

**HOPEWELL TOWNSHIP  
BOARD OF SUPERVISORS  
BUSINESS MEETING  
APRIL 10, 2023**

**Pledge of Allegiance**

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:01 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:**

No public comments.

**Minutes:**

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

Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

**Zoning Report:** Mark Gordon

Mr. Gordon provided and reviewed a written report.

- Porfilios Real Estate LLC, 2133 Brush Run Road - Condemnation of the property. The township received a Notice of Appeal from Summary Conviction for Luis Alberto Porfilio and Porfilio Real Estate, LLC. An appeal hearing will be held on April 25, 2023. The Condemnation Hearing was not appealed by Porfilios. Mary Rush asked what is to be done with the personal property on the property. The township would like to get in touch with Mike Wallace to allow him an opportunity to retrieve his personal property.
- 224 Elm Road – No permit found on record for a pole building structure located on the property. Mark will call the owner and let him know the township needs a Zoning Application submitted.
- A Zoning Permit was issued for a Single-Family Home at 214 Possum a Zoning Application submitted. Hollow Road – The owner has since abandoned the project.

- A Zoning Application was received from Energy Independent Solutions for the installation of Solar Panels to service 226 N Buffalo Road. The application was denied. The proposed location of the panels is not on the same parcel as the parcel the panels would serve.
- A resident in Buffalo Village inquired if any permits are necessary to install a lamp post. The township Zoning Officer requested that the property owner provide a sketch and location of the proposed lamp post for review.
- Mr. William Black gave his verbal resignation from the Zoning Hearing Board to the Township Secretary.
- Discussion and Motion to appoint \_\_\_\_\_ to the Zoning Hearing Board for the remaining term of Mr. Black.

No motion to appoint a new member was made.

**Motion** to advertise for letters of interest for the position of Zoning Hearing Board Member.

Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

**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 – Project should move forward, weather permitting.
- 29 Wiedt Lane Driveway – Project should move forward, weather permitting.
- Fox Road Slide – MarkWest/Range Resources/Sunoco
- Possum Hollow Road – MarkWest/Range Resources/Sunoco
- Township Equipment Building  
No update

**Road Report:** Donald Kearns

- Fox Road Damage - MarkWest
- Range Resources Elm Road – The Township is waiting for Range Resources to submit a Heavy Hauling Agreement for Elm Road.  
The agreement needs to be submitted before Range begins fracking.  
An e-mail will be sent to Range regarding the Heavy Hauling Agreement.
- Fox Road Culvert Replacement – A culvert is in need of replacement on Fox Road. Range Resources is expected to pay for the material portion of the project. The township will obtain 3 quotes from qualified contractors for the project.  
The Township Engineer is working on the permitting required for the project.  
Range has placed a metal plate over the area in the meantime.
- A logging company inquired as to whether they need to bond a small section of township road at the border of the township and West Middletown. The inquiry was forwarded to the Roadmaster. The Roadmaster stated no bond is required.

- A resident inquired regarding the speed limit and signs on Buffalo Road North. They reported speeding in the area.  
The Roadmaster will have the Road Crew check to see what speed limit is posted.
- A hazard was created by an uprooted elm tree overhanging Thompson Hill Road in West Middletown Borough. The township was unable to access the overhanging tree with township equipment. Newman's Landscaping was contacted to remove the uprooted tree and clean up the brush.
- Discussion and Motion regarding the Invoice for the work completed.  
**Motion** to forward the bill to West Middletown Borough for payment.  
Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns  
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, 2<sup>nd</sup> Donald Kearns  
Vote: Kearns - Yes  
Rush – Yes  
Miller – Yes

**Motion** to acknowledge per Township Employee Personnel Manual an additional one-week vacation for Troy Ward, effective April 14, 2023.  
Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns  
Vote: Kearns - Yes  
Rush – Yes  
Miller – Yes

**Motion** to pay the Secretary/Treasurer her daily wage (hourly wage x 6 hours) in addition to any other approved reimbursements while attending the PSATS Conference on April 24, 25 and 26<sup>th</sup>, 2023.  
Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns  
Vote: Kearns - Yes  
Rush – Yes  
Miller – Yes

**Planning Commission:**

No report

**Solicitors Report:**

- Buzzard 79 Crossroads Road – Draft Settlement Agreement, Final Grading Plan, Operation and Maintenance Agreement.
- Discussion and Motion on action to be taken regarding property at 79 Crossroads Road owned by Mr. Buzzard.

**Motion** to authorize a settlement with Buzzards.

Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Zoning Ordinance Amendment(s) – under review.
- Regional Emergency Mutual Aid – Blaine, Buffalo, Canton, West Middletown and Hopewell Townships.
- 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.
- West Middletown VFD building permit.  
There was a discussion between the Board and members of the Fire Department regarding how to move forward.  
The Board will attend a monthly meeting of the VFD on May 01, 2023, to discuss options.
- 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 Township office will send correspondence to Range requesting that they submit the required Heavy Hauling Agreement. The Solicitor will follow up.
- Hopewell Township EMT/Firefighter Active Volunteer Tax Credit Ordinance of 2023.
- Discussion and Motion to advertise the Hopewell Township EMT/Firefighter Active Volunteer Tax Credit Ordinance of 2023.  
This will be tabled.

**Correspondence Review and Discussion:**

None to report

**Old Business:**

- 278 Buffalo Road South Sewage System – The owner did not respond to a request by the Washington County Sewage Council to perform an Annual Holding Tank Inspection. The Council will push forward with the malfunction authorization.
- Township property mowing and trimming – Caldwell Property Mowing and trimming
- **Motion** to contract with Westphall’s Mowing, LLC. to mow and trim the township property and mow and trim the Caldwell Property in Buffalo Village.  
Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns  
Vote: Kearns - Yes  
Rush – Yes  
Miller – Yes
- Statement of Financial Interest Forms are due to the township office by May 01, 2023, for all elected and appointed township positions.

**New Business:**

- The January Local Realty Transfer Tax Distribution Report from the Washington, PA Recorder of Deeds showed transfer of property at 77 Linnwood Drive. There is no record that the property underwent a dye test before transferring ownership. A letter was sent via certified and regular mail to the owner of 77 Linnwood Drive. The certified letter was delivered on February 08, 2023. The Township has received no response from the owner of the property.  
Mark will investigate.
- Discussion and Motion on action to be taken regarding the violation of the township dye test ordinance with the transfer of parcel 350-018-00-00-0010-00, 77 Linnwood Drive.  
**Motion** to authorize the Township Code Enforcement Officer to go to the property and investigate and take appropriate action.  
Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns  
Vote: Kearns - Yes  
Rush – Yes  
Miller – Yes
- The next Regular Meeting of the Board of Supervisors will be on Monday, May 08, 2023, at 7:00 p.m.
- A dumpster will be available for the Township’s Spring Clean-Up from April 15<sup>th</sup> to May 15<sup>th</sup>, 2023.

The Township office will be closed 24, 25 and 26<sup>th</sup> for the PSATS Conference.

**Motion** to amend the agenda to discuss the Secretary/Treasurer’s hourly rate.

Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

**Motion** to approve a rate of \$28.50 per hour effective immediately for the Secretary/Treasurer.

Motion: Mary Rush, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

**Motion** to adjourn the meeting at 7:55 p.m.

Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Respectfully Submitted,



Andrea L. White  
Secretary/Treasurer

Seal



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Mary Rush, Chairperson

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL  
WASHINGTON FINANCIAL

3/31/2023

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 192,438.10
REAL ESTATE ACCOUNT	\$ 2,014.81
MUNICIPAL SHARES FUND	\$ 117,976.90
ESCROW ACCOUNT	\$ 20,624.11
STATE FUNDS	\$ 295,858.02
IMPACT FEE	\$ 2,648,632.21
LOCAL FISCAL RECOVERY FUND	\$ 37,258.02
TOTAL	\$ 3,314,802.17

12:18 PM

04/06/23

Hopewell Township State Fund

Check Detail

March 13 through April 10, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	6433	03/13/2023	AMERICAN ROC...	100.000 · WASHIN...		-1,715.61
Bill	0736345	02/13/2023		432.29 · ROAD SA...	-1,715.61	1,715.61
TOTAL					-1,715.61	1,715.61
Bill Pmt -Check	6434	03/13/2023	GREER INDUST...	100.000 · WASHIN...		-2,486.27
Bill	671059	02/14/2023		438.28 · ROAD ST...	-631.26	631.26
				438.28 · ROAD ST...	-628.67	628.67
Bill	671389	02/15/2023		438.28 · ROAD ST...	-614.98	614.98
				438.28 · ROAD ST...	-611.36	611.36
TOTAL					-2,486.27	2,486.27

12:18 PM

04/06/23

Cash Basis

Hopewell Township State Fund

Income/Expense Summary

March 2023

	Mar 23
<b>Income</b>	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	1,145.19
Total 341.00 · INTEREST EARNINGS	1,145.19
Total 340.00 · INTEREST, RENTS AND ROYALTIES	1,145.19
350.00 · INTERGOVERNMENTAL REVENUES	
354.00 · STATE CAPITAL AND OPERATING LF	
354.03 · LIQUID FUEL GRANT	100,243.35
Total 354.00 · STATE CAPITAL AND OPERATING LF	100,243.35
Total 350.00 · INTERGOVERNMENTAL REVENUES	100,243.35
Total Income	101,388.54
<b>Gross Profit</b>	101,388.54
<b>Expense</b>	
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
432.00 · WINTER MAINTENANCE SERVICES	
432.29 · ROAD SALT WINTER MAINTENANCE	1,715.61
Total 432.00 · WINTER MAINTENANCE SERVICES	1,715.61
438.00 · MAINT AND REPAIRS ROADS BRIDGES	
438.28 · ROAD STONE	2,486.27
Total 438.00 · MAINT AND REPAIRS ROADS BRIDGES	2,486.27
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	4,201.88
Total Expense	4,201.88
Net Income	97,186.66



**Hopewell Township**  
**Bills Presented for Approval and Payment**  
As of April 10, 2023

Type	Date	Num	Due Date	Aging	Open Balance
<b>CARDMEMBER SERVICE</b>					
Bill	02/26/2023	9928672506	03/15/2023	26	51.95
Bill	03/01/2023	110291	03/31/2023	10	40.00
Bill	03/16/2023	64254949...	03/31/2023	10	165.00
Bill	03/20/2023	64265119...	04/04/2023	6	110.00
Bill	03/31/2023	03312023	04/15/2023		114.36
Bill	03/26/2023	9931092092	04/15/2023		55.82
Bill	04/03/2023	110596	04/30/2023		40.00
Total CARDMEMBER SERVICE					577.13
<b>ELITE CLEAN TEAM, LLC.</b>					
Bill	04/01/2023	03042023	05/01/2023		100.00
Bill	04/01/2023	03182023	05/01/2023		100.00
Total ELITE CLEAN TEAM, LLC.					200.00
<b>JOHN DEERE FINANCIAL</b>					
Bill	03/31/2023	38216	04/30/2023		89.99
Bill	03/31/2023	38215	04/30/2023		153.85
Total JOHN DEERE FINANCIAL					243.84
<b>JW THOMAS &amp; SON TRUCKING</b>					
Bill	03/23/2023	0782	04/22/2023		296.54
Bill	03/24/2023	0763	04/23/2023		40.00
Total JW THOMAS & SON TRUCKING					336.54
<b>LOWE'S CREDIT SERVICES</b>					
Bill	03/23/2023	902067	04/22/2023		46.85
Total LOWE'S CREDIT SERVICES					46.85
<b>MAKEL AND ASSOCIATES, LLC</b>					
Bill	03/31/2023	654	04/15/2023		1,368.20
Total MAKEL AND ASSOCIATES, LLC					1,368.20
<b>OBSERVER-REPORTER</b>					
Bill	03/29/2023	13609	04/28/2023		270.70
Total OBSERVER-REPORTER					270.70
<b>PENNSYLVANIA AMERICAN WATER</b>					
Bill	04/03/2023	04032023	04/25/2023		588.70
Total PENNSYLVANIA AMERICAN WATER					588.70
<b>R &amp; K DISPOSAL, INC</b>					
Bill	04/01/2023	04012023	05/01/2023		70.00
Total R & K DISPOSAL, INC					70.00
<b>WEST MIDDLETOWN VFD</b>					
Bill	09/01/2022	08082022 3	09/12/2022	210	8,076.00
Total WEST MIDDLETOWN VFD					8,076.00
<b>TOTAL</b>					<b>11,777.96</b>

