

**HOPEWELL TOWNSHIP  
BOARD OF SUPERVISORS  
BUSINESS MEETING  
11/18/2024**

**Pledge of Allegiance**

All meetings are voice recorded for administrative purposes.

Meeting called to order at 7:04 p.m. by Chairperson Mary Rush.

**Roll Call:**

Present: Chairperson Mary Rush, Vice Chairman John Miller, Supervisor Donald Kearns, Charlotte Karnes - Representative for Solicitor Dennis Makel, Zoning/Code Enforcement Officer Mark Gordon was present via phone, and Secretary/Treasurer Andrea White.

**Public Comments:**

- Dan Amos – Dye test, apartment property questions  
Dan Amos has a building that has 6 units and a home. Mr. Amos is interested in selling the property but is concerned if the property does not pass the dye test.  
The Board discussed the issue with Mr. Amos and communicated that a dye test is required by ordinance to transfer a property and should the dye test fail, Mr. Amos would be responsible for fixing the system.
- Correspondence was received from Allegheny Health Network regarding Canonsburg Ambulance Service Consideration of Coverage.  
They have received concerns from local Fire Departments regarding their ability to respond. They are engaging the communities to gauge interest in keeping an available ambulance in each community. They do not solicit fees from the township.

**Minutes:**

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

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

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

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

**Zoning Report:** Mark Gordon

- 77 Linnwood Drive – Property transfer without dye test. Status of citations/liens. Mr. Gordon recommends filing a lien for \$500.00 unless the property owner takes action to correct the problem.
- 2133 Brush Run Road – Meet with the Salvage Company to remove titled vehicles. PSP has been contacted to coordinate with a Salvage Yard to remove the vehicles. One of the Supervisors will meet with the Salvage Company and get pictures and give the Salvage Company any paperwork they require.

**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.

**Motion** to adopt a Resolution of Hopewell Township, Washington County, Pennsylvania authorizing participation with Sourcewell cooperative purchasing contracts.

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 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.

**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 Engineer's 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: Mary Rush, 2<sup>nd</sup> Donald Kearns

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Statewide Local Share Grant Application

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Commitment Letter for Local Share Grant Application

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

### **Road Report:**

- Possum Hollow Road – Wet spot concerns

It is too dry to verify that the ditch has fully solved the issue.

- 2025 Joint Municipal Co-Operation Agreement with West Middletown Borough

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 2014 Ford Truck Repairs

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- Upper Buffalo Church Cemetery has asked if the township would plow the cemetery if there were a funeral held during adverse winter weather.

**Motion** to approve the plowing of Upper Buffalo Church Cemetery if there is a funeral held during adverse winter weather.

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

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

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

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

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 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.

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- A Budget Workshop Meeting was held on Monday, November 18, 2024, at 6:30 p.m.

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 2025 Annual Financial Audit – Certified Public Accountant

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

- 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%.

**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 1 mill, the discount rate remaining the same and penalty rate remaining the same for 2025.

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

**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  
The Solicitor’s office has forwarded more information for review.
- 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  
On Hold
- 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.  
**Motion** to advertise an Ordinance increasing Supervisor pay not to exceed \$3,145.00 at a monthly rate of \$262.08.  
Motion: Mary Rush, 2<sup>nd</sup> Donald Kearns  
Vote: Kearns - Yes  
Rush – Yes  
Miller – Yes
- Fox Road Foreclosure Property  
Discussion and Motion of options available for the property transfer of foreclosed property in disrepair on 283 Fox Road where a dye test cannot be performed.  
The Board tentatively agrees that it would be best for the home and sewage system on the property be demolished and the property be required to undergo a perc test should the seller or a buyer be interested in constructing a residence on the property.  
No Motion currently. The Solicitors office will review this issue.

**Correspondence Review and Discussion:**

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

**Old Business:**

None

**New Business:**

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

**Motion** to adjourn the meeting at 7:40 p.m.

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

Vote: Kearns - Yes

Rush – Yes

Miller – Yes

Respectfully Submitted,



Andrea L. White  
Secretary/Treasurer

Seal

  
Mary Rush, Chairperson

HOPEWELL TOWNSHIP WASHINGTON FINANCIAL  
WASHINGTON FINANCIAL

10/31/2024

<u>Account</u>	<u>Balance Total</u>
GENERAL FUND	\$ 69,652.93
REAL ESTATE ACCOUNT	\$ 2,010.74
MUNICIPAL SHARES FUND	\$ 169,986.13
ESCROW ACCOUNT	\$ 34,828.94
STATE FUNDS	\$ 130,664.46
IMPACT FEE	\$ 3,465,020.80
LOCAL FISCAL RECOVERY FUND	\$ 40,425.79
TOTAL	\$ 3,912,589.79



