**ACT 537/DISTRICT 1** – The deadline for owners of residences in District 1 to have their septic system/cesspool pumped or inspected expired on December 31, 2014. Two property owners have not complied. The Board advised Attorney Miller to take legal action. Schaub was requested to send a copy of the OLDS Ordinance to the haulers registered with York County Solid Waste Authority.

**UNCOLLECTED 2014 REAL ESTATE TAXES & 2013 INTERIMS** – Wisnom motioned to authorize the Chairman to sign the submission to the Tax Claim Bureau as prepared by the Tax Collector. Manifold seconded. Motion carried unanimously.

**INTERNET INFRASTRUCTURE** – The Board took no action on the 1/14/15 letter from Dr. Kaufmann, Superintendent, South Eastern School District, suggesting as a group to attempt to resolve internet problems in the school district.

**TOWNSHIP CREDIT CARD** – Schaub was given permission by the Board of Auditors to obtain a credit card from Peoples Bank, which is tailored to meet the needs of local government. Wisnom motioned to apply for this credit card with a \$5,000 limit with signers the three Supervisors and Schaub as Treasurer. Manifold seconded. Motion carried unanimously. The Board does not want this bill to be paid online.

**AUTOMATIC DOORS FOR MASON-DIXON PUBLIC LIBRARY** – Schaub reported she was advised by two Stewartstown Council members that Stewartstown Borough did not approve contributing to purchase this item. Hopewell Township will only contribute if all of the other municipalities (Stewartstown, East Hopewell and Cross Roads) do so.

**NEW SHED AT LANDFILL PROPERTY** – Manifold motioned for Schaub to draw up the specs and bid package for consideration at the 3/5/15 meeting. The shed will be used to house the Township loader that is used to load stone onto the Township trucks.

**PUBLIC COMMENT** – There were no requests.

**ADJOURNMENT** – The meeting was adjourned at 8:32 PM.

  
Patricia R. Schaub