## Hopewell Township Check Detail March 13 through April 10, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		04/10/2023	WILCOX, CHRISTOPHER S.	100.010 · CHEC...		-208.71
				361.34 · HEARI...	-208.71	208.71
TOTAL					-208.71	208.71
Check		04/10/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		04/10/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		04/10/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		04/10/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		04/10/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pm...	EFT	04/03/2023	PITNEY BOWES GLOBAL...	100.010 · CHEC...		-201.00
Bill	03072023	03/07/2023		406.23 · POSTA...	-201.00	201.00
TOTAL					-201.00	201.00
Bill Pm...	EFT	03/27/2023	HICKORY TELEPHONE C...	100.010 · CHEC...		-81.66
Bill	10063918	03/01/2023		406.32 · OFFICE...	-81.66	81.66
TOTAL					-81.66	81.66
Bill Pm...	EFT	04/01/2023	PITNEY BOWES GLOBAL...	100.010 · CHEC...		-65.97
Bill	3317178...	03/08/2023		406.23 · POSTA...	-65.97	65.97
TOTAL					-65.97	65.97
Bill Pm...	EFT	03/28/2023	WEST PENN POWER	100.010 · CHEC...		-134.58
Bill	9538751...	03/13/2023		409.36 · BUILDI...	-134.58	134.58
TOTAL					-134.58	134.58

**Hopewell Township**  
**Check Detail**  
 March 13 through April 10, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	03/23/2023	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-588.70
Bill	03012023	03/01/2023		419.36 · PUBLIC...	-588.70	588.70
TOTAL					-588.70	588.70
Liabilit...	EFT	03/22/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-204.92
				214.03 · PSATS ...	-168.76	168.76
				214.02 · PSATS ...	-36.16	36.16
TOTAL					-204.92	204.92
Liabilit...	EFT	04/01/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-370.64
				217.00 · PA STA...	-370.64	370.64
TOTAL					-370.64	370.64
Liabilit...	EFT	04/03/2023	United States Treasury	100.010 · CHEC...		-4,074.86
				210.00 · FEDER...	-1,412.00	1,412.00
				211.00 · SOCIAL...	-1,079.04	1,079.04
				211.00 · SOCIAL...	-1,079.04	1,079.04
				213.00 · MEDIC...	-252.39	252.39
				213.00 · MEDIC...	-252.39	252.39
TOTAL					-4,074.86	4,074.86
Liabilit...	EFT	03/31/2023	PMRS	100.010 · CHEC...		-2,342.67
				214.00 · PMRS ...	-780.90	780.90
				214.01 · PMRS ...	-1,561.77	1,561.77
TOTAL					-2,342.67	2,342.67
Liabilit...	EFT	03/31/2023	KEYSTONE COLLECTIONS	100.010 · CHEC...		-473.73
				223.00 · LST TA...	-56.00	56.00
				212.00 · EIT TA...	-417.73	417.73
TOTAL					-473.73	473.73
Liabilit...	EFT	03/31/2023	PA UC FUND	100.010 · CHEC...		-27.39
				224.00 · PA UC ...	-27.39	27.39
TOTAL					-27.39	27.39
Liabilit...	EFT	04/03/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-216.43
				214.03 · PSATS ...	-178.24	178.24
				214.02 · PSATS ...	-38.19	38.19
TOTAL					-216.43	216.43
Liabilit...	EFT	04/03/2023	PA UC FUND	100.010 · CHEC...		-1,709.15
				224.00 · PA UC ...	-1,709.15	1,709.15
TOTAL					-1,709.15	1,709.15

## Hopewell Township Check Detail March 13 through April 10, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	03/30/2023	CARDMEMBER SERVICE	100.010 · CHEC...		-776.09
Bill	9926288...	02/15/2023		406.32 · OFFICE...	-57.06	57.06
Bill	110214	02/22/2023		406.37 · OFFICE...	-75.00	75.00
Bill	78411	02/22/2023		406.21 · OFFICE...	-94.34	94.34
Bill	1119108...	02/27/2023		437.25 · REPAIR...	-423.75	423.75
Bill	79630	03/01/2023		415.24 · EMERG...	-50.94	50.94
Bill	030323	03/03/2023	CARDMEMBER SERVICE	20000 · Account...	0.00	-500.00
Bill	110387	03/06/2023		406.37 · OFFICE...	-75.00	75.00
TOTAL					-776.09	276.09
Bill Pm...	2263	03/13/2023	WEST MIDDLETOWN VFD	100.800 · MUNI...		-1,625.00
Bill	2023 1	04/01/2023		411.45 · FIRE P...	-1,625.00	1,625.00
TOTAL					-1,625.00	1,625.00
Liabilit...	15619	03/13/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-363.87
				222.00 · HEALT...	-363.87	363.87
TOTAL					-363.87	363.87
Check	15620	03/13/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15621	03/13/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15622	03/13/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15623	03/13/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15624	03/13/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pm...	15625	03/13/2023	B.A. ELECTRIC L.L.C.	100.010 · CHEC...		-2,450.00
Bill	02272023	03/13/2023		409.37 · REPAIR...	-2,450.00	2,450.00
TOTAL					-2,450.00	2,450.00

## Hopewell Township Check Detail March 13 through April 10, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15626	03/13/2023	BLUE HORNET DESIGN, ...	100.010 · CHEC...		-150.00
Bill	002656	02/20/2023		406.37 · OFFICE...	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pm...	15627	03/13/2023	C.R. AUGENSTEIN INC.	100.010 · CHEC...		-1,092.47
Bill	19750	02/27/2023		409.24 · GENER...	-1,092.47	1,092.47
TOTAL					-1,092.47	1,092.47
Bill Pm...	15628	03/13/2023	CINTAS	100.010 · CHEC...		-100.68
Bill	5147391...	02/28/2023		430.28 · SAFET...	-100.68	100.68
TOTAL					-100.68	100.68
Bill Pm...	15629	03/13/2023	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	02042023	03/01/2023		409.31 · BUILDI...	-100.00	100.00
Bill	02182023	03/01/2023		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	15630	03/13/2023	Hill International Trucks, ...	100.010 · CHEC...		-1,352.78
Bill	1040283...	02/28/2023		437.37 · REPAIR...	-222.00	222.00
				437.25 · REPAIR...	-1,130.78	1,130.78
TOTAL					-1,352.78	1,352.78
Bill Pm...	15631	03/13/2023	LOWE'S CREDIT SERVIC...	100.010 · CHEC...		-44.97
Bill	2153789	02/23/2023		430.24 · OPERA...	-44.97	44.97
TOTAL					-44.97	44.97
Bill Pm...	15632	03/13/2023	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-2,841.80
Bill	603	02/28/2023		404.31 · SOLICI...	-1,203.17	1,203.17
				404.31 · SOLICI...	-200.00	200.00
				404.31 · SOLICI...	-104.00	104.00
				404.31 · SOLICI...	-32.50	32.50
				404.31 · SOLICI...	-132.27	132.27
				404.31 · SOLICI...	-65.00	65.00
				404.31 · SOLICI...	-533.26	533.26
				404.31 · SOLICI...	-65.00	65.00
				404.31 · SOLICI...	-294.70	294.70
				404.31 · SOLICI...	-211.90	211.90
TOTAL					-2,841.80	2,841.80
Bill Pm...	15633	03/13/2023	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-1,727.50
Bill	236737	03/01/2023		413.45 · OTHER...	-1,727.50	1,727.50
TOTAL					-1,727.50	1,727.50

**Hopewell Township**  
**Check Detail**  
 March 13 through April 10, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15634	03/13/2023	NAPA AUTO PARTS	100.010 · CHEC...		-35.52
Bill	963388	02/16/2023		437.25 · REPAIR...	-35.52	35.52
TOTAL					-35.52	35.52
Bill Pm...	15635	03/13/2023	OBSERVER-REPORTER	100.010 · CHEC...		-794.74
Bill	13397	02/24/2023		406.34 · ADVER...	-794.74	794.74
TOTAL					-794.74	794.74
Bill Pm...	15636	03/13/2023	SPRAGUE ENERGY, LLC	100.010 · CHEC...		-50.21
Bill	500461121	01/31/2023		438.33 · FUEL E... 438.33 · FUEL E...	-49.78 -0.43	57.92 0.50
TOTAL					-50.21	58.42
Bill Pm...	15637	03/13/2023	STAPLES CREDIT PLAN	100.010 · CHEC...		-181.38
Bill	9910997...	02/27/2023		406.21 · OFFICE...	-119.94	119.94
Bill	9911108...	03/08/2023		406.21 · OFFICE...	-61.44	61.44
TOTAL					-181.38	181.38
Bill Pm...	15638	03/13/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-2,328.84
Bill	04012023	03/15/2023		487.35 · GROUP...	-2,328.84	2,328.84
TOTAL					-2,328.84	2,328.84
Bill Pm...	15639	03/13/2023	WASHINGTON CO ASSO...	100.010 · CHEC...		-180.00
Bill	2023	02/14/2023		400.42 · DUES, ...	-180.00	180.00
TOTAL					-180.00	180.00
Bill Pm...	15640	03/13/2023	WEST MIDDLETOWN VFD	100.010 · CHEC...		0.00
TOTAL					0.00	0.00

**Hopewell Township**  
**Payroll Transactions**  
 March 13 through April 10, 2023

Date	Name	Num	Type	Memo	Account	Amount
<b>KEYSTONE COLLECTIONS</b>						
03/31/2023	KEYSTONE COLLE...	EFT	Liability Check	1ST QUARTE...	100.010 · CHE...	-473.73
Total KEYSTONE COLLECTIONS						-473.73
<b>PA UC FUND</b>						
03/31/2023	PA UC FUND	EFT	Liability Check	6316392 1ST ...	100.010 · CHE...	-27.39
04/03/2023	PA UC FUND	EFT	Liability Check	6316392 1ST ...	100.010 · CHE...	-1,709.15
Total PA UC FUND						-1,736.54
<b>PENNSYLVANIA DEPARTMENT OF REVENUE</b>						
04/01/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-370.64
Total PENNSYLVANIA DEPARTMENT OF REVENUE						-370.64
<b>PMRS</b>						
03/31/2023	PMRS	EFT	Liability Check	63-096-5 N M...	100.010 · CHE...	-2,342.67
Total PMRS						-2,342.67
<b>PSATS TRUSTEES INSURANCE FUND</b>						
03/22/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 0...	100.010 · CHE...	-204.92
04/03/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 45...	100.010 · CHE...	-216.43
Total PSATS TRUSTEES INSURANCE FUND						-421.35
<b>United States Treasury</b>						
04/03/2023	United States Treas...	EFT	Liability Check	25-6001755 9...	100.010 · CHE...	-4,074.86
Total United States Treasury						-4,074.86
<b>UPMC HEALTH PLAN</b>						
03/13/2023	UPMC HEALTH PLAN	15619	Liability Check	GROUP NO. ...	100.010 · CHE...	-363.87
Total UPMC HEALTH PLAN						-363.87
<b>Gordon, Mark R.</b>						
03/17/2023	Gordon, Mark R.	ACH	Paycheck	PP END 03/1...	100.010 · CHE...	-314.84
03/31/2023	Gordon, Mark R.	ACH	Paycheck	PP END 03/2...	100.010 · CHE...	-174.02
Total Gordon, Mark R.						-488.86
<b>Kearns, Donald W.</b>						
04/01/2023	Kearns, Donald W.	15641	Paycheck		100.010 · CHE...	-137.94
04/01/2023	Kearns, Donald W.	15645	Paycheck		100.010 · CHE...	-220.51
Total Kearns, Donald W.						-358.45
<b>Miller, John D.</b>						
04/01/2023	Miller, John D.	15642	Paycheck		100.010 · CHE...	-137.94
Total Miller, John D.						-137.94
<b>Paul, Beverly R.</b>						
04/01/2023	Paul, Beverly R.	15643	Paycheck		100.010 · CHE...	-276.98
Total Paul, Beverly R.						-276.98
<b>Rush, Mary S.</b>						
04/01/2023	Rush, Mary S.	15644	Paycheck		100.010 · CHE...	-132.42
Total Rush, Mary S.						-132.42
<b>Ward, Martin T.</b>						
03/17/2023	Ward, Martin T.	ACH	Paycheck	PP END 03/1...	100.010 · CHE...	-1,319.14
03/31/2023	Ward, Martin T.	ACH	Paycheck	PP END 03/2...	100.010 · CHE...	-1,409.55
Total Ward, Martin T.						-2,728.69