10:06 AM

11/04/24

Cash Basis

# Hopewell Township State Fund Income/Expense Summary October 2024

	<u>Oct 24</u>
Income	
340.00 · INTEREST, RENTS AND ROYALTIES	
341.00 · INTEREST EARNINGS	
341.01 · INTEREST ON CHECKING	<u>526.71</u>
Total 341.00 · INTEREST EARNINGS	<u>526.71</u>
Total 340.00 · INTEREST, RENTS AND ROYALTIES	<u>526.71</u>
Total Income	<u>526.71</u>
Gross Profit	526.71
Expense	<u>0.00</u>
Net Income	<u><u>526.71</u></u>

## Hopewell Township Bills Presented for Approval and Payment As of November 18, 2024

Type	Date	Num	Due Date	Aging	Open Balance
<b>CARDMEMBER SERVICE</b>					
Bill	10/09/2024	10092024	10/09/2024	40	159.99
Bill	09/26/2024	9974844980	10/18/2024	31	73.23
Bill	10/30/2024	196028	10/30/2024	19	99.31
Bill	10/31/2024	10312024	10/31/2024	18	167.98
Bill	11/01/2024	115876	11/01/2024	17	40.00
Bill	11/04/2024	9925934538	11/04/2024	14	90.37
Bill	10/26/2024	9977282954	11/18/2024		70.76
Bill	11/11/2024	1100242121	11/26/2024		901.00
Total CARDMEMBER SERVICE					1,602.64
<b>HICKORY TELEPHONE COMPANY</b>					
Bill	11/01/2024	10117174	11/25/2024		74.75
Total HICKORY TELEPHONE COMPANY					74.75
<b>INTUIT QUICKBOOKS</b>					
Bill	11/11/2024	2025	11/11/2024	7	850.00
Total INTUIT QUICKBOOKS					850.00
<b>PENNSYLVANIA AMERICAN WATER</b>					
Bill	10/31/2024	10312024	11/22/2024		662.94
Total PENNSYLVANIA AMERICAN WATER					662.94
<b>UPMC HEALTH PLAN</b>					
Bill	11/10/2024	12012024	11/30/2024		2,566.80
Total UPMC HEALTH PLAN					2,566.80
<b>WEST PENN POWER</b>					
Bill	11/10/2024	95079796...	12/02/2024		126.35
Total WEST PENN POWER					126.35
<b>TOTAL</b>					<b>5,883.48</b>

## Hopewell Township Check Detail October 21 through November 18, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	EFT	10/31/2024	UPMC HEALTH PLAN	100.010 · CHEC...		-2,566.80
Bill	11012024	10/10/2024		487.35 · GROUP...	-2,566.80	2,566.80
TOTAL					-2,566.80	2,566.80
Bill Pm...	EFT	10/23/2024	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-662.94
Bill	10012024	10/01/2024		419.36 · PUBLIC...	-662.94	662.94
TOTAL					-662.94	662.94
Bill Pm...	EFT	11/08/2024	PENNSYLVANIA AMERIC...	100.800 · MUNI...		-296.90
Bill	10172024	10/17/2024		411.55 · FIRE D...	-296.90	296.90
TOTAL					-296.90	296.90
Bill Pm...	EFT	10/28/2024	WEST PENN POWER	100.010 · CHEC...		-120.59
Bill	9502997...	10/11/2024		409.36 · BUILDI...	-120.59	120.59
TOTAL					-120.59	120.59
Bill Pm...	EFT	10/25/2024	HICKORY TELEPHONE C...	100.010 · CHEC...		-73.16
Bill	10114289	10/01/2024		406.32 · OFFICE...	-73.16	73.16
TOTAL					-73.16	73.16
Liabilit...	EFT	10/31/2024	UPMC HEALTH PLAN	100.010 · CHEC...		-394.99
				222.00 · HEALT...	-394.99	394.99
TOTAL					-394.99	394.99
Liabilit...	EFT	10/31/2024	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-138.71
				214.03 · PSATS ...	-108.99	108.99
				214.02 · PSATS ...	-29.72	29.72
TOTAL					-138.71	138.71
Liabilit...	EFT	10/31/2024	COMM OF PA DEPARTM...	100.010 · CHEC...		-175.59
				217.00 · PA STA...	-175.59	175.59
TOTAL					-175.59	175.59
Liabilit...	EFT	11/04/2024	United States Treasury	100.010 · CHEC...		-2,479.94
				210.00 · FEDER...	-651.00	651.00
				211.00 · SOCIAL...	-741.13	741.13
				211.00 · SOCIAL...	-741.13	741.13
				213.00 · MEDIC...	-173.34	173.34
				213.00 · MEDIC...	-173.34	173.34
TOTAL					-2,479.94	2,479.94

