

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
JANUARY 03, 2023, 6:30 P.M.**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 6:30 p.m. by Chairperson Mary Rush.

Roll Call:

Present: Chairperson Mary Rush, Vice Chairman Donald Kearns, Supervisor John Miller, Secretary/Treasurer Andrea White. Zoning/Code Enforcement Officer Mark Gordon and Solicitor Dennis Makel absent.

Public Comments:

No Public Comments.

- Appoint Temporary Secretary for portion of the Reorganization meeting:
Motion to appoint Mary Rush to serve as Secretary for this portion of the Reorganization Meeting.
Motion: John Miller, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes
- Appoint Chairman for Hopewell Township Board of Supervisors for 2023:
Motion to appoint Mary Rush Chairperson for the Hopewell Township Board of Supervisors for 2023.
Motion: Donald Kearns, 2nd John Miller
Vote: Kearns - Yes
Rush – Yes
Miller - Yes
- Appoint Vice Chairman for Hopewell Township Board of Supervisors for 2023:
Motion to appoint Donald Kearns Vice Chairman for the Hopewell Township Board of Supervisors for 2023.
Motion: Mary Rush, 2nd John Miller
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Declare Board of Supervisors duly constituted for 2023:
Motion to declare the Board of Supervisors for Hopewell Township duly constituted for 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Secretary/Treasurer for 2023:
Motion to appoint Andrea White Secretary/Treasurer for Hopewell Township for 2023. Andrea White's position is considered a permanent part time position.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Bond for Treasurer for 2023:
Motion to approve bonding and payment of the bond for the Secretary/Treasurer in the amount of \$2,750,000.00 for the year 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Bond for Elected Tax Collector
Motion to approve bonding and payment of the bond for the Elected Tax Collector in the amount of thirty (30%) percent of the estimated amount of collections for Beverly Paul.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint Township Depository for 2023:
Motion to appoint Washington Financial Bank as the Township Depository for 2023 and to authorize the Secretary/Treasurer to transfer funds as needed.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Township Roadmaster for 2023:
Motion to appoint Donald Kearns as the Township Roadmaster for 2023.
Motion: Mary Rush, 2nd John Miller
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Appoint Township Assistant Roadmaster for 2023:
Motion to appoint John Miller as the Assistant Roadmaster for 2023.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Appoint Open Records Officer for 2023:
Motion to appoint Secretary/Treasurer Andrea White as the Township Open Records Officer for 2023.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Appoint Solicitor for 2023:
Motion to appoint Dennis Makel and Associates as the Solicitor for 2023.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Appoint Wage & EIT Tax Collector for 2023:
Motion to appoint Keystone Collections as the Township's Wage and EIT Tax Collector for 2023.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Appoint CPA for the 2022 Financial Audit:
Motion to appoint Palermo Kissinger and Associates by Resolution to perform the annual financial audit in place of the elected auditors for the year 2022.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Engineer for 2023:
Motion to appoint McMillen Engineering as the Township Engineer for 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Appoint third party UCC Building Code Official.
Motion to appoint McMillen Engineering as the Township third party UCC Building Code Official for 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Appoint Zoning Officer for 2023:
Motion to appoint Mark Gordon the Township Zoning Officer for 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Code Enforcement Officer / Department of Code Enforcement Head for 2023:
Motion to appoint Mark Gordon the Township Code Enforcement Officer and Department Head of the Hopewell Township Department of Code Enforcement for 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Appoint Township Floodplain Administrator for 2023
Motion to appoint John Miller the Township Floodplain Administrator.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Representative to serve on the Vacancy Board for 2023:
Motion to appoint Richard Bednarski to serve on the Vacancy Board for 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Set mileage reimbursement for 2023:
Motion set the Township mileage reimbursement at the Federal mileage rate for 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Set Regular Meeting dates and times for 2023:
- **Motion** to hold the Regular Monthly Township Meetings on the second Monday of each month at 7:00 p.m. at the Township Municipal Building with the exception of January whereas the first regular meeting is immediately following the Reorganization Meeting, July whereas the meeting that would have been held on Monday, July 10, 2023 will be held on Monday, July 17, 2023 at 7:00 p.m., and October whereas the meeting that would have been held on Monday, October 09, 2023 will be held on Monday, October 16, 2023 at 7:00 p.m.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Set Budget Workshop Meeting dates and times for 2023:
Motion to hold Budget Workshop Meetings on Monday, October 16, 2023, at 6:00 p.m. and Monday, November 13, 2023, at 6:00 p.m.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Set Planning Commission Meeting dates and times for 2023:
Motion to hold Planning Commission Meetings on an as needed basis only on the second Monday of each Month at 6:00 p.m.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Holidays and Days the Township Administrative Office will close in 2023:
Motion that the Township office will be closed on all Public Holidays observed by the Federal Government also to include Good Friday, Primary Election Day, General Election Day, Day after Thanksgiving, Christmas Eve, and New Year’s Eve.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Advertise Meeting dates and times and days Township Administrative Office is closed for 2023:
Motion to advertise the Regular Monthly Meetings and times and Budget Workshop Meetings and times for the year 2023, Planning Commission Meeting dates and times for the year 2023 and Holidays and Days the Township Administrative Office will be closed in 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint a Voting Delegate to State Convention for 2023:
Motion to appoint John Miller as the Voting Delegate to the State Convention.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- Set the 2023 pay and wages:
Motion to continue bi-weekly pay paid on Fridays and to set and confirm the 2023 wages as follows:
 Road Employee Martin Ward - \$21.50 per hour – increase to \$22.25 per hour
 Road Employee Craig Wolf - \$24.50 per hour - increase to \$25.25 per hour
 Temporary Skilled Labor - \$17.00 per hour – remain at \$17.00 per hour
 Temporary Un-skilled Labor - \$14.00 per hour – remain at \$14.00 per hour
 Temporary Snow Plowing - \$17.00 per hour – remain at \$17.00 per hour

Secretary/Treasurer – \$25.00 - Pension benefit will be set to match the full-time employee pension benefit.

Zoning/Code Enforcement Officer (Appointed Position) \$17.00 per hour, 5 hours per week plus \$17.00 hourly rate for Court appearances – increase to \$20.00 per hour, 5 hours per week plus \$20.00 hourly rate for Court appearances.

Motion to approve the aforementioned bi-weekly pay and wages for 2023.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Recommendations to the Township Auditors for 2023:

Supervisor Pay as per Ordinance:

Mary Rush per Ordinance 95-4 of December 18, 1995

Donald Kearns per Ordinance 01-2019 of July 08, 2019

John Miller per Ordinance 01-2019 of July 08, 2019

Roadmaster Pay - \$250.00 per month – remain at \$250.00

Assistant Roadmaster - \$17.00 per hour – remain at \$17.00 per hour

Working Supervisor Pay Rate - \$17.00 per hour – remain at \$17.00 per hour

Supervisor Cell Phone Reimbursement - \$25.00 per month

Motion to approve the aforementioned pay and reimbursement recommendations to the Elected Board of Auditors.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller - Yes

- Township Committees for 2023:

- Hopewell Township Planning Commission (4) Four Year Terms:

Motion to confirm the appointment of Cody Atkinson to the Planning Commission term ending December 31, 2023.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Abstain

Miller – Yes

Quorum Present, Motion Passed.

Motion to confirm the appointment of Tammy Moore to the Planning Commission term ending December 31, 2024.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to confirm the appointment of David Rice to the Planning Commission for a term ending December 31, 2025.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Hopewell Township Zoning Hearing Board (3) Three Year Terms:

Motion to confirm the appointment of Bonnie Woods to the Zoning Hearing Board term ending December 31, 2023.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to confirm the appointment of Larry Keenan to the Zoning Hearing Board term ending December 31, 2024.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The term for William Black ended December 31, 2022

Motion to reappoint William Black to the Zoning Hearing Board term ending December 31, 2025.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller - Yes

- Appoint Zoning Solicitor for 2023:
Motion to reappoint Patrick Smider as the Zoning Solicitor for the year 2023.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Hopewell Township Elected Auditors for 2023:

Brienne Westphal – Appointed January 2022 to fill vacancy of an Elected Auditor until the time a term begins for an Auditor elected at the next Municipal Election. The Municipal Election will be held this year 2023.

Motion to confirm the appointment of Brienne Westphal to fill the vacancy of an Elected Auditor until the time a term begins for an Auditor elected at the next Municipal Election.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Donald Mark Brownlee - Appointed January 2022 to fill vacancy of an Elected Auditor until the time a term begins for an Auditor elected at the next Municipal Election. The Municipal Election will be held this year 2023.

Motion to confirm the appointment of Donald Mark Brownlee to fill the vacancy of an Elected Auditor until the time a term begins for an Auditor elected at the next Municipal Election.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Rachelle Teller – Elected in 2021 for a four-year term ending December 31, 2025

- Regional UCC Appeals Board Member for 2023:
Motion to appoint Dennis Slaney as the Regional UCC Appeals Board for 2023.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

- Hopewell Township Emergency Management Director for 2023:
Motion to appoint Gary Friend as the Hopewell Township Emergency Management Director.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes

- Hopewell Township Delegate and Alternate Delegate to the Washington County Tax Collection Committee.
Motion to appoint John Miller as the Delegate and Donald Kearns as the Alternate Delegate to the Washington County Tax Collection Committee.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Avella Area Library Representative:
Motion to appoint John Mark Scott as the Avella Area Library Representative.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Abstain
 Miller – Yes
 Quorum Present, Motion Passed.

- Hopewell Township PMRS Chief Administrative Officer (CAO) for 2023
Motion to appoint Andrea White as the Township’s PMRS Chief Administrative Officer (CAO) for 2023.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Primary contact for the PSATS CDL Program for 2023
Motion to appoint Andrea White as the primary contact for the Township’s PSATS CDL program.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Appoint Members of the Township Agricultural Security Area Advisory Committee. (Three active farmers, one township citizen and one member of the governing body.)
Motion to appoint three active farmers, Mike Kearns, Ryan Newman, and Tim Rush.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes
- **Motion** to appoint one township citizen, Lois Miller, to the ASA Advisory Committee.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Abstain
 Quorum Present, Motion Passed.
- **Motion** to appoint Donald Kearns to serve as the Chairman of the ASA Advisory Committee.
 Motion: Mary Rush, 2nd John Miller
 Vote: Kearns - Abstain
 Rush – Yes
 Miller – Yes
 Quorum Present, Motion Passed.
- Appoint Township Sewage Enforcement Officer:
Motion to appoint the Washington County Sewage Council as the Township’s Sewage Enforcement Officer.
 Vote: Kearns - Yes
 Rush – Yes
 Miller - Yes
- Appoint Delegate to the Washington County Sewage Council for 2022.
Motion to appoint Donald Kearns Delegate to the Washington County Sewage Council for 2022.
 Motion: Mary Rush, 2nd Donald Kearns
 Vote: Kearns - Yes
 Rush – Yes
 Miller – Yes

- Advertise vacant positions:
Motion to advertise any positions that become vacant throughout the year 2023.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes
- Amend Agenda if necessary:
No motion necessary.

Adjournment:

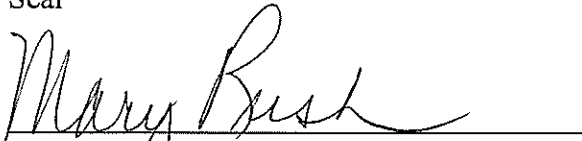
Motion to adjourn the Reorganization Meeting at 6:55 p.m.
Motion: Mary Rush, 2nd Donald Kearns
Vote: Kearns - Yes
Rush – Yes
Miller - Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



Mary Rush, Chairperson

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
JANUARY 03, 2023**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:02 p.m. by Chairperson Mary Rush.

Roll Call:

Present: Chairperson Mary Rush, Vice Chairman Donald Kearns, Supervisor John Miller, Solicitor Representative Gabrielle Conti, and Secretary/Treasurer Andrea White. Zoning/Code Enforcement Officer Mark Gordon absent.

Public Comments:

Kim Mace and Georgann Miller – Subdivision - Absent

No public comments.

Minutes:

Motion to accept the minutes of the December 12, 2022, regular monthly business meeting.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Zoning Report: Mark Gordon - absent

Mr. Gordon provided a written report.

- A Notice of Violation of Unsafe Building Structure was issued to Porfilios Real Estate LLC on October 25, 2022, for 2133 Brush Run Road. A Public Hearing was held on the matter on Tuesday, December 27, 2022, at 11:00 a.m.

At the last meeting the Board was trying to locate a Constable to serve Porfilios Real Estate LLC on this matter. The Township Constable Jason Slider informed the Board that he cannot serve the documents and referred the Board to another Constable Jason Hickey.

- 5035 Jefferson Avenue – Determine if Grading work observed at 5035 Jefferson Avenue requires permitting.

Mr. Gordon determined an excavation permit is required and will send the property owners a second notice.

- The Zoning Hearing Board’s reorganization meeting will be held on Wednesday, January 04, 2023, at 6:30 p.m.

Engineer Report:

The Board appointed McMillen Engineering Firm to serve as the Township’s Engineer at the Reorganization Meeting.

- Buzzard 79 Crossroads Road
Gabrielle Conti will inquire with the Solicitor’s office to find out what is going on with the issue.
- Possum Hollow Road drop boxes repairs – Range Resources is waiting for the township to place the inlet pipes prior to repairs.
The Township cannot lower the culvert to meet the elevation of the ditch, a pipe was placed with stone so that water will go to the drop boxes from there. Range will need to be contacted to inform them that the repair has been made.
- White Gate Road – Ten Mile Paving
The change order has been signed off on by the Board.
- A Grading/Excavation permit application was received for 29 Wiedt Lane. Review No. 1, 2 and 3 were performed; the plans were reviewed for conformance to Township Ordinance standards by the Township Engineer and the reviews were forwarded to the property owner. An agreement was drafted and revised establishing the bond conditions as per the Hopewell Township grading Ordinance.

Motion to accept the revised agreement establishing bond conditions for grading work at 29 Wiedt Lane between Hopewell Township and Anthony Marinelli, on behalf of the Pillars Trust.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to issue a Driveway permit for the property of Anthony Marinelli at 29 Wiedt Lane.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Fox Road Slide – MarkWest/Range Resources/Sunoco
Still in progress with the companies involved.
- Possum Hollow Road - MarkWest/Range Resources/Sunoco
There is a slip on Possum Road on West Penn Power’s right of way. Donald Kearns will work with McMillen Engineering on the issue.

Road Report: Donald Kearns

- A bond cancellation notice effective 01/14/2023 was received for bond # 0233939 for Diversified Production for Fox Road.

It is believed when the company entered that site, they did not enter on the correct side of the road causing damage. Solicitor Makel's office has sent correspondence to Diversified Production advising them that the bond will not be released at this time.

Motion to reject the request for cancellation of bond # 0233939 by Diversified Production for Fox Road.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Financial Report: File for review by Auditors

- Bank Reconciliations - Supervisors to review and initial off
- Time Sheets – Supervisors to review and initial off
- Bills: Review of bill list as presented

Motion to pay the bills to be found true and correct.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The Township has remaining ARP funds available for eligible projects. The township office has contacted Hickory Telephone Company to inquire if there are any projects to expand broadband access in the Township that the company would like to coordinate with the township using the remaining funds. Brian Jeffers of Hickory Telephone company explained that the county is putting broadband expansion out for bid and that Hopewell Township is in the area that will be bid by the company. Mr. Jeffers suggests, if possible, that the township wait to see what company is awarded the bid for the area and how quickly the County will move forward with the project once the bids are accepted.
- The Township Board of Elected Auditors will hold their reorganization meeting on Wednesday, January 04, 2023, at 6:00 p.m.

Planning Commission:

- The Planning Commission's reorganization meeting will be held on Wednesday, January 04, 2023, at 6:15 p.m.

Solicitors Report: Gabrielle Conti present.

- Zoning Ordinance Amendment(s) – Under review
- Discussion and Motion to schedule workshop meeting(s) to review and discuss the proposed Zoning Ordinance Amendment(s).

No motion at this time, Mr. Makel will supply the Board with dates for meetings.

- Regional Emergency Mutual Aid – Mount Pleasant, Blaine, Buffalo, Canton, and South Franklin Township.

Discussions with the potential participating townships are ongoing.

- Hopewell Township PMRS plan – The Board approved the Solicitor’s office to engage in the process to amend the PMRS plan.

Motion to set by resolution Hopewell Township’s pension contribution to both full and part-time employees in an amount equal to the maximum reimbursable state aid allowance for 2023 effective immediately.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

There was discussion that if this change cannot be made by resolution and must be done by ordinance then the motion would be rescinded.