**Hopewell Township**  
**Payroll Transactions**  
March 13 through April 10, 2023

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>White, Andrea L.</b>						
03/17/2023	White, Andrea L.	ACH	Paycheck	PP END 03/1...	100.010 · CHE...	-556.01
03/31/2023	White, Andrea L.	ACH	Paycheck	PP END 03/2...	100.010 · CHE...	-763.46
Total White, Andrea L.						-1,319.47
<b>Wolf, Craig M.</b>						
03/17/2023	Wolf, Craig M.	ACH	Paycheck	PP END 03/1...	100.010 · CHE...	-1,403.41
03/31/2023	Wolf, Craig M.	ACH	Paycheck	PP END 03/2...	100.010 · CHE...	-1,495.06
Total Wolf, Craig M.						-2,898.47
<b>TOTAL</b>						<b>-18,124.94</b>



**Hopewell Township**  
**Income/Expense Report**  
 March 2023

	Mar 23
<b>Income</b>	
300-319 · TAXES	
310.10 · REAL ESTATE TRANSFER TAX	1,013.43
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	1,906.83
310.22 · EARNED INCOME TAX PRIOR YEAR	4,700.00
310.23 · EARNED INCOME TAX DELINQUENT	1,000.00
Total 310.20 · EARNED INCOME TAX	7,606.83
310.50 · LOCAL SERVICES TAX	
310.51 · LOCAL SERVICES TAX CURRENT	530.13
Total 310.50 · LOCAL SERVICES TAX	530.13
Total 300-319 · TAXES	9,150.39
330.00 · FINES AND FORFEITS	
332.00 · FORFEITS	
332.01 · PROCEEDS FROM SHERIFF'S SALE	148.39
Total 332.00 · FORFEITS	148.39
Total 330.00 · FINES AND FORFEITS	148.39
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	805.16
341.10 · INTEREST IMPACT FEE ACCOUNT	10,321.26
341.15 · INTEREST REAL ESTATE ACCOUNT	7.74
341.20 · INTEREST MUNICIPAL SHARES ACCOU	454.96
341.25 · INTEREST ESCROW ACCOUNT	79.26
Total 341.01 · INTEREST ON CHECKING	11,668.38
Total 341.00 · INTEREST EARNINGS	11,668.38
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	774.93
Total 342.00 · RENTS AND ROYALTIES	774.93
Total 340.00 · INTEREST, RENTS AND ROYALTIES	12,443.31
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
361.65 · TAX CERTIFICATION REVENUES	
361.70 · NO LIEN LETTERS	40.00
Total 361.65 · TAX CERTIFICATION REVENUES	40.00
Total 361.00 · GENERAL GOVERNMENT CHARGES	135.00
Total 360-363 · CHARGES FOR SERVICES	135.00

## Hopewell Township Income/Expense Report March 2023

	Mar 23
364.00 · SANITATION	
364.10 · SEWAGE CHARGES	
364.11 · ON LOT SEWAGE RELATED CHARGES	500.70
Total 364.10 · SEWAGE CHARGES	500.70
Total 364.00 · SANITATION	500.70
Total Income	22,377.79
Gross Profit	22,377.79
<b>Expense</b>	
400-409 · GENERAL GOVERNMENT	
400.00 · LEGISLATIVE GOVERNING BODY	
400.05 · SUPERVISOR SALARY	462.50
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.32 · TELEPHONE AND WIRELESS	75.00
400.42 · DUES, SUBSCRIPTIONS AND MEMBERS	180.00
Total 400.00 · LEGISLATIVE GOVERNING BODY	967.50
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
Total 403.00 · TAX COLLECTION	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	250.25
404.00 · SOLICITOR / LEGAL SERVICES	
404.31 · SOLICITOR PROFESSIONAL SERVICES	2,841.80
Total 404.00 · SOLICITOR / LEGAL SERVICES	2,841.80
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	3,531.05
405.17 · SEC/TREAS PAID TIME OFF	150.00
Total 405.00 · SECRETARY / CLERK / TREASURER	3,681.05
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.21 · OFFICE SUPPLIES EXPENSE	1,306.42
406.32 · OFFICE TELEPHONE AND INTERNET	138.72
406.34 · ADVERTISING	794.74
406.37 · OFFICE EQUIPT MAINT AND SERVICE	300.00
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	2,539.88
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.24 · GENERAL OPERATING SUPPLIES	1,092.47
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	134.58
409.37 · REPAIRS AND MAINTENANCE SERVICE	2,450.00
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	3,877.05
Total 400-409 · GENERAL GOVERNMENT	14,471.28
410-419 · PUBLIC SAFETY	
413.00 · UCC AND CODE ENFORCEMENT	
413.45 · OTHER CONTRACTED SERVICES	1,727.50
Total 413.00 · UCC AND CODE ENFORCEMENT	1,727.50
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	760.00
Total 414.00 · PLANNING AND ZONING	760.00

## Hopewell Township Income/Expense Report March 2023

	Mar 23
415.00 · EMERGENCY MGT & COMMUNICATIONS	
415.24 · EMERGENCY MGT GENERAL SUPPLIES	50.94
<b>Total 415.00 · EMERGENCY MGT &amp; COMMUNICATIONS</b>	<b>50.94</b>
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	588.70
<b>Total 419.00 · OTHER PUBLIC SAFETY</b>	<b>588.70</b>
<b>Total 410-419 · PUBLIC SAFETY</b>	<b>3,127.14</b>
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	9,607.69
430.17 · ROAD DEPARTMENT PAID TIME OFF	2,038.00
430.18 · ROAD DEPARTMENT OVERTIME	291.04
430.24 · OPERATING SUPPLIES PUBLIC WORKS	44.97
430.26 · SMALL TOOLS AND MINOR EQUIPMENT	2,772.68
430.28 · SAFETY SUPPLIES	100.68
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
<b>Total 430.00 · ROAD DEPARTMENT</b>	<b>14,905.06</b>
433.00 · TRAFFIC CONTROL DEVICES	-85.00
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	1,590.05
437.37 · REPAIRS AND MAINT SERVICE	222.00
<b>Total 437.00 · REPAIRS OF TOOLS AND MACHINERY</b>	<b>1,812.05</b>
438.00 · MAINT AND REPAIRS ROADS BRIDGES	
438.33 · FUEL EXPENSE	50.21
<b>Total 438.00 · MAINT AND REPAIRS ROADS BRIDGES</b>	<b>50.21</b>
<b>Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET</b>	<b>16,682.32</b>
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	1,079.04
481.20 · MEDICARE - EMPLOYER PAID	252.39
481.30 · PA UNEMPLOYMENT - EMPLOYER	482.39
<b>Total 481.00 · EMPLOYER PAID ITEMS</b>	<b>1,813.82</b>
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	110.43
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	780.90
<b>Total 483.00 · PENSION AND 457-B CONTRIBUTIONS</b>	<b>891.33</b>
<b>Total 481-484 · EMPLOYER PD BFTS &amp; WITHHOLDING</b>	<b>2,705.15</b>
487.00 · HEALTH INSURANCE BENEFIT	
487.35 · GROUP HEALTH INSURANCE BENEFIT	2,328.84
<b>Total 487.00 · HEALTH INSURANCE BENEFIT</b>	<b>2,328.84</b>
<b>Total Expense</b>	<b>39,314.73</b>
<b>Net Income</b>	<b>-16,936.94</b>

**HOPEWELL TOWNSHIP  
BOARD OF SUPERVISORS  
BUSINESS MEETING  
MAY 08, 2023**

**Pledge of Allegiance**

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:00 p.m. by Chairperson Mary Rush.

**Roll Call:**

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

**Public Comments:**

Olivia Evans, owner of 4122 Jefferson Avenue was present. The property at 4122 Jefferson Avenue failed a dye test. Ms. Evans asked the Board what her options were. Chairperson Mary Rush stated that Ms. Evans will have to go through the Washington County Sewage Council to address the failed dye test.

Gary Friend, the Township's EMC spoke regarding Buffalo Township being approached by the chief of Claysville and West Alexander. Buffalo Township was informed that ambulance and chair cannot provide service because they were stretched thin. It appears that Claysville and West Alexander are in favor of trying to get Canonsburg Ambulance in the area. Mr. Friend does not feel that Hopewell has an issue currently.

**Minutes:**

**Motion** to accept the minutes of the April 10, 2023, regular monthly business meeting.

Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

**Zoning Report:** Mark Gordon

Mr. Gordon provided and reviewed a written report.

- Porfilios Real Estate LLC, 2133 Brush Run Road – A hearing was held on April 25, 2023. The company will pay restitution to the Township. The township seeks condemnation and demolition of the structure on the property. Charges against Louis Porfilios were dropped, all fees and costs were put on the LLC.

- Discussion and Motion regarding removal of personal property from the premises and investigation as to whether anyone is currently occupying the property.  
No Motion – The Zoning Officer is still in the process of getting an address and serving the owner.
- 224 Elm Road – A Zoning application has been received for the pole building located on the property. The Township is trying to find out if it is agricultural use to finalize the permit.
- Mr. William Black gave his verbal resignation from the Zoning Hearing Board to the Township Secretary. A notice was published in the Observer Reporter that the Supervisors are accepting letters of interest for a Zoning Hearing Board member.
- Discussion and Motion to appoint \_\_\_\_\_ to the Zoning Hearing Board for the remaining term of Mr. Black.  
No motion, no interested parties.
- 77 Linnwood Drive – Property transfer without dye test. Mark will send a citation to the owner on record.
- 184 Wotring Road - A PA One Call was received in the township office for “Leveling for Garage” at 184 Wotring Road. An e-mail was sent to the e-mail address provided on the PA One Call informing them that permits may be required for the activity reported. No response has been received.
- 2058 Brush Run Road – A Pole Building is reportedly being constructed on the property. The township does not have any current permits on file for this property.  
The township office will send the information to the Solicitor to determine if a consolidation, zoning variance or special exception will be necessary.

**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.  
The Board met with the Engineer to review.
- 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  
Roadmaster Kearns will get a hold of MarkWest.
- Possum Hollow Road – MarkWest/Range Resources/Sunoco  
Roadmaster Kearns will get a hold of MarkWest.
- Township Equipment Building – The Engineer has been surveying.
- McMillen review of township embankment issues, Fox, Possum Hollow and Cherry

**Road Report:** Donald Kearns

- Fox Road Damage - MarkWest
- Fox Road Culvert Replacement – A culvert needs replacement on Fox Road. Range Resources is expected to pay for the material portion of the project. The township will obtain 3 quotes from qualified contractors for the project.  
The Township is waiting on permits from the Conservation District.
- A PA One Call was received for work being performed for “Slip Repair” on Fox Road.

- Newman’s Landscaping invoice for the removal of an elm tree overhanging Thompson Hill Road in West Middletown Borough was sent to the Borough for payment.
- Excavator Purchase for Road Department  
In progress
- PennDOT has requested a Teams Meeting on June 06, 2023, from 2:00 to 3:00 to discuss the Reed Road Bridge Replacement Project.

**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, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

**Motion** to adopt a Resolution of Hopewell Township, Washington County, Commonwealth of Pennsylvania, electing to amend its Non-Uniform Pension Plan administered by the Pennsylvania Municipal Retirement System.

Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

(Specifically amending the Hopewell Township’s Pennsylvania Municipal Retirement System Cash Balance Plan Adoption Agreement, making the following elections granted under the provisions of the Base Plan Document:

3.01 Contribution Amount

\$2.49 cents per hour of Service

4.02 Member After-Tax Contributions

Optional After-Tax Contributions in an amount not to exceed 15% of Compensation.