## Hopewell Township Check Detail October 21 through November 18, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liabilit...	EFT	11/01/2024	PMRS	100.010 · CHEC...		-1,136.69
				214.01 · PMRS ...	-1,136.69	1,136.69
TOTAL					-1,136.69	1,136.69
Liabilit...	EFT	11/01/2024	PMRS	100.010 · CHEC...		-991.86
				214.00 · PMRS ...	-991.86	991.86
TOTAL					-991.86	991.86
Bill Pm...	EFT	10/30/2024	CARDMEMBER SERVICE	100.010 · CHEC...		-474.92
Bill	115023	08/01/2024		406.37 · OFFICE...	-40.00	40.00
Bill	9972432...	08/26/2024		406.32 · OFFICE...	-69.44	69.44
Bill	115290	09/03/2024		406.22 · COMPU...	-40.00	40.00
Bill	09222024	09/22/2024		406.32 · OFFICE...	-12.00	12.00
Bill	252698	09/23/2024		430.24 · OPERA...	-148.48	148.48
Bill	115569	10/01/2024		406.37 · OFFICE...	-40.00	40.00
Bill	001866	10/01/2024		437.37 · REPAIR...	-125.00	125.00
TOTAL					-474.92	474.92
Liabilit...	EFT	11/18/2024	COMM OF PA DEPARTM...	100.010 · CHEC...		-211.54
				217.00 · PA STA...	-211.54	211.54
TOTAL					-211.54	211.54
Liabilit...	EFT	11/13/2024	PSATS TRUSTEES INSUR...	100.010 · CHEC...		-158.07
				214.03 · PSATS ...	-124.20	124.20
				214.02 · PSATS ...	-33.87	33.87
TOTAL					-158.07	158.07
Bill Pm...	1073	10/21/2024	MCMILLEN ENGINEERIN...	100.100 · IMPAC...		-3,781.50
Bill	248320	10/04/2024		408.31 · ENGIN...	-3,277.50	3,277.50
Bill	248319	10/04/2024		408.31 · ENGIN...	-504.00	504.00
TOTAL					-3,781.50	3,781.50
Bill Pm...	1074	11/07/2024	TEAM FORD WELLSBURG	100.100 · IMPAC...		-18,248.79
Bill	11072024	11/07/2024		437.37 · REPAIR...	-18,248.79	18,248.79
TOTAL					-18,248.79	18,248.79
Bill Pm...	1075	11/18/2024	MCMILLEN ENGINEERIN...	100.100 · IMPAC...		-4,944.81
Bill	248401	11/07/2024		408.31 · ENGIN...	-972.00	972.00
Bill	248400	11/07/2024		408.31 · ENGIN...	-1,101.00	1,101.00
Bill	248399	11/07/2024		408.31 · ENGIN...	-2,871.81	2,871.81
TOTAL					-4,944.81	4,944.81