- Washington County Sewage Council – Malfunction Authorization Forms for Buffalo Village Notices were sent to the property owners to perform dye tests. All owners have responded. Three of the four properties in question have passed a dye test performed by the Council.

The owner of 319 Buffalo Road South has indicated that the property has a sewage holding tank and declined a dye test. Notification was sent to the property owner that the township requires a Holding Tank Agreement for properties with holding tanks. The owner has responded by mailing the township a pumping contract with Hapchuk, Inc.; however, the Holding Tank Agreement and escrow required has not been submitted.

Motion to direct the Solicitor to send correspondence to the property owner that property is subject to a dye test immediately to confirm the status of the sewage system.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Correspondence Review and Discussion:

- Correspondence was received from PSATS regarding the 2023 Advertising Requirements and bidding requirements. Effective January 01, 2023, contracts exceeding \$22,500 must be advertised, contracts that exceed \$12,200 but do not exceed \$22500 require at least three written or telephone quotes from qualified and responsible contractors.

Old Business:

New Business:

- Avella Public Library

Motion to donate \$1,000.00 to the Avella Public Library.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to approve the 2023 Fire Protection Contract between Hopewell Township and West Middletown VFD for a total of \$6,500.00, payable quarterly.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to approve the attendance and reimbursement of any allowable expenses of the Board of Supervisors and the Township's Secretary/Treasurer at the 2023 PSATS conference.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Mary Rush, Donald Kearns, John Miller, and Andrea White are interested in attending.

Motion to approve the sale exposure of all parcels enclosed in the Washington County Tax Claim Bureau's 2023 Spring Repository Sale List provided by the Washington County Tax Revenue Department.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to amend by resolution the Township Fee Schedule to reflect any new rates for any third party appointed by the township where a fee is charged for services.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to amend the agenda if needed.

No motion currently.

Adjournment:

Motion to adjourn the meeting at 7:27 p.m.

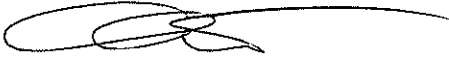
Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



Mary Rush, Chairperson

HOPEWELL TOWNSHIP

DEPARTMENT OF CODE ENFORCEMENT

AND ZONING REPORT

JANUARY 2023

COMPLAINTS.....0

PORTFOLIS PROPERTY BRUSH RUN RD

NOTICESA NOTICE WAS SENT
TO MR BROWNLEE FOR EXCAVATION PERMIT REQUIREMENT I HAVE NOT YET RECEIVED
APPLICATION I AM SENDING A SECOND NOTICE BEFORE TAKING ANY OTHER ACTION

FOLLOWUP INSPECTIONS.....1

NUMBER OF PATROLS..... 5 WEEKLEY

CITATIONS.....0

HEARINGS..... 1

PORTFOLIUS CONDEMNATION HEARRING

UPCOMING COURT HEARRINGS.....1 PORTFOLIOUS

AT DIST COURT HEARRING WAS CONTINUED THIS IS THE SUMERY CRIMINAL CASE (S) FOR THE
PROPERTY THEY OWN SEPARATE FROM THE CONDEMNATION HEARRING

NOTE

ZONING

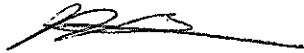
ZONING QUESTIONS.....0

APPLICATIONS SENT OUT.....0

APPLICATION AND PLAN REVIEW..... 0

PLAN REVIEW COMPLETE APPROVED.....0

ZONING PERMIT (S) ISSUED.....0
AGRICULTURAL EXEMPTION0
TRAINING AND UPDATES.....0
ZONING HEARING VARIENCE.....1
APPROVED FOR N BUFFALO RD
SITE INSPECTIONS FOR VARIENCE REQUEST0



MARK GORDON

CODE AND ZONING OFFICER

HOPEWELL TOWNSHIP

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL
WASHINGTON FINANCIAL

12/31/2022

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 239,439.84
REAL ESTATE ACCOUNT	\$ 2,009.71
MUNICIPAL SHARES FUND	\$ 118,260.63
ESCROW ACCOUNT	\$ 20,401.89
STATE FUNDS	\$ 197,288.90
IMPACT FEE	\$ 2,620,094.31
LOCAL FISCAL RECOVERY FUND	\$ 36,856.58
TOTAL	\$ 3,234,351.86

4:51 PM

01/03/23

**Hopewell Township State Fund
Check Detail
December 12, 2022 through January 3, 2023**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	6432	12/12/2022	GREER INDUST...	100.000 · WASHIN...		-2,435.09
Bill	666722	11/30/2022		438.28 · ROAD ST...	-608.26	608.26
				438.28 · ROAD ST...	-612.13	612.13
Bill	667031	12/09/2022		438.28 · ROAD ST...	-595.33	595.33
				438.28 · ROAD ST...	-619.37	619.37
TOTAL					-2,435.09	2,435.09

4:51 PM

01/03/23

Cash Basis

**Hopewell Township State Fund
Income/Expense Summary
December 2022**

	Dec 22
Income	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	651.44
Total 341.00 · INTEREST EARNINGS	<u>651.44</u>
Total 340.00 · INTEREST, RENTS AND ROYALTIES	<u>651.44</u>
Total Income	<u>651.44</u>
Gross Profit	651.44
Expense	
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
438.00 · MAINT AND REPAIRS ROADS BRIDGES	
438.28 · ROAD STONE	2,435.09
Total 438.00 · MAINT AND REPAIRS ROADS BRIDGES	<u>2,435.09</u>
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	<u>2,435.09</u>
Total Expense	<u>2,435.09</u>
Net Income	<u><u>-1,783.65</u></u>

Hopewell Township
Bills Presented for Approval and Payment
As of January 3, 2023

Type	Date	Num	Due Date	Aging	Open Balance
AVELLA PUBLIC LIBRARY					
Bill	01/03/2023	2023	01/03/2023		1,000.00
Total AVELLA PUBLIC LIBRARY					1,000.00
CARDMEMBER SERVICE					
Bill	11/26/2022	9921530069	12/15/2022	19	78.35
Bill	12/08/2022	1900117863	12/23/2022	11	346.90
Bill	12/21/2022	4064	01/05/2023		418.34
Total CARDMEMBER SERVICE					843.59
DEAN'S WATER SERVICE INC.					
Bill	12/19/2022	60401	01/18/2023		37.50
Total DEAN'S WATER SERVICE INC.					37.50
LOWE'S CREDIT SERVICES					
Bill	12/22/2022	2710001	01/21/2023		135.35
Total LOWE'S CREDIT SERVICES					135.35
LSSE CIVIL ENGINEERS AND SURVEYORS					
Bill	12/12/2022	202210351	01/11/2023		260.05
Bill	12/12/2022	202210352	01/11/2023		1,035.00
Bill	12/12/2022	202210353	01/11/2023		689.69
Bill	12/12/2022	202210354	01/11/2023		557.01
Bill	12/12/2022	202210355	01/11/2023		287.50
Bill	12/12/2022	02210356	01/11/2023		230.00
Bill	12/12/2022	202210357	01/11/2023		115.00
Total LSSE CIVIL ENGINEERS AND SURVEYORS					3,174.25
OBSERVER-REPORTER					
Bill	12/15/2022	12639	01/14/2023		159.54
Total OBSERVER-REPORTER					159.54
PITTSBURGH COMPUTER SOLUTIONS INC					
Bill	01/03/2023	109753	01/03/2023		40.00
Total PITTSBURGH COMPUTER SOLUTIONS INC					40.00
STAPLES CREDIT PLAN					
Credit	10/28/2022	9844016255			-45.98
Total STAPLES CREDIT PLAN					-45.98
WEST MIDDLETOWN VFD					
Bill	09/01/2022	08082022 3	09/12/2022	113	8,076.00
Total WEST MIDDLETOWN VFD					8,076.00
TOTAL					13,420.25

Hopewell Township
Check Detail
 December 12, 2022 through January 3, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		01/03/2023	Ward, Martin T.	100.010 · CHEC...		-90.00
				430.47 · ROAD ...	-90.00	90.00
TOTAL					-90.00	90.00
Check		01/03/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		01/03/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Liabilit...	EFT	12/14/2022	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-201.80
				214.03 · PSATS ...	-166.19	166.19
				214.02 · PSATS ...	-35.61	35.61
TOTAL					-201.80	201.80
Bill Pm...	EFT	12/23/2022	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-481.60
Bill	12012022	12/01/2022		419.36 · PUBLIC...	-481.60	481.60
TOTAL					-481.60	481.60
Bill Pm...	EFT	12/27/2022	HICKORY TELEPHONE C...	100.010 · CHEC...		-76.40
Bill	10056898	12/01/2022		406.32 · OFFICE...	-76.40	76.40
TOTAL					-76.40	76.40
Bill Pm...	EFT	12/27/2022	WEST PENN POWER	100.010 · CHEC...		-131.28
Bill	9549728...	12/12/2022		409.36 · BUILDI...	-131.28	131.28
TOTAL					-131.28	131.28
Bill Pm...	EFT	01/01/2023	PITNEY BOWES GLOBAL...	100.010 · CHEC...		-65.97
Bill	3316730...	12/08/2022		406.23 · POSTA...	-65.97	65.97
TOTAL					-65.97	65.97
Liabilit...	EFT	12/15/2022	PENNSYLVANIA DEPART...	100.010 · CHEC...		-201.15
				217.00 · PA STA...	-201.15	201.15
TOTAL					-201.15	201.15
Liabilit...	EFT	01/03/2023	PMRS	100.010 · CHEC...		-1,623.85
				214.01 · PMRS ...	-1,082.57	1,082.57
				214.00 · PMRS ...	-541.28	541.28

Hopewell Township
Check Detail
December 12, 2022 through January 3, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-1,623.85	1,623.85
Liabilit...	EFT	12/28/2022	PA UC FUND	100.010 · CHEC...		-34.41
				224.00 · PA UC ...	-20.25	20.25
				224.00 · PA UC ...	-14.16	14.16
TOTAL					-34.41	34.41
Liabilit...	EFT	12/29/2022	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-337.38
				214.03 · PSATS ...	-277.84	277.84
				214.02 · PSATS ...	-59.54	59.54
TOTAL					-337.38	337.38
Bill Pm...	EFT	12/30/2022	CARDMEMBER SERVICE	100.010 · CHEC...		-80.50
Bill	9919149...	10/26/2022		406.32 · OFFICE...	-52.60	52.60
Bill	9581715...	11/16/2022		406.23 · POSTA...	-27.90	27.90
Bill	2247	11/25/2022	CARDMEMBER SERVICE	20000 · Account...	0.00	-147.34
TOTAL					-80.50	-66.84
Bill Pm...	2262	12/12/2022	WEST MIDDLETOWN VFD	100.800 · MUNI...		-1,625.00
Bill	2022 4	12/15/2022		411.45 · FIRE P...	-1,625.00	1,625.00
TOTAL					-1,625.00	1,625.00
Check	15531	12/12/2022	Wolf, Craig M.	100.010 · CHEC...		-90.00
				430.47 · ROAD ...	-90.00	90.00
TOTAL					-90.00	90.00
Check	15532	12/12/2022	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15533	12/12/2022	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Liabilit...	15534	12/12/2022	PA TOWNSHIPS HEALTH ...	100.010 · CHEC...		-69.24
				222.01 · VISION ...	-69.24	69.24
TOTAL					-69.24	69.24
Liabilit...	15535	12/12/2022	UPMC HEALTH PLAN	100.010 · CHEC...		-363.87
				222.00 · HEALT...	-363.87	363.87
TOTAL					-363.87	363.87
Bill Pm...	15536	12/12/2022	CASSIDY SIGNS	100.010 · CHEC...		-288.00

Hopewell Township
Check Detail
December 12, 2022 through January 3, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	3313	11/10/2022		433.00 · TRAFFI...	-140.00	140.00
				433.00 · TRAFFI...	-63.00	63.00
				433.00 · TRAFFI...	-85.00	85.00
TOTAL					-288.00	288.00
Bill Pm...	15537	12/12/2022	CINTAS	100.010 · CHEC...		-54.42
Bill	5135677...	12/06/2022		430.28 · SAFET...	-54.42	54.42
TOTAL					-54.42	54.42
Bill Pm...	15538	12/12/2022	DONALD D GROWDEN	100.010 · CHEC...		-2,874.19
Bill	115822	11/19/2022		432.24 · ROAD ...	-718.62	718.62
				432.24 · ROAD ...	-719.20	719.20
				432.24 · ROAD ...	-717.75	717.75
				432.24 · ROAD ...	-718.62	718.62
TOTAL					-2,874.19	2,874.19
Bill Pm...	15539	12/12/2022	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	11122022	12/01/2022		409.31 · BUILDI...	-100.00	100.00
Bill	11262022	12/01/2022		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	15540	12/12/2022	LEE-HY ELECTRIC, LLC	100.010 · CHEC...		-250.00
Bill	5767	11/10/2022		409.37 · REPAIR...	-250.00	250.00
TOTAL					-250.00	250.00
Bill Pm...	15541	12/12/2022	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-2,204.00
Bill	226552	12/06/2022		413.45 · OTHER...	-2,204.00	2,204.00
TOTAL					-2,204.00	2,204.00
Bill Pm...	15542	12/12/2022	NAPA AUTO PARTS	100.010 · CHEC...		-142.56
Bill	958654	11/17/2022		437.25 · REPAIR...	-122.67	122.67
Bill	958742	11/18/2022		437.25 · REPAIR...	-19.89	19.89
TOTAL					-142.56	142.56
Bill Pm...	15543	12/12/2022	OBSERVER-REPORTER	100.010 · CHEC...		-415.10
Bill	12337	11/20/2022		406.34 · ADVER...	-119.84	119.84
Bill	12338	11/20/2022		406.34 · ADVER...	-119.84	119.84
Bill	12339	11/20/2022		406.34 · ADVER...	-175.42	175.42
TOTAL					-415.10	415.10
Bill Pm...	15544	12/12/2022	PA MUNICIPAL LEAGUE	100.010 · CHEC...		-65.00
Bill	4795	11/23/2022		400.42 · DUES, ...	-65.00	65.00
TOTAL					-65.00	65.00

Hopewell Township
Check Detail
 December 12, 2022 through January 3, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15545	12/12/2022	PA TOWNSHIPS HEALTH ...	100.010 · CHEC...		-2,131.44
Bill	120565	11/28/2022		487.19 · OTHER...	-1,465.20	1,465.20
Bill	125839	12/07/2022		487.19 · OTHER...	-222.06	222.06
				487.19 · OTHER...	-222.12	222.12
Bill	125837	12/07/2022		487.19 · OTHER...	-222.06	222.06
TOTAL					-2,131.44	2,131.44
Bill Pm...	15546	12/12/2022	PITTSBURGH COMPUTE...	100.010 · CHEC...		-40.00
Bill	109514	12/01/2022		406.37 · OFFICE...	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pm...	15547	12/12/2022	PSATS	100.010 · CHEC...		-673.00
Bill	124840	12/01/2022		400.42 · DUES, ...	-673.00	673.00
TOTAL					-673.00	673.00
Bill Pm...	15548	12/12/2022	R & K DISPOSAL, INC	100.010 · CHEC...		-68.00
Bill	114151933	11/30/2022		409.44 · BUILDI...	-68.00	68.00
TOTAL					-68.00	68.00
Bill Pm...	15549	12/12/2022	SPRAGUE ENERGY, LLC	100.010 · CHEC...		-8.98
Bill	063975042	11/30/2022		438.33 · FUEL E...	-8.98	8.98
TOTAL					-8.98	8.98
Bill Pm...	15550	12/12/2022	STUCK ENTERPRISES, I...	100.010 · CHEC...		-2,467.98
Bill	1083304	11/29/2022		438.33 · FUEL E...	-2,467.98	2,467.98
TOTAL					-2,467.98	2,467.98
Bill Pm...	15551	12/12/2022	TRACTOR SUPPLY CRED...	100.010 · CHEC...		-122.83
Bill	839448	11/11/2022		430.24 · OPERA...	-122.83	122.83
TOTAL					-122.83	122.83
Bill Pm...	15552	12/12/2022	UPMC HEALTH PLAN	100.010 · CHEC...		-2,328.84
Bill	01012023	12/12/2022		487.35 · GROUP...	-2,328.84	2,328.84
TOTAL					-2,328.84	2,328.84
Bill Pm...	15553	12/12/2022	WASHINGTON COUNTY ...	100.010 · CHEC...		-570.00
Bill	2022163	11/17/2022		413.45 · OTHER...	-285.00	285.00
Bill	2022171	11/17/2022		413.45 · OTHER...	-285.00	285.00
TOTAL					-570.00	570.00
Bill Pm...	15554	12/12/2022	WEST MIDDLETOWN VFD	100.010 · CHEC...		0.00
TOTAL					0.00	0.00