5.06 Cash Balance Accrued Benefit Calculation Rules

\$2.49 per each Hour of Service credited to the Member per Cash Balance Contribution Credit Period.

having the effective date of May 07, 2023)

**Planning Commission:**

No report

**Solicitors Report:** Absent

- Buzzard 79 Crossroads Road – Draft Settlement Agreement, Final Grading Plan, Operation and Maintenance Agreement.  
Responsibility for additional engineering costs related to the applications and violations.
- Zoning Ordinance Amendment(s) – under review.
- Regional Emergency Mutual Aid – Blaine, Buffalo, Canton, West Middletown and Hopewell Townships.
- 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. This process has been completed.
- Range Resources – Eleanor West Well Pad Site – Elm Road  
Range Resources has submitted the required Heavy Hauling Agreement for Elm Road. Per agreement should the Engineer be sent to video and note road condition.  
**Motion** to approve the Heavy Hauling Agreement with Range Resources for Elm Road.  
Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns  
Vote: Kearns - Yes  
Rush – Yes  
Miller – Yes
- Hopewell Township EMT/Firefighter Active Volunteer Tax Credit Ordinance of 2023. – Under Review.

**Correspondence Review and Discussion:**

- McMillen Engineering sent an invitation to the township to attend a workshop presented by PA One Call on May 23, 2022.  
The Board would like to send the Road Department.
- Correspondence received from PA DEP regarding Construction Certification Approval Letter, Hopewell 18 Reuse Water Storage Facility, Range Resources. PA DEP approves the subject report and authorizes Range Resources to initiate operation of the certified facility, Hopewell 18 RWSF Tank Pad.

**Old Business:**

- 278 Buffalo Road South Sewage System – The owner did not respond to a request by the Washington County Sewage Council to perform an Annual Holding Tank Inspection. The Council will push forward with the malfunction authorization.
- West Middletown VFD – ongoing discussion

**New Business:**

- Election Day is Tuesday, May 16, 2023. The Township Offices will be closed.

**Motion** to approve the use of the township garage for Upper Buffalo Church's Bake Sale on Election Day.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Abstain

Miller – Yes

Motion Passed, Quorum Present

- The next Regular Meeting of the Board of Supervisors will be on Monday, June 12, 2023, at 7:00 p.m.
- A dumpster will be available for the Township's Spring Clean-Up from April 15<sup>th</sup> to May 15<sup>th</sup>, 2023.
- Discussion and Motion to amend the agenda if needed.  
No motion needed.

**Motion** to adjourn the meeting at 7:45 p.m.

Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

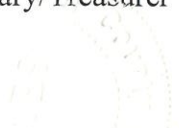
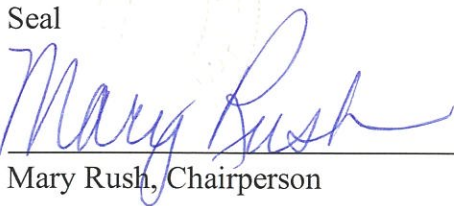
Miller – Yes

Respectfully Submitted,



Andrea L. White  
Secretary/Treasurer

Seal

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Mary Rush, Chairperson



# HOPEWELL TOWNSHIP

## DEPARTMENT OF CODE ENFORCEMENT

### AND ZONING REPORT

MAY 2023

COMPLAINTS.....0

PORTFOLIS PROPERTY BRUSH RUN RD MET WITH MEGAN AND MCMILLIAN ON CONFERENCE CALL FROM MACKLES OFFICE I THINK WE ALL HAVE MUTUALLY CAME TO THE SAME CONCLUSION REGARDDDING THE CASE , A REPORT IS TO BE SENT FROM MCMILLIAN BY TIME OF THIS MEETING WE MAY HAVE THE REPORT

NOTICES .....0

PERMIT APPROVED FOR BROWNLLEE TRUCKING

FOLLOWUP INSPECTIONS.....1

PORTFOLIOUS

NUMBER OF PATROLS..... 5 WEEKLEY

CITATIONS.....0

HEARINGS.....1

COMMON PLEAS APEAL PORTFOLIUS BOTH OWNER AND LLC

SOLICITOR REACHED AGREEMENT TO PUT ALL COST FEE ON LLC CITATION AND CITATIONS AGAINST OWNER WITHDRAWN OWNER TO PAY 5000 FOR MCMILLIAN FEES .+200FOR CODE ENFORCEMENT FEES AND A 500 FINE AND A PERIOD OF 12 M,ONTHS TO PAY

SOLICITORS RE[ORT SHOULD GIVE MORE SPECIFIC DETAILS

ALSO NOTE THE OWNER STILL OWES FINES AND COSTS FROM PRIOR CASE BEFORE THEN DISTRICT JUGDE ETHAN WARD HE IS CURRENTLY ON WARRANT FOR SO THE TWP SHOULD ALSO AT SOME PIONT BE RECEIVING THOSE FUND AS WELL

THAT SHOULD CONCLUDE THE SUMERY CRIMINAL PROCCEDINGS BROUGHT BY MY DEPT MOVING FORWARD IS THE CONDEMNATION AND DEMOLITION THE SOLICITOR WILL NEED TO



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MARK GORDON

CODE AND ZONING OFFICER

HOPEWELL TOWNSHIP

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL  
WASHINGTON FINANCIAL

4/30/2023

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 195,987.21
REAL ESTATE ACCOUNT	\$ 4,047.96
MUNICIPAL SHARES FUND	\$ 116,219.72
ESCROW ACCOUNT	\$ 20,704.70
STATE FUNDS	\$ 297,014.13
IMPACT FEE	\$ 2,658,982.10
LOCAL FISCAL RECOVERY FUND	\$ 37,403.61
TOTAL	\$ 3,330,359.43

9:47 AM

05/02/23

Cash Basis

# Hopewell Township State Fund Income/Expense Summary

April 2023

	<u>Apr 23</u>
<b>Income</b>	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	1,156.11
Total 341.00 · INTEREST EARNINGS	<u>1,156.11</u>
Total 340.00 · INTEREST, RENTS AND ROYALTIES	1,156.11
<b>Total Income</b>	<u>1,156.11</u>
<b>Gross Profit</b>	1,156.11
<b>Expense</b>	<u>0.00</u>
<b>Net Income</b>	<u><u>1,156.11</u></u>

**Hopewell Township**  
**Bills Presented for Approval and Payment**  
 As of May 8, 2023

Type	Date	Num	Due Date	Aging	Open Balance
<b>CARDMEMBER SERVICE</b>					
Bill	03/26/2023	9931092092	04/15/2023	23	55.82
Bill	04/03/2023	110596	04/30/2023	8	40.00
Bill	04/27/2023	132323	05/12/2023		31.97
Bill	04/26/2023	9933479390	05/15/2023		56.70
Bill	05/01/2023	110823	05/31/2023		40.00
Total CARDMEMBER SERVICE					224.49
<b>COMDOC, INC.</b>					
Bill	04/28/2023	5658087	05/28/2023		178.48
Total COMDOC, INC.					178.48
<b>ELITE CLEAN TEAM, LLC.</b>					
Bill	04/30/2023	04012023	05/30/2023		100.00
Bill	04/30/2023	04152023	05/30/2023		100.00
Bill	04/30/2023	04292023	05/30/2023		100.00
Total ELITE CLEAN TEAM, LLC.					300.00
<b>HICKORY TELEPHONE COMPANY</b>					
Bill	05/01/2023	10068712	05/25/2023		72.87
Total HICKORY TELEPHONE COMPANY					72.87
<b>MAKEL AND ASSOCIATES, LLC</b>					
Bill	04/28/2023	712	05/13/2023		960.50
Total MAKEL AND ASSOCIATES, LLC					960.50
<b>MCCLYMONDS SUPPLY &amp; TRANSIT, INC.</b>					
Bill	04/28/2023	562616	05/13/2023		546.96
Total MCCLYMONDS SUPPLY & TRANSIT, INC.					546.96
<b>MCMILLEN ENGINEERING INC.</b>					
Bill	05/04/2023	236902	05/04/2023	4	1,012.00
Total MCMILLEN ENGINEERING INC.					1,012.00
<b>NEWMAN'S LANDSCAPING AND TREE SERVICE INC</b>					
Bill	04/04/2023	19434	04/04/2023	34	1,050.00
Total NEWMAN'S LANDSCAPING AND TREE SERVICE INC					1,050.00
<b>NORTHEAST PAVING</b>					
Bill	04/06/2023	68000435...	05/06/2023	2	1,238.31
Bill	04/07/2023	68000459...	05/07/2023	1	313.06
Total NORTHEAST PAVING					1,551.37
<b>OBSERVER-REPORTER</b>					
Bill	04/21/2023	13949	05/21/2023		143.66
Total OBSERVER-REPORTER					143.66
<b>PENNSYLVANIA AMERICAN WATER</b>					
Bill	05/02/2023	05022023	05/24/2023		588.70
Total PENNSYLVANIA AMERICAN WATER					588.70
<b>PITNEY BOWES GLOBAL FINANCIAL SERVICES</b>					
Bill	05/08/2023	19641633	06/07/2023		130.88
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES					130.88
<b>SPRAGUE ENERGY, LLC</b>					
Bill	04/30/2023	000626821	05/30/2023		96.46
Total SPRAGUE ENERGY, LLC					96.46

**Hopewell Township**  
**Bills Presented for Approval and Payment**  
As of May 8, 2023

Type	Date	Num	Due Date	Aging	Open Balance
<b>STAPLES CREDIT PLAN</b>					
Bill	05/02/2023	9981657940	06/01/2023		78.98
Total STAPLES CREDIT PLAN					78.98
<b>WEST MIDDLETOWN VFD</b>					
Bill	09/01/2022	08082022 3	09/12/2022	238	8,076.00
Total WEST MIDDLETOWN VFD					8,076.00
<b>WESTFALL'S MOWING LLC</b>					
Bill	04/30/2023	4518 0421...	05/30/2023		150.00
Bill	04/30/2023	4518 0427...	05/30/2023		150.00
Bill	04/30/2023	4518 0413...	05/30/2023		50.00
Bill	04/30/2023	4518 0421...	05/30/2023		50.00
Bill	04/30/2023	4518 0427...	05/30/2023		50.00
Bill	04/30/2023	4518	05/30/2023		10.00
Bill	05/02/2023	4518 0413...	06/01/2023		150.00
Total WESTFALL'S MOWING LLC					610.00
<b>TOTAL</b>					<b>15,621.35</b>

**Hopewell Township**  
**Check Detail**  
 April 10 through May 8, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		05/08/2023	White, Andrea L.	100.010 · CHEC...		-881.05
				405.46 · SECRE...	-512.82	512.82
				405.46 · SECRE...	-305.23	305.23
				405.46 · SECRE...	-63.00	63.00
TOTAL					-881.05	881.05
Check		05/08/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		05/08/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		05/08/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		05/08/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		05/08/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		05/08/2023	Miller, John D.	100.010 · CHEC...		-683.76
				400.46 · MEETI...	-683.76	683.76
TOTAL					-683.76	683.76
Bill Pm...	EFT	04/25/2023	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-588.70
Bill	04032023	04/03/2023		419.36 · PUBLIC...	-588.70	588.70
TOTAL					-588.70	588.70
Bill Pm...	EFT	04/25/2023	HICKORY TELEPHONE C...	100.010 · CHEC...		-80.06
Bill	10066297	04/10/2023		406.32 · OFFICE...	-80.06	80.06
TOTAL					-80.06	80.06

## Hopewell Township Check Detail April 10 through May 8, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	04/30/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-363.87
				222.00 · HEALT...	-363.87	363.87
TOTAL					-363.87	363.87
Liabilit...	EFT	04/13/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-225.19
				217.00 · PA STA...	-225.19	225.19
TOTAL					-225.19	225.19
Liabilit...	EFT	04/19/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-219.08
				214.03 · PSATS ...	-180.42	180.42
				214.02 · PSATS ...	-38.66	38.66
TOTAL					-219.08	219.08
Bill Pm...	EFT	04/30/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-2,328.84
Bill	05012023	04/15/2023		487.35 · GROUP...	-2,328.84	2,328.84
TOTAL					-2,328.84	2,328.84
Liabilit...	EFT	04/28/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-185.36
				217.00 · PA STA...	-185.36	185.36
TOTAL					-185.36	185.36
Liabilit...	EFT	05/01/2023	United States Treasury	100.010 · CHEC...		-2,641.38
				210.00 · FEDER...	-745.00	745.00
				211.00 · SOCIAL...	-768.49	768.49
				211.00 · SOCIAL...	-768.49	768.49
				213.00 · MEDIC...	-179.70	179.70
				213.00 · MEDIC...	-179.70	179.70
TOTAL					-2,641.38	2,641.38
Liabilit...	EFT	05/01/2023	PMRS	100.010 · CHEC...		-1,597.34
				214.00 · PMRS ...	-532.46	532.46
				214.01 · PMRS ...	-1,064.88	1,064.88
TOTAL					-1,597.34	1,597.34
Liabilit...	EFT	05/01/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-222.54
				214.03 · PSATS ...	-183.27	183.27
				214.02 · PSATS ...	-39.27	39.27
TOTAL					-222.54	222.54
Bill Pm...	EFT	04/27/2023	WEST PENN POWER	100.010 · CHEC...		-113.12
Bill	9577687...	04/11/2023		409.36 · BUILDI...	-113.12	113.12
TOTAL					-113.12	113.12