## Hopewell Township Check Detail

October 21 through November 18, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	2284	10/21/2024	EVERON, LLC	100.800 · MUNI...		-112.67
Bill	11252024	09/27/2024		411.55 · FIRE D...	-112.67	112.67
TOTAL					-112.67	112.67
Bill Pm...	2285	11/18/2024	ARCOSA AGGREGATES, ...	100.800 · MUNI...		-7,148.75
Bill	34013088	10/25/2024		432.24 · ROAD ...	-387.26	387.26
				432.24 · ROAD ...	-386.07	386.07
				432.24 · ROAD ...	-387.09	387.09
				432.24 · ROAD ...	-385.22	385.22
				432.24 · ROAD ...	-389.81	389.81
				432.24 · ROAD ...	-384.54	384.54
Bill	34013165	10/28/2024		438.25 · REPAIR...	-2,456.46	2,456.46
				432.24 · ROAD ...	-387.09	387.09
Bill	34013433	10/31/2024		438.25 · REPAIR...	-409.86	409.86
				432.24 · ROAD ...	-377.06	377.06
				432.24 · ROAD ...	-388.11	388.11
				438.25 · REPAIR...	-810.18	810.18
TOTAL					-7,148.75	7,148.75
Bill Pm...	2286	11/18/2024	EVERON, LLC	100.800 · MUNI...		-112.67
Bill	156892890	10/28/2024		411.55 · FIRE D...	-112.67	112.67
TOTAL					-112.67	112.67
Bill Pm...	2287	11/18/2024	GENERAL CODE	100.800 · MUNI...		-1,195.00
Bill	00127687	11/01/2024		406.21 · OFFICE...	-1,195.00	1,195.00
TOTAL					-1,195.00	1,195.00
Bill Pm...	16065	10/21/2024	CINTAS	100.010 · CHEC...		-30.03
Bill	5233863...	10/09/2024		430.28 · SAFET...	-30.03	30.03
TOTAL					-30.03	30.03
Bill Pm...	16066	10/21/2024	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	09142024	09/26/2024		409.31 · BUILDI...	-100.00	100.00
Bill	09282024	09/26/2024		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	16067	10/21/2024	Hill International Trucks, ...	100.010 · CHEC...		-408.25
Bill	104200038	10/01/2024		437.25 · REPAIR...	-408.25	408.25
TOTAL					-408.25	408.25
Bill Pm...	16068	10/21/2024	NEWMAN'S LANDSCAPIN...	100.010 · CHEC...		-3,500.00
Bill	21366	10/06/2024		427.00 · SOLID ...	-1,000.00	1,000.00
				427.00 · SOLID ...	-1,000.00	1,000.00
				427.00 · SOLID ...	-1,000.00	1,000.00
				427.00 · SOLID ...	-500.00	500.00
TOTAL					-3,500.00	3,500.00

## Hopewell Township Check Detail

October 21 through November 18, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	16069	10/21/2024	OBSERVER-REPORTER	100.010 · CHEC...		-133.78
Bill	18707	09/23/2024		414.34 · HEARI...	-66.89	66.89
				414.34 · HEARI...	-66.89	66.89
TOTAL					-133.78	133.78
Bill Pm...	16070	10/21/2024	SATTERLEE RESOURCES	100.010 · CHEC...		-1,989.14
Bill	657523	10/14/2024		438.33 · FUEL E...	-1,989.14	1,989.14
TOTAL					-1,989.14	1,989.14
Check	16071	10/21/2024	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16072	10/21/2024	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16073	10/21/2024	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16074	10/21/2024	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16075	10/21/2024	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16081	11/18/2024	Wolf, Craig M.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16082	11/18/2024	Rush, Mary S.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16083	11/18/2024	Kearns, Donald W.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00

## Hopewell Township Check Detail October 21 through November 18, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	16084	11/18/2024	Miller, John D.	100.010 · CHEC...		-25.00
				400.32 · TELEP...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16085	11/18/2024	Ward, Martin T.	100.010 · CHEC...		-25.00
				430.32 · ROAD ...	-25.00	25.00
TOTAL					-25.00	25.00
Check	16086	11/18/2024	Wolf, Craig M.	100.010 · CHEC...		-100.00
				430.47 · ROAD ...	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pm...	16087	11/18/2024	CASSIDY SIGNS	100.010 · CHEC...		-602.77
Bill	3752	10/18/2024		433.00 · TRAFFI...	-41.53	41.53
				433.00 · TRAFFI...	-34.93	34.93
				433.00 · TRAFFI...	-34.93	34.93
				433.00 · TRAFFI...	-26.38	26.38
				433.00 · TRAFFI...	-270.00	270.00
				433.00 · TRAFFI...	-195.00	195.00
TOTAL					-602.77	602.77
Bill Pm...	16088	11/18/2024	CINTAS	100.010 · CHEC...		-149.49
Bill	9294521...	10/31/2024		430.28 · SAFET...	-95.76	95.76
Bill	5239453...	11/13/2024		430.28 · SAFET...	-53.73	53.73
TOTAL					-149.49	149.49
Bill Pm...	16089	11/18/2024	COMDOC, INC.	100.010 · CHEC...		-138.04
Bill	6509128	10/30/2024		406.21 · OFFICE...	-138.04	138.04
TOTAL					-138.04	138.04
Bill Pm...	16090	11/18/2024	ELITE CLEAN TEAM, LLC.	100.010 · CHEC...		-200.00
Bill	10122024	10/28/2024		409.31 · BUILDI...	-100.00	100.00
Bill	10262024	10/28/2024		409.31 · BUILDI...	-100.00	100.00
TOTAL					-200.00	200.00
Bill Pm...	16091	11/18/2024	MAKEL AND ASSOCIATE...	100.010 · CHEC...		-3,083.00
Bill	1863	10/28/2024		404.31 · SOLICI...	-675.00	675.00
				404.31 · SOLICI...	-35.00	35.00
				404.31 · SOLICI...	-322.00	322.00
				404.31 · SOLICI...	-189.00	189.00
				404.31 · SOLICI...	-392.00	392.00
				404.31 · SOLICI...	-1,470.00	1,470.00
TOTAL					-3,083.00	3,083.00

