



**HOPEWELL TOWNSHIP BOARD OF SUPERVISORS
CUMBERLAND COUNTY, PA
BOS Workshop Minutes – April 6, 2026**

The Board of Supervisors of Hopewell Township met on April 6, 2026, at 7:00 am. It was noted that the meeting would be recorded.

Present: Ed Hoover, John Cover, Ted Diehl, Jenny Hart, Jamie Kensinger

Public Present: Harold Bender

Workshop Purpose: Ed explained that the board decided to hold workshops in order to discuss business outside of the monthly evening meetings and to do fact-finding. He said that decisions will not be made at workshops.

Discussion Items:

Secretary/Office Manager Updates: Jamie said that the board was invited to the Derby Party at Shippensburg University and that the invites were in the office.

Treasurer Updates: Jenny said she was working on a more detailed report for Q1. She stated that QuickBooks online has been a good investment. Ted asked if the scanner had been bought yet. Jenny said that it had not been. The board said that the purchase could be made.

Supervisor Updates: Ted stated that he had nothing new to report.

John said culvert stakes were being looked into, and Jenny explained the different options. Jenny asked how many they would need. Ed said a couple hundred.

John stated that he was working on the grub work for the park and that they would be using Brenize for the work. He said that Eric and Greg were going to power wash the splash pad one more time.

John and Ed spoke about the sand that was delivered to the park for the ball fields and how Travis Ruhl said it was not the correct sand. John said that they may move it and use it for the volleyball court and have Travis looking into where to get the correct sand. They clarified that they did order a sand mixture that was to be good for ball fields, but it is too bouncy.

Handbook: Ed had Jamie read the Employee Handbook out loud, section by section, with discussion where needed. Jamie started reading at Section 5.10 “Transfers,” which was where the board had left off at the prior workshop.

For Section 6.9 “Off-Duty Use of Employer Property or Premises,” it was suggested that township property should never be used for personal use.

For Section 6.13 “Personal Data Changes,” it was suggested to add that past employees should be required to provide their address up to a year after employment, so that they can receive tax documents and the Financial Interests form. Similarly, Section 6.18 “Use of Employer Vehicles,” it was suggested to remove the option for personal use.

There was discussion on Section 7.1 “Bereavement Leave” – Ted stated that the policy may be too generous.

For Section 7.2 “Continuing Education Policy and Tuition Assistance,” it was discussed to remove the Tuition Assistance part.

For Section 7.4 “Holidays,” it was discussed that Auditors determine the number of holidays for full-time working supervisors, and it was stated that the Auditors eliminated Juneteenth. There was discussion around if it should be eliminated for the other employees and if the office should remain closed.

For Section 7.10 “Workers’ Compensation,” there was discussion on incident reports. Jamie will make sure they are readily available.

For Section 7.12 “Parental Leave,” there was discussion on what this should look like going forward. Harold stated that 6 weeks is more than enough and mentioned Jamie’s maternity leave. Ed questioned FMLA and if it should be mentioned since the township has under 50 employees. Jenny stated that the office does not have short term disability and that needs to be considered. The wording around when to notify supervisors of the need for parental leave was discussed. Under Section “Pennsylvania Policies” and “Policy Against Workplace Harassment”, there was discussion on what reporting procedure should look like. The board decided to stop at “Wage and Hour Policies.”

Public Comment:

Harold stated that he was looking into Tyler Gamble's vacation time and that Tyler took 3 extra days. Harold said that he didn't agree with Jamie having more vacation days than what the handbook states. Jamie stated that she was hired before the handbook was in place and that she negotiated upon hire and has a signed contract. She said that the board renegotiated with her later and she was granted more and has a signed contract. Harold stated that it is not fair. He asked how many days she has. Jamie said she would have to check. Harold said that he had a right to know as an Auditor and would file a Right to Know. Jamie stated again that she would be happy to provide the information, but that she just didn't know it at the moment. Harold said he would do a Right to Know. Jamie stated that it seemed like she was being personally attacked. She said that she was sorry that he does not agree with her time off. Jamie asked why he always targets her. Harold stated that he is an Auditor and has a right to look into items and look at the books. Jamie stated that the Auditor does not determine non-supervisor vacation time.

Harold said that he has found things that are not right, like Tyler using too much vacation time. He went on to say that John was thrown into a fire because Tyler left and worked elsewhere and then Dave left. John said that it would cost more to go after Tyler for 3 days than what the days cost.

Ed asked if everyone had a chance to read the minutes. Ted said that he did not. It was decided to read the minutes in the moment. Ted stated that he wanted two items changed in the minutes. The board agreed.

John made a motion to approve the minutes from March 30, 2026 Workshop. Ted seconded. Motion carried.

Harold said that he wanted to address a comment that was made at a previous workshop about him saying that the park was not going to be taken care of and said that he never said that about John. Harold said that things have turned around at the park. Harold also said that he wanted it cleared up that PSATS never hung up on him. Harold said that the top person at PSATS is married to his cousin. John said that PSATS said that he never said Harold was hung up on but that if someone is belligerent, that they do hang up. Harold said that John is not a working supervisor but that he works hard.

John made a motion to adjourn the meeting. Ted seconded. Motion carried.

Meeting adjourned at 9:04 am

Minutes compiled by Jamie Kensinger

Chair Signature _____

Vice Chair Signature _____

Roadmaster Signature _____