**Hopewell Township**  
**Check Detail**  
 April 10 through May 8, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	04/21/2023	CARDMEMBER SERVICE	100.010 · CHEC...		-867.30
Bill	9928672...	02/26/2023		406.32 · OFFICE...	-51.95	51.95
Bill	110291	03/01/2023		406.37 · OFFICE...	-40.00	40.00
Bill	68289277	03/15/2023		400.46 · MEETI...	-15.00	15.00
				405.46 · SECRE...	-15.00	15.00
Bill	6828823...	03/15/2023		400.46 · MEETI...	-250.00	250.00
Bill	6425494...	03/16/2023		400.05 · SUPER...	-55.00	55.00
				400.46 · MEETI...	-55.00	55.00
				400.46 · MEETI...	-55.00	55.00
Bill	6426511...	03/20/2023		430.46 · ROAD ...	-55.00	55.00
				430.46 · ROAD ...	-55.00	55.00
Bill	03222023	03/22/2023		406.22 · COMPU...	-105.99	105.99
Bill	03312023	03/31/2023		430.24 · OPERA...	-114.36	114.36
TOTAL					-867.30	867.30
Check	15646	04/10/2023	WILCOX, CHRISTOPHER S.	100.010 · CHEC...		-208.71
				361.34 · HEARI...	-208.71	208.71
TOTAL					-208.71	208.71
Check	15647	04/10/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15648	04/10/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15649	04/10/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15650	04/10/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15651	04/10/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pm...	15652	04/10/2023	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	03042023	04/01/2023		409.31 · BUILDI...	-100.00	100.00
Bill	03182023	04/01/2023		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00

## Hopewell Township Check Detail April 10 through May 8, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15653	04/10/2023	JOHN DEERE FINANCIAL	100.010 · CHEC...		-243.84
Bill	38216	03/31/2023		437.25 · REPAIR...	-89.99	89.99
Bill	38215	03/31/2023		437.25 · REPAIR...	-153.85	153.85
TOTAL					-243.84	243.84
Bill Pm...	15654	04/10/2023	JW THOMAS & SON TRU...	100.010 · CHEC...		-336.54
Bill	0782	03/23/2023		437.37 · REPAIR...	-125.00	125.00
Bill	0763	03/24/2023		437.25 · REPAIR...	-171.54	171.54
Bill				437.37 · REPAIR...	-40.00	40.00
TOTAL					-336.54	336.54
Bill Pm...	15655	04/10/2023	LOWE'S CREDIT SERVIC...	100.010 · CHEC...		-46.85
Bill	902067	03/23/2023		409.24 · GENER...	-46.85	46.85
TOTAL					-46.85	46.85
Bill Pm...	15656	04/10/2023	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-1,368.20
Bill	654	03/31/2023		404.31 · SOLICI...	-245.20	245.20
				404.31 · SOLICI...	-200.00	200.00
				404.31 · SOLICI...	-130.00	130.00
				404.31 · SOLICI...	-32.50	32.50
				404.31 · SOLICI...	-117.00	117.00
				404.31 · SOLICI...	-487.50	487.50
				404.31 · SOLICI...	-156.00	156.00
TOTAL					-1,368.20	1,368.20
Bill Pm...	15657	04/10/2023	OBSERVER-REPORTER	100.010 · CHEC...		-270.70
Bill	13609	03/29/2023		406.34 · ADVER...	-270.70	270.70
TOTAL					-270.70	270.70
Bill Pm...	15658	04/10/2023	R & K DISPOSAL, INC	100.010 · CHEC...		-70.00
Bill	04012023	04/01/2023		409.44 · BUILDI...	-70.00	70.00
TOTAL					-70.00	70.00
Bill Pm...	15659	04/10/2023	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-1,714.25
Bill	236814	04/05/2023		413.45 · OTHER...	-764.50	764.50
Bill	236813	04/05/2023		413.45 · OTHER...	-864.75	864.75
				413.45 · OTHER...	-85.00	85.00
TOTAL					-1,714.25	1,714.25

**Hopewell Township**  
**Payroll Transactions**  
 April 10 through May 8, 2023

Date	Name	Num	Type	Memo	Account	Amount
<b>PENNSYLVANIA DEPARTMENT OF REVENUE</b>						
04/13/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-225.19
04/28/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-185.36
Total PENNSYLVANIA DEPARTMENT OF REVENUE						-410.55
<b>PMRS</b>						
05/01/2023	PMRS	EFT	Liability Check	63-096-5 N A...	100.010 · CHE...	-1,597.34
Total PMRS						-1,597.34
<b>PSATS TRUSTEES INSURANCE FUND</b>						
04/19/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 04...	100.010 · CHE...	-219.08
05/01/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 04...	100.010 · CHE...	-222.54
Total PSATS TRUSTEES INSURANCE FUND						-441.62
<b>United States Treasury</b>						
05/01/2023	United States Treas...	EFT	Liability Check	25-6001755 F...	100.010 · CHE...	-2,641.38
Total United States Treasury						-2,641.38
<b>UPMC HEALTH PLAN</b>						
04/30/2023	UPMC HEALTH PLAN	EFT	Liability Check	GROUP NO. ...	100.010 · CHE...	-363.87
Total UPMC HEALTH PLAN						-363.87
<b>Gordon, Mark R.</b>						
04/14/2023	Gordon, Mark R.	ACH	Paycheck	PP END 04/0...	100.010 · CHE...	-314.84
04/28/2023	Gordon, Mark R.	ACH	Paycheck	PP END 04/2...	100.010 · CHE...	-314.84
Total Gordon, Mark R.						-629.68
<b>Kearns, Donald W.</b>						
05/01/2023	Kearns, Donald W.	15660	Paycheck		100.010 · CHE...	-137.94
05/01/2023	Kearns, Donald W.	15664	Paycheck		100.010 · CHE...	-220.52
Total Kearns, Donald W.						-358.46
<b>Miller, John D.</b>						
05/01/2023	Miller, John D.	15661	Paycheck		100.010 · CHE...	-137.93
05/01/2023	Miller, John D.	15665	Paycheck		100.010 · CHE...	-73.72
Total Miller, John D.						-211.65
<b>Paul, Beverly R.</b>						
05/01/2023	Paul, Beverly R.	15662	Paycheck		100.010 · CHE...	-276.98
Total Paul, Beverly R.						-276.98
<b>Rush, Mary S.</b>						
05/01/2023	Rush, Mary S.	15663	Paycheck		100.010 · CHE...	-132.41
Total Rush, Mary S.						-132.41
<b>Ward, Martin T.</b>						
04/14/2023	Ward, Martin T.	ACH	Paycheck	PP END 04/0...	100.010 · CHE...	-1,045.69
04/28/2023	Ward, Martin T.	ACH	Paycheck	PP END 04/2...	100.010 · CHE...	-1,319.13
Total Ward, Martin T.						-2,364.82
<b>White, Andrea L.</b>						
04/14/2023	White, Andrea L.	ACH	Paycheck	PP END 04/0...	100.010 · CHE...	-771.51
04/28/2023	White, Andrea L.	ACH	Paycheck	PP END 04/2...	100.010 · CHE...	-782.58
Total White, Andrea L.						-1,554.09

Hopewell Township  
**Payroll Transactions**  
April 10 through May 8, 2023

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
<b>Wolf, Craig M.</b>						
04/14/2023	Wolf, Craig M.	ACH	Paycheck	PP END 04/0...	100.010 · CHE...	-1,491.61
04/28/2023	Wolf, Craig M.	ACH	Paycheck	PP END 04/2...	100.010 · CHE...	-1,403.41
Total Wolf, Craig M.						-2,895.02
<b>TOTAL</b>						<b>-13,877.87</b>

# Hopewell Township Income/Expense Report April 2023

	Apr 23
<b>Income</b>	
300-319 · TAXES	
301.00 · REAL PROPERTY TAXES	
301.10 · REAL ESTATE TAXES CURRENT YEAR	10,611.97
301.40 · DELINQUENT FROM TAX CLAIM BUREA	514.67
Total 301.00 · REAL PROPERTY TAXES	11,126.64
310.00 · PER CAPITA TAXES	
310.01 · PER CAPITA TAXES CURRENT YEAR	799.10
Total 310.00 · PER CAPITA TAXES	799.10
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	7,839.78
310.22 · EARNED INCOME TAX PRIOR YEAR	4,200.00
Total 310.20 · EARNED INCOME TAX	12,039.78
310.50 · LOCAL SERVICES TAX	
310.51 · LOCAL SERVICES TAX CURRENT	56.00
Total 310.50 · LOCAL SERVICES TAX	56.00
319.00 · PEN INT ON DELINQUENT TAXES	
319.01 · REAL PROPERTY TAXES PENALTY	8.17
319.10 · PER CAPITA TAX PENALTY	2.00
Total 319.00 · PEN INT ON DELINQUENT TAXES	10.17
<b>Total 300-319 · TAXES</b>	<b>24,031.69</b>
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	735.82
341.15 · INTEREST REAL ESTATE ACCOUNT	23.14
341.20 · INTEREST MUNICIPAL SHARES ACCOU	456.52
341.25 · INTEREST ESCROW ACCOUNT	80.59
Total 341.01 · INTEREST ON CHECKING	1,296.07
Total 341.00 · INTEREST EARNINGS	1,296.07
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	1,282.66
342.57 · FRANCHISE FEES COMMUNICATION	691.89
Total 342.00 · RENTS AND ROYALTIES	1,974.55
<b>Total 340.00 · INTEREST, RENTS AND ROYALTIES</b>	<b>3,270.62</b>
360-363 · CHARGES FOR SERVICES	
361.00 · GENERAL GOVERNMENT CHARGES	
361.30 · ZONING SUBDIVISION LAND DEV FEE	
361.34 · HEARING FEES	-208.71
Total 361.30 · ZONING SUBDIVISION LAND DEV FEE	-208.71
Total 361.00 · GENERAL GOVERNMENT CHARGES	-208.71
<b>Total 360-363 · CHARGES FOR SERVICES</b>	<b>-208.71</b>
<b>Total Income</b>	<b>27,093.60</b>
<b>Gross Profit</b>	<b>27,093.60</b>