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## Hopewell Township Check Detail

October 21 through November 18, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pm...	16092	11/18/2024	OBSERVER-REPORTER	100.010 · CHEC...		-504.56
Bill	19172	11/19/2024		406.34 · ADVER...	-149.66	149.66
Bill	19174	12/02/2024		406.34 · ADVER...	-141.72	141.72
Bill	19173	12/20/2024		406.34 · ADVER...	-213.18	213.18
TOTAL					-504.56	504.56
Bill Pm...	16093	11/18/2024	PA MUNICIPAL LEAGUE	100.010 · CHEC...		-65.00
Bill	02749	11/07/2024		400.42 · DUES, ...	-65.00	65.00
TOTAL					-65.00	65.00
Bill Pm...	16094	11/18/2024	PA TOWNSHIPS HEALTH ...	100.010 · CHEC...		-2,499.66
Bill	161043	10/29/2024		487.19 · OTHER...	-699.54	699.54
				487.19 · OTHER...	-1,390.68	1,390.68
				487.19 · OTHER...	-340.20	340.20
				487.19 · OTHER...	-69.24	69.24
TOTAL					-2,499.66	2,499.66
Bill Pm...	16095	11/18/2024	PITNEY BOWES GLOBAL...	100.010 · CHEC...		-242.87
Bill	23660703	11/06/2024		406.23 · POSTA...	-142.87	142.87
Bill	11072024	11/07/2024		406.23 · POSTA...	-100.00	100.00
TOTAL					-242.87	242.87
Bill Pm...	16096	11/18/2024	WESTFALL'S MOWING L...	100.010 · CHEC...		-1,010.00
Bill	5654 100...	10/31/2024		409.37 · REPAIR...	-150.00	150.00
Bill	5654 100...	10/31/2024		409.37 · REPAIR...	-150.00	150.00
Bill	5654 101...	10/31/2024		409.37 · REPAIR...	-150.00	150.00
Bill	5654 102...	10/31/2024		409.37 · REPAIR...	-150.00	150.00
Bill	5654 102...	10/31/2024		409.37 · REPAIR...	-150.00	150.00
Bill	5654 100...	10/31/2024		413.45 · OTHER...	-50.00	50.00
Bill	5654 100...	10/31/2024		413.45 · OTHER...	-50.00	50.00
Bill	5654 101...	10/31/2024		413.45 · OTHER...	-50.00	50.00
Bill	5654 102...	10/31/2024		413.45 · OTHER...	-50.00	50.00
Bill	5654 102...	10/31/2024		413.45 · OTHER...	-50.00	50.00
Bill	5654	10/31/2024		409.37 · REPAIR...	-10.00	10.00
TOTAL					-1,010.00	1,010.00
Bill Pm...	16097	11/18/2024	WEST MIDDLETOWN BO...	100.010 · CHEC...		-5,935.00
Bill	2025	11/18/2024		484.00 · WORK...	-5,935.00	5,935.00
TOTAL					-5,935.00	5,935.00



