**BUSINESS MEETING AGENDA**

**MONDAY, NOVEMBER 18, 2024, 7:00 P.M.**

**Pledge of Allegiance:**

**Roll Call:**

Donald Kearns Mary Rush John Miller

Andrea White Dennis Makel Mark Gordon

**Public Comments:**

* Dan Amos – Dye test, apartment property questions

**Minutes:**

* **Discussion and Motion** to accept the minutes of the October 21, 2024 Budget Workshop Meeting.

Motion: Second:

Vote: Kearns Rush Miller

* **Discussion and Motion** to accept the minutes of the regular monthly October 21, 2024 regular business meeting.

Motion: Second:

Vote: Kearns Rush Miller

**Zoning Report:**

* 77 Linnwood Drive – Property transfer without dye test. Status of citations/liens.
* 2133 Brush Run Road – Meet with the Salvage Company to remove titled vehicles.

**Engineer Report:**

* + - Fox Road Stabilization, Cherry Road Stabilization and Possum Hollow Road Stabilization Multimodal Transportation Fund Grants.
    - Municipal Building
    - Hoop Building
    - Sourcewell cooperative purchasing contracts – Similar to Co-Stars, no bidding requirement. A representative with Sourcewell stated that the township could write up a summary of the required and needed specs for the buildings the township is looking to construct and they will attempt to match the requirements with existing contracts.
    - **Discussion and Motion** to adopt a Resolution of Hopewell Township, Washington County, Pennsylvania authorizing participation with Sourcewell cooperative purchasing contracts.

Motion: Second:

Vote: Kearns Rush Miller

* Columbia Gas Transmission, LLC has requested the release of Bond # BDTO-610356-024 for Elm Road for the Line 32 Poly Replacement Project. A final inspection has been made and is under review by the Township Engineer.
* **Discussion and Motion** to release Columbia Gas Transmission, LLC’s Bond # BDTO-610356-024 for Elm Road for the Line 32 Poly Replacement Project subject to the Engineers acceptance and approval of the final condition of the road after the completion of the final review and inspection of the road and all fees being paid to the township.

Motion: Second:

Vote: Kearns Rush Miller

* Statewide Local Share Grant Application
* **Discussion and Motion** to adopt a Resolution regarding the request for a Statewide Local Share Assessment grant of $1,000,000.00 from the Commonwealth Financing Authority to be used for a Hopewell Municipal Complex.

Motion: Second:

Vote: Kearns Rush Miller

* Commitment Letter for Local Share Grant Application
* **Discussion and Motion** to approve a letter from the Township to commit to the difference of $364,969.80, based on the engineer’s estimate for the Statewide Local Share Assessment grant.

Motion: Second:

Vote: Kearns Rush Miller

**Road Report:**

* + - Possum Hollow Road – Wet spot concerns
* 2025 Joint Municipal Co-Operation Agreement with West Middletown Borough
* **Discussion and Motion** to approve the 2025 Joint Municipal Co-Operation Agreement with West Middletown Borough for maintenance of Borough roadways by Hopewell Township as outlined in the agreement for $4,000.00.

Motion: Second:

Vote: Kearns Rush Miller

* 2014 Ford Truck Repairs
* **Discussion and Motion** to retroactively approve payment of $18,248.79 to Team Ford Wellsburg from the Impact Fee for repairs on the Road Department’s 2014 Ford Truck.

Motion: Second:

Vote: Kearns Rush Miller

* Upper Buffalo Church Cemetery has asked if the township would plow the cemetery if there is a funeral held during adverse winter weather.
* **Discussion and Motion** to approve the plowing of Upper Buffalo Church Cemetery if there is a funeral held during adverse winter weather.

Motion: Second:

Vote: Kearns Rush Miller

**Financial Report:** File for review by Auditors

* Bank Reconciliations: Supervisors review and initial off
* Time Sheets – Supervisors review and initial off
* Bills: Review of bill lists as presented
* **Discussion and Motion** to pay the bills to be found true and correct.

Motion: Second:

Vote: Kearns Rush Miller

* The Township’s remaining American Rescue Plan Funds will be used to pay a portion of the cost for the Fox Road Culvert Replacement Project. Total cost of the project was $115,692.15.
* **Discussion and Motion** to issue a check for the amount of the remaining American Rescue Plan Funds to Alex E. Paris Contracting, Co., Inc. in the amount of what remains in the ARP Fund Account and to pay the balance from the township’s Impact Fee Account.