**Hopewell Township**  
**Income/Expense Report**  
 April 2023

	Apr 23
<b>Expense</b>	
<b>400-409 · GENERAL GOVERNMENT</b>	
<b>400.00 · LEGISLATIVE GOVERNING BODY</b>	
400.05 · SUPERVISOR SALARY	517.50
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.32 · TELEPHONE AND WIRELESS	75.00
400.46 · MEETINGS, CONFERENCES, SEMINARS	0.00
<b>Total 400.00 · LEGISLATIVE GOVERNING BODY</b>	<b>842.50</b>
<b>403.00 · TAX COLLECTION</b>	
403.05 · TAX COLLECTOR SALARY	313.75
<b>Total 403.00 · TAX COLLECTION</b>	<b>313.75</b>
403.31 · KEYSTONE COLLECTIONS COMMISSION	120.13
<b>404.00 · SOLICITOR / LEGAL SERVICES</b>	
404.31 · SOLICITOR PROFESSIONAL SERVICES	1,368.20
<b>Total 404.00 · SOLICITOR / LEGAL SERVICES</b>	<b>1,368.20</b>
<b>405.00 · SECRETARY / CLERK / TREASURER</b>	
405.15 · SECRETARY / TREASURER WAGE	2,441.83
405.17 · SEC/TREAS PAID TIME OFF	156.00
405.46 · SECRETARY/TREASURER CONFERENCES	-110.00
<b>Total 405.00 · SECRETARY / CLERK / TREASURER</b>	<b>2,487.83</b>
<b>406.00 · OTHER GENERAL GOVERNMENT ADMIN</b>	
406.22 · COMPUTER SUPPLIES EXPENSE	105.99
406.23 · POSTAGE EXPENSE	266.97
406.32 · OFFICE TELEPHONE AND INTERNET	132.01
406.34 · ADVERTISING	270.70
406.37 · OFFICE EQUIPT MAINT AND SERVICE	40.00
<b>Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN</b>	<b>815.67</b>
<b>409.00 · GENERAL GOVERNMENT BUILDINGS</b>	
409.24 · GENERAL OPERATING SUPPLIES	46.85
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	113.12
409.44 · BUILDING WASTE REMOVAL	70.00
<b>Total 409.00 · GENERAL GOVERNMENT BUILDINGS</b>	<b>429.97</b>
<b>Total 400-409 · GENERAL GOVERNMENT</b>	<b>6,378.05</b>
<b>410-419 · PUBLIC SAFETY</b>	
<b>411.00 · FIRE</b>	
411.45 · FIRE PROTECTION CONTRACT	1,625.00
<b>Total 411.00 · FIRE</b>	<b>1,625.00</b>
<b>413.00 · UCC AND CODE ENFORCEMENT</b>	
413.45 · OTHER CONTRACTED SERVICES	1,714.25
<b>Total 413.00 · UCC AND CODE ENFORCEMENT</b>	<b>1,714.25</b>
<b>414.00 · PLANNING AND ZONING</b>	
414.10 · ZONING/CODE OFFICER APPOINTED	720.00
<b>Total 414.00 · PLANNING AND ZONING</b>	<b>720.00</b>
<b>419.00 · OTHER PUBLIC SAFETY</b>	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	588.70
<b>Total 419.00 · OTHER PUBLIC SAFETY</b>	<b>588.70</b>
<b>Total 410-419 · PUBLIC SAFETY</b>	<b>4,647.95</b>

# Hopewell Township Income/Expense Report April 2023

	Apr 23
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	7,162.00
430.17 · ROAD DEPARTMENT PAID TIME OFF	598.00
430.18 · ROAD DEPARTMENT OVERTIME	291.04
430.24 · OPERATING SUPPLIES PUBLIC WORKS	114.36
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
430.46 · ROAD DEPT CONFERENCE CONT ED	110.00
Total 430.00 · ROAD DEPARTMENT	8,325.40
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	415.38
437.37 · REPAIRS AND MAINT SERVICE	165.00
Total 437.00 · REPAIRS OF TOOLS AND MACHINERY	580.38
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	8,905.78
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	768.49
481.20 · MEDICARE - EMPLOYER PAID	179.70
481.30 · PA UNEMPLOYMENT - EMPLOYER	118.32
Total 481.00 · EMPLOYER PAID ITEMS	1,066.51
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	77.93
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	532.46
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	610.39
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	1,676.90
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	23,937.52
Net Income	3,156.08

**HOPEWELL TOWNSHIP  
BOARD OF SUPERVISORS  
BUSINESS MEETING  
JUNE 12, 2023**

**Pledge of Allegiance**

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:00 p.m. by Chairperson Vice Chairman Donald Kearns.

**Roll Call:**

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

**Public Comments:**

No public comments.

**Minutes:**

**Motion** to accept the minutes of the May 08, 2023, regular monthly business meeting.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

**Zoning Report:** Mark Gordon

Mr. Gordon provided and reviewed a written report.

- Porfilios Real Estate LLC, 2133 Brush Run Road – The township seeks condemnation and demolition of the structure on the property. Personal property needs to be removed from the premises. The property will be posted. They have until the 30<sup>th</sup> to remove personal items.
- Mr. William Black gave his verbal resignation from the Zoning Hearing Board to the Township Secretary. A notice was published in the Observer Reporter that the Supervisors are accepting letters of interest for a Zoning Hearing Board member. No one has expressed interest in the position.
- 77 Linnwood Drive – Property transfer without dye test.
- 2058 Brush Run Road – A Pole Building was constructed without permits. A Zoning Hearing will be held on Monday, July 24, 2023, at 4:30 p.m. to address a request for a Zoning Variance.
- 184 Wotring Road – A PA One call showed excavation related to “Leveling for Garage”. No permits exist for a project. Zoning Officer to investigate.



- Zoning Officer Mark Gordon requested that he attend the 2023 PAAZO Fall Seminar on September 20, 2023, in Butler County that will cover a variety of topics pertinent to his duties as a Municipal Zoning Official.

**Motion** to approve the Township Zoning Officer attend the 2023 PAAZO Fall Seminar on September 20, 2023, in Butler County and to reimburse any applicable mileage related to the seminar attendance.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

**Engineer Report:** Absent

- Possum Hollow Road drop boxes repairs – Range Resources
- Possum Hollow Road - Markwest
- White Gate Road – Ten Mile Paving – Project should move forward, weather permitting. Donald Kearns will contact Ten Mile.
- 29 Wiedt Lane Driveway – Project should move forward, weather permitting.
- Fox Road Slide – MarkWest/Range Resources/Sunoco
- Township Equipment Building
- Fox Road /Possum Hollow Road and Cherry Road embankment issues.

**Road Report:** Donald Kearns

- Excavator Purchase for Road Department – Opening of Proposals  
An advertisement for sealed proposals for the purchase of equipment was advertised in the Observer Reporter on May 28, 2023, and June 02, 2023.

**Motion** to accept a proposal submitted by Anderson Equipment Company for the purchase of the equipment as set forth therein for an amount of \$231,605.00 subject to the specific condition that there be a 2-year warranty and/or 3,000 hours and the equipment is brand new.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

- Fox Road Damage – MarkWest blacktopped a bad section.
- Fox Road Culvert Replacement – A culvert needs to be replaced on Fox Road. Range Resources is expected to pay for the material portion of the project. The township is waiting on permits from the Conservation District.
- Newman’s Landscaping invoice for the removal of an elm tree overhanging Thompson Hill Road in West Middletown Borough was sent to the Borough for payment. West Middletown Borough paid the invoice.

**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: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

- The Avella Football Boosters requested a donation from the township for their Fourth Annual Golf Outing held on Saturday, June 10, 2023.

**Motion** to retroactively approve a \$100.00 donation to the Avella Football Boosters.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

**Planning Commission:**

No report

**Solicitors Report:** Solicitor Dennis Makel

- Buzzard 79 Crossroads Road – Draft Settlement Agreement, Final Grading Plan, Operation and Maintenance Agreement.
- Zoning Ordinance Amendment(s) – under review.
- Regional Emergency Mutual Aid – Blaine, Buffalo, Canton, West Middletown and Hopewell Townships.
- Hopewell Township EMT/Firefighter Active Volunteer Tax Credit Ordinance of 2023. – Under Review.

- Blaine Township has appointed Gary Friend as their emergency management coordinator. A Resolution from Hopewell Township is necessary to acknowledge that he is also the EMC for Buffalo and Hopewell.

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

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

### **Correspondence Review and Discussion:**

- Correspondence received from the Washington County Planning Commission regarding a public meeting to be held on Thursday, June 15, 2023, from 4:00 p.m. until 6:00 p.m. in the Courthouse Square Public Meeting Rooms (Rooms 103 and 104) to review the draft County Comprehensive Plan.
- NIMS Training for Township Supervisors will be held on June 14, 2023, from 11:00 a.m. to 1:00 p.m. at the North Strabane Fire Station.

### **Old Business:**

- 278 Buffalo Road South Sewage System – The owner did not respond to a request by the Washington County Sewage Council to perform an Annual Holding Tank Inspection. The Council will push forward with the malfunction authorization.

- West Middletown VFD – ongoing discussion

An agreement from ADT was presented for the sprinkler alarm system in the new building.

**Motion** to accept the ADT commercial proposal sales agreement in the amount of \$15,204.00 with the township paying the recurring service charge of \$112.67 per month.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

**Motion** to pay \$273.00 a month to PAWC for water for the sprinkler system.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

- PennDOT held a virtual meeting to review the State Route 4057, Section D10, Route 4057 (Reed Road) Over Brush Run Bridge Replacement in Buffalo and Hopewell Townships. It is anticipated that SR 4057 (Reed Road) will be detoured for approximately four months during the construction of the proposed structure. The detour will utilize PA Route 331 (Brush Run Road) to SR 4055 (Smiley Road), SR 4024 (Rural Valley Road) and PA Route 221 (Constitution BLVD./Buffalo Creek Road). Construction is anticipated to begin in the Spring of 2024 and be completed in the Fall of 2024.

**New Business:**

- Notice was received from the Washington County Sewage Council that property at 29 Buffalo Road North failed a dye test on May 24, 2023.
- A no-lien letter request was received for 16 Buffalo Road North, parcel ID 350-011-01-03-0003-00. This property has an existing holding tank. The new owner of the property has submitted a new holding tank agreement for approval.

**Motion** to approve the Installment and Maintenance Agreement for Holding Tanks for Matthew and Rebecca Shellenberger who are purchasing the property at 16 Buffalo Road North with an existing sewage holding tank.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

- The next Regular Meeting of the Board of Supervisors will be changed from Monday, July 17, 2023, at 7:00 p.m. to Monday, July 24, 2023, at 7:00 p.m.

**Motion** to approve and advertise the July 2023 Monthly Meeting will be rescheduled from the 17<sup>th</sup> to the 24<sup>th</sup> at 7:00 p.m.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

Quorum Present, Motion Passed.

- Discussion and Motion to amend the agenda if needed.

No motion needed.

**Motion** to adjourn the meeting at 7:46 p.m.

Motion: Donald Kearns, 2<sup>nd</sup> John Miller

Vote: Kearns - Yes

Rush – Absent

Miller – Yes

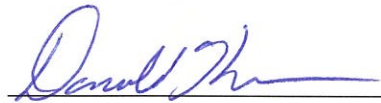
Quorum Present, Motion Passed.

Respectfully Submitted,



Andrea L. White  
Secretary/Treasurer

Seal



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Donald Kearns, Vice Chairman

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL  
WASHINGTON FINANCIAL

5/31/2023

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 207,871.49
REAL ESTATE ACCOUNT	\$ 10,171.18
MUNICIPAL SHARES FUND	\$ 123,610.00
ESCROW ACCOUNT	\$ 20,790.86
STATE FUNDS	\$ 298,250.07
IMPACT FEE	\$ 2,670,046.74
LOCAL FISCAL RECOVERY FUND	\$ 37,559.25
TOTAL	\$ 3,368,299.59

1:32 PM

06/08/23

Cash Basis

Hopewell Township State Fund  
Income/Expense Summary  
May 2023

	<u>May 23</u>
Income	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	1,235.94
Total 341.00 · INTEREST EARNINGS	<u>1,235.94</u>
Total 340.00 · INTEREST, RENTS AND ROYALTIES	<u>1,235.94</u>
Total Income	<u>1,235.94</u>
Gross Profit	1,235.94
Expense	<u>0.00</u>
Net Income	<u><u>1,235.94</u></u>