Hopewell Township
Payroll Transactions
 December 12, 2022 through January 3, 2023

Date	Name	Num	Type	Memo	Account	Amount
PA TOWNSHIPS HEALTH INS. CO-OPER. TRUST						
12/12/2022	PA TOWNSHIPS H...	15534	Liability Check	INVOICE 120...	100.010 · CHE...	-69.24
Total PA TOWNSHIPS HEALTH INS. CO-OPER. TRUST						-69.24
PA UC FUND						
12/28/2022	PA UC FUND	EFT	Liability Check	6316392 4TH ...	100.010 · CHE...	-34.41
Total PA UC FUND						-34.41
PENNSYLVANIA DEPARTMENT OF REVENUE						
12/15/2022	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-201.15
Total PENNSYLVANIA DEPARTMENT OF REVENUE						-201.15
PMRS						
01/03/2023	PMRS	EFT	Liability Check	63-096-5 N D...	100.010 · CHE...	-1,623.85
Total PMRS						-1,623.85
PSATS TRUSTEES INSURANCE FUND						
12/14/2022	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 12...	100.010 · CHE...	-201.80
12/29/2022	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 12...	100.010 · CHE...	-337.38
Total PSATS TRUSTEES INSURANCE FUND						-539.18
UPMC HEALTH PLAN						
12/12/2022	UPMC HEALTH PLAN	15535	Liability Check	GROUP NO. ...	100.010 · CHE...	-363.87
Total UPMC HEALTH PLAN						-363.87
Gordon, Mark R.						
12/23/2022	Gordon, Mark R.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-147.63
Total Gordon, Mark R.						-147.63
Ward, Martin T.						
12/23/2022	Ward, Martin T.	ACH	Paycheck	2022 BONUS	100.010 · CHE...	-300.00
12/23/2022	Ward, Martin T.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-1,271.38
Total Ward, Martin T.						-1,571.38
White, Andrea L.						
12/23/2022	White, Andrea L.	ACH	Paycheck	2022 BONUS	100.010 · CHE...	-300.00
12/23/2022	White, Andrea L.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-964.47
Total White, Andrea L.						-1,264.47
Wolf, Craig M.						
12/23/2022	Wolf, Craig M.	ACH	Paycheck	2022 BONUS	100.010 · CHE...	-300.00
12/23/2022	Wolf, Craig M.	ACH	Paycheck	PP END 12/1...	100.010 · CHE...	-1,470.08
Total Wolf, Craig M.						-1,770.08
TOTAL						-7,585.26

Hopewell Township
Income/Expense Report
 December 2022

	Dec 22
Income	
300-319 · TAXES	
301.00 · REAL PROPERTY TAXES	
301.10 · REAL ESTATE TAXES CURRENT YEAR	464.85
Total 301.00 · REAL PROPERTY TAXES	464.85
310.00 · PER CAPITA TAXES	
310.01 · PER CAPITA TAXES CURRENT YEAR	50.00
Total 310.00 · PER CAPITA TAXES	50.00
310.10 · REAL ESTATE TRANSFER TAX	686.00
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	7,347.68
310.23 · EARNED INCOME TAX DELINQUENT	400.00
Total 310.20 · EARNED INCOME TAX	7,747.68
310.50 · LOCAL SERVICES TAX	
310.51 · LOCAL SERVICES TAX CURRENT	155.84
Total 310.50 · LOCAL SERVICES TAX	155.84
319.00 · PEN INT ON DELINQUENT TAXES	
319.01 · REAL PROPERTY TAXES PENALTY	46.48
319.10 · PER CAPITA TAX PENALTY	5.00
Total 319.00 · PEN INT ON DELINQUENT TAXES	51.48
Total 300-319 · TAXES	9,155.85
330.00 · FINES AND FORFEITS	
331.00 · FINES	
331.13 · STATE POLICE FINES	724.58
Total 331.00 · FINES	724.58
Total 330.00 · FINES AND FORFEITS	724.58
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	809.62
341.10 · INTEREST IMPACT FEE ACCOUNT	8,730.69
341.15 · INTEREST REAL ESTATE ACCOUNT	9.71
341.20 · INTEREST MUNICIPAL SHARES ACCOU	392.34
341.25 · INTEREST ESCROW ACCOUNT	66.98
Total 341.01 · INTEREST ON CHECKING	10,009.34
Total 341.00 · INTEREST EARNINGS	10,009.34
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	959.49
Total 342.00 · RENTS AND ROYALTIES	959.49
Total 340.00 · INTEREST, RENTS AND ROYALTIES	10,968.83
360-363 · CHARGES FOR SERVICES	
361.00 · GENERAL GOVERNMENT CHARGES	
361.30 · ZONING SUBDIVISION LAND DEV FEE	
361.33 · ZONING SUBDIVISION LAND PERMITS	95.00
Total 361.30 · ZONING SUBDIVISION LAND DEV FEE	95.00
Total 361.00 · GENERAL GOVERNMENT CHARGES	95.00

Hopewell Township
Income/Expense Report
 December 2022

	Dec 22
363.00 · HIGHWAYS AND STREETS	
363.50 · CONTRACTED HIGHWAY AND STREET	
363.52 · CONTRACTED SNOW REMOVAL W MIDL	4,000.00
Total 363.50 · CONTRACTED HIGHWAY AND STREET	4,000.00
Total 363.00 · HIGHWAYS AND STREETS	4,000.00
Total 360-363 · CHARGES FOR SERVICES	4,095.00
Total Income	24,944.26
Gross Profit	24,944.26
Expense	
400-409 · GENERAL GOVERNMENT	
400.00 · LEGISLATIVE GOVERNING BODY	
400.05 · SUPERVISOR SALARY	462.50
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.42 · DUES, SUBSCRIPTIONS AND MEMBERS	738.00
Total 400.00 · LEGISLATIVE GOVERNING BODY	1,450.50
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
Total 403.00 · TAX COLLECTION	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	289.38
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	2,274.70
405.17 · SEC/TREAS PAID TIME OFF	1,350.00
Total 405.00 · SECRETARY / CLERK / TREASURER	3,624.70
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.21 · OFFICE SUPPLIES EXPENSE	147.34
406.23 · POSTAGE EXPENSE	27.90
406.32 · OFFICE TELEPHONE AND INTERNET	129.00
406.34 · ADVERTISING	415.10
406.37 · OFFICE EQUIPT MAINT AND SERVICE	40.00
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	759.34
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	131.28
409.37 · REPAIRS AND MAINTENANCE SERVICE	250.00
409.44 · BUILDING WASTE REMOVAL	68.00
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	649.28
Total 400-409 · GENERAL GOVERNMENT	7,086.95
410-419 · PUBLIC SAFETY	
411.00 · FIRE	
411.45 · FIRE PROTECTION CONTRACT	1,625.00
Total 411.00 · FIRE	1,625.00
413.00 · UCC AND CODE ENFORCEMENT	
413.45 · OTHER CONTRACTED SERVICES	2,774.00
413.49 · BUILDING PERMITS BIU CHARGES	-382.88
413.53 · ACT 157 UCC PERMIT FEE	-4.50
Total 413.00 · UCC AND CODE ENFORCEMENT	2,386.62

Hopewell Township Income/Expense Report December 2022

	Dec 22
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	340.00
Total 414.00 · PLANNING AND ZONING	340.00
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	481.60
Total 419.00 · OTHER PUBLIC SAFETY	481.60
Total 410-419 · PUBLIC SAFETY	4,833.22
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	6,278.08
430.17 · ROAD DEPARTMENT PAID TIME OFF	2,282.00
430.24 · OPERATING SUPPLIES PUBLIC WORKS	122.83
430.28 · SAFETY SUPPLIES	54.42
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
430.47 · ROAD DEPARTMENT CDL DRUG TEST	90.00
Total 430.00 · ROAD DEPARTMENT	8,877.33
432.00 · WINTER MAINTENANCE-SNO REMOVAL	
432.24 · ROAD DEPARTMENT CINDERS	2,874.19
Total 432.00 · WINTER MAINTENANCE-SNO REMOVAL	2,874.19
433.00 · TRAFFIC CONTROL DEVICES	288.00
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	142.56
Total 437.00 · REPAIRS OF TOOLS AND MACHINERY	142.56
438.00 · MAINT AND REPAIRS ROADS BRIDGES	
438.33 · FUEL EXPENSE	2,476.96
Total 438.00 · MAINT AND REPAIRS ROADS BRIDGES	2,476.96
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	14,659.04
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	840.16
481.20 · MEDICARE - EMPLOYER PAID	196.51
481.30 · PA UNEMPLOYMENT - EMPLOYER	4.72
Total 481.00 · EMPLOYER PAID ITEMS	1,041.39
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	95.15
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	541.28
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	636.43
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	1,677.82
487.00 · HEALTH INSURANCE BENEFIT	
487.19 · OTHER GROUP INSURANCE BENEFITS	2,131.44
487.35 · GROUP HEALTH INSURANCE BENEFIT	2,328.84
Total 487.00 · HEALTH INSURANCE BENEFIT	4,460.28
Total Expense	32,717.31
Net Income	-7,773.05

**HOPEWELL TOWNSHIP
ELECTED BOARD OF AUDITORS REORGANIZATION MEETING
JANUARY 04, 2023 AT 6:00 P.M.**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 6:03 p.m. by Brienne Westphal.

Roll Call:

Present: Donald Mark Brownlee, Rachelle Teller, and Brienne Westphal.

Public Comments:

None

- Appoint Elected Board of Auditor Chairman
Motion to appoint Rachelle Teller the Chairman of the Board of Elected Auditors.
Motion: Donald Mark Brownlee, 2nd Brienne Westphal
Vote: Brownlee - Yes
Teller - Yes
Westphal – Yes
Quorum Present, Motion Passed.

- Appoint Elected Board of Auditor Vice-Chairman
Motion to appoint Donald Mark Brownlee the Vice Chairman of the Board of Elected Auditors.
Motion: Brienne Westphal, 2nd Rachelle Teller
Vote: Brownlee - Yes
Teller - Yes
Westphal – Yes
Quorum Present, Motion Passed.

- Appoint Elected Board of Auditor Secretary
Motion to appoint Brienne Westphal the Secretary of the Board of Elected Auditors.
Motion: Donald Mark Brownlee, 2nd Rachelle Teller
Vote: Brownlee - Yes
Teller - Yes
Westphal – Yes
Quorum Present, Motion Passed.

- At the January 03, 2023 Reorganization Meeting of the Hopewell Board of Township Supervisors recommendations for Roadmaster, Assistant Roadmaster and Working Supervisor Pay were made to the Elected Township Auditors:

Supervisor Pay as set by Ordinance:

- Mary Rush per Ordinance 95-4 of December 18, 1995
- Donald Kearns per Ordinance 01-2019 of July 08, 2019
- John Miller per Ordinance 01-2019 of July 08, 2019

2022 Rates:

Roadmaster Pay - \$250.00 per month

Assistant Roadmaster - \$17.00 per hour

Working Supervisor Pay Rate - \$17.00 per hour

Additional Recommendations:

Supervisor Cell Phone Reimbursement - \$25.00 per month

- Roadmaster Pay – Rate of pay in 2022 was \$250.00 per month. The Board of Supervisors recommendation was to remain at \$250.00 per month for the year 2023.

Motion to set Roadmaster pay at \$250.00 per month for the year 2023.

Motion: Rachelle Teller, 2nd Donald Mark Brownlee

Vote: Brownlee - Yes

Teller - Yes

Westphal – Yes

Quorum Present, Motion Passed.

- Assistant Roadmaster – Rate of pay in 2022 was \$17.00 per hour. The Board of Supervisors recommendation was to remain at \$17.00 per hour for the year 2023.

Motion to set Assistant Roadmaster pay at \$17.00 per hour for the year 2023.

Motion: Donald Mark Brownlee, 2nd Rachelle Teller

Vote: Brownlee - Yes

Teller - Yes

Westphal – Yes

Quorum Present, Motion Passed.

- Working Supervisor Pay Rate – Rate of pay in 2022 was \$17.00 per hour. The Board of Supervisors recommendation was to remain at \$17.00 per hour for the year 2023.

Motion to set the Working Supervisor pay at \$17.00 per hour for the year 2023.

Motion: Donald Mark Brownlee, 2nd Brienne Westphal

Vote: Brownlee - Yes

Teller - Yes

Westphal – Yes
Quorum Present, Motion Passed.

- Supervisor Cell Phone Reimbursement – No reimbursement in 2022.
The Board of Supervisors recommendation was to set the Supervisor Cell Phone Reimbursement at \$25.00 per month for the year 2023.
Motion to set the Supervisor Cell Phone Reimbursement at \$25.00 per month for the year 2023.
Motion: Rachele Teller, 2nd Donald Mark Brownlee
Vote: Brownlee - Yes
Teller - Yes
Westphal – Yes
Quorum Present, Motion Passed.

Adjournment:

Motion to adjourn at 6:09 p.m.
Motion: Rachele Teller, 2nd Donald Mark Brownlee
Vote: Brownlee - Yes
Teller - Yes
Westphal – Yes
Quorum Present, Motion Passed.

Respectfully Submitted,

Brienne J Westphal

Brienne Westphal, Elected Auditors Secretary

**PLANNING COMMISSION REORGANIZATION MEETING
WEDNESDAY, JANUARY 04, 2023, 6:15 P.M.**

Pledge of Allegiance:

All meetings are voice recorded for administrative purposes.

Meeting called to order at 6:17 p.m.

Roll Call:

Tammy Moore, David Rice and Secretary/Treasurer Andrea White were present. Cody Atkinson absent.

Public Comments:

None

- Appoint Planning Commission Chairman
Motion to appoint David Rice the Chairman of the Planning Commission.
Motion: Tammy Moore, 2nd David Rice
Vote: Atkinson - Absent
Moore – Yes
Rice – Yes
Quorum Present, Motion Passed

- Appoint Planning Commission Vice-Chairman
Motion to appoint Cody Atkinson the Vice Chairman of the Planning Commission.
Motion: David Rice, 2nd Tammy Moore
Vote: Atkinson - Absent
Moore – Yes
Rice – Yes
Quorum Present, Motion Passed

- Appoint Planning Commission Secretary
Motion to appoint Tammy Moore the Secretary of the Planning Commission.
Motion: David Rice, 2nd Tammy Moore
Vote: Atkinson - Absent
Moore – Yes
Rice – Yes
Quorum Present, Motion Passed

Township Planning Commission Meetings will be held on an as needed basis on the second Monday of each month at 6:00 p.m.

Adjournment:

Motion to adjourn the meeting at 6:19 p.m.

Motion: David Rice, 2nd Tammy Moore

Vote: Atkinson - Absent

Moore – Yes

Rice – Yes

Quorum Present, Motion Passed

Respectfully Submitted,



Tammy Moore

Secretary, Hopewell Township Planning Commission

Seal



**ZONING HEARING BOARD REORGANIZATION MEETING
WEDNESDAY, JANUARY 04, 2023, 6:30 P.M.**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 6:31 p.m.

Roll Call:

Bonnie Woods, Larry Keenan and Secretary/Treasurer Andrea White present. Bill Black absent.

Public Comments:

None

Reorganization

- Appoint Zoning Hearing Board Chairman
Motion to appoint Bill Black the Chairman of the Zoning Hearing Board.
Motion: Larry Keenan, 2nd Bonnie Woods
Vote: Black - Absent
Keenan – Yes
Woods – Yes
Quorum Present, Motion Passed

- Appoint Zoning Hearing Board Vice-Chairman
Motion to appoint Bonnie Woods the Vice Chairman of the Zoning Hearing Board.
Motion: Larry Keenan, 2nd Bonnie Woods
Vote: Black - Absent
Keenan – Yes
Woods – Yes
Quorum Present, Motion Passed

- Appoint Zoning Hearing Board Secretary
Motion to appoint Larry Keenan the Secretary of the Zoning Hearing Board.
Motion: Bonnie Woods, 2nd Larry Keenan
Vote: Black - Absent
Keenan – Yes
Woods – Yes
Quorum Present, Motion Passed

Adjournment:

Motion to adjourn the meeting at 6:33 p.m.