Motion: Second:

Vote: Kearns Rush Miller

* A Budget Workshop Meeting was held on Monday, November 18, 2024, at 6:30 p.m.
* **Discussion and Motion** to adopt the proposed 2025 budget as presented at the November 18, 2024, Budget Workshop Meeting and publish a notice stating that the proposed budget is available for public inspection.

Motion: Second:

Vote: Kearns Rush Miller

* 2025 Annual Financial Audit – Certified Public Accountant
* **Discussion and Motion** to advertise the township’s intent to appoint a certified public accountant to perform the 2023 annual audit in place of the elected auditors.

Motion: Second:

Vote: Kearns Rush Miller

* Hopewell Township Real Estate Tax Rate for 2025:

Currently the tax rate for General Purposes is set at 1 mill, the discount rate is set at 2% and the penalty rate is set at 10%.

* **Discussion and Motion** to adopt a Resolution of the Township of Hopewell, County of Washington, Pennsylvania fixing the tax rate for the year 2025 for General Purposes at mills, the discount rate remaining the same and penalty rate remaining the same for 2025.

Motion: Second:

Vote: Kearns Rush Miller

* **Discussion and Motion** to advertise the Hopewell Township Annual Reorganization Meeting for the first Monday in January 2025, at 6:30 p.m. followed by the first Regular Township Meeting at 7:00 p.m.

Motion: Second:

Vote: Kearns Rush Miller

* **Discussion and Motion** to advertise the Hopewell Township Elected Auditor’s Annual Reorganization Meeting for Tuesday, January 07, 2025, at 6:00 p.m. followed by the Hopewell Township Planning Commission’s Annual Reorganization Meeting at 6:15 p.m. and the Hopewell Township Zoning Hearing Board’s Annual Reorganization Meeting at 6:30 p.m.

Motion: Second:

Vote: Kearns Rush Miller

* **Discussion and Motion** to approve the 2025 Fire Protection Agreement with West Middletown Volunteer Fire Department for fire protection in Hopewell Township as outlined in the agreement for the amount of $6,500.00 payable in four equal installments.

Motion: Second:

Vote: Kearns Rush Miller

**Planning Commission:**

* A Planning Meeting was held on September 30, 2024, to review the Loughry & Richmond Subdivision. The Subdivision was approved subject to fulfilling the sewage requirements of the Washington County Sewage Council and submitting a Subdivision application and fees. To date, no further information has been received by the township.
* The Township has received correspondence from Keystone Surveying & Mapping, Inc., regarding Renee R. Gaddis Subdivision. Keystone Surveying was directed to submit the subdivision to the County for review. Once reviewed by the County the township can begin the review process.

**Solicitors Report:**

* Zoning Ordinance Amendment(s)
* Draft Solar Ordinance
* Michael Wallace property, 2133 Brush Run Road (formerly owned by Porfilios Real Estate LLC) The Washington County Redevelopment Authority – Demolition of the property.
* Removal of registered vehicles from the property

The State Police have been contacted for assistance in removing the registered vehicles on the property.

* Removal of miscellaneous items from the property? Should the items remain on the property?
* Range Resources - HHA agreement
* PennDOT regarding the Farrar School Slip and resurfacing of Farrar School Road.
* Supervisors Compensation – The State enacted a new law that provided for an increase in Supervisor pay not to exceed $3,145.00.
* **Discussion and Motion** to adopt an Ordinance increasing Supervisor pay not to exceed $3,145.00 at a monthly rate of $262.08.

Motion: Second:

Vote: Kearns Rush Miller

* Fox Road Foreclosure Property
* **Discussion and Motion** of options available for the property transfer of foreclosed property in disrepair on Fox Road where a dye test cannot be performed.

Motion: Second:

Vote: Kearns Rush Miller

**Correspondence review and discussion:**

* Correspondence was received from Allegheny Health Network regarding Canonsburg Ambulance Service Consideration of Coverage.

**Old Business:**

**New Business:**

* The next regular Monthly Board of Supervisors Meeting will be held on Monday, December 09, 2024, at 7:00 p.m.

**Adjournment:**

* **Discussion and Motion** to adjourn or continue the meeting at .

Motion: Second:

Vote: Kearns Rush Miller