**Hopewell Township**  
**Bills Presented for Approval and Payment**  
**As of June 12, 2023**

Type	Date	Num	Due Date	Aging	Open Balance
<b>C.R. AUGENSTEIN INC.</b>					
Bill	06/06/2023	20065	07/06/2023		727.70
Total C.R. AUGENSTEIN INC.					727.70
<b>CARDMEMBER SERVICE</b>					
Bill	04/26/2023	9933479390	05/15/2023	28	56.70
Bill	05/09/2023	110931	05/24/2023	19	112.50
Bill	05/01/2023	110823	05/31/2023	12	40.00
Bill	05/23/2023	11385624...	06/07/2023	5	762.75
Bill	05/24/2023	11332866...	06/08/2023	4	169.50
Bill	05/26/2023	9935053095	06/15/2023		75.05
Total CARDMEMBER SERVICE					1,217.10
<b>CINTAS</b>					
Bill	05/22/2023	5159548280	06/21/2023		74.72
Total CINTAS					74.72
<b>DEAN'S WATER SERVICE INC.</b>					
Bill	05/22/2023	68866	06/21/2023		37.50
Total DEAN'S WATER SERVICE INC.					37.50
<b>ELITE CLEAN TEAM, LLC.</b>					
Bill	05/30/2023	05132023	06/29/2023		100.00
Bill	05/30/2023	05272023	06/29/2023		100.00
Total ELITE CLEAN TEAM, LLC.					200.00
<b>JOHN DEERE FINANCIAL</b>					
Bill	06/02/2023	42002	07/02/2023		486.68
Total JOHN DEERE FINANCIAL					486.68
<b>MAKEL AND ASSOCIATES, LLC</b>					
Bill	05/31/2023	758	06/30/2023		3,315.25
Total MAKEL AND ASSOCIATES, LLC					3,315.25
<b>NEWMAN'S LANDSCAPING AND TREE SERVICE INC</b>					
Credit	06/01/2023	19434 C			-1,050.00
Bill	05/15/2023	04152023	05/15/2023	28	3,800.00
Total NEWMAN'S LANDSCAPING AND TREE SERVICE INC					2,750.00
<b>OBSERVER-REPORTER</b>					
Bill	05/28/2023	14337	06/27/2023		540.66
Total OBSERVER-REPORTER					540.66
<b>PA TOWNSHIPS HEALTH INS. CO-OPER. TRUST</b>					
Bill	05/23/2023	134990	06/23/2023		666.24
Total PA TOWNSHIPS HEALTH INS. CO-OPER. TRUST					666.24
<b>PENNSYLVANIA AMERICAN WATER</b>					
Bill	06/01/2023	06012023	06/23/2023		588.70
Total PENNSYLVANIA AMERICAN WATER					588.70
<b>PITNEY BOWES GLOBAL FINANCIAL SERVICES</b>					
Bill	05/08/2023	19641633	06/24/2023		130.88
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES					130.88
<b>PITTSBURGH COMPUTER SOLUTIONS INC</b>					
Bill	06/01/2023	111091	06/01/2023	11	40.00
Bill	06/06/2023	111184	06/06/2023	6	37.50
Total PITTSBURGH COMPUTER SOLUTIONS INC					77.50



**Hopewell Township**  
**Bills Presented for Approval and Payment**  
 As of June 12, 2023

Type	Date	Num	Due Date	Aging	Open Balance
<b>R &amp; K DISPOSAL, INC</b>					
Bill	05/30/2023	958	06/29/2023		70.00
Total R & K DISPOSAL, INC					70.00
<b>STUCK ENTERPRISES, INC.</b>					
Bill	05/15/2023	1222947	05/25/2023	18	1,753.78
Total STUCK ENTERPRISES, INC.					1,753.78
<b>TAYLOR OFFICE MACHINES</b>					
Bill	05/10/2023	22062	06/18/2023		280.81
Total TAYLOR OFFICE MACHINES					280.81
<b>WEST MIDDLETOWN VFD</b>					
Bill	09/01/2022	08082022 3	09/12/2022	273	8,076.00
Total WEST MIDDLETOWN VFD					8,076.00
<b>WESTFALL'S MOWING LLC</b>					
Bill	06/02/2023	4595 0510...	07/02/2023		150.00
Bill	06/02/2023	4595 0516...	07/02/2023		150.00
Bill	06/02/2023	4595 0523...	07/02/2023		150.00
Bill	06/02/2023	4595 0531...	07/02/2023		150.00
Bill	06/02/2023	4595 0510...	07/02/2023		50.00
Bill	06/02/2023	4595 0516...	07/02/2023		50.00
Bill	06/02/2023	4595 0523...	07/02/2023		50.00
Bill	06/02/2023	4595 0531...	07/02/2023		50.00
Bill	06/02/2023	4595	07/02/2023		10.00
Total WESTFALL'S MOWING LLC					810.00
<b>TOTAL</b>					<b>21,803.52</b>

**Hopewell Township**  
**Check Detail**  
 May 8 through June 12, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check		06/12/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		06/12/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		06/12/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check		06/12/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check		06/12/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pm...	EFT	05/24/2023	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-588.70
Bill	05022023	05/02/2023		419.36 · PUBLIC...	-588.70	588.70
TOTAL					-588.70	588.70
Liabilit...	EFT	05/31/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-363.87
				222.00 · HEALT...	-363.87	363.87
TOTAL					-363.87	363.87
Bill Pm...	EFT	05/31/2023	UPMC HEALTH PLAN	100.010 · CHEC...		-2,328.84
Bill	06012023	05/15/2023		487.35 · GROUP...	-2,328.84	2,328.84
TOTAL					-2,328.84	2,328.84
Bill Pm...	EFT	05/25/2023	HICKORY TELEPHONE C...	100.010 · CHEC...		-72.87
Bill	10068712	05/01/2023		406.32 · OFFICE...	-72.87	72.87
TOTAL					-72.87	72.87
Liabilit...	EFT	05/15/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-216.54
				217.00 · PA STA...	-216.54	216.54
TOTAL					-216.54	216.54

## Hopewell Township Check Detail May 8 through June 12, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	05/26/2023	WEST PENN POWER	100.010 · CHEC...		-106.64
Bill	9516808...	05/10/2023		409.36 · BUILDI...	-106.64	106.64
TOTAL					-106.64	106.64
Liabilit...	EFT	05/19/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-233.62
				214.03 · PSATS ...	-192.39	192.39
				214.02 · PSATS ...	-41.23	41.23
TOTAL					-233.62	233.62
Bill Pm...	EFT	05/24/2023	CARDMEMBER SERVICE	100.010 · CHEC...		-2,327.55
Bill	9931092...	03/26/2023		406.32 · OFFICE...	-55.82	55.82
Bill	110596	04/03/2023		406.37 · OFFICE...	-40.00	40.00
Bill	04 22 23 ...	04/25/2023		400.46 · MEETI...	-512.82	512.82
Bill	04 22 23 ...	04/26/2023		400.46 · MEETI...	-683.76	683.76
Bill	132323	04/27/2023		430.24 · OPERA...	-31.97	31.97
Bill	254736	05/04/2023		437.25 · REPAIR...	-1,003.18	1,003.18
TOTAL					-2,327.55	2,327.55
Liabilit...	EFT	05/26/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-186.76
				217.00 · PA STA...	-186.76	186.76
TOTAL					-186.76	186.76
Liabilit...	EFT	06/01/2023	United States Treasury	100.010 · CHEC...		-2,605.34
				210.00 · FEDER...	-745.00	745.00
				211.00 · SOCIAL...	-753.85	753.85
				211.00 · SOCIAL...	-753.85	753.85
				213.00 · MEDIC...	-176.32	176.32
				213.00 · MEDIC...	-176.32	176.32
TOTAL					-2,605.34	2,605.34
Liabilit...	EFT	06/01/2023	PMRS	100.010 · CHEC...		-1,327.60
				214.00 · PMRS ...	-262.71	262.71
				214.01 · PMRS ...	-1,064.89	1,064.89
TOTAL					-1,327.60	1,327.60
Liabilit...	EFT	06/01/2023	PMRS	100.010 · CHEC...		-525.01
				214.00 · PMRS ...	-525.01	525.01
TOTAL					-525.01	525.01
Liabilit...	EFT	05/30/2023	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-206.08
				214.03 · PSATS ...	-169.71	169.71
				214.02 · PSATS ...	-36.37	36.37
TOTAL					-206.08	206.08

**Hopewell Township**  
**Check Detail**  
 May 8 through June 12, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	06/10/2023	PENNSYLVANIA DEPART...	100.010 · CHEC...		-213.01
				217.00 · PA STA...	-213.01	213.01
TOTAL					-213.01	213.01
Check	1050	05/15/2023	void	100.100 · IMPAC...		0.00
TOTAL					0.00	0.00
Bill Pm...	2264	05/08/2023	NORTHEAST PAVING	100.800 · MUNI...		-1,551.37
Bill	6800043...	04/06/2023		438.28 · ROAD ...	-293.48	293.48
				438.28 · ROAD ...	-280.43	280.43
				438.28 · ROAD ...	-332.20	332.20
Bill	6800045...	04/07/2023		438.28 · ROAD ...	-332.20	332.20
				438.28 · ROAD ...	-313.06	313.06
TOTAL					-1,551.37	1,551.37
Check	15666	05/08/2023	White, Andrea L.	100.010 · CHEC...		-881.05
				405.46 · SECRE...	-512.82	512.82
				405.46 · SECRE...	-305.23	305.23
				405.46 · SECRE...	-63.00	63.00
TOTAL					-881.05	881.05
Check	15667	05/08/2023	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15668	05/08/2023	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15669	05/08/2023	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15670	05/08/2023	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	15671	05/08/2023	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00

## Hopewell Township Check Detail May 8 through June 12, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	15672	05/08/2023	Miller, John D.	100.010 · CHEC...		-683.76
				400.46 · MEETI...	-683.76	683.76
TOTAL					-683.76	683.76
Bill Pm...	15673	05/08/2023	COMDOC, INC.	100.010 · CHEC...		-178.48
Bill	5658087	04/28/2023		406.21 · OFFICE...	-178.48	178.48
TOTAL					-178.48	178.48
Bill Pm...	15674	05/08/2023	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-300.00
Bill	04012023	04/30/2023		409.31 · BUILDI...	-100.00	100.00
Bill	04152023	04/30/2023		409.31 · BUILDI...	-100.00	100.00
Bill	04292023	04/30/2023		409.31 · BUILDI...	-100.00	100.00
TOTAL					-300.00	300.00
Bill Pm...	15675	05/08/2023	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-960.50
Bill	712	04/28/2023		404.31 · SOLICI...	-32.50	32.50
				404.31 · SOLICI...	-200.00	200.00
				404.31 · SOLICI...	-338.00	338.00
				404.31 · SOLICI...	-65.00	65.00
				404.31 · SOLICI...	-325.00	325.00
TOTAL					-960.50	960.50
Bill Pm...	15676	05/08/2023	MCCLYMONDS SUPPLY ...	100.010 · CHEC...		-546.96
Bill	562616	04/28/2023		438.28 · ROAD ...	-546.96	546.96
TOTAL					-546.96	546.96
Bill Pm...	15677	05/08/2023	MCMILLEN ENGINEERIN...	100.010 · CHEC...		-1,012.00
Bill	236902	05/04/2023		413.45 · OTHER...	-1,012.00	1,012.00
TOTAL					-1,012.00	1,012.00
Bill Pm...	15678	05/08/2023	OBSERVER-REPORTER	100.010 · CHEC...		-143.66
Bill	13949	04/21/2023		406.34 · ADVER...	-143.66	143.66
TOTAL					-143.66	143.66
Bill Pm...	15679	05/08/2023	SPRAGUE ENERGY, LLC	100.010 · CHEC...		-96.46
Bill	000626821	04/30/2023		438.33 · FUEL E...	-96.46	96.46
TOTAL					-96.46	96.46
Bill Pm...	15680	05/08/2023	STAPLES CREDIT PLAN	100.010 · CHEC...		-78.98
Bill	9981657...	05/02/2023		406.21 · OFFICE...	-78.98	78.98
TOTAL					-78.98	78.98

**Hopewell Township**  
**Check Detail**  
 May 8 through June 12, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	15681	05/08/2023	WESTFALL'S MOWING L...	100.010 · CHEC...		-610.00
Bill	4518 042...	04/30/2023		409.37 · REPAIR...	-150.00	150.00
Bill	4518 042...	04/30/2023		409.37 · REPAIR...	-150.00	150.00
Bill	4518	04/30/2023		409.37 · REPAIR...	-10.00	10.00
Bill	4518 041...	05/02/2023		409.37 · REPAIR...	-150.00	150.00
Bill	4518 041...	04/30/2023		413.45 · OTHER...	-50.00	50.00
Bill	4518 042...	04/30/2023		413.45 · OTHER...	-50.00	50.00
Bill	4518 042...	04/30/2023		413.45 · OTHER...	-50.00	50.00
TOTAL					-610.00	610.00
Check	15682	05/08/2023	Rush, Mary S.	100.010 · CHEC...		-371.51
				400.46 · MEETI...	-371.51	371.51
TOTAL					-371.51	371.51
Check	15683	05/08/2023	Kearns, Donald W.	100.010 · CHEC...		-372.82
				400.46 · MEETI...	-372.82	372.82
TOTAL					-372.82	372.82
Check	15684	05/08/2023	Miller, John D.	100.010 · CHEC...		-368.89
				400.46 · MEETI...	-368.89	368.89
TOTAL					-368.89	368.89
Bill Pm...	15685	05/17/2023	NEWMAN'S LANDSCAPIN...	100.010 · CHEC...		-1,050.00
Bill	19434	04/04/2023		438.45 · CONTR...	-1,050.00	1,050.00
TOTAL					-1,050.00	1,050.00
Check	15691	06/06/2023	AVELLA FOOTBALL BOO...	100.010 · CHEC...		-100.00
				459.54 · DONAT...	-100.00	100.00
TOTAL					-100.00	100.00