Motion: Bonnie Woods, 2nd Larry Keenan

Vote: Black - Absent

Keenan – Yes

Woods – Yes

Quorum Present, Motion Passed

Respectfully Submitted,

Larry Keenan

Secretary, Hopewell Township Zoning Hearing Board

Seal

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL MEETING
JANUARY 23, 2023, 10:30 A.M.**

Notice was published in the Observer Reporter on January 20, 2023:

PUBLIC NOTICE HOPEWELL TOWNSHIP

The Supervisors of Hopewell Township will be holding a Public Meeting on January 23, 2023, at 10:30 a.m., at the Municipal Building located at 20 Parkview Road, Avella, PA 15312. The purpose of the special meeting is for general purposes. All interested parties are invited to attend.
Andrea White Secretary/Treasurer

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 10:34 p.m. by Chairperson Mary Rush.

Roll Call:

Present: Chairperson Mary Rush, Supervisor John Miller, Solicitor Representative Gabrielle Conti, and Secretary/Treasurer Andrea White. Vice Chairman Donald Kearns and Zoning/Code Enforcement Officer Mark Gordon absent.

Public Comments:

No Public Comments

Minutes:

Motion to accept the Findings of Fact and Conclusions of Law of the December 27, 2022, 11:00 a.m. Public Hearing regarding demolition of property in Hopewell Township owned by Porfilios Real Estate located at 2133 Brush Run Road, Avella, PA 15312, Parcel #350-022-00-00-0003-01.

Motion: Mary Rush, 2nd John Miller

Vote: Kearns - Absent

Rush – Yes

Miller – Yes

Quorum Present, Motion Passed

Zoning Report:

- A Notice of Violation of Unsafe Building Structure was issued to Porfilios Real Estate LLC on October 25, 2022, for 2133 Brush Run Road. A Public Hearing was held on the matter on Tuesday, December 27, 2022, at 11:00 a.m.

Engineer Report:

- McMillen Agreement for Engineering and Building Code Official Services.
The present Board members discussed the proposed Engineering contract for McMillen Engineering presented to the Board. It was agreed that the Board will review McMillen’s performance in August to determine if the Engineering services provided are acceptable to the township or if the township will only require Engineering services on an as needed basis.
- West Middletown VFD Building Permits
The present Board members discussed concerns communicated to them by members of the West Middletown VFD regarding the present Code Official. The members of the fire department voiced concerns regarding the lack of clarification by the Code Official regarding steps they need to take to obtain their final Occupancy Permit. The fire department members claim that the Code Official will not provide them with an itemized list of requirements that need to be completed for the department to get the final Occupancy Permit.

Motion to authorize Makel and Associates to send a letter or make a phone call to Vince Alfieri requesting a detailed list.

Motion: Mary Rush, 2nd John Miller

Vote: Kearns - Absent

Rush – Yes

Miller – Yes

Quorum Present, Motion Passed

Road Report:

- New Equipment Building
The Board asked the Solicitor who can the township accept specifications from for the new equipment building project. It was questioned as to whether the township can use specifications provided by a General Contractor or if the specifications will need to be prepared by the Township Engineer. The Solicitor’s office will investigate this.
- Truck Mirrors
The mirrors that were ordered from Hunter will be cancelled. Hill International will provide the mirrors and perform other maintenance on the truck.

Financial Report:

None

Planning Commission:

None

Solicitors Report:

- Zoning Ordinance Amendment(s) – Under review
A Workshop Meeting will be held on Monday, January 30, 2023, at 10:00 a.m.
- Hopewell Township PMRS Plan
- **Motion** to advertise an ordinance to increase the township’s PMRS participant contribution to \$5,180.00 per year, the monthly contribution to be \$199.23 per pay period.
Motion: Mary Rush, 2nd John Miller
Vote: Kearns - Absent
Rush – Yes
Miller – Yes
Quorum Present, Motion Passed

Correspondence review and discussion:

None

Old Business:

None

New Business:

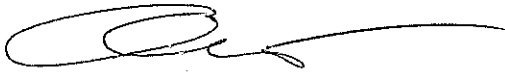
- 278 Buffalo Road South Sewage System
Motion to send the Sewage Council to the property for inspection.
Motion: Mary Rush, 2nd John Miller
Vote: Kearns - Absent
Rush – Yes
Miller – Yes
Quorum Present, Motion Passed

- 314 Buffalo Road South Sewage System
Motion to authorize the Secretary to issue a Sewage Malfunction Authorization to the Sewage Council for 314 Buffalo Road South.
Motion: Mary Rush, 2nd John Miller
Vote: Kearns - Absent
Rush – Yes
Miller – Yes
Quorum Present, Motion Passed
- Discussion and Motion to amend the agenda if needed.
No motion necessary.

Adjournment:

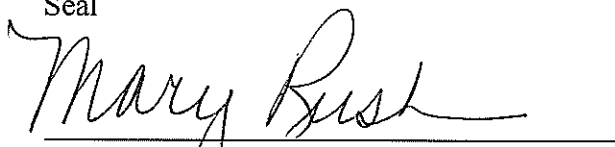
Motion to adjourn the meeting at 10:51 a.m.
Motion: Mary Rush, 2nd John Miller
Vote: Kearns - Absent
Rush – Yes
Miller – Yes
Quorum Present, Motion Passed

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



Mary Rush, Chairperson

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
FEBRUARY 13, 2023**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:06 p.m. by Chairperson Mary Rush.

Roll Call:

Present: Chairperson Mary Rush, Vice Chairman Donald Kearns, Supervisor John Miller, Solicitor Dennis Makel, Secretary/Treasurer Andrea White and Zoning/Code Enforcement Officer Mark Gordon.

Public Comments:

Gary Friend – Emergency Management Coordinator

Gary Friend gave information regarding the Emergency Management Coordinator requirements with PEMA and it was sent by the County. Since he is the Emergency Management Coordinator for Buffalo Township an intergovernmental agreement is needed between Buffalo and Hopewell. Mr. Friend stated that Buffalo will draft the document. Mr. Friend also gave information to the Board that he is required to take more classes and he will pursue these certifications. The County is trying to get these classes scheduled in Washington County. There is a 3-to-5-year window to complete the classes. Mr. Friend asked the Board if there was anything in the Emergency Management Plan that needs updated; the Board replied that at this time there is not. Mr. Friend will come to the township every January to make any updates needed for the Emergency Management of the township.

Larry Keenan asked about Seminary Road and Jefferson Avenue. Mr. Keenan asked if there is a way to widen that area of the road where everyone cuts the corner. Mr. Keenan also stated that on Buffalo Road South, part of the road was blacktopped near Range Resources staging area. Mr. Keenan was curious if that was for dust control or so Range's trucks could pass each other.

The Solicitor suggested the intergovernmental agreements stay between Blaine, Buffalo, Canton, Hopewell and West Middletown. The Solicitor will check with individuals to serve as Assistant Emergency Management Coordinators to Gary Friend.

Minutes:

Motion to accept the minutes of the January 03, 2023, Reorganization meeting.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the minutes of the January 03, 2023, regular monthly business meeting.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the minutes of the January 04, 2023, Reorganization meeting of the Elected Board of Auditors.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the minutes of the January 04, 2023, Reorganization meeting of the Planning Commission.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the minutes of the January 04, 2023, Reorganization meeting of the Zoning Hearing Board.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the minutes of the January 23, 2023, Special Meeting.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Zoning Report: Mark Gordon

Mr. Gordon provided and reviewed a written report.

- A Notice of Violation of Unsafe Building Structure was issued to Porfilios Real Estate LLC on October 25, 2022, for 2133 Brush Run Road. A Public Hearing was held on the matter on Tuesday, December 27, 2022, at 11:00 a.m. The adopted Finding of Facts and Conclusions and notice of 30 days to file an appeal were received by Porfilios Real Estate on 02/03/2023. The next Hearing on the matter will be February 21, 2023. Mr. Gordon requests that he, Mr. Makel and McMillen Engineering meet prior to review the information. The township is seeking condemnation of the property.

- 5035 Jefferson Avenue – A grading application was received by the township office for review. The application was sent by Mark Gordon to McMillen Engineering for review.
- 224 Elm Road – No permit found on record for a structure located on the property. A pole building is located on the property. Mr. Gordon will investigate.

Engineer Report:

- Possum Hollow Road drop boxes repairs – Range Resources is waiting for the township to place the inlet pipes prior to repairs.
Range is to move the drop boxes back to the ditch.
- White Gate Road – Ten Mile Paving – They are waiting for the weather to break.
- 29 Wiedt Lane Driveway – Mr. Marinelli is waiting for the weather to break.
- Fox Road Slide – MarkWest/Range Resources/Sunoco
The township needs to find where that was left with LSSE. The Solicitor will send correspondence to LSSE.
- Possum Hollow Road – MarkWest/Range Resources/Sunoco
The township needs to find where that was left with LSSE. The Solicitor will send correspondence to LSSE.

The Solicitor will contact LSSE regarding the return of township files.

Road Report: Donald Kearns

- A bond cancellation notice effective 01/14/2023 was received for bond # 0233939 for Diversified Production for Fox Road. Diversified Production has agreed to keep the bond enforced while the Township and Diversified investigate responsibility for damage to Fox Road.
It has been determined that Markwest did the damage in question. The road was bonded by Markwest from Farrar School Road to the site; Markwest traveled from West Middletown to the site. The Solicitor asked Mr. Gordon how that has been handled in the past. Mr. Gordon stated that it could be a citation or Markwest could pay for the damage. Markwest is done with the project. The Solicitor will send correspondence to Markwest and he directed the Board to have pictures taken of the road as soon as possible, an estimate of the damage will need to be determined.
- Hoop Building Electric Service
The township is waiting for two more quotes for the electrical service.
- New Equipment Building
The Board will have to meet and discuss the project with McMillen Engineering.

- Range Resources informed the township of activity to occur at the Eleanor West Well Pad site on Elm Road. Range Resources must submit a new Heavy Hauling Agreement to the township with all applicable fees. An e-mail was also received by the township from Kylie Fuller at Range Resources that since the Eleanor West Pad is a small site their drilling department is going to use the Bednarski Pad for the remainder of the month to stage trucks to help free up some space. Chairperson Rush mentioned that there is already a large pothole on Elm Road and Roadmaster Kearns stated that they took down signs at the intersection on Elm Road. Mr. Kearns stated that Range is supposed to black top that road; that was the agreement the township had with Range before when Range got done. To date, Range Resources has not blacktopped Elm Road.

Motion to adopt a Resolution of Hopewell Township, Washington County, Pennsylvania authorizing participation in the Washington County Joint Purchasing Council for the 2023-2024 contract year.

Motion: Donald Kearns 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to adopt a resolution of Hopewell Township, Washington County, Pennsylvania to continue and renew participation in the CO-STARs salt contract for 2023-2024.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 2023 Tar and Chipping and 2023 Road Materials

Motion to advertise for sealed proposals for road materials (amounts provided by Roadmaster) subject to the proposals being submitted up until the time of the meeting at 7:00 p.m. and be opened at the meeting, Monday, March 13, 2023.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Financial Report: File for review by Auditors

- Bank Reconciliations - Supervisors to review and initial off
- Time Sheets – Supervisors to review and initial off
- Bills: Review of bill list as presented

Motion to pay the bills to be found true and correct.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- The Washington County Tax Collection Committee is requesting that Hopewell Township grant a General Voting Proxy to the Executive Committee of the District.

Motion to grant a General Voting Proxy to the Executive Committee of the Washington County Tax Collection District.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Planning Commission:

- Mr. Cody Atkinson’s Planning Commission term ended January 01, 2022.

Motion to amend the January 03, 2023, Reorganization Meeting motion made to confirm the appointment of Cody Atkinson to the Planning Commission term ending December 31, 2023, to a motion to appoint Mr. Cody Atkinson to the Planning Commission for a 4-year term ending December 31, 2026.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Abstain

Miller – Yes

Quorum Present, Motion Passed

Solicitors Report: Solicitor Dennis Makel

- Buzzard 79 Crossroads Road – Status

There was a tentative agreement reached between Buzzard and Adams. Adams will not agree to the agreement. The Solicitor will schedule a hearing before the Judge.

- Zoning Ordinance Amendment(s) – A workshop meeting was held on Monday, January 30, 2023. The Ordinance is currently under review.

- Regional Emergency Mutual Aid – Mount Pleasant, Blaine, Buffalo, Canton, and South Franklin Township – Status

Mr. Makel thinks it is best to limit participation in the agreement to Blaine Township, Buffalo Township, Canton Township, Hopewell Township and West Middletown Borough.

- Hopewell Township PMRS plan – The Board approved the Solicitor’s office engage in the process to amend the PMRS plan.

Motion to authorize PMRS to draft an Ordinance increasing the township’s PMRS contribution for employees from 5% of gross pay to an amount per regular hours worked to include vacation and personal days (dollar amount to be determined), increasing employee’s voluntary contribution amount from 10% to 15% of gross pay and including in the Ordinance that the Township can change the hourly township contribution by Resolution.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to advertise the aforesaid Ordinance as prepared and when received and provided by PMRS.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Washington County Sewage Council – Malfunction Authorization Forms for Buffalo Village. All properties issued a Malfunction Authorization are cooperating with the Sewage Council.
- Existing holding tank at 319 Buffalo Road South.

The Solicitor suggested

Motion that the township will not require a holding tank agreement, application and escrow of \$1,500.00 until the property is either conveyed or transferred to a third party.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- West Middletown VFD building permit. The Solicitor’s office was directed to contact Building Inspector Vince Alfieri for a checklist of final items needed for an Occupancy Permit to be issued. The Solicitor will do a conference call with Vince Alfieri and the kitchen contractor.
- West Middletown VFD Building – TJ’s Heating and Cooling letter regarding non-performance of work and deadline to complete.

TJ’s has until February 24th to complete the job.

The Solicitor is working on both above issues with the Fire Department.

Correspondence Review and Discussion:

- The Washington County Tax Revenue Department forwarded correspondence regarding property in which the township has an interest or a lien that has been sold by the Washington County Tax Claim Bureau and excess proceeds have been received over and above the minimum bid price.
- The Washington County Conservation Districts notified the township that the DGLVR grant application period for the 2024 cycle opens June 1st and closes August 31st of this year.

Old Business:

- Bags of waste being dumped on township roads.

Motion that we have Andrea purchase cellular trail cameras and solar battery panels up to \$1,000.00

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 278 Buffalo Road South Sewage System – The Washington County Sewage Council will be performing an inspection of the existing holding tank.

New Business:

- Discussion and Motion to amend the agenda if needed.
No motion necessary

Chairperson Mary Rush added to the Public Comments that she was contacted by township resident Derek Carlisle. Mr. Carlisle wanted to know why Ron and Ron Jr. Brandenburg were allowed to haul their equipment down Poplar Road. It was explained to Mr. Carlisle by the Township Secretary and Township Roadmaster that where they were hauling to is property owned by Mr. George Kelly who is permitted to build a house on that road. The Board commented that it is a local delivery and that the Brandenburg's live on that road.