**Hopewell Township**  
**Payroll Transactions**  
 October 21 through November 18, 2024

Date	Name	Num	Type	Memo	Account	Amount
<b>COMM OF PA DEPARTMENT OF REVENUE PUC</b>						
10/31/2024	COMM OF PA DEP...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-175.59
11/18/2024	COMM OF PA DEP...	EFT	Liability Check	1829 4561 PA...	100.010 · CHE...	-211.54
Total COMM OF PA DEPARTMENT OF REVENUE PUC						-387.13
<b>PMRS</b>						
11/01/2024	PMRS	EFT	Liability Check	PMRB-20 for ...	100.010 · CHE...	-1,136.69
11/01/2024	PMRS	EFT	Liability Check	PMRB-20 for ...	100.010 · CHE...	-991.86
Total PMRS						-2,128.55
<b>PSATS TRUSTEES INSURANCE FUND</b>						
10/31/2024	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-138.71
11/13/2024	PSATS TRUSTEES ...	EFT	Liability Check	ACCOUNT 25...	100.010 · CHE...	-158.07
Total PSATS TRUSTEES INSURANCE FUND						-296.78
<b>United States Treasury</b>						
11/04/2024	United States Treas...	EFT	Liability Check	25-6001755 F...	100.010 · CHE...	-2,479.94
Total United States Treasury						-2,479.94
<b>UPMC HEALTH PLAN</b>						
10/31/2024	UPMC HEALTH PLAN	EFT	Liability Check	GROUP NO. ...	100.010 · CHE...	-394.99
Total UPMC HEALTH PLAN						-394.99
<b>Gordon, Mark R.</b>						
10/25/2024	Gordon, Mark R.	ACH	Paycheck	PP END 10/1...	100.010 · CHE...	-174.02
11/08/2024	Gordon, Mark R.	ACH	Paycheck	PP END 11/0...	100.010 · CHE...	-174.02
Total Gordon, Mark R.						-348.04
<b>Kearns, Donald W.</b>						
11/01/2024	Kearns, Donald W.	16076	Paycheck		100.010 · CHE...	-137.93
11/01/2024	Kearns, Donald W.	16080	Paycheck		100.010 · CHE...	-220.53
Total Kearns, Donald W.						-358.46
<b>Miller, John D.</b>						
11/01/2024	Miller, John D.	16077	Paycheck		100.010 · CHE...	-137.94
Total Miller, John D.						-137.94
<b>Paul, Beverly R.</b>						
11/01/2024	Paul, Beverly R.	16078	Paycheck		100.010 · CHE...	-276.98
Total Paul, Beverly R.						-276.98
<b>Rush, Mary S.</b>						
11/01/2024	Rush, Mary S.	16079	Paycheck		100.010 · CHE...	-137.94
Total Rush, Mary S.						-137.94
<b>Ward, Martin T.</b>						
10/25/2024	Ward, Martin T.	ACH	Paycheck	PP END 10/1...	100.010 · CHE...	-1,405.99
11/08/2024	Ward, Martin T.	ACH	Paycheck	PP END 11/0...	100.010 · CHE...	-1,011.00
Total Ward, Martin T.						-2,416.99
<b>White, Andrea L.</b>						
10/25/2024	White, Andrea L.	ACH	Paycheck	PP END 10/1...	100.010 · CHE...	-695.48
11/08/2024	White, Andrea L.	ACH	Paycheck	PP END 11/0...	100.010 · CHE...	-781.31
Total White, Andrea L.						-1,476.79

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**Hopewell Township**  
**Payroll Transactions**  
October 21 through November 18, 2024

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Type</u>	<u>Memo</u>	<u>Account</u>	<u>Amount</u>
Wolf, Craig M.						
10/25/2024	Wolf, Craig M.	ACH	Paycheck	PP END 10/1...	100.010 · CHE...	-1,334.69
11/08/2024	Wolf, Craig M.	ACH	Paycheck	PP END 11/0...	100.010 · CHE...	-1,334.69
Total Wolf, Craig M.						-2,669.38
<b>TOTAL</b>						<b>-13,509.91</b>