**Hopewell Township**  
**Payroll Transactions**  
 May 8 through June 12, 2023

Date	Name	Num	Type	Memo	Account	Amount
<b>PENNSYLVANIA DEPARTMENT OF REVENUE</b>						
05/15/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-216.54
05/26/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-186.76
06/10/2023	PENNSYLVANIA D...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-213.01
Total PENNSYLVANIA DEPARTMENT OF REVENUE						-616.31
<b>PMRS</b>						
06/01/2023	PMRS	EFT	Liability Check	63-096-5 N M...	100.010 · CHE...	-1,327.60
06/01/2023	PMRS	EFT	Liability Check	63-096-5 N M...	100.010 · CHE...	-525.01
Total PMRS						-1,852.61
<b>PSATS TRUSTEES INSURANCE FUND</b>						
05/19/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 05...	100.010 · CHE...	-233.62
05/30/2023	PSATS TRUSTEES ...	EFT	Liability Check	251-60010 M...	100.010 · CHE...	-206.08
Total PSATS TRUSTEES INSURANCE FUND						-439.70
<b>United States Treasury</b>						
06/01/2023	United States Treas...	EFT	Liability Check	25-6001755 F...	100.010 · CHE...	-2,605.34
Total United States Treasury						-2,605.34
<b>UPMC HEALTH PLAN</b>						
05/31/2023	UPMC HEALTH PLAN	EFT	Liability Check	GROUP NO. ...	100.010 · CHE...	-363.87
Total UPMC HEALTH PLAN						-363.87
<b>Gordon, Mark R.</b>						
05/12/2023	Gordon, Mark R.	ACH	Paycheck	PP END 05/0...	100.010 · CHE...	-174.02
05/24/2023	Gordon, Mark R.	ACH	Paycheck	PP END 05/2...	100.010 · CHE...	-174.01
06/09/2023	Gordon, Mark R.	ACH	Paycheck	PP END 06/0...	100.010 · CHE...	-174.02
Total Gordon, Mark R.						-522.05
<b>Kearns, Donald W.</b>						
06/01/2023	Kearns, Donald W.	15686	Paycheck		100.010 · CHE...	-137.94
06/01/2023	Kearns, Donald W.	15690	Paycheck		100.010 · CHE...	-220.51
Total Kearns, Donald W.						-358.45
<b>Miller, John D.</b>						
06/01/2023	Miller, John D.	15687	Paycheck		100.010 · CHE...	-137.93
Total Miller, John D.						-137.93
<b>Paul, Beverly R.</b>						
06/01/2023	Paul, Beverly R.	15688	Paycheck		100.010 · CHE...	-276.97
Total Paul, Beverly R.						-276.97
<b>Rush, Mary S.</b>						
06/01/2023	Rush, Mary S.	15689	Paycheck		100.010 · CHE...	-132.42
Total Rush, Mary S.						-132.42
<b>Ward, Martin T.</b>						
05/12/2023	Ward, Martin T.	ACH	Paycheck	PP END 05/0...	100.010 · CHE...	-955.27
05/24/2023	Ward, Martin T.	ACH	Paycheck	PP END 05/2...	100.010 · CHE...	-1,412.90
06/09/2023	Ward, Martin T.	ACH	Paycheck	PP END 06/0...	100.010 · CHE...	-955.27
Total Ward, Martin T.						-3,323.44
<b>White, Andrea L.</b>						
05/12/2023	White, Andrea L.	ACH	Paycheck	PP END 05/0...	100.010 · CHE...	-818.35
05/24/2023	White, Andrea L.	ACH	Paycheck	PP END 05/2...	100.010 · CHE...	-730.35
06/09/2023	White, Andrea L.	ACH	Paycheck	PP END 06/0...	100.010 · CHE...	-908.66
Total White, Andrea L.						-2,457.36

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Hopewell Township  
**Payroll Transactions**  
May 8 through June 12, 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.						
05/12/2023	Wolf, Craig M.	ACH	Paycheck	PP END 05/0...	100.010 · CHE...	-1,403.41
05/24/2023	Wolf, Craig M.	ACH	Paycheck	PP END 05/2...	100.010 · CHE...	-1,495.22
06/09/2023	Wolf, Craig M.	ACH	Paycheck	PP END 06/0...	100.010 · CHE...	-1,403.41
Total Wolf, Craig M.						-4,302.04
<b>TOTAL</b>						<b>-17,388.49</b>



# Hopewell Township Income/Expense Report May 2023

	May 23
<b>Income</b>	
<b>300-319 · TAXES</b>	
301.00 · REAL PROPERTY TAXES	
301.10 · REAL ESTATE TAXES CURRENT YEAR	16,958.91
<b>Total 301.00 · REAL PROPERTY TAXES</b>	<b>16,958.91</b>
310.00 · PER CAPITA TAXES	
310.01 · PER CAPITA TAXES CURRENT YEAR	455.18
<b>Total 310.00 · PER CAPITA TAXES</b>	<b>455.18</b>
310.10 · REAL ESTATE TRANSFER TAX	1,489.60
310.20 · EARNED INCOME TAX	
310.21 · EARNED INCOME TAX CURRENT	17,837.85
310.22 · EARNED INCOME TAX PRIOR YEAR	3,100.00
310.23 · EARNED INCOME TAX DELINQUENT	1,400.00
<b>Total 310.20 · EARNED INCOME TAX</b>	<b>22,337.85</b>
310.50 · LOCAL SERVICES TAX	
310.51 · LOCAL SERVICES TAX CURRENT	722.35
<b>Total 310.50 · LOCAL SERVICES TAX</b>	<b>722.35</b>
<b>Total 300-319 · TAXES</b>	<b>41,963.89</b>
<b>320.00 · LICENSES AND PERMITS</b>	
321.00 · BUSINESS LICENSES AND PERMITS	
321.34 · ROAD BONDING FEES	350.00
<b>Total 321.00 · BUSINESS LICENSES AND PERMITS</b>	<b>350.00</b>
<b>Total 320.00 · LICENSES AND PERMITS</b>	<b>350.00</b>
<b>340.00 · INTEREST, RENTS AND ROYALTIES</b>	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	
341.05 · INTEREST GENERAL FUND ACCOUNT	839.10
341.10 · INTEREST IMPACT FEE ACCOUNT	10,349.89
341.15 · INTEREST REAL ESTATE ACCOUNT	31.75
341.20 · INTEREST MUNICIPAL SHARES ACCOU	513.79
341.25 · INTEREST ESCROW ACCOUNT	86.16
341.30 · INTEREST LOCAL FISCAL RECOVERY	145.59
<b>Total 341.01 · INTEREST ON CHECKING</b>	<b>11,966.28</b>
<b>Total 341.00 · INTEREST EARNINGS</b>	<b>11,966.28</b>
342.00 · RENTS AND ROYALTIES	
342.51 · ROYALTIES FROM NATURAL GAS	372.53
<b>Total 342.00 · RENTS AND ROYALTIES</b>	<b>372.53</b>
<b>Total 340.00 · INTEREST, RENTS AND ROYALTIES</b>	<b>12,338.81</b>
<b>350.00 · INTERGOVERNMENTAL REVENUES</b>	
355.00 · STATE SHARED REVENUE AND ENTITL	
355.08 · LOCAL SHARE ASSESSMENT PROCEEDS	9,016.56
<b>Total 355.00 · STATE SHARED REVENUE AND ENTITL</b>	<b>9,016.56</b>
<b>Total 350.00 · INTERGOVERNMENTAL REVENUES</b>	<b>9,016.56</b>
<b>360-363 · CHARGES FOR SERVICES</b>	
361.00 · GENERAL GOVERNMENT CHARGES	
361.30 · ZONING SUBDIVISION LAND DEV FEE	
361.33 · ZONING SUBDIVISION LAND PERMITS	240.00
<b>Total 361.30 · ZONING SUBDIVISION LAND DEV FEE</b>	<b>240.00</b>

**Hopewell Township  
Income/Expense Report  
May 2023**

	May 23
361.65 · TAX CERTIFICATION REVENUES	
361.70 · NO LIEN LETTERS	20.00
Total 361.65 · TAX CERTIFICATION REVENUES	20.00
Total 361.00 · GENERAL GOVERNMENT CHARGES	260.00
Total 360-363 · CHARGES FOR SERVICES	260.00
Total Income	63,929.26
Gross Profit	63,929.26
<b>Expense</b>	
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	83.58
400.32 · TELEPHONE AND WIRELESS	75.00
400.46 · MEETINGS, CONFERENCES, SEMINARS	2,993.56
Total 400.00 · LEGISLATIVE GOVERNING BODY	3,864.64
403.00 · TAX COLLECTION	
403.05 · TAX COLLECTOR SALARY	313.75
Total 403.00 · TAX COLLECTION	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	163.80
404.00 · SOLICITOR / LEGAL SERVICES	
404.31 · SOLICITOR PROFESSIONAL SERVICES	960.50
Total 404.00 · SOLICITOR / LEGAL SERVICES	960.50
405.00 · SECRETARY / CLERK / TREASURER	
405.15 · SECRETARY / TREASURER WAGE	2,415.38
405.17 · SEC/TREAS PAID TIME OFF	171.00
405.46 · SECRETARY/TREASURER CONFERENCES	881.05
Total 405.00 · SECRETARY / CLERK / TREASURER	3,467.43
406.00 · OTHER GENERAL GOVERNMENT ADMIN	
406.21 · OFFICE SUPPLIES EXPENSE	257.46
406.32 · OFFICE TELEPHONE AND INTERNET	128.69
406.34 · ADVERTISING	143.66
406.37 · OFFICE EQUIPT MAINT AND SERVICE	40.00
Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN	569.81
409.00 · GENERAL GOVERNMENT BUILDINGS	
409.31 · BUILDING CLEANING SERVICES	300.00
409.36 · BUILDING ELECTRIC AND WATER	106.64
409.37 · REPAIRS AND MAINTENANCE SERVICE	460.00
Total 409.00 · GENERAL GOVERNMENT BUILDINGS	866.64
Total 400-409 · GENERAL GOVERNMENT	10,206.57
410-419 · PUBLIC SAFETY	
413.00 · UCC AND CODE ENFORCEMENT	
413.45 · OTHER CONTRACTED SERVICES	1,162.00
Total 413.00 · UCC AND CODE ENFORCEMENT	1,162.00
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	400.00
Total 414.00 · PLANNING AND ZONING	400.00

## Hopewell Township Income/Expense Report May 2023

	May 23
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	588.70
Total 419.00 · OTHER PUBLIC SAFETY	588.70
Total 410-419 · PUBLIC SAFETY	2,150.70
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	6,968.00
430.17 · ROAD DEPARTMENT PAID TIME OFF	792.00
430.18 · ROAD DEPARTMENT OVERTIME	302.51
430.24 · OPERATING SUPPLIES PUBLIC WORKS	31.97
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
Total 430.00 · ROAD DEPARTMENT	8,144.48
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	1,003.18
Total 437.00 · REPAIRS OF TOOLS AND MACHINERY	1,003.18
438.00 · MAINT AND REPAIRS ROADS BRIDGES	
438.28 · ROAD DEPARTMENT STONE	2,098.33
438.33 · FUEL EXPENSE	96.46
438.45 · CONTRACTED SERVICES	1,050.00
Total 438.00 · MAINT AND REPAIRS ROADS BRIDGES	3,244.79
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	12,392.45
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	753.85
481.20 · MEDICARE - EMPLOYER PAID	176.32
481.30 · PA UNEMPLOYMENT - EMPLOYER	39.99
Total 481.00 · EMPLOYER PAID ITEMS	970.16
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	77.60
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	787.72
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	865.32
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	1,835.48
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	28,914.04
Net Income	35,015.22