Motion to adjourn the meeting at 8:03 p.m.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

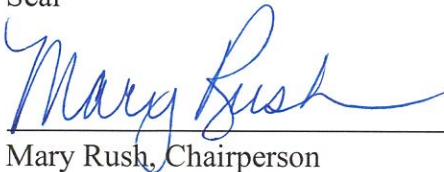
Miller – Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



Mary Rush, Chairperson

HOPEWELL TOWNSHIP

DEPARTMENT OF CODE ENFORCEMENT

AND ZONING REPORT

FEBRUARY 2023

COMPLAINTS.....0

PORTFOLIS PROPERTY BRUSH RUN RD

NOTICES0

PREVIOUS NOTICE BROWNLEE TRUCKING APPLICATION RECEIVED AND IS CURRENTLY UNDER REVIEW BY MCMILLIAN

FOLLOWUP INSPECTIONS.....1

NUMBER OF PATROLS..... 5 WEEKLEY

CITATIONS.....0

HEARINGS..... 1

PORTFOLIUS CONDEMNATION HEARING

UPCOMING COURT HEARINGS.....1 PORTFOLIUS

AT DIST COURT HEARING WAS CONTINUED THIS IS THE SUMERY CRIMINAL CASE (S) FOR THE PROPERTY THEY OWN SEPARATE FROM THE CONDEMNATION HEARING

NOTE NEED TO MEET WITH DENISS PRIOR TO PORTFOLIUS HEARING FOR COURT PREP , AND POSSIBLY HAVE MCMILLIAN ON CONFERENCE CALL DURING TH MEETING

ZONING

ZONING QUESTIONS.....0

APPLICATIONS SENT OUT.....0

APPLICATION AND PLAN REVIEW..... 0

PLAN REVIEW COMPLETE APPROVED.....0

ZONING PERMIT (S) ISSUED.....0


AGRICULTURAL EXEMPTION0

TRAINING AND UPDATES.....0

ZONING HEARING VARIENCE.....0

APROVED FOR N BUFFALO RD

SITE INSPECTIONS FOR VARIENCE REQUEST0



MARK GORDON

CODE AND ZONING OFFICER

HOPEWELL TOWNSHIP

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL
WASHINGTON FINANCIAL

1/31/2023

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 225,869.00
REAL ESTATE ACCOUNT	\$ 4,578.69
MUNICIPAL SHARES FUND	\$ 118,206.03
ESCROW ACCOUNT	\$ 20,475.62
STATE FUNDS	\$ 198,001.90
IMPACT FEE	\$ 2,629,563.27
LOCAL FISCAL RECOVERY FUND	\$ 36,989.78
TOTAL	\$ 3,233,684.29

10:50 AM

02/09/23

Cash Basis

Hopewell Township State Fund
Income/Expense Summary
January 2023

	<u>Jan 23</u>
Income	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	713.00
	<u>713.00</u>
Total 341.00 · INTEREST EARNINGS	713.00
Total 340.00 · INTEREST, RENTS AND ROYALTIES	713.00
Total Income	713.00
Gross Profit	713.00
Expense	0.00
Net Income	<u>713.00</u>

10:48 AM

02/09/23

Hopewell Township
Bills Presented for Approval and Payment
As of February 13, 2023

Type	Date	Num	Due Date	Aging	Open Balance
CARDMEMBER SERVICE					
Bill	12/26/2022	9923914045	01/15/2023	29	70.03
Bill	01/24/2023	0010395579	01/24/2023	20	4.50
Bill	01/18/2023	11180288...	02/02/2023	11	190.79
Total CARDMEMBER SERVICE					265.32
HICKORY TELEPHONE COMPANY					
Bill	02/01/2023	10062139	02/25/2023		84.96
Total HICKORY TELEPHONE COMPANY					84.96
WEST MIDDLETOWN VFD					
Bill	09/01/2022	08082022 3	09/12/2022	154	8,076.00
Total WEST MIDDLETOWN VFD					8,076.00
WEST PENN POWER					
Bill	02/09/2023	02092023	02/27/2023		150.00
Total WEST PENN POWER					150.00
TOTAL					8,576.28

Hopewell Township
Check Detail
 January 3 through February 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		02/09/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Bill Pm...	EFT	01/04/2023	PITNEY BOWES GLOBAL...	100.010 · CHEC...		-65.97
Bill	3316730...	12/08/2022		406.23 · POSTA...	-65.97	65.97
TOTAL					-65.97	65.97
Liabilit...	EFT	01/04/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-244.89
				217.00 · PA STA...	-244.89	244.89
TOTAL					-244.89	244.89
Liabilit...	EFT	01/04/2023	United States Treasury	100.010 · CHEC...		-3,532.35
				210.00 · FEDER...	-1,459.01	1,459.01
				211.00 · SOCIAL...	-840.16	840.16
				211.00 · SOCIAL...	-840.16	840.16
				213.00 · MEDIC...	-196.51	196.51
				213.00 · MEDIC...	-196.51	196.51
TOTAL					-3,532.35	3,532.35
Liabilit...	EFT	01/03/2023	PMRS	100.010 · CHEC...		-1,623.85
				214.01 · PMRS ...	-1,082.57	1,082.57
				214.00 · PMRS ...	-541.28	541.28
TOTAL					-1,623.85	1,623.85
Liabilit...	EFT	01/13/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-188.83
				214.03 · PSATS ...	-188.83	188.83
TOTAL					-188.83	188.83
Liabilit...	EFT	01/13/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-40.46
				214.02 · PSATS ...	-40.46	40.46
TOTAL					-40.46	40.46
Bill Pm...	EFT	01/25/2023	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-481.60
Bill	01032023	01/03/2023		419.36 · PUBLIC...	-481.60	481.60
TOTAL					-481.60	481.60
Bill Pm...	EFT	01/25/2023	HICKORY TELEPHONE C...	100.010 · CHEC...		-83.04
Bill	10058518	01/01/2023		406.32 · OFFICE...	-83.04	83.04
TOTAL					-83.04	83.04

Hopewell Township Check Detail

January 3 through February 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	01/13/2023	KEYSTONE COLLECTIONS	100.010 · CHEC...		-410.81
				223.00 · LST TA...	-48.00	48.00
				212.00 · EIT TA...	-362.81	362.81
TOTAL					-410.81	410.81
Liabilit...	EFT	01/13/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-227.56
				217.00 · PA STA...	-227.56	227.56
TOTAL					-227.56	227.56
Bill Pm...	EFT	01/30/2023	CARDMEMBER SERVICE	100.010 · CHEC...		-843.59
Bill	9921530...	11/26/2022		406.32 · OFFICE...	-78.35	78.35
Bill	1900117...	12/08/2022		403.23 · TAX CO...	-346.90	346.90
Bill	4064	12/21/2022		406.21 · OFFICE...	-418.34	418.34
TOTAL					-843.59	843.59
Liabilit...	EFT	01/25/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-210.59
				214.03 · PSATS ...	-173.43	173.43
				214.02 · PSATS ...	-37.16	37.16
TOTAL					-210.59	210.59
Liabilit...	EFT	01/25/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-184.59
				217.00 · PA STA...	-184.59	184.59
TOTAL					-184.59	184.59
Liabilit...	EFT	02/03/2023	United States Treasury	100.010 · CHEC...		-3,009.38
				210.00 · FEDER...	-1,105.00	1,105.00
				211.00 · SOCIAL...	-771.70	771.70
				211.00 · SOCIAL...	-771.70	771.70
				213.00 · MEDIC...	-180.49	180.49
				213.00 · MEDIC...	-180.49	180.49
TOTAL					-3,009.38	3,009.38
Liabilit...	EFT	02/02/2023	PMRS	100.010 · CHEC...		-1,615.35
				214.00 · PMRS ...	-538.46	538.46
				214.01 · PMRS ...	-1,076.89	1,076.89
TOTAL					-1,615.35	1,615.35
Bill Pm...	EFT	01/27/2023	WEST PENN POWER	100.010 · CHEC...		-164.55
Bill	9517791...	01/11/2023		409.36 · BUILDI...	-164.55	164.55
TOTAL					-164.55	164.55

Hopewell Township Check Detail January 3 through February 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	02/06/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-223.77
				214.03 · PSATS ...	-184.28	184.28
				214.02 · PSATS ...	-39.49	39.49
TOTAL					-223.77	223.77
Check	15555	01/03/2023	Ward, Martin T.	100.010 · CHEC...		-90.00
				430.47 · ROAD ...	-90.00	90.00
TOTAL					-90.00	90.00
Check	15556	01/03/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15557	01/03/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pm...	15558	01/03/2023	AVELLA PUBLIC LIBRARY	100.010 · CHEC...		-1,000.00
Bill	2023	01/03/2023		459.54 · DONAT...	-1,000.00	1,000.00
TOTAL					-1,000.00	1,000.00
Bill Pm...	15559	01/03/2023	DEAN'S WATER SERVICE...	100.010 · CHEC...		-37.50
Bill	60401	12/19/2022		406.21 · OFFICE...	-37.50	37.50
TOTAL					-37.50	37.50
Bill Pm...	15560	01/03/2023	LOWE'S CREDIT SERVIC...	100.010 · CHEC...		-135.35
Bill	2710001	12/22/2022		409.24 · GENER...	-135.35	135.35
TOTAL					-135.35	135.35
Bill Pm...	15561	01/03/2023	LSSE CIVIL ENGINEERS ...	100.010 · CHEC...		-3,174.25
Bill	202210351	12/12/2022		408.31 · ENGIN...	-260.05	260.05
Bill	202210352	12/12/2022		408.31 · ENGIN...	-1,035.00	1,035.00
Bill	202210353	12/12/2022		408.31 · ENGIN...	-689.69	689.69
Bill	202210354	12/12/2022		408.31 · ENGIN...	-557.01	557.01
Bill	202210355	12/12/2022		408.31 · ENGIN...	-287.50	287.50
Bill	02210356	12/12/2022		408.31 · ENGIN...	-230.00	230.00
Bill	202210357	12/12/2022		408.31 · ENGIN...	-115.00	115.00
TOTAL					-3,174.25	3,174.25
Bill Pm...	15562	01/03/2023	OBSERVER-REPORTER	100.010 · CHEC...		-374.66
Bill	12639	12/15/2022		414.34 · HEARI...	-159.54	159.54
Bill	12548	01/05/2023		406.34 · ADVER...	-215.12	215.12
TOTAL					-374.66	374.66

Hopewell Township
Check Detail
 January 3 through February 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15563	01/03/2023	PITTSBURGH COMPUTE...	100.010 · CHEC...		-40.00
Bill	109753	01/03/2023		406.37 · OFFICE...	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pm...	15564	01/03/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-2,328.84
Bill	02012023	01/15/2023		487.35 · GROUP...	-2,328.84	2,328.84
TOTAL					-2,328.84	2,328.84
Liabilit...	15565	01/05/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-363.87
				222.00 · HEALT...	-363.87	363.87
TOTAL					-363.87	363.87
Bill Pm...	15573	01/12/2023	OBSERVER-REPORTER	100.010 · CHEC...		-23.82
Bill	12548 1	01/05/2023		406.34 · ADVER...	-23.82	23.82
TOTAL					-23.82	23.82
Bill Pm...	15579	02/02/2023	PMRS	100.010 · CHEC...		-220.00
Bill	630965 2...	01/23/2023		483.30 · NON-U...	-220.00	220.00
TOTAL					-220.00	220.00
Check	15580	02/13/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15581	02/13/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15582	02/13/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15583	02/13/2023	Wolf, Craig M.	100.010 · CHEC...		-13.00
				409.24 · GENER...	-13.00	13.00
TOTAL					-13.00	13.00
Check	15584	02/13/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00

Hopewell Township
Check Detail
 January 3 through February 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	15585	02/13/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Liabilit...	15586	02/13/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-363.87
				222.00 · HEALT...	-363.87	363.87
TOTAL					-363.87	363.87
Bill Pm...	15587	02/13/2023	AMCOM	100.010 · CHEC...		-154.79
Bill	5492401	01/30/2023		406.21 · OFFICE...	-154.79	154.79
TOTAL					-154.79	154.79
Bill Pm...	15588	02/13/2023	BUILDING INSPECTION U...	100.010 · CHEC...		-490.00
Bill	1104	01/09/2023		413.49 · BUILDI...	-490.00	490.00
TOTAL					-490.00	490.00
Bill Pm...	15589	02/13/2023	C.R. AUGENSTEIN INC.	100.010 · CHEC...		-1,321.97
Bill	19472	01/06/2023		409.24 · GENER...	-1,321.97	1,321.97
TOTAL					-1,321.97	1,321.97
Bill Pm...	15590	02/13/2023	CINTAS	100.010 · CHEC...		-267.72
Bill	5142153...	01/24/2023		430.28 · SAFET...	-223.24	223.24
Bill	5142957...	01/30/2023		430.28 · SAFET...	-44.48	44.48
TOTAL					-267.72	267.72
Bill Pm...	15591	02/13/2023	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	12102022	01/06/2023		409.31 · BUILDI...	-100.00	100.00
Bill	12242022	01/06/2023		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	15592	02/13/2023	JW THOMAS & SON TRU...	100.010 · CHEC...		-40.00
Bill	0757	01/03/2023		437.37 · REPAIR...	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pm...	15593	02/13/2023	LOWE'S CREDIT SERVIC...	100.010 · CHEC...		-123.10
Bill	2539572	01/12/2023		430.21 · ROAD ...	-4.74	4.74
				437.25 · REPAIR...	-30.96	30.96
				430.24 · OPERA...	-58.72	58.72
Bill	2697384	02/06/2023		430.24 · OPERA...	-28.68	28.68
TOTAL					-123.10	123.10

Hopewell Township Check Detail January 3 through February 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15594	02/13/2023	LSSE CIVIL ENGINEERS ...	100.010 · CHEC...		-580.59
Bill	202300001	01/03/2023		408.31 · ENGIN...	-231.10	231.10
Bill	202300002	01/03/2023		408.31 · ENGIN...	-57.50	57.50
Bill	202300003	01/03/2023		408.31 · ENGIN...	-57.50	57.50
Bill	202300004	01/03/2023		408.31 · ENGIN...	-234.49	234.49
TOTAL					-580.59	580.59
Bill Pm...	15595	02/13/2023	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-8,340.87
Bill	511	01/04/2023		404.31 · SOLICI...	-1,305.37	1,305.37
				404.31 · SOLICI...	-630.00	630.00
				404.31 · SOLICI...	-528.00	528.00
				404.31 · SOLICI...	-198.00	198.00
				404.31 · SOLICI...	-396.25	396.25
				404.31 · SOLICI...	-488.17	488.17
				404.31 · SOLICI...	-334.80	334.80
				404.31 · SOLICI...	-1,500.00	1,500.00
				404.31 · SOLICI...	-192.00	192.00
				404.31 · SOLICI...	-60.00	60.00
Bill	549	02/01/2023		404.31 · SOLICI...	-364.78	364.78
				404.31 · SOLICI...	-143.00	143.00
				404.31 · SOLICI...	-444.00	444.00
				404.31 · SOLICI...	-78.00	78.00
				404.31 · SOLICI...	-632.00	632.00
				404.31 · SOLICI...	-325.00	325.00
				404.31 · SOLICI...	-487.50	487.50
				404.31 · SOLICI...	-169.00	169.00
				404.31 · SOLICI...	-65.00	65.00
TOTAL					-8,340.87	8,340.87
Bill Pm...	15596	02/13/2023	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-1,077.00
Bill	236653	01/11/2023		413.45 · OTHER...	-1,077.00	1,077.00
TOTAL					-1,077.00	1,077.00
Bill Pm...	15597	02/13/2023	OBSERVER-REPORTER	100.010 · CHEC...		-127.78
Bill	13059	01/20/2023		406.34 · ADVER...	-127.78	127.78
TOTAL					-127.78	127.78
Bill Pm...	15598	02/13/2023	PITTSBURGH COMPUTE...	100.010 · CHEC...		-40.00
Bill	110013	02/01/2023		406.37 · OFFICE...	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pm...	15599	02/13/2023	STAPLES CREDIT PLAN	100.010 · CHEC...		-256.38
Bill	319690637	12/22/2022		406.21 · OFFICE...	-33.30	79.28
Bill	9846507...	01/25/2023		406.21 · OFFICE...	-223.08	223.08
TOTAL					-256.38	302.36

Hopewell Township Check Detail

January 3 through February 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15600	02/13/2023	STUCK ENTERPRISES, I...	100.010 · CHEC...		-2,285.36
Bill	1146238	02/08/2023		438.33 · FUEL E...	-2,285.36	2,285.36
TOTAL					-2,285.36	2,285.36
Bill Pm...	15601	02/13/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-2,328.84
Bill	03012023	02/15/2023		487.35 · GROUP...	-2,328.84	2,328.84
TOTAL					-2,328.84	2,328.84
Check	15602	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15603	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15604	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15605	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15606	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15607	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15608	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15609	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15610	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15611	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15612	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00