# Hopewell Township Income/Expense Report October 2024

	Oct 24
<b>Income</b>	
<b>300-319 · TAXES</b>	
<b>301.00 · REAL PROPERTY TAXES</b>	
301.10 · REAL ESTATE TAXES CURRENT YEAR	1,565.05
301.12 · STATE GAMLANDS IN LIEU OF TAX	4.80
301.40 · DELINQUENT FROM TAX CLAIM BUREA	674.98
<b>Total 301.00 · REAL PROPERTY TAXES</b>	2,244.83
<b>310.00 · PER CAPITA TAXES</b>	
310.01 · PER CAPITA TAXES CURRENT YEAR	84.30
<b>Total 310.00 · PER CAPITA TAXES</b>	84.30
<b>310.20 · EARNED INCOME TAX</b>	
310.21 · EARNED INCOME TAX CURRENT	4,592.35
310.22 · EARNED INCOME TAX PRIOR YEAR	-300.00
310.23 · EARNED INCOME TAX DELINQUENT	1,431.92
<b>Total 310.20 · EARNED INCOME TAX</b>	5,724.27
<b>319.00 · PEN INT ON DELINQUENT TAXES</b>	
319.01 · REAL PROPERTY TAXES PENALTY	155.62
319.10 · PER CAPITA TAX PENALTY	8.00
<b>Total 319.00 · PEN INT ON DELINQUENT TAXES</b>	163.62
<b>Total 300-319 · TAXES</b>	8,217.02
<b>330.00 · FINES AND FORFEITS</b>	
<b>331.00 · FINES</b>	
331.10 · COURT-DISTRICT MAGISTRATE	30.65
<b>Total 331.00 · FINES</b>	30.65
<b>Total 330.00 · FINES AND FORFEITS</b>	30.65
<b>340.00 · INTEREST, RENTS AND ROYALTIES</b>	
<b>341.00 · INTEREST EARNINGS</b>	
<b>341.01 · INTEREST ON CHECKING</b>	
341.05 · INTEREST GENERAL FUND ACCOUNT	303.06
341.10 · INTEREST IMPACT FEE ACCOUNT	13,986.75
341.15 · INTEREST REAL ESTATE ACCOUNT	10.74
341.20 · INTEREST MUNICIPAL SHARES ACCOU	689.38
341.25 · INTEREST ESCROW ACCOUNT	140.40
341.30 · INTEREST LOCAL FISCAL RECOVERY	162.96
<b>Total 341.01 · INTEREST ON CHECKING</b>	15,293.29
<b>Total 341.00 · INTEREST EARNINGS</b>	15,293.29
<b>342.00 · RENTS AND ROYALTIES</b>	
342.51 · ROYALTIES FROM NATURAL GAS	274.23
342.57 · FRANCHISE FEES COMMUNICATION	1,647.76
<b>Total 342.00 · RENTS AND ROYALTIES</b>	1,921.99
<b>Total 340.00 · INTEREST, RENTS AND ROYALTIES</b>	17,215.28
<b>350.00 · INTERGOVERNMENTAL REVENUES</b>	
<b>355.00 · STATE SHARED REVENUE AND ENTITL</b>	
355.01 · PUBLIC UTILITY REALTY TAX PURTA	195.94
<b>Total 355.00 · STATE SHARED REVENUE AND ENTITL</b>	195.94
<b>Total 350.00 · INTERGOVERNMENTAL REVENUES</b>	195.94

# Hopewell Township Income/Expense Report October 2024

	Oct 24
<b>360-363 · CHARGES FOR SERVICES</b>	
<b>361.00 · GENERAL GOVERNMENT CHARGES</b>	
361.30 · ZONING SUBDIVISION LAND DEV FEE	
361.31 · SUBDIVISION LAND DEV PLAN FEES	200.00
<b>Total 361.30 · ZONING SUBDIVISION LAND DEV FEE</b>	200.00
<b>361.65 · TAX CERTIFICATION REVENUES</b>	
361.70 · NO LIEN LETTERS	20.00
<b>Total 361.65 · TAX CERTIFICATION REVENUES</b>	20.00
<b>Total 361.00 · GENERAL GOVERNMENT CHARGES</b>	220.00
<b>Total 360-363 · CHARGES FOR SERVICES</b>	220.00
<b>Total Income</b>	25,878.89
<b>Gross Profit</b>	25,878.89
<b>Expense</b>	
<b>400-409 · GENERAL GOVERNMENT</b>	
<b>400.00 · LEGISLATIVE GOVERNING BODY</b>	
400.05 · SUPERVISOR SALARY	468.75
400.10 · ROADMASTER WAGES - APPOINTED	250.00
400.15 · HOURLY WAGE SUPERVISOR	66.58
400.32 · TELEPHONE AND WIRELESS	75.00
<b>Total 400.00 · LEGISLATIVE GOVERNING BODY</b>	860.33
<b>403.00 · TAX COLLECTION</b>	
403.05 · TAX COLLECTOR SALARY	313.75
<b>Total 403.00 · TAX COLLECTION</b>	313.75
403.31 · KEYSTONE COLLECTIONS COMMISSION	92.35
<b>405.00 · SECRETARY / CLERK / TREASURER</b>	
405.15 · SECRETARY / TREASURER WAGE	1,914.00
405.17 · SEC/TREAS PAID TIME OFF	348.00
<b>Total 405.00 · SECRETARY / CLERK / TREASURER</b>	2,262.00
<b>406.00 · OTHER GENERAL GOVERNMENT ADMIN</b>	
406.22 · COMPUTER SUPPLIES EXPENSE	40.00
406.23 · POSTAGE EXPENSE	65.97
406.32 · OFFICE TELEPHONE AND INTERNET	154.60
406.37 · OFFICE EQUIPT MAINT AND SERVICE	80.00
<b>Total 406.00 · OTHER GENERAL GOVERNMENT ADMIN</b>	340.57
<b>408.00 · ENGINEERING SERVICES</b>	
408.31 · ENGINEERING SERVICES APPOINTED	3,781.50
<b>Total 408.00 · ENGINEERING SERVICES</b>	3,781.50
<b>409.00 · GENERAL GOVERNMENT BUILDINGS</b>	
409.31 · BUILDING CLEANING SERVICES	200.00
409.36 · BUILDING ELECTRIC AND WATER	120.59
<b>Total 409.00 · GENERAL GOVERNMENT BUILDINGS</b>	320.59
<b>Total 400-409 · GENERAL GOVERNMENT</b>	7,971.09
<b>410-419 · PUBLIC SAFETY</b>	
<b>411.00 · FIRE</b>	
411.45 · FIRE PROTECTION CONTRACT	1,625.00
411.55 · FIRE DEPARTMENT DONATION	409.57
<b>Total 411.00 · FIRE</b>	2,034.57