Hopewell Township
Payroll Transactions
 January 3 through February 13, 2023

Date	Name	Num	Type	Memo	Account	Amount
KEYSTONE COLLECTIONS						
01/13/2023	KEYSTONE COLLE...	EFT	Liability Check	4TH QUARTE...	100.010 · CHE...	-410.81
Total KEYSTONE COLLECTIONS						-410.81
PENNSYLVANIA DEPARTMENT OF REVENUE						
01/04/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-244.89
01/13/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-227.56
01/25/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-184.59
Total PENNSYLVANIA DEPARTMENT OF REVENUE						-657.04
PMRS						
01/03/2023	PMRS	EFT	Liability Check	63-096-5 N D...	100.010 · CHE...	-1,623.85
02/02/2023	PMRS	EFT	Liability Check	63-096-5 N J...	100.010 · CHE...	-1,615.35
Total PMRS						-3,239.20
PSATS TRUSTEES INSURANCE FUND						
01/13/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 01...	100.010 · CHE...	-188.83
01/13/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 01...	100.010 · CHE...	-40.46
01/25/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 01...	100.010 · CHE...	-210.59
02/06/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 02...	100.010 · CHE...	-223.77
Total PSATS TRUSTEES INSURANCE FUND						-663.65
United States Treasury						
01/04/2023	United States Treas...	EFT	Liability Check	25-6001755 9...	100.010 · CHE...	-3,532.35
02/03/2023	United States Treas...	EFT	Liability Check	25-6001755 9...	100.010 · CHE...	-3,009.38
Total United States Treasury						-6,541.73
UPMC HEALTH PLAN						
01/05/2023	UPMC HEALTH PLAN	15565	Liability Check	GROUP NO. ...	100.010 · CHE...	-363.87
02/13/2023	UPMC HEALTH PLAN	15586	Liability Check	GROUP NO. ...	100.010 · CHE...	-363.87
Total UPMC HEALTH PLAN						-727.74
Gordon, Mark R.						
01/06/2023	Gordon, Mark R.	ACH	Paycheck	PP END 12/3...	100.010 · CHE...	-147.61
01/20/2023	Gordon, Mark R.	ACH	Paycheck	PP END 01/1...	100.010 · CHE...	-174.02
02/03/2023	Gordon, Mark R.	ACH	Paycheck	PP END 01/2...	100.010 · CHE...	-174.02
Total Gordon, Mark R.						-495.65
Kearns, Donald W.						
01/11/2023	Kearns, Donald W.	15571	Paycheck	VOID:	100.010 · CHE...	0.00
02/01/2023	Kearns, Donald W.	15574	Paycheck	JANUARY 20...	100.010 · CHE...	-137.93
02/01/2023	Kearns, Donald W.	15578	Paycheck	JANUARY 20...	100.010 · CHE...	-220.53
Total Kearns, Donald W.						-358.46
Miller, John D.						
02/01/2023	Miller, John D.	15575	Paycheck	JANUARY 20...	100.010 · CHE...	-137.94
Total Miller, John D.						-137.94
Paul, Beverly R.						
02/01/2023	Paul, Beverly R.	15576	Paycheck	JANUARY 20...	100.010 · CHE...	-276.97
Total Paul, Beverly R.						-276.97
Rush, Mary S.						
02/01/2023	Rush, Mary S.	15577	Paycheck	JANUARY 20...	100.010 · CHE...	-132.42
Total Rush, Mary S.						-132.42

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Hopewell Township
Payroll Transactions
 January 3 through February 13, 2023

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Ward, Martin T.						
01/06/2023	Ward, Martin T.	ACH	Paycheck	PP END 12/3...	100.010 · CHE...	-1,046.51
01/20/2023	Ward, Martin T.	ACH	Paycheck	PP END 01/1...	100.010 · CHE...	-1,409.55
02/03/2023	Ward, Martin T.	ACH	Paycheck	PP END 01/2...	100.010 · CHE...	-968.81
Total Ward, Martin T.						-3,424.87
White, Andrea L.						
01/06/2023	White, Andrea L.	ACH	Paycheck	PP END 12/3...	100.010 · CHE...	-634.02
01/20/2023	White, Andrea L.	ACH	Paycheck	PP END 01/1...	100.010 · CHE...	-574.38
02/03/2023	White, Andrea L.	ACH	Paycheck	PP END 01/2...	100.010 · CHE...	-616.17
Total White, Andrea L.						-1,824.57
Wolf, Craig M.						
01/06/2023	Wolf, Craig M.	ACH	Paycheck	PP END 12/3...	100.010 · CHE...	-1,449.32
01/20/2023	Wolf, Craig M.	ACH	Paycheck	PP END 01/1...	100.010 · CHE...	-1,443.34
02/03/2023	Wolf, Craig M.	ACH	Paycheck	PP END 01/2...	100.010 · CHE...	-1,372.09
Total Wolf, Craig M.						-4,264.75
TOTAL						-23,155.80

Hopewell Township Income/Expense Report January 2023

	Jan 23
Income	
300-319 · TAXES	
301.00 · REAL PROPERTY TAXES	
301.20 · REAL ESTATE TAXES PRIOR YEAR'S	2,130.16
Total 301.00 · REAL PROPERTY TAXES	2,130.16
310.00 · PER CAPITA TAXES	
310.02 · PER CAPITA TAXES PRIOR YEAR	145.00
Total 310.00 · PER CAPITA TAXES	145.00
310.10 · REAL ESTATE TRANSFER TAX	2,126.60
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	1,080.96
310.22 · EARNED INCOME TAX PRIOR YEAR	4,700.00
310.23 · EARNED INCOME TAX DELINQUENT	100.00
Total 310.20 · EARNED INCOME TAX	5,880.96
319.00 · PEN INT ON DELINQUENT TAXES	
319.05 · REAL ESTATE TAX PENALTY PRIOR	265.32
319.15 · PER CAPITA TAX PENALTY PRIOR	14.50
Total 319.00 · PEN INT ON DELINQUENT TAXES	279.82
Total 300-319 · TAXES	10,562.54
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	832.60
341.10 · INTEREST IMPACT FEE ACCOUNT	9,602.16
341.15 · INTEREST REAL ESTATE ACCOUNT	14.00
341.20 · INTEREST MUNICIPAL SHARES ACCOU	427.00
341.25 · INTEREST ESCROW ACCOUNT	73.73
Total 341.01 · INTEREST ON CHECKING	10,949.49
Total 341.00 · INTEREST EARNINGS	10,949.49
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	565.85
Total 342.00 · RENTS AND ROYALTIES	565.85
Total 340.00 · INTEREST, RENTS AND ROYALTIES	11,515.34
Total Income	22,077.88
Gross Profit	22,077.88
Expense	
400-409 · GENERAL GOVERNMENT	
400.00 · LEGISLATIVE GOVERNING BODY	
400.05 · SUPERVISOR SALARY	462.50
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.15 · HOURLY WAGE SUPERVISOR	281.63
Total 400.00 · LEGISLATIVE GOVERNING BODY	994.13
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
403.23 · TAX COLLECTION POSTAGE	346.90
Total 403.00 · TAX COLLECTION	660.65
403.31 · KEYSTONE COLLECTIONS COMMISSION	88.75
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	1,687.50

Hopewell Township
Income/Expense Report
 January 2023

	Jan 23
405.17 · SEC/TREAS PAID TIME OFF	900.00
Total 405.00 · SECRETARY / CLERK / TREASURER	2,587.50
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.21 · OFFICE SUPPLIES EXPENSE	455.84
406.23 · POSTAGE EXPENSE	65.97
406.32 · OFFICE TELEPHONE AND INTERNET	161.39
406.34 · ADVERTISING	238.94
406.37 · OFFICE EQUIPT MAINT AND SERVICE	40.00
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	962.14
408.00 · ENGINEERING SERVICES	
408.31 · ENGINEERING SERVICES APPOINTED	3,174.25
Total 408.00 · ENGINEERING SERVICES	3,174.25
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.24 · GENERAL OPERATING SUPPLIES	135.35
409.36 · BUILDING ELECTRIC AND WATER	164.55
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	299.90
Total 400-409 · GENERAL GOVERNMENT	8,767.32
410-419 · PUBLIC SAFETY	
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	370.00
414.34 · HEARING COSTS	159.54
Total 414.00 · PLANNING AND ZONING	529.54
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	481.60
Total 419.00 · OTHER PUBLIC SAFETY	481.60
Total 410-419 · PUBLIC SAFETY	1,011.14
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	6,548.00
430.17 · ROAD DEPARTMENT PAID TIME OFF	932.00
430.18 · ROAD DEPARTMENT OVERTIME	701.33
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
430.47 · ROAD DEPARTMENT CDL DRUG TEST	90.00
Total 430.00 · ROAD DEPARTMENT	8,321.33
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	8,321.33
450-459 · CULTURE-RECREATION	
459.00 · ALL OTHER CULTURE AND RECREATIO	
459.54 · DONATION TO ORGANIZATIONS	1,000.00
Total 459.00 · ALL OTHER CULTURE AND RECREATIO	1,000.00
Total 450-459 · CULTURE-RECREATION	1,000.00
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	771.70
481.20 · MEDICARE - EMPLOYER PAID	180.49
481.30 · PA UNEMPLOYMENT - EMPLOYER	636.04
Total 481.00 · EMPLOYER PAID ITEMS	1,588.23
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	77.62
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	538.46

10:47 AM
02/09/23
Cash Basis

Hopewell Township
Income/Expense Report
January 2023

	<u>Jan 23</u>
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	<u>616.08</u>
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	2,204.31
487.00 · HEALTH INSURANCE BENEFIT	
487.35 · GROUP HEALTH INSURANCE BENEFIT	<u>2,328.84</u>
Total 487.00 · HEALTH INSURANCE BENEFIT	<u>2,328.84</u>
Total Expense	<u>23,632.94</u>
Net Income	<u><u>-1,555.06</u></u>

**HOPEWELL TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
MARCH 13, 2023**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:03 p.m. by Chairperson Mary Rush.

Roll Call:

Present: Chairperson Mary Rush, Vice Chairman Donald Kearns, Supervisor John Miller, Solicitor Dennis Makel, Secretary/Treasurer Andrea White, McMillen Engineering representative Jim Stanton and Zoning/Code Enforcement Officer Mark Gordon.

Public Comments:

No public comments.

Minutes:

Motion to accept the minutes of the February 13, 2023, regular monthly business meeting.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Zoning Report: Mark Gordon

Mr. Gordon provided and reviewed a written report.

- A Notice of Violation Unsafe Building Structure was issued to Porfilios Real Estate LLC on October 25, 2022 for 2133 Brush Run Road. A court hearing was held in District Court on Tuesday, February 21, 2023. The Township seeks condemnation of the property.
- 5035 Jefferson Avenue – A grading application was received in the township office for review by McMillen Engineering. The Township Engineer inquired as to whether the owner of the property had Conservation District approval. The owner, to date, has not provided information regarding Conservation District approval.
As per the Engineer’s direction, it is ok to issue a permit.
- 224 Elm Road – No permit found on record for a pole building structure located on the property.
- A Zoning Permit was issued for a Single-Family Home at 214 Possum Hollow Road.

- A resident inquired as to whether any permitting was required to replace deck boards. McMillen Engineering determined there is no permitting required as per UCC. The Zoning Officer was forwarded the information to determine if there are any requirements under the zoning.

Motion to go to executive session for litigation purposes at 7:07 p.m.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Meeting reconvened at 7:18 p.m.

Engineer Report: Jim Stenson

- Possum Hollow Road drop boxes repairs – Range Resources is waiting for the township to place the inlet pipes prior to repairs. Range is to move the drop boxes back to the ditch.
- White Gate Road – Ten Mile Paving – Project should move forward, weather permitting.
- 29 Wiedt Lane Driveway – Project should move forward, weather permitting.
- Fox Road Slide – MarkWest/Range Resources/Sunoco – Township will review information with McMillen Engineering.
- Possum Hollow Road – MarkWest/Range Resources/Sunoco - Township will review information with McMillen Engineering.

The Supervisors would like to set up a Workshop with McMillen Engineering. They will hold a workshop meeting on Monday, March 27, 2023, at 10:00 a.m.

Road Report: Donald Kearns

- A bond cancellation notice effective 01/14/2023 was received for bond # 0233939 for Diversified Production for Fox Road. Diversified Production has agreed to keep the bond enforced while the Township and Diversified investigate responsibility for damage to Fox Road. It has been determined that MarkWest is responsible for the damage in question.

Motion on action to be taken regarding Diversified Production’s bond #0233939 for Fox Road to go ahead and cancel the bond.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

The township will have to reach out to MarkWest to discuss the issues.

- Hoop Building Electric Service

Motion to approve the bid for electrical work for the hoop building from B.A. Electric L.L.C in the amount of \$2,450.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- New Equipment Building – The project will be discussed with McMillen Engineering.
- Range Resources Elm Road – There is a pothole on Elm Road resulting from Range Resources' Road activity to the Eleanor West Well Pad; Range Resources removed signs from the road that they are required to replace. Range Resources indicated they would blacktop Elm Road at the beginning of the Eleanor West Well Pad project, the road has not been blacktopped to date. The issues on Elm Road have been corrected. Range Resources still needs to submit the Heavy Hauling agreement.
- Fox Road Culvert Replacement – A culvert is in need of replacement on Fox Road. The culvert runs through a stream. The township has inquired with the Washington County Conservation District what type of permitting, if any, is required. The Roadmaster has discussed the project with Range Resources; Range Resources is anticipated to pay for the material portion of the project. The township will obtain 3 quotes from qualified contractors for the project.

Motion to accept the bid from the lowest responsible bidder for the Fox Road Culvert Replacement Project.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- MarkWest has requested the release and return of bond K09276725 in the amount of \$25,000.00 for Oakleaf Road. They wish to replace the bond with bond 285070670 in the amount of \$25,000.00 for Oakleaf Road.

Motion to approve the release and return of bond K09276725 for Oakleaf Road and accept the submission of bond 285070670 for Oakleaf Road as the replacement bond.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 2023-2024 Road Materials Bid Opening – Bid advertisement was in the Observer Reporter on Friday, February 24, 2023 and Thursday, March 02, 2023:
Bidders Notice

Hopewell Township a 2nd Class Township of Washington County, will receive sealed proposals clearly marked 2023-2024 MATERIAL BID PROPOSAL at the Municipal Building located at 20 Parkview Road, Avella, PA 15312 until 7:00 pm on Monday, March 13, 2023 for the following:

5,000 GAL #2 DIESEL FUEL
35,000 GAL E-3 CRS-2 CATIONIC EMULSIFIED ASPHALT (DELIVERED AND APPLIED)
1,000 TONS AASHTO NO. 8 (1% WASHED STONE)
1,000 TONS AASHTO NO. 67 (1% WASHED STONE)
500 TONS AASHTO NO. 8
500 TONS AAASHTO NO. 67
600 TONS PA-2A SUBBASE
300 TONS AASHTO NO. 57
200 TONS AASHTO NO. 3
100 TONS R-4'S
50 TONS DUST
2,000 TONS ANTI-SKID
2,000 TONS CINDERS
50 TONS DRIVING SURFACE AGGREGATE (DSA)
100 TONS PROCESSED ASPHALT MILLINGS
1,000 TONS SUPERPAVE BINDER COURSE, 19.9 MM (DELIVERED AND APPLIED)
1,000 TONS SUPERPAVE WEARING COURSE, 9.5 MM (DELIVERED AND APPLIED)

Sealed proposals will be opened on Monday, March 13, 2023 at 7:00 pm at the Municipal Building.

Proposals must be upon the forms furnished by the municipality.

A link to access the bid packet can be found on the Township Website: www.hopewelltownship.com, bidders may also call The Township Office at 724-345-3333 to request a packet.

The bid must be accompanied by a certified check or bid bond for 10% of the bid, made payable to Hopewell Township. All materials **except cinders** must meet PENN DOT specifications as per Penn Dot publication 408, and obtained from a source listed on Bulletin 14 & 15. Hopewell Township Board of Supervisors reserves the right to reject any or all proposals.

Hopewell Township
Andrea L. White
Secretary/Treasurer

Motion to accept the proposal from Stuck Enterprises for 5,000 gallons more/less of #2 Diesel Fuel at a unit price of \$3.0054 for a total of \$15,027.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Russell Standard Corporation for 35,000 gallons more/less delivered and applied of E-3 CRS-2 Cationic Emulsified Asphalt at a unit price of \$2.63 for a total of \$92,050.00.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Heidelberg Materials Northeast LLC for 1,000 tons more/less of AASHTO No. 8 (1% Washed Stone) at a unit price of \$52.82 for a total of \$52,820.00.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Heidelberg Materials Northeast LLC for 1,000 tons more/less of AASHTO No. 67 (1% Washed Stone) at a unit price of \$35.82 for a total of \$35,820.00.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Limestone Company for 500 tons more/less of AASHTO No. 8 at a unit price of \$32.00 for a total of \$16,000.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Limestone Company for 500 tons more/less of AASHTO No. 67 at a unit price of \$31.00 for a total of \$15,500.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Limestone Company for 600 tons more/less of PA-2A Subbase at a unit price of \$25.00 for a total of \$15,000.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Limestone Company for 300 tons more/less of AASHTO No. 57 at a unit price of \$27.50 for a total of \$8,250.00

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Limestone Company for 200 tons more/less of AASHTO No. 3 at a unit price of \$27.00 for a total of \$5,400.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Arcosa Aggregates for 100 tons more/less of R-4's at a unit price of \$35.00 for a total of \$3,500.00.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Limestone Company for 50 tons more/less of Dust at a unit price \$23.00 for a total of \$1,150.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Limestone Company for 2,000 tons more/less of Anti-Skid at a unit price of \$26.00 for a total of \$52,000.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Arcosa Aggregates for 2,000 tons more/less of Cinders at a unit price of \$35.00 for a total of \$70,000.00.

Motion: Donald Kearns, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Greer Limestone Company for 50 tons more/less of Driving Surface Aggregate (DSA) at a unit price of \$25.00 for a total of \$1,250.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Northeast Paving for 100 tons Processed Asphalt Millings at a unit price of \$14.50 for a total of \$1,450.00.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Northeast Paving for 1,000 tons more/less of Superpave Binder Course, 19.9 MM at a unit price of \$64.00 for a total of \$64,000.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Motion to accept the proposal from Northeast Paving for 1,000 tons more/less of Superpave Wearing Course, 9.5 MM at a unit price of \$75.00 for a total of \$75,000.00.

Motion: Donald Kearns, 2nd Mary Rush

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Financial Report: File for review by Auditors

- Bank Reconciliations - Supervisors to review and initial off
- Time Sheets – Supervisors to review and initial off
- Bills: Review of bill list as presented

Motion to pay the bills to be found true and correct.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Planning Commission:

- Yilit Subdivision – Mr. Jay Allen owns the adjoining property which is involved in the Yilit Subdivision. Mr. Allen has inquired with the township as to whether a property line shift can be completed as opposed to a Minor Subdivision. Mr. Allen has been informed that if the acreage of the property does not change, a property line shift is possible; however, if there is a change in the acreage, a Minor Subdivision will need to be completed.

Solicitors Report: Solicitor Dennis Makel

- Buzzard 79 Crossroads Road – The Solicitor is handling the issue.
- Zoning Ordinance Amendment(s) – A workshop meeting was held on Monday, January 30, 2023. The Ordinance is currently under review.
- Regional Emergency Mutual Aid – Blaine, Buffalo, Canton, West Middletown and Hopewell Townships.
- Buffalo and Hopewell Township Emergency Management Coordinator Resolution.

Motion to adopt a Resolution of Hopewell Township, Washington County, Pennsylvania, acknowledging the appointment of Gary Friend to the position of Emergency Management Coordinator in Hopewell Township, Washington County, Pennsylvania.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Hopewell Township PMRS plan – PMRS’ Legal Council is in the process of drafting an Ordinance to make changes to the township’s pension contribution amount for full and part time employees.
- Washington County Sewage Council – Malfunction Authorization Forms for Buffalo Village. All properties issued a Malfunction Authorization are cooperating with the Sewage Council.
- West Middletown VFD building permit. The Solicitor’s office was directed to contact Building Inspector Vince Alfieri for a checklist of final items needed for an Occupancy Permit to be issued. McMillen Engineering was consulted regarding the West Middletown VFD building. McMillen Engineering offered an alternative suggestion that the Fire Department reduce the occupant load of the building from 334 individuals to 100 individuals. If the current Building Code Official agrees to allow this, it would eliminate the need for the sprinkler system, the alarm system for the sprinkler and the monthly PA American Water fee for the sprinkler system.
- West Middletown VFD Building – TJ’s Heating and Cooling letter regarding non-performance of work and deadline to complete. TJ’s did not perform the work by the deadline. West Middletown VFD will use another contractor to finish the work.
- Range Resources informed the township of activity to occur at the Eleanor West Well Pad site on Elm Road. Range Resources must submit a new Heavy Hauling Agreement to the township with all applicable fees. The township was informed by Kylie Fuller of Range Resources that Range’s Legal Department was working with the Township Solicitor in regards to the completion of the Heavy Hauling Agreement.
The Solicitor will investigate this matter.

Correspondence Review and Discussion:

Old Business:

- 278 Buffalo Road South Sewage System – The Washington County Sewage Council will be performing an inspection of the existing holding tank.
The township office will check with the Council to see if this inspection has been done.
- Gary Friend – Emergency Management Coordinator – Training Update
No update at this time.

New Business:

- Mr. Denny Krajacic inquired with the township office regarding the return of a \$1,500.00 escrow that was submitted as part of a sewage escrow for 5 and 9 Valley View Lane. Mr. Krajacic was informed that the township costs exceeded the \$1,500.00 and a balance was due and payable to the township. Mr. Krajacic questioned this and was referred to page 4, Section 6 of the agreement which outlines the terms of the \$1,500.00 placed in escrow.
- The next Regular Meeting of the Board of Supervisors will be on Monday, April 10, 2023, at 7:00 p.m.
- A dumpster will be available for the Township’s Spring Clean-Up from April 15th to May 15th, 2023.

- The township needs a contractor to mow the township property. Mr. Earl Richmond who mowed the township grass has passed away.

Motion to get quotes from contractors who perform lawn care services.

Motion: Mary Rush, 2nd Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Discussion and Motion to amend the agenda if needed.
No motion necessary

Motion to adjourn the meeting at 8:20 p.m.

Motion: Mary Rush, 2nd John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



Mary Rush, Chairperson

HOPEWELL TOWNSHIP

DEPARTMENT OF CODE ENFORCEMENT

AND ZONING REPORT

MARCH 2023

COMPLAINTS.....0

PORTFOLIS PROPERTY BRUSH RUN RD

NOTICES0

EXCAVATION PERMIT APPLICATION RECEIVED FOR BROWNLEE TRUCKING PROPERTY

AWAITING ENGINEERS APPROVAL TO ISSUE

FOLLOWUP INSPECTIONS.....2

PORTFOLIOUS AND BUZARD

NUMBER OF PATROLS..... 5 WEEKLEY

CITATIONS.....0

HEARINGS..... 1

PORTFOLIUS LLC AND LOIUS PORTFOLIUS GUILTY ON ALL ADMINISTRATIVE FEES FOR ALL COST MC,ILLIAN, RICHES FEES AS WELLAS 200 DOLLARS ADMINISTRATIVE FEE FOR MY SERVICES OVER THE YEARS ON THIS MATTER ALL ASIGNED TO CITATIONS FOR LOUIS IN ADDITION TO FINES WICH IS HOW WE WANT THE COST TO BE PLACED NOT AGAINST THE LLC , LOUIS ALSO HAS ACTIVE BENCH WARRANTS FOR HIS PREVIOUS CASES BEFORE JUGDE WARD FOR THIS SAME PROPERTY

UPCOMING COURT HEARRINGS.....1

BUZARD CASE COMMON PLEAS NO HEARING DATE SET

NOTE

ZONING

ZONING QUESTIONS.....1

APPLICATIONS SENT OUT.....1

APPLICATION AND PLAN REVIEW..... 1

PLAN REVIEW COMPLETE APPROVED.....1

ZONING PERMIT (S) ISSUED.....1 HOUSE

AGRICULTURAL EXEMPTION0

TRAINING AND UPDATES.....0

ZONING HEARING VARIENCE.....0

APPROVED FOR N BUFFALO RD

SITE INSPECTIONS FOR VARIENCE REQUEST0

UCC SITE INSPECTION WITH MCMILLIAN FOR BUZARD PROEPERTY PRIOR TO THIS MEETING

NOTE MOVING FORWARD ON THIS MATTER I ALSO NEED TO KNOW OUR COSTS IN ENGINEER FEES FOR RICHD COMPANY ON FORMAL LETTER HEAD SO AS TO ADD TO THE BALANCE DUE THE TWP IN ADMINISTRATIVE COST THE SAME AS WE DID WITH PORTFOLIOUS



MARK GORDON

CODE AND ZONING OFFICER

HOPEWELL TOWNSHIP

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL
WASHINGTON FINANCIAL

2/28/2023

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 219,661.12
REAL ESTATE ACCOUNT	\$ 2,007.07
MUNICIPAL SHARES FUND	\$ 118,110.64
ESCROW ACCOUNT	\$ 20,544.85
STATE FUNDS	\$ 198,671.36
IMPACT FEE	\$ 2,638,454.13
LOCAL FISCAL RECOVERY FUND	\$ 37,114.84
TOTAL	\$ 3,234,564.01

4:18 PM

03/13/23

Hopewell Township State Fund
Bills Presented for approval and Payment
 As of March 13, 2023

Type	Date	Num	Name	Due Date	Aging	Open Balance
AMERICAN ROCK SALT LLC						
Bill	02/13/2023	0736345	AMERICAN ROCK ...	03/15/2023		1,715.61
Total AMERICAN ROCK SALT LLC						1,715.61
GREER INDUSTRIES, INC.						
Bill	02/14/2023	671059	GREER INDUSTRIE...	03/16/2023		1,259.93
Bill	02/15/2023	671389	GREER INDUSTRIE...	03/17/2023		1,226.34
Total GREER INDUSTRIES, INC.						2,486.27
TOTAL						4,201.88

4:18 PM

03/13/23

Cash Basis

Hopewell Township State Fund
Income/Expense Summary
 February 2023

	Feb 23
Income	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	669.46
Total 341.00 · INTEREST EARNINGS	669.46
Total 340.00 · INTEREST, RENTS AND ROYALTIES	669.46
Total Income	669.46
Gross Profit	669.46
Expense	0.00
Net Income	669.46

Hopewell Township
Bills Presented for Approval and Payment
As of March 13, 2023

Type	Date	Num	Due Date	Aging	Open Balance
B.A. ELECTRIC L.L.C.					
Bill	03/13/2023	02272023	03/13/2023		2,450.00
Total B.A. ELECTRIC L.L.C.					2,450.00
BLUE HORNET DESIGN, LLC.					
Bill	02/20/2023	002656	03/22/2023		150.00
Total BLUE HORNET DESIGN, LLC.					150.00
C.R. AUGENSTEIN INC.					
Bill	02/27/2023	19750	03/29/2023		1,092.47
Total C.R. AUGENSTEIN INC.					1,092.47
CARDMEMBER SERVICE					
Bill	02/15/2023	9926288075	02/15/2023	26	57.06
Bill	02/22/2023	78411	03/09/2023	4	94.34
Bill	02/27/2023	11191084...	03/14/2023		423.75
Bill	02/26/2023	9928672506	03/15/2023		51.95
Bill	03/01/2023	79630	03/16/2023		50.94
Total CARDMEMBER SERVICE					678.04
CINTAS					
Bill	02/28/2023	5147391775	03/30/2023		100.68
Total CINTAS					100.68
ELITE CLEAN TEAM, LLC.					
Bill	03/01/2023	02042023	03/31/2023		100.00
Bill	03/01/2023	02182023	03/31/2023		100.00
Total ELITE CLEAN TEAM, LLC.					200.00
HICKORY TELEPHONE COMPANY					
Bill	03/01/2023	10063918	03/26/2023		81.66
Total HICKORY TELEPHONE COMPANY					81.66
Hill International Trucks, LLC.					
Bill	02/28/2023	10402831...	03/10/2023	3	1,352.78
Total Hill International Trucks, LLC.					1,352.78
LOWE'S CREDIT SERVICES					
Bill	02/23/2023	2153789	03/25/2023		44.97
Total LOWE'S CREDIT SERVICES					44.97
MAKEL AND ASSOCIATES, LLC					
Bill	02/28/2023	603	03/15/2023		2,841.80
Total MAKEL AND ASSOCIATES, LLC					2,841.80
MCMILLEN ENGINEERING INC.					
Bill	03/01/2023	236737	03/01/2023	12	1,727.50
Total MCMILLEN ENGINEERING INC.					1,727.50
NAPA AUTO PARTS					
Bill	02/16/2023	963388	03/03/2023	10	35.52
Total NAPA AUTO PARTS					35.52
OBSERVER-REPORTER					
Bill	02/24/2023	13397	03/26/2023		794.74
Total OBSERVER-REPORTER					794.74

Hopewell Township
Bills Presented for Approval and Payment
As of March 13, 2023

Type	Date	Num	Due Date	Aging	Open Balance
PENNSYLVANIA AMERICAN WATER					
Bill	03/01/2023	03012023	03/23/2023		588.70
Total PENNSYLVANIA AMERICAN WATER					588.70
PITNEY BOWES GLOBAL FINANCIAL SERVICES					
Bill	03/07/2023	03072023	03/24/2023		201.00
Bill	03/08/2023	3317178615	04/01/2023		65.97
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES					266.97
PITTSBURGH COMPUTER SOLUTIONS INC					
Bill	03/06/2023	110387	03/06/2023	7	75.00
Total PITTSBURGH COMPUTER SOLUTIONS INC					75.00
SPRAGUE ENERGY, LLC					
Credit	01/31/2023	01312023			-8.21
Bill	01/31/2023	500461121	03/02/2023	11	58.42
Total SPRAGUE ENERGY, LLC					50.21
STAPLES CREDIT PLAN					
Bill	02/27/2023	9910997389	03/29/2023		119.94
Bill	03/08/2023	9911108012	04/07/2023		61.44
Total STAPLES CREDIT PLAN					181.38
WASHINGTON CO ASSOC OF TOWNSHIP OFFICIALS					
Bill	02/14/2023	2023	02/24/2023	17	180.00
Total WASHINGTON CO ASSOC OF TOWNSHIP OFFICIALS					180.00
WEST MIDDLETOWN VFD					
Bill	09/01/2022	08082022 3	09/12/2022	182	8,076.00
Total WEST MIDDLETOWN VFD					8,076.00
WEST PENN POWER					
Bill	03/13/2023	95387518...	03/28/2023		134.58
Total WEST PENN POWER					134.58
TOTAL					21,103.00

Hopewell Township Check Detail February 13 through March 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		03/13/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		03/13/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		03/13/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		03/13/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		03/13/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Liabilit...	EFT	02/16/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-211.14
				217.00 · PA STA...	-211.14	211.14
TOTAL					-211.14	211.14
Bill Pm...	EFT	02/27/2023	WEST PENN POWER	100.010 · CHEC...		-150.00
Bill	9544739...	02/09/2023		409.36 · BUILDI...	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pm...	EFT	02/28/2023	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-494.99
Bill	02062023	02/06/2023		419.36 · PUBLIC...	-494.99	494.99
TOTAL					-494.99	494.99
Bill Pm...	EFT	02/27/2023	HICKORY TELEPHONE C...	100.010 · CHEC...		-84.96
Bill	10062139	02/01/2023		406.32 · OFFICE...	-84.96	84.96
TOTAL					-84.96	84.96
Liabilit...	EFT	02/24/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-206.41
				214.03 · PSATS ...	-169.98	169.98
				214.02 · PSATS ...	-36.43	36.43
TOTAL					-206.41	206.41

Hopewell Township Check Detail February 13 through March 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	02/22/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-175.46
				217.00 · PA STA...	-175.46	175.46
TOTAL					-175.46	175.46
Liabilit...	EFT	03/01/2023	PMRS	100.010 · CHEC...		-1,528.30
				214.00 · PMRS ...	-509.44	509.44
				214.01 · PMRS ...	-1,018.86	1,018.86
TOTAL					-1,528.30	1,528.30
Liabilit...	EFT	03/03/2023	United States Treasury	100.010 · CHEC...		-2,782.06
				210.00 · FEDER...	-1,005.00	1,005.00
				211.00 · SOCIAL...	-720.13	720.13
				211.00 · SOCIAL...	-720.13	720.13
				213.00 · MEDIC...	-168.40	168.40
				213.00 · MEDIC...	-168.40	168.40
TOTAL					-2,782.06	2,782.06
Bill Pm...	EFT	02/23/2023	CARDMEMBER SERVICE	100.010 · CHEC...		-1,325.32
Bill	9923914...	12/26/2022		406.32 · OFFICE...	-70.03	70.03
Bill	68288233	01/10/2023		400.46 · MEETI...	-210.00	210.00
				400.46 · MEETI...	-210.00	210.00
				400.46 · MEETI...	-210.00	210.00
				405.46 · SECRE...	-210.00	210.00
				400.46 · MEETI...	-110.00	110.00
				405.46 · SECRE...	-110.00	110.00
Bill	1118028...	01/18/2023		437.25 · REPAIR...	-190.79	190.79
Bill	0010395...	01/24/2023		413.53 · ACT 15...	-4.50	4.50
TOTAL					-1,325.32	1,325.32
Bill Pm...	EFT	03/06/2023	CARDMEMBER SERVICE	100.010 · CHEC...		-1,030.70
Bill	1119239...	02/21/2023		406.21 · OFFICE...	-1,030.70	1,030.70
TOTAL					-1,030.70	1,030.70
Liabilit...	EFT	03/06/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-204.43
				214.03 · PSATS ...	-168.35	168.35
				214.02 · PSATS ...	-36.08	36.08
TOTAL					-204.43	204.43
Bill Pm...	EFT	03/06/2023	PITTSBURGH COMPUTE...	100.010 · CHEC...		-115.00
Bill	110214	02/22/2023		406.37 · OFFICE...	-75.00	75.00
Bill	110291	03/01/2023		406.37 · OFFICE...	-40.00	40.00
TOTAL					-115.00	115.00
Liabilit...	EFT	02/28/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-208.70
				217.00 · PA STA...	-208.70	208.70
TOTAL					-208.70	208.70

Hopewell Township
Check Detail
February 13 through March 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	To Print	03/13/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-363.87
				222.00 · HEALT...	-363.87	363.87
TOTAL					-363.87	363.87
Check	15580	02/13/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15581	02/13/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15582	02/13/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15583	02/13/2023	Wolf, Craig M.	100.010 · CHEC...		-13.00
				409.24 · GENER...	-13.00	13.00
TOTAL					-13.00	13.00
Check	15584	02/13/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15585	02/13/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Liabilit...	15586	02/13/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-363.87
				222.00 · HEALT...	-363.87	363.87
TOTAL					-363.87	363.87
Bill Pm...	15587	02/13/2023	AMCOM	100.010 · CHEC...		-154.79
Bill	5492401	01/30/2023		406.21 · OFFICE...	-154.79	154.79
TOTAL					-154.79	154.79
Bill Pm...	15588	02/13/2023	BUILDING INSPECTION U...	100.010 · CHEC...		-490.00
Bill	1104	01/09/2023		413.49 · BUILDI...	-490.00	490.00
TOTAL					-490.00	490.00

Hopewell Township Check Detail February 13 through March 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15589	02/13/2023	C.R. AUGENSTEIN INC.	100.010 · CHEC...		-1,321.97
Bill	19472	01/06/2023		409.24 · GENER...	-1,321.97	1,321.97
TOTAL					-1,321.97	1,321.97
Bill Pm...	15590	02/13/2023	CINTAS	100.010 · CHEC...		-267.72
Bill	5142153...	01/24/2023		430.28 · SAFET...	-223.24	223.24
Bill	5142957...	01/30/2023		430.28 · SAFET...	-44.48	44.48
TOTAL					-267.72	267.72
Bill Pm...	15591	02/13/2023	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	12102022	01/06/2023		409.31 · BUILDI...	-100.00	100.00
Bill	12242022	01/06/2023		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	15592	02/13/2023	JW THOMAS & SON TRU...	100.010 · CHEC...		-40.00
Bill	0757	01/03/2023		437.37 · REPAIR...	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pm...	15593	02/13/2023	LOWE'S CREDIT SERVIC...	100.010 · CHEC...		-123.10
Bill	2539572	01/12/2023		430.21 · ROAD ...	-4.74	4.74
				437.25 · REPAIR...	-30.96	30.96
Bill	2697384	02/06/2023		430.24 · OPERA...	-58.72	58.72
				430.24 · OPERA...	-28.68	28.68
TOTAL					-123.10	123.10
Bill Pm...	15594	02/13/2023	LSSE CIVIL ENGINEERS ...	100.010 · CHEC...		-580.59
Bill	202300001	01/03/2023		408.31 · ENGIN...	-231.10	231.10
Bill	202300002	01/03/2023		408.31 · ENGIN...	-57.50	57.50
Bill	202300003	01/03/2023		408.31 · ENGIN...	-57.50	57.50
Bill	202300004	01/03/2023		408.31 · ENGIN...	-234.49	234.49
TOTAL					-580.59	580.59
Bill Pm...	15595	02/13/2023	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-8,340.87
Bill	511	01/04/2023		404.31 · SOLICI...	-1,305.37	1,305.37
				404.31 · SOLICI...	-630.00	630.00
				404.31 · SOLICI...	-528.00	528.00
				404.31 · SOLICI...	-198.00	198.00
				404.31 · SOLICI...	-396.25	396.25
				404.31 · SOLICI...	-488.17	488.17
				404.31 · SOLICI...	-334.80	334.80
				404.31 · SOLICI...	-1,500.00	1,500.00
				404.31 · SOLICI...	-192.00	192.00
				404.31 · SOLICI...	-60.00	60.00
Bill	549	02/01/2023		404.31 · SOLICI...	-364.78	364.78
				404.31 · SOLICI...	-143.00	143.00
				404.31 · SOLICI...	-444.00	444.00
				404.31 · SOLICI...	-78.00	78.00
				404.31 · SOLICI...	-632.00	632.00
				404.31 · SOLICI...	-325.00	325.00
				404.31 · SOLICI...	-487.50	487.50

Hopewell Township
Check Detail
February 13 through March 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				404.31 · SOLICI...	-169.00	169.00
				404.31 · SOLICI...	-65.00	65.00
TOTAL					-8,340.87	8,340.87
Bill Pm...	15596	02/13/2023	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-1,077.00
Bill	236653	01/11/2023		413.45 · OTHER...	-1,077.00	1,077.00
TOTAL					-1,077.00	1,077.00
Bill Pm...	15597	02/13/2023	OBSERVER-REPORTER	100.010 · CHEC...		-127.78
Bill	13059	01/20/2023		406.34 · ADVER...	-127.78	127.78
TOTAL					-127.78	127.78
Bill Pm...	15598	02/13/2023	PITTSBURGH COMPUTE...	100.010 · CHEC...		-40.00
Bill	110013	02/01/2023		406.37 · OFFICE...	-40.00	40.00
TOTAL					-40.00	40.00
Bill Pm...	15599	02/13/2023	STAPLES CREDIT PLAN	100.010 · CHEC...		-256.38
Bill	319690637	12/22/2022		406.21 · OFFICE...	-33.30	79.28
Bill	9846507...	01/25/2023		406.21 · OFFICE...	-223.08	223.08
TOTAL					-256.38	302.36
Bill Pm...	15600	02/13/2023	STUCK ENTERPRISES, I...	100.010 · CHEC...		-2,285.36
Bill	1146238	02/08/2023		438.33 · FUEL E...	-2,285.36	2,285.36
TOTAL					-2,285.36	2,285.36
Bill Pm...	15601	02/13/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-2,328.84
Bill	03012023	02/15/2023		487.35 · GROUP...	-2,328.84	2,328.84
TOTAL					-2,328.84	2,328.84
Check	15602	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15603	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15604	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15605	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00

Hopewell Township
Check Detail
 February 13 through March 13, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	15606	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15607	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15608	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15609	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15610	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15611	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15612	02/13/2023	void	100.010 · CHEC...		0.00
TOTAL					0.00	0.00
Check	15618	03/02/2023	ACE INDUSTRIAL SUPPL...	100.010 · CHEC...		-2,772.68
				430.26 · SMALL ...	-2,772.68	2,772.68
TOTAL					-2,772.68	2,772.68

Hopewell Township
Payroll Transactions
 February 13 through March 13, 2023

Date	Name	Num	Type	Memo	Account	Amount
PENNSYLVANIA DEPARTMENT OF REVENUE						
02/16/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-211.14
02/22/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-175.46
02/28/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-208.70
Total PENNSYLVANIA DEPARTMENT OF REVENUE						-595.30
PMRS						
03/01/2023	PMRS	EFT	Liability Check	63-096-5 N P...	100.010 · CHE...	-1,528.30
Total PMRS						-1,528.30
PSATS TRUSTEES INSURANCE FUND						
02/24/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 02...	100.010 · CHE...	-206.41
03/06/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 03...	100.010 · CHE...	-204.43
Total PSATS TRUSTEES INSURANCE FUND						-410.84
United States Treasury						
03/03/2023	United States Treas...	EFT	Liability Check	25-6001755 9...	100.010 · CHE...	-2,782.06
Total United States Treasury						-2,782.06
UPMC HEALTH PLAN						
02/13/2023	UPMC HEALTH PLAN	15586	Liability Check	GROUP NO. ...	100.010 · CHE...	-363.87
03/13/2023	UPMC HEALTH PLAN	To Print	Liability Check	GROUP NO. ...	100.010 · CHE...	-363.87
Total UPMC HEALTH PLAN						-727.74
Gordon, Mark R.						
02/17/2023	Gordon, Mark R.	ACH	Paycheck	PP END 02/1...	100.010 · CHE...	-174.02
03/03/2023	Gordon, Mark R.	ACH	Paycheck	PP END 02/2...	100.010 · CHE...	-174.02
Total Gordon, Mark R.						-348.04
Kearns, Donald W.						
03/01/2023	Kearns, Donald W.	15613	Paycheck	FEBRUARY 2...	100.010 · CHE...	-137.94
03/01/2023	Kearns, Donald W.	15617	Paycheck	FEBRUARY 2...	100.010 · CHE...	-220.52
Total Kearns, Donald W.						-358.46
Miller, John D.						
03/01/2023	Miller, John D.	15614	Paycheck	FEBRUARY 2...	100.010 · CHE...	-137.94
Total Miller, John D.						-137.94
Paul, Beverly R.						
03/01/2023	Paul, Beverly R.	15615	Paycheck	FEBRUARY 2...	100.010 · CHE...	-276.98
Total Paul, Beverly R.						-276.98
Rush, Mary S.						
03/01/2023	Rush, Mary S.	15616	Paycheck	FEBRUARY 2...	100.010 · CHE...	-132.41
Total Rush, Mary S.						-132.41
Ward, Martin T.						
02/17/2023	Ward, Martin T.	ACH	Paycheck	PP END 02/1...	100.010 · CHE...	-1,322.93
03/03/2023	Ward, Martin T.	ACH	Paycheck	PP END 02/2...	100.010 · CHE...	-955.26
Total Ward, Martin T.						-2,278.19
White, Andrea L.						
02/17/2023	White, Andrea L.	ACH	Paycheck	PP END 02/1...	100.010 · CHE...	-561.61
03/03/2023	White, Andrea L.	ACH	Paycheck	PP END 02/2...	100.010 · CHE...	-555.11
Total White, Andrea L.						-1,116.72

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Hopewell Township
Payroll Transactions
February 13 through March 13, 2023

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Wolf, Craig M.						
02/17/2023	Wolf, Craig M.	ACH	Paycheck	PP END 02/1...	100.010 · CHE...	-1,361.78
03/03/2023	Wolf, Craig M.	ACH	Paycheck	PP END 02/2...	100.010 · CHE...	-1,403.41
Total Wolf, Craig M.						-2,765.19
TOTAL						-13,458.17

Hopewell Township
Income/Expense Report
February 2023

	Feb 23
Income	
300-319 · TAXES	
301.00 · REAL PROPERTY TAXES	
301.40 · DELINQUENT FROM TAX CLAIM BUREA	209.08
Total 301.00 · REAL PROPERTY TAXES	209.08
310.10 · REAL ESTATE TRANSFER TAX	873.48
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	1,639.62
310.22 · EARNED INCOME TAX PRIOR YEAR	13,700.00
310.23 · EARNED INCOME TAX DELINQUENT	-100.00
Total 310.20 · EARNED INCOME TAX	15,239.62
310.50 · LOCAL SERVICES TAX	
310.51 · LOCAL SERVICES TAX CURRENT	73.94
Total 310.50 · LOCAL SERVICES TAX	73.94
Total 300-319 · TAXES	16,396.12
320.00 · LICENSES AND PERMITS	
321.00 · BUSINESS LICENSES AND PERMITS	
321.35 · TRAILER PERMIT FEES	6,000.00
Total 321.00 · BUSINESS LICENSES AND PERMITS	6,000.00
322.00 · NON-BUSINESS LICENSES AND PERMI	75.00
Total 320.00 · LICENSES AND PERMITS	6,075.00
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	780.83
341.10 · INTEREST IMPACT FEE ACCOUNT	9,015.92
341.15 · INTEREST REAL ESTATE ACCOUNT	7.07
341.20 · INTEREST MUNICIPAL SHARES ACCOU	399.60
341.25 · INTEREST ESCROW ACCOUNT	69.23
Total 341.01 · INTEREST ON CHECKING	10,272.65
Total 341.00 · INTEREST EARNINGS	10,272.65
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	582.19
342.57 · FRANCHISE FEES COMMUNICATION	560.90
Total 342.00 · RENTS AND ROYALTIES	1,143.09
Total 340.00 · INTEREST, RENTS AND ROYALTIES	11,415.74
360-363 · CHARGES FOR SERVICES	
361.00 · GENERAL GOVERNMENT CHARGES	
361.65 · TAX CERTIFICATION REVENUES	
361.70 · NO LIEN LETTERS	95.00
Total 361.65 · TAX CERTIFICATION REVENUES	95.00
Total 361.00 · GENERAL GOVERNMENT CHARGES	95.00
Total 360-363 · CHARGES FOR SERVICES	95.00
Total Income	33,981.86
Gross Profit	33,981.86
Expense	
400-409 · GENERAL GOVERNMENT	
400.00 · LEGISLATIVE GOVERNING BODY	
400.05 · SUPERVISOR SALARY	462.50

Hopewell Township
Income/Expense Report
February 2023

	Feb 23
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.32 · TELEPHONE AND WIRELESS	75.00
400.46 · MEETINGS, CONFERENCES, SEMINARS	740.00
Total 400.00 · LEGISLATIVE GOVERNING BODY	1,527.50
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
Total 403.00 · TAX COLLECTION	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	147.71
404.00 · SOLICITOR / LEGAL SERVICES	
404.31 · SOLICITOR PROFESSIONAL SERVICES	8,340.87
Total 404.00 · SOLICITOR / LEGAL SERVICES	8,340.87
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	2,380.42
405.17 · SEC/TREAS PAID TIME OFF	150.00
405.46 · SECRETARY/TREASURER CONFERENCES	320.00
Total 405.00 · SECRETARY / CLERK / TREASURER	2,850.42
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.21 · OFFICE SUPPLIES EXPENSE	411.17
406.32 · OFFICE TELEPHONE AND INTERNET	154.99
406.34 · ADVERTISING	127.78
406.37 · OFFICE EQUIPT MAINT AND SERVICE	40.00
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	733.94
408.00 · ENGINEERING SERVICES	
408.31 · ENGINEERING SERVICES APPOINTED	580.59
Total 408.00 · ENGINEERING SERVICES	580.59
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.24 · GENERAL OPERATING SUPPLIES	1,334.97
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	150.00
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	1,684.97
Total 400-409 · GENERAL GOVERNMENT	16,179.75
410-419 · PUBLIC SAFETY	
413.00 · UCC AND CODE ENFORCEMENT	
413.45 · OTHER CONTRACTED SERVICES	1,077.00
413.49 · BUILDING PERMITS BIU CHARGES	490.00
413.53 · ACT 157 UCC PERMIT FEE	4.50
Total 413.00 · UCC AND CODE ENFORCEMENT	1,571.50
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	400.00
Total 414.00 · PLANNING AND ZONING	400.00
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	494.99
Total 419.00 · OTHER PUBLIC SAFETY	494.99
Total 410-419 · PUBLIC SAFETY	2,466.49
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	7,398.00
430.17 · ROAD DEPARTMENT PAID TIME OFF	202.00
430.18 · ROAD DEPARTMENT OVERTIME	58.19

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03/13/23

Cash Basis

Hopewell Township
Income/Expense Report
February 2023

	<u>Feb 23</u>
430.21 · ROAD DEPARTMENT OFFICE SUPPLIES	4.74
430.24 · OPERATING SUPPLIES PUBLIC WORKS	87.40
430.28 · SAFETY SUPPLIES	267.72
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
Total 430.00 · ROAD DEPARTMENT	8,068.05
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	221.75
437.37 · REPAIRS AND MAINT SERVICE	40.00
Total 437.00 · REPAIRS OF TOOLS AND MACHINERY	261.75
438.00 · MAINT AND REPAIRS ROADS BRIDGES	
438.33 · FUEL EXPENSE	2,285.36
Total 438.00 · MAINT AND REPAIRS ROADS BRIDGES	2,285.36
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	10,615.16
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	720.13
481.20 · MEDICARE - EMPLOYER PAID	168.40
481.30 · PA UNEMPLOYMENT - EMPLOYER	590.72
Total 481.00 · EMPLOYER PAID ITEMS	1,479.25
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	75.92
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	729.44
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	805.36
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	2,284.61
487.00 · HEALTH INSURANCE BENEFIT	
487.35 · GROUP HEALTH INSURANCE BENEFIT	2,328.84
Total 487.00 · HEALTH INSURANCE BENEFIT	2,328.84
Total Expense	33,874.85
Net Income	107.01