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Cash Basis

# Hopewell Township Income/Expense Report October 2024

	Oct 24
414.00 · PLANNING AND ZONING	
414.10 · ZONING/CODE OFFICER APPOINTED	500.00
414.34 · HEARING COSTS	133.78
	633.78
Total 414.00 · PLANNING AND ZONING	
419.00 · OTHER PUBLIC SAFETY	
419.36 · PUBLIC UTILITY SERVICES HYDRANT	662.94
	662.94
Total 419.00 · OTHER PUBLIC SAFETY	
Total 410-419 · PUBLIC SAFETY	3,331.29
426-429 · PUBLIC WORKS - SANITATION	
427.00 · SOLID WASTE COLLECTION AND DISP	3,500.00
	3,500.00
Total 426-429 · PUBLIC WORKS - SANITATION	
430-439 · PUBLIC WORKS-HWYS ROADS STREET	
430.00 · ROAD DEPARTMENT	
430.12 · ROAD DEPARTMENT WAGE FULL TIME	7,700.00
430.17 · ROAD DEPARTMENT PAID TIME OFF	380.00
430.18 · ROAD DEPARTMENT OVERTIME	12.63
430.24 · OPERATING SUPPLIES PUBLIC WORKS	148.48
430.28 · SAFETY SUPPLIES	30.03
430.32 · ROAD DEPARTMENT CELL PHONES	50.00
	8,321.14
Total 430.00 · ROAD DEPARTMENT	
437.00 · REPAIRS OF TOOLS AND MACHINERY	
437.25 · REPAIRS AND MAINT SUPPLIES	408.25
437.37 · REPAIRS AND MAINT SERVICE	125.00
	533.25
Total 437.00 · REPAIRS OF TOOLS AND MACHINERY	
438.00 · MAINT AND REPAIRS ROADS BRIDGES	
438.33 · FUEL EXPENSE	1,989.14
	1,989.14
Total 438.00 · MAINT AND REPAIRS ROADS BRIDGES	
Total 430-439 · PUBLIC WORKS-HWYS ROADS STREET	10,843.53
481-484 · EMPLOYER PD BFTS & WITHHOLDING	
481.00 · EMPLOYER PAID ITEMS	
481.10 · SOCIAL SECURITY - EMPLOYER PAID	741.13
481.20 · MEDICARE - EMPLOYER PAID	173.34
481.30 · PA UNEMPLOYMENT - EMPLOYER	77.16
	991.63
Total 481.00 · EMPLOYER PAID ITEMS	
483.00 · PENSION AND 457-B CONTRIBUTIONS	
483.19 · ROTH PLAN 457-B CONTRIBUTION	67.86
483.30 · NON-UNIFORM PENSION CONTRIBUTIO	991.86
	1,059.72
Total 483.00 · PENSION AND 457-B CONTRIBUTIONS	
Total 481-484 · EMPLOYER PD BFTS & WITHHOLDING	2,051.35
487.00 · HEALTH INSURANCE BENEFIT	
487.35 · GROUP HEALTH INSURANCE BENEFIT	5,133.60
	5,133.60
Total 487.00 · HEALTH INSURANCE BENEFIT	
Total Expense	32,830.86
Net Income	-